

## Executive Committee Meeting

Tuesday, January 28, 2025 – 7:30 a.m. to 8:30 a.m.

### AGENDA/MINUTES

Agenda Item	Person Responsible	Status
I. Call to Order II. Approve 1/28/25 Agenda III. Approve 10/29/24 Minutes	Stacy Sime	I/D I/D/A I/D/A
<ul style="list-style-type: none"> <li>• <i>Stacy Sime called the meeting to order at 7:35 am.</i></li> <li>• <i>In attendance: Board Members Stacy Sime, Michelle Seibert and Amy Landas. Chief Elected Board: Lisa Heddens. Board Staff: Eric Kress and Rebekah Brandmeyer.</i></li> <li>• <i>Michelle Seibert motioned for approval of the 1/28/25 agenda and 10/29/24 minutes. Amy Landas seconded. Ayes: All.</i></li> </ul>		
I. CEO Board Update <ul style="list-style-type: none"> <li>a. 28E Shared Liability Agreement Amendment Status</li> <li>b. Chief Elected Officials Roster Updates</li> </ul> II. Local Board Updates <ul style="list-style-type: none"> <li>a. Communications Updates</li> <li>b. Scorecard Review</li> <li>c. Advocacy</li> </ul> III. February Full Board Meeting Preparation <ul style="list-style-type: none"> <li>a. Finance Committee Recommendation for Title I Adult Funds</li> <li>b. Mid-Year Appraisals for Title I Providers</li> <li>c. Annual Appraisal for One Stop Operator</li> <li>d. Mission Statement Recommendation</li> </ul>	Lisa Heddens           Rebekah Brandmeyer Eric Kress           Eric Kress	I/D           I/D           I/D
<ul style="list-style-type: none"> <li>• <i>Lisa Heddens shared the status of counties executing the amendment to the existing shared liability agreements for the Central Iowa Workforce Area.</i></li> <li>• <i>Eric Kress reported that at least 3 new chief elected officials will be serving on the Chief Elected board. He provided status updates on orientation of those officials.</i></li> <li>• <i>Rebekah Brandmeyer provided updates to strategic communication artifact development including brand style guide, toolkit, annual report, and website development.</i></li> <li>• <i>Eric Kress referenced the board scorecard and its focus on compliance. He is currently tracking audit status and Title I enrollment efficiency and outreach.</i></li> <li>• <i>Discussion occurred regarding action items that would be on the full board agenda for February.</i></li> <li>• <i>Michelle Seibert motioned to support the planning and operations committee's mission statement recommendation. Amy Landas seconded. Ayes: All.</i></li> </ul>		
Discussion <ul style="list-style-type: none"> <li>I. Local Policy Update Strategy</li> <li>II. Local Board Officers Succession Planning</li> </ul>	Eric Kress Stacy Sime	I/D I/D
<ul style="list-style-type: none"> <li>• <i>Eric Kress provided some rationale for creating a plan for updating local policies.</i></li> <li>• <i>Discussion around future Executive Officer positions occurred.</i></li> </ul>		

Wrap Up and Adjourn	Stacy Sime	I/D/A
<ul style="list-style-type: none"><li>• <i>Stacy Sime adjourned the meeting at 8:30 a.m.</i></li></ul>		