# Northeast Iowa Workforce Development Board Meeting

Friday, October 30, 2020 7:30 am - 8:30 am

## **MINUTES**

## 1.) Welcome/Introductions

#### Attendance

**LWDB:** Amber Youngblut, Andrew Morse, Christine Tiedeman, Eric Branson, Garrett Thompson, Gisella M. Aitken-Shadle, Hunter Callanan, Jayme Kluesner, Jeanne Helling, Jennalee Pedretti, Jennifer Breister, John Derryberry, Joleen Jansen, Kyle Clabby-Kane, Matthew Mason, Rhea Pierce, Steve Abbott, Thomas W. Townsend, Timothy Frickson.

CEOs: Dave Baker, Mark Smeby, Greg Barnett, Heidi Nederhoff, John Beard.

**Guests:** Ron Axtell, Chris Hannan. **Board Staff:** Heather Garcia **Absent:** Lindsey Falk.

Meeting called to order by Dave Baker, Northeast Iowa Chief Lead Elected Official (CLEO).

### 2.) Nominations and Elections

- Nominated: Amber Youngblut and Jennifer Briester
- Elect NEIWDB Chair

CLEO Dave Baker called a roll-call vote for the NEIWDB Chair:

**Ayes for Youngblut as Chair**: Mason, Breister, Kluesner, Pedretti, Tiedeman, Thompson, Jansen, Derryberry, Abbott, Frickson, Pierce, Townsend, Aitken-Shadle, Clabby-Kane, Helling.

Ayes for Breister as Chair: Youngblut, Callanan.

**Youngblut** will serve as **NEIWDB Chair** until the 2021 annual meeting.

• Elect NEIWDB Vice Chair

CLEO Dave Baker called a vote for the NEIWDB Vice Chair:

Aves for Breister as Vice Chair: All.

Breister will serve as NEIWDB Vice Chair until the 2021 annual meeting.

3.) Action to Consider: Approve Procurement Policies and Procedures

**Motion** by Branson, **second** by Breister to approve the procurement policies and procedures as presented. **Ayes:** All. **Motion Carried.** 

Guests Ron Axtell and Chris Hannan left the meeting.

4.) Action to Consider: Postpone One-Stop Operator Procurement

**Motion** by Branson, **second** by Breister to postpone procurement of the One-Stop Operator. **Ayes:** All. **Motion Carried.** 

- 5.) Selection of the Proposal Reviewers (Minimum of 3 People per Request for Proposals/RFP)
  - Adult and Dislocated Worker Service Provider

**Motion** by Abbott, **second** by Jansen to confirm the volunteers to review the Adult and Dislocated Worker proposals. **Ayes:** All. **Motion Carried.** 

• Youth and Young Adult Service Provider

**Motion** by Abbott, **second** by Morse to select confirm the volunteers to review the Youth and Young Adult proposals. **Ayes:** All. **Motion Carried.** 

- 6.) Action to Consider: Approval of RFP Language for Adult/Dislocated Workers and Youth/Young Adults and Release Date(s)
  - **Motion** by Thompson, **second** by Morse to approve the RFP language and release dates as presented. **Ayes:** All. **Motion Carried.**
- 7.) Action to Consider Extension of Regional MOUs (Memorandum of Understanding) through June 30, 2021 Motion by Pierce, second by Callanan to extend the existing regional MOUs through June 30, 2021. Ayes: All. Motion Carried.

Motion by Morse, second by Jansen to adjourn. Ayes: All. Meeting adjourned 8:32 a.m.

Meeting minutes completed by Heather Garcia, Executive Director.