

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

Mission – To build a quality workforce for today and tomorrow.

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