

## **Executive Committee Meeting**

Tuesday, October 29, 2024 – 7:30 a.m. to 8:30 a.m. Held via Microsoft Teams

## AGENDA/MINUTES

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Agenda Item		Person Responsible	Status	
I. II.	Call to Order  Consent Agenda  a. Approve 10/29/24 Agenda b. Approve 9/24/24 Minutes c. On Site Monitoring Notification d. Board Biennial Certification Notification e. Local Negotiated Performance Rates PY24/25 Notification	Stacy Sime	I/D I/D/A I/D/A	
•	Stacy Sime called the meeting to order at 7:36 am. Attendance: Committee members: Stacy Sime, Michelle Seibert, Amy Service Providers: Eric Kress, Tony Reed. Amy Landas motioned for approval of the consent agenda.		l. Staff and	
I.	Regular Agenda Local Administration and Chief Elected Update a. 28E Shared Liability Agreement b. Chief Elected Officials Roster Update	Eric Kress	I/D	
II.	<ul> <li>c. Administrative Entity Designation</li> <li>d. New Board Member Appointments</li> <li>Continuous Improvement Updates</li> <li>a. Title I Economic Impact Study Ad Hoc Committee</li> </ul>	Eric Kress	I/D	
III.	<ul> <li>b. Communications Strategy Status Update</li> <li>c. Scorecard Review</li> <li>d. 90 Day Action Plans – Title I Providers</li> <li>November Full Board Meeting Preparation</li> </ul>	Eric Kress	I/D	
•	Discussion occurred on the upcoming change of Chief Lead Elected Official for the Central Iowa Local Workforce Area, and how the transition is interconnected with the 28E Shared Liability Agreement and role of the Administrative Entity for the area. The Chief Elected Board is currently working on updates to the 28E, nominating a new CLEO, and creating a resolution to reappoint the administrative entity for 2025. A FAQ sheet and responsibility matrix will be included in the CIWD full board meeting in November. The board and current committee roster were reviewed.  Eric Kress provided status updates on the Title I Economic Impact study and Communications assessment and strategy implementation.  Eric shared a draft of the Board Performance scorecard. He expressed interest in re-introducing the board to the "16 functions of the Local Workforce Board."  A discussion occurred regarding oversite of the Title I Service providers, now in quarter 2 of their period of performance.			
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l.	Executive Director Appraisal Process	Tony Reed	I/D	



Wrap Up and Adjourn	Stacy Sime	I/D/A
Stacy Sime adjourned the meeting.		