

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

Charlotte Miller, Executive Director

Charissa Flege, 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.

March 26, 2026, 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 December 18, 2025 *
- IV. Public Comment (5-minute limit per speaker)
- V. Training Updates (Lee)
- VI. Section 21.12
 - a. Recent/Upcoming Trainings & Schedule
 - b. Discussion of Possible Training Provider Partnership w/ ISBA *
- VII. New Training Providers for Approval
 - a. City of Coralville
 - b. Dorsey & Whitney
 - c. Siouxland Interstate Metropolitan Planning Council (SIMPCO)
 - d. Whitfield & Eddy
 - e. Woodbury County
- VIII. Next Meeting Date
- IX. Adjourn

*** Attachment**



IOWA PUBLIC INFORMATION BOARD – Training Committee

December 2025 Meeting

Unapproved Minutes

Time: December 18, 2025, 11:00 a.m.

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

Members: Catherine Lucas, Monica McHugh (Quorum)

Also Present: Charlotte Miller, Charissa Flege, Alexander Lee

- X. **Call to Order.** Lucas called to order 11:06 a.m.
- XI. **Approval of Agenda.** Motion by McHugh, second by Lucas. 2-0.
- XII. **Approve Minutes of October 16, 2025.** Motion by McHugh, second by Lucas. 2-0.
- XIII. **Public Comment.** No public comment.
- XIV. **Training Updates (Lee).** Have been invited to several conferences, and we attended several in October, November, and December. Section 21.12 trainings have not been filling up (though they have been close), suggesting that other providers are helping us to meet post-election demand without too much strain on the system. Will be getting quarterly reports for Q4 soon, which will provide more information on statewide implementation.
- XV. **Consent Agenda – New Training Providers.** Motion by Lucas, second by McHugh, for approval of *a-d*. 2-0.
 - a. **Iowa Northland Regional Council of Governments (INRCOG) ***
 - b. **Region XII Council of Governments ***
 - c. **Midwest Assistance Program ***
 - d. **East Central Iowa Council of Governments (ECICOG) ***
- XVI. **Section 21.12**
 - a. **December 10 “Lunch & Learn” Training.** Successful training hosted by the board members. Brief tech problem aside, received good feedback. Jackie & Catherine would be happy to do it again. Will likely do something similar if the need is there.
 - b. **Discussion/guidance for Section 21.12 training schedules in 2026.** Still a good idea to have one online training around lunch and one in the evening (current practice), to accommodate different schedules. Keeping two per month until needs change.
 - c. **Discussion/guidance related to training provider quarterly reporting expectations.** Current questions are good – keeping it easy.
- XVII. **Next Meeting Date.** February 19, 2026 @ 11:00 a.m.
- XVIII. **Adjourn.** Adjourned by Lucas at 11:26 a.m.

*** Attachment**





Fwd: IPIB Approved Training Provider

1 message

Hilton, Jayde <jayde.hilton@iowa.gov>
To: IPIB IPIB <ipib@iowa.gov>

Fri, Feb 27, 2026 at 8:23 PM

----- Forwarded message -----

From: **Dion Grady** <dgrady@iowabar.org>
Date: Fri, Feb 27, 2026 at 3:45 PM
Subject: IPIB Approved Training Provider
To: jayde.hilton@iowa.gov <jayde.hilton@iowa.gov>

Good afternoon, Jayde,

I wanted to reach out to you directly regarding the idea of the Iowa State Bar Association potentially becoming an Approved Training Provider—a suggestion raised by several of our government practice attorneys. They noted there may be a need for your agency to have additional partners for open meetings and public training courses. Given the ISBA's longstanding tradition of working closely with our member attorneys to deliver a wide range of trainings and continuing education programs throughout the year, stepping into this role would be a natural extension of our current work.

Several of our attorneys have hands-on experience presenting this training material within their firms, and they are deeply committed to supporting the bar association in partnering with your agency. In fact, they have already prepared a comprehensive slide deck and are enthusiastic about the opportunity to gain your approval to help individuals fulfill their training requirements.

Beyond content expertise, we are well-positioned to facilitate these sessions. Our training center can easily accommodate both in-person and hybrid learning formats, and we are also happy to bring these sessions to different locations as needed. If you are interested in collaborating with another presenting partner, I am more than happy to arrange a meeting to discuss how we might work together to support your agency's training initiatives.

Please feel free to reach out if this seems like an opportunity that would benefit your agency. I look forward to connecting and exploring potential ways we can join forces to enhance training opportunities.

Thank you for your time and consideration.

Dion Grady
ISBA Committee/Section Liaison
[REDACTED]

dgrady@iowabar.org