



Planning and Operations Committee Meeting

May 2, 2025

8:30 a.m. to 9:30 a.m.

AGENDA/MINUTES

Full AGENDA	Person Responsible	Status
Call to Order - Welcome and Check-In 5/2/2025 Approve Agenda 3/14/2025 Approve Minutes	Abigail Miller Abigail Miller	I/D/A A
Abigail Miller called the meeting to order at 8:32 am. <i>In attendance: William Berning, Abigail Miller, Michelle Schott, Jenae Sikkink, Lauren Robins, T. Waldmann-Williams, Sara Bath, Heather Brooks, Rebekah Brandmeyer and Eric Kress.</i> <i>T. Waldmann-Williams motioned to approve the 5/2/25 agenda. William Berning seconded. Ayes: All</i> <i>T. Waldmann-Williams motioned to approve the 3/14/25 minutes. Michelle Schott seconded. Ayes: All</i>		
Reports - State Monitoring Initial Determination - Communications - IowaWORKS One Stop Operator Report - Title I Report - Executive Director - Business Member Announcements	Rebekah Brandmeyer Sara Bath Heather Brooks Eric Kress All	I/D
<i>Status of state monitoring response and local sub-recipient monitoring was shared. State monitoring is “conditionally approved” but does require further documentation and action to fully satisfy the monitoring. That is in progress. Local on-site monitoring has been conducted, and reports are being developed.</i> <i>Rebekah Brandmeyer shared some website analytics and developments.</i> <i>Sara Bath provided a report on IowaWORKS events and activities. She shared metrics related to One Stop Operations. She highlighted the success of the Atlas client referral software implementation. She also shared about the upcoming UI modernization effort.</i> <i>William Berning gave updates on efforts to coordinate with Hy-Vee in Ankeny who has announced a closing impacting over 300 workers.</i> <i>Heather Brooks presented on Title I Adult and Dislocated Worker program metrics and highlights. The success of a recent CDL info session was highlighted.</i> <i>Business Members had an opportunity to share feedback from their industry. Lauren shared that a change to the minimum age from 21 to 18 for HASMAT is something they are looking to leverage. Abigail talked about the “intern season” for her and many other businesses.</i>		
Action and Discussion Items		

Vision – All Central Iowan’s are engaged and thriving in our workforce.



• Title II Adult Education Review Chair • Labor Market Info, WARN Notices, Trends • NAWB Forum Recap • Local Policy Updates	Abigail Miller Eric Kress Abigail Miller Eric Kress	I/D/A I/D I/D I/D
• <i>Jenae Sikkink motioned to recommend to the full board Lana Pol as Title II AEFLA application review chair. William Berning seconded. Ayes: All.</i> • <i>Labor Market discussion focused on Rapid Response efforts to WARN notices.</i> • <i>Discussion occurred about proactive advocacy for businesses to invest in employee development, including English language acquisition. Businesses that will be conducting layoffs are hard to predict, but sharing these concepts may help businesses that are trending that direction think about investing in employees that may be impacted pre-announcement.</i> • <i>Abigail Miller and Eric Kress gave a high-level overview of their experience at the NAWB Annual Forum. A future presentation will take place at the May board meeting. How to better leverage Business leadership of the CIWDB and utilize it in advocacy was a key learning from the conference.</i> • <i>Eric Kress gave a high-level overview of some policy developments that will be brought forward at the May board meeting for adoption.</i>		
Wrap Up and Adjourn	Abigail Miller	I/D/A
• <i>The meeting adjourned at 9:29 am.</i>		