



Executive Committee Meeting Minutes Thursday, May 25 2023 @ 3:00 p.m.

The meeting of the South Central Iowa Local Workforce Development Board Executive Committee was held on May 25, 2023, at 3:00 p.m. via Zoom.

CALL TO ORDER

Chair McGee called the meeting to order at 3:01 p.m.

ROLL CALL

Committee Members Present: John Hall, Natalie McGee, Randy Westman, Don Seams

Committee Members Not Present: Mark Cooper

Guests: None

Board Staff: Krista Tedrow – Executive Director, Nicole Krause – Executive Assistant

***CONSENT AGENDA**

Hall made a motion to approve the consent agenda; approval of 3.14.2023 meeting minutes, seconded by Westman. Ayes all, motion carried unanimously.

***EXECUTIVE DIRECTOR JOB DESCRIPTION AND HIRING PROCESS**

Westman made a motion to approve Executive Director job description and hiring process, seconded by Hall. Ayes all, motion carried unanimously.

JULY FULL BOARD MEETING

Committee discussed details for the July 20, 2023 Full Board meeting. Will look into Musco Lighting for the meeting location and local restaurants to cater in dinner.

OTHER BUSINESS

The next meeting is Tuesday, June 13, 2023 at 1:30 p.m. which will be a Full Board meeting to get a final vote on the Executive Director job description and hiring process and to discuss succession planning with the Full Board. The next Executive Committee meeting will be Tuesday, August 8, 2023 at 1:30 pm.

PUBLIC COMMENT

There was none.

***ADJOURNMENT**

Westman made a motion to adjourn, seconded by Hall. Meeting adjourned at 3:23 p.m.