**Attendees:** Jesse Bolinger, Amanda McVann, Dennis Brown, Charla Schmid, Ron Fitzgerald, Dean Robins, Jerry Walker, Daniel Ray Christensen, Liz Rodriguez

Agenda:

1. Minutes of December 14 meeting (Approval)
   1. SO MOVED
2. Agenda (Approval)
   1. SO MOVED
3. Budget (Approval)
   1. SO MOVED
4. One Stop Operator Update
   1. Jesse: SPPG is our One Stop Operator; Jackie Norris said that they shouldn’t be doing it anymore
5. Board Vacancies & Long-Term Strategies/Board Cert.
   1. Jesse: we have two Board vacancies in higher education and someone in a union
      1. No one from higher ed thus far, would like someone from Graceland
      2. Graceland might have a faculty union
6. Realignment Discussion
   1. Jesse: realignment for our board is off the table, we cannot realign because we don’t have an area that wants to align with us
      1. Dean: why?
         1. Jesse: we don’t have a lot of money, and we don’t have a lot
      2. Liz: you can only realign with areas that touch yours, such as Central, Western, and Southcentral Iowa
         1. Daniel: unless there’s orders from the State to realign
         2. Liz: no one wants to **voluntarily** align, but forced alignment could happen
      3. Jesse: we have three options:
         1. We realign
         2. Find a sub-recipient
         3. All 8 CEOs vote to reject the funding, remove their reliability, and return control to the state so the Board dissolves
         4. Liz: also, you can incorporate as a non-profit and bring in your own money so you’re not dependent on the state; the state’s money fluctuates so much
            1. Jesse: that’s right; I haven’t explored where we can have other money such as outside donors; I would like someone to make a motion for one of those options; CCog doesn’t want to be a part of it
            2. Jerry: CCog has already has a lot going on right now
      4. Charla: RC&D means?
         1. Jesse: resource conservation & development
         2. Daniel: their chairmen is on our board and we have members of our board on theirs
      5. Liz: there’s lot of federal grants out there, maybe not that Jesse can apply to himself; there’s a lot of talented people on your Board who have skills to help grantwrite; we are thinking about a Give-Get-Serve
         1. The businesses give a certain amount, not the non-profits – they serve
      6. Jesse: I have a lot of success putting together a 501c3; I’d like to meet again in February
      7. Dennis: option 2 is the only way forward that’s viable
         1. Daniel: likewise, we’re too late for realignment
      8. Liz: all a sub-recipient is going to do is take that money and your Board will only function the way it is for another 1-2 years; which can lead your Board to die/close
         1. Jesse: our fiscal agent charges us a fee; a sub-recipient will do that same but it’ll be higher because they have additional responsibilities; that additional funding that can be going towards community operation is going to them instead
      9. Daniel: Who do you have in mind for One Stop Operator?
         1. Jesse: we’re digging deep and we might have to find an individual that has these skills; we can find somebody
      10. Ron: What do we do for funding in the meantime while this is getting going?
          1. Jesse: we’ll still receive the funding that we’re getting; we can go after extra funding which is through setting up a 501c3, and let the public know that the workforce board is and that we’re here
          2. Charla: people don’t know about them at all
          3. Ron: Will we continue to get state money? For how long?
             1. Daniel: until the non-profit forms
             2. Jesse: and then it’ll go towards the non-profit
          4. Liz: we’ve seen an influx of funds from the state due to Covid-19; we will see bulkier chunks of money go towards these workforce areas, but then it’ll go down to half; almost all workforce boards have become sub-recipients which we can do until you get yourselves strong enough
      11. Jesse: I need 8 CEOs to come together to forming a nonprofit, dissolving, or whatever; we need all 8 to agree on one thing
          1. Daniel: all 8 are only needed for realignment
          2. Liz: if you were voting on dissolving, then that would take all 8
      12. Daniel: we’re either voting on finding a sub-recipient or going forward with having the board gain nonprofit status
          1. Dean: Do we still have a CLEO through all this?
          2. Daniel: The Board stays the same, and in a non-profit Jesse would still act as Exec. Director; it would still fall back on us and the Board would move forward
          3. Dean: I would lean towards the incorporation
          4. Liz: I just wanted to add you can vote to pursue non-profit AND find your subrecipient - it's not necessarily a mutually exclusive set of decisions
      13. Jesse: What does it cost to form a nonprofit?
          1. As an Exec. Director, the federal fee is $600 and state filing fee is $50
          2. We can utilize Ticket to Work money, about $107,000 to work with, to increase my number of hours a week to 40 hours instead of 25 which won’t make a huge impact on that fund
      14. Liz: find your sub-recipient now and then create a 3 year plan to move towards becoming a nonprofit
   2. Daniel: let’s do a roll call vote for each option
      1. Option 1: find a sub-recipient
      2. Option 2: become non-profit
   3. Jesse: let’s vote to become a non-profit & find a sub-recipient
      1. Roll Call:
         1. Aye: Dean, Ron, Dan, Charla, Jerry
            1. Daniel: Jesse move forward with workforce development plans
7. Establish next meeting
   1. Thursday, February 9th @ 6:30 PM via Zoom
8. Adjourn
   1. SO MOVED

Notes:

* Liz Rodriguez: military brat; background in compliance; drawn to job as Exec. Director; makes sure Board’s gov’t regulations are up to date and involves Board Members and CEOs

Action Items:

* Upcoming meeting:
  + Thursday, February 9th @ 6:30 PM via Zoom