ContinUous ImprovEment Committee

Date: December 13, 2023

Time: 1:00-2:15 PM

Chairman: Mr. Marlon McClinton

Location: Zoom

# Members:

Mr. Jay Brooks | Ms. Ami Chambers | Ms. Jennifer Foster | Mr. Marcus Jordan | Mr. Demetri Katsulis |Mr. Marlon McClinton | Ms. Barb Oilschlager | Ms. Becky Raymond | Mr. Julio Rodriguez | Dr. Carlotta Roman | Dr. Andrew Warrington |

# Staff Attendees:

Ms. Coryn Barger | Ms. Molly Cook | Dr. Aime’e Julian | Dr. Brian Richard

# Guests:

Ms. Gina Wells | Dr. Kathy Olesen-Tracey

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| Time | Item | Presenter |
| 1:00 PM | Welcome and Introduction | Mr. Marlon McClinton |
|  | * Approve November 15, 2023 minutes |  |
| 1:05 PM | Policy Process Update   * Review updated flowchart * Update on overall policy process | Ms. Sarah Blalock  Ms. Molly Cook |
| 1:15 PM | Diversity, Equity, Inclusion, and Access (DEIA) Update and Collaboration   * DEIA Committee Update * Discuss CIC and DEIA Committee Policy Collaboration | Ms. Gina Wells |
| 1:35 PM | Data Discussion   * Discuss collecting IWIB committee data needs and creating a need statement | Dr. Brian Richard |
| 1:45 PM | Evaluation Workgroup Update   * Review updates from most recent meeting | Dr. Kathy Olesen-Tracey |
| 2:00 PM | New Business/Old Business | Marlon McClinton |
| 2:10 PM | Public Comment | Marlon McClinton |
| 2:15 PM | Adjournment   * Next Meeting: January 17, 2023, 1-2:15 PM | Marlon McClinton |

**Charges of the Continuous Improvement Committee:**

Charge 1: Evaluation Design. Review evaluation elements of policies, programs, and processes created or overseen by the IWIB to determine the appropriateness of their relationship to their expected outcomes. Provide feedback and recommendations.

Charge 2: Evaluation Outcomes. Review outcomes of evaluation to determine if results conformed to intended outcome. Provide feedback and recommendations.

Charge 3: Continuous Improvement at Local Level. Review local performance related to the six federal performance measures for the WIOA core partners and make recommendations about strategies for continuous improvement at local levels.

Charge 4: Benchmarks. Examine and evaluate workforce quality and earning benchmarks and recommend changes.

Charge 5: Data Recommendations. Provide Recommendations for Readily Accessible Data and technical assistance recommendations for an intended audience.

Charge 6: Priority Activities. Manage priority activities as assigned by the IWIB Strategic plan.

**Priorities of the CIC:**

1. Policy evaluation
2. Develop an understanding of how WIOA programs (under Title One, Two, Three and Four) are evaluated, what continuous improvement processes are in place and included, and what Technical Assistance from the lead agency is involved.
3. Provide the IWIB Committees with a Clear understanding of how outcomes are evaluated – defining the process for upcoming policy.