



Planning and Operations Committee Meeting

September 19, 2025

8:00 a.m. to 9:00 a.m.

AGENDA/MINUTES

Full AGENDA	Person Responsible	Status
Call to Order <ul style="list-style-type: none"> Welcome and Check-In 	Abigail Miller	I/D/A
Consent Agenda <ul style="list-style-type: none"> 9/19/2025 Approve Agenda 7/25/2025 Approve Minutes 	Abigail Miller	A
<ul style="list-style-type: none"> Board Members In attendance: Abigail Miller, Michelle Schott, Jenae Sikkink William Berning, Stacy Kilstofte. Natalie Baysinger joined the meeting later. Others in attendance: Eric Kress, Alejandra Sinecio, Sara Bath. Abigail Miller called the meeting to order at 8:02 am. Jenae Sikkink motioned to approve the consent agenda. Michelle Schott seconded. Ayes: All. 		
Reports <ul style="list-style-type: none"> IowaWORKS One Stop Operator Report Title I Adult and Dislocated Worker Report <ul style="list-style-type: none"> Rapid Response Coordinator Executive Director – Federal Updates Business Member Announcements 	Sara Bath Alejandra Sinecio Eric Kress CIWDB Business Members	I/D
<ul style="list-style-type: none"> Sara Bath provided a report related to IowaWORKS activities; including upcoming events, highlights, and customer service metrics. Alejandra Sinecio provided a report on Title I Adult and Dislocated Worker activities. She also shared that a Rapid Response Coordinator job posting is now live for a new position to better respond and align to WARN's in Iowa as part of the Dislocated Worker program. Eric Kress provided an update on federal WIOA legislation and appropriations. He also shared updates related to strategy documents from the Trump Administration and the federal Department of Labor related to workforce development. Abigail Miller, Natalie Baysinger, and Stacy Kilstofte provided updates related to workforce trends in their respective industries. Jenae Sikkink gave an overview of the Greater Des Moines Partnership's Regional Summit. 		
Action and Discussion Items <ul style="list-style-type: none"> Labor Market Info, WARN Notices, Trends September Workforce Advocacy Update Business Collaboratives Update Discussion – Prep for D.O.L. Strategies 	Eric Kress Eric Kress Abigail Miller Eric Kress	I/D I/D I/D I/D
<ul style="list-style-type: none"> The committee reviewed labor market information; including top jobs, WARNs, and unemployment rate data. 		

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



- *Eric Kress provided an update on the WIOA Advocacy event being held on September 24, 2025.*
- *Abigail Miller and Eric Kress provided an update on the upcoming kick off for the Transportation and Warehousing Business Collaborative.*

Wrap Up and Adjourn

Abigail Miller

I/D/A

- *The meeting was adjourned at 9:00 am.*