



**NOTICE:**  
STATE WORKFORCE DEVELOPMENT BOARD  
EXECUTIVE COMMITTEE MEETING

**Date:** Tuesday, January 27, 2026

**Time:** 10:30 – 11:00 am

**Virtual:**

Microsoft Teams meeting

Join: <https://teams.microsoft.com/meet/29220746819752?p=vj0VKip0Y5beU38Uvq>

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**TENTATIVE AGENDA:**

1. Call to Order by Teresa Hovell, Chair.
2. Roll Call.
3. **Action Item:** Approval of Meeting Agenda.
4. Discussion and motion to update the composition of the SWDB.

20 CFR 679.110(b)(3)(iii)(A)(1)(i) through (iii).

*"The Governor is responsible for ensuring adequate representation of the core programs, which the Department interprets to mean that the core program's State WDB representative has not only primary responsibility for the program, but also the expertise to actively and meaningfully contribute to the State WDB's understanding of the program's role in the public workforce system, especially with regard to the strategic planning for that system, and in the development and implementation of the State Plan. The Department has added § 679.110(b)(3)(iii)(A)(1)(i) through (iii) to clarify that, for title I and Wagner- Peyser Act programs, a single lead State official with primary responsibility for those programs may represent more than one of those programs. However, the WIOA title II and VR programs must have a single, unique representative. When appointing a board member to represent multiple core programs under § 679.110(b)(3)(iii), Governors should take into account the requirement that the representative has the primary responsibility for the core program which includes direct responsibility for, and understanding of, policy issues involving the core program and the public workforce system. The Department encourages Governors to ensure an ongoing role for all core programs to inform the Boards' actions. Meeting these requirements may be achieved in a number of ways, such as directly appointing a State's director for those core programs to the Board, gathering direct input from program administrators via a subcommittee or staffing structure, or frequent efforts to gather input. These provisions are intended to ensure that all core programs have meaningful input on the State WDB, but neither WIOA nor the regulation requires that the adult education director be appointed to the State WDB. The regulation is not changed to require a specific title be named as representative; however, representatives must meet the requirement of primary responsibility."*

**4.1 -- Action Item:** Motion to update the composition of the SWDB to bring the Iowa Code into compliance with federal requirements.

5. Adjourn.

**ACCOMMODATIONS:**

Accommodations are available upon request for individuals with disabilities. If you need an accommodation, please contact:

Shelly Evans

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