

IOWA PUBLIC INFORMATION BOARD – Training Committee

MEMBERS

Catherine Lucas, Johnston (Government Representative, 2024-2028)

Monica McHugh, Zwingle (Public Representative, 2022-2026)

Jackie Schmillen, Urbandale (Media Representative, 2022-2026)

STAFF

Erika Eckley, Executive Director

Kimberly Murphy, Deputy Director

Alexander Lee, Agency Counsel

Use the following link to watch the IPIB meeting live:

<https://youtube.com/@IowaPublicInformationBoard>

Note: If you wish to make public comment to the Board, please send an email to IPIB@iowa.gov prior to the meeting.

Agenda

June 19, 2025, 11:00 a.m. – 12:00 p.m.

Location: 510 E 12th Street

Jessie M. Parker Building, East

Des Moines, Iowa 50319

(members may attend via Google Meet)

- I. Call to Order
- II. Approval of Agenda *
- III. Approve Minutes of May 15, 2025 *
- IV. Public Comment (5-minute limit per speaker)
- V. Training Updates (Lee)
- VI. Legislative Update (Eckley)
- VII. Review Revised FAQs Drafts (possible action)
- VIII. Review “Closed Sessions” Training Video (possible action)
 - a. Possible discussion of future topics or revisions needed
- IX. HF 706 Training Requirements (Section 21.12)
 - a. Feedback from May 27 meeting with stakeholders
 - b. Set date/time for pilot online training presentation
 - c. Criteria for approving non-IPIB trainings
- X. Discuss New Priorities/Projects for IPIB Staff (if any)
- XI. Next Meeting Date
- XII. Adjourn

*** Attachment**



IOWA PUBLIC INFORMATION BOARD – Training Committee

May 2025 Meeting

Time: May 15, 2025, 11:00 p.m.

Location: Jessie Parker (510 E 12th Street) / Virtual (Livestreamed on YouTube)

Members: Catherine Lucas, Monica McHugh, Jackie Schmillen (Quorum)

Also Present: Ericka Eckley, Kimberly Murphy, Alexander Lee

Unapproved Minutes

- I. Call to Order.** Lucas called the meeting to order at 11:11 a.m.
- II. Approval of Agenda.** On a motion by McHugh, second by Schmillen, to approve the agenda. 3-0.
- III. Approve Minutes of April 17, 2025.** On a motion by McHugh, second by Schmillen, to approve the minutes. 3-0.
- IV. Public Comment (5-minute limit per speaker).** No public comments.
- V. Training Updates (Lee).** Discussed upcoming training sessions, work on abbreviated presentation and videos for our website, to be discussed further at the next meeting.
- VI. Legislative Update (Eckley).** Eckley discussed new legislation mandating trainings on Chapters 21 and 22 for all officials, which was passed by both chambers. It is still on the governor's desk at this time, but there is no indication it will not be signed. Will need an advisory opinion for what needs to be included. Also looking at new training-focused staff position and online trainings.
- VII. Review FAQs Drafts for Website**
 - a. Any new/revised questions which need to be covered?** Questions added.
 - b. Need to simplify language for general public?** Some simplification and additional clarification may be necessary before it can be uploaded.
- VIII. Discussion/Action for Pilot Online Training Program.** Will be held over Google Meet, will need to reach out to different groups, including government body associations, the newspapers, the Board (and their connections), etc. Definitely will need to contact FOIC. Target time for actual trainings should be later in the evening (6pm?) but the pilot would be earlier in the day to accommodate interested government/media parties.
- IX. Discuss New Priorities/Projects for IPIB Staff.** No new projects. Instruction to continue with current projects.
- X. Next Meeting Date.** June 19 @ 11:00 a.m.
- XI. Adjourn.** Lucas adjourned the meeting at 11:48 a.m.

