

NORTHEAST IOWA WORKFORCE DEVELOPMENT BOARD NORTHEAST IOWA CEO BOARD

JOINT QUARTERLY MEETING

Thursday, July 27, 2023	Thursday	y, July	27, 2	2023
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9:15 a.m. (Office Tour) 10:00 a.m. – 12:00 p.m. (Meeting) Waterloo lowa*WORKS* 3420 University Ave. Waterloo, lowa 50701

OR

Join by Zoom:	Or Dial by Phone:
https://us06web.zoom.us/j/87065923426?pwd=YTlvR0haS2ZyaDIweHNSWGN3bVVZQT09	1.564.217.2000
ID: 87065923426 Passcode: rEmZ2it6	Passcode: 49838076

MINUTES

Agenda Item	Person(s) Responsible	Status NEIWDB	Status CEO
Welcome and Call to Order	Heidi Nederhoff Jennifer Breister	I	I

Heidi Nederhoff called the meeting to order at 10:04 a.m.

CEO Attendance: Daniel Byrnes, Linda Laylin, Ken Kammeyer, Clayton Ohrt, Lori Meacham Ginapp, Doug Reimer, Pete Buschman, Wayne Kenniker, Gary McVicker, Heidi Nederhoff, Sis Grieman, Mark Hendrickson, Steve Kelsay, Mark Smebv.

CEO Absent: Wayne Dralle, Travis Suckow, Jeff Bunn, Mark Kuhn, Dean Eastman, Susan Smith.

NEIWDB Attendance: Eric Branson, Jennifer Breister, Ethan DeWall, Tim Felderman, Laura Hidlebaugh, Nicolas Hockenberry, Joleen Jansen, Chuck Kacher, Marla Loecke, Karla Organist, Rhea Pierce, Erin Powers Daley, Brian Warner, Amber Youngblut.

NEIWDB Absent: Jamie Benson, John Derryberry, Kirby Kendrick, Jayme Kluesner, Mathew Mason, Katrina Moore, Jennalee Pedretti, Chelsy Snyder Anderson, Thomas Townsend.

Board Support: Taylor Williams, Erika Lippmann, Johnna Forbes.

1. Consent Agenda			
Northeast Iowa CEO Board	Heidi Nederhoff		I/D/A
 July 27, 2023 Agenda 			
 April 27, 2023 Minutes 			
June 8, 2023 Minutes			
<u>NEIWDB</u>	Jennifer Breister	I/D/A	
 July 27, 2023 Agenda 			
 April 27, 2023 Minutes 			
June 8, 2023 Minutes			
Northeast Iowa CEOs:	•		

Motion by Ken Kammeyer, **second** by Gary McVicker to approve the July 27, 2023 Agenda and the April 27, 2023 and June 8, 2023 Minutes. **Ayes:** All. **Motion carried.**

NEIWDB:

Motion by Nicolas Hockenberry, **second** by Amber Youngblut to approve the July 27, 2023 Agenda and the April 27, 2023 and June 8, 2023 Minutes. **Ayes:** All. **Motion carried.**

Community Colleges Community College Report	Erin Powers Daley	I/D	I/D
Core Partner Report Core Partner Report	Erika Lippmann/ Core Partners	I/D	I/D
 4. One-Stop Operator One-Stop Operator Selection with Possible Action CEO Review and Possible Action 	Reviewers	I/D/A	I/D/A

NEIWDB:

Motion by Eric Branson, **second** by Joleen Jansen to approve FEVER as the One-Stop Operator contingent upon satisfactory references. **Ayes:** All. **Motion carried.**

Northeast Iowa CEOs:

Motion by Gary McVicker, **second** by Daniel Byrnes to approve FEVER as the One-Stop Operator contingent upon satisfactory references and affirm that decision by the local board. **Ayes:** All. **Motion carried.**

5.	One Stop Certification Evaluation Team Recommendations with	One-Stop		
	Possible Action	Certification		
	 Mason City Iowa WORKS 	Evaluation Team	I/D/A	
	 Waterloo Iowa WORKS 	Leads	I/D/A	
	Dubuque Iowa <i>WORKS</i>		I/D/A	
	• Decorah lowa <i>WORKS</i>		I/D/A	
	CEO Review and Possible Action Regarding the One Stop			I/D/A
	Certification Evaluation Team Recommendations			

NEIWDB:

Motion by Nicolas Hockenberry, **second** by Karla Organist to approve One-Stop Certification Team recommendation for full One-Stop Certification for the Mason City Iowa*WORKS* (Comprehensive Center). **Ayes:** All. **Motion carried.**

Motion by Rhea Pierce, **second** by Eric Branson to approve One-Stop Certification Team recommendation for full One-Stop Certification for the Waterloo Iowa*WORKS* (Comprehensive Center). **Ayes:** All. **Motion carried.**

Motion by Amber Youngblut, **second** by Joleen Jansen to approve One-Stop Certification Team recommendation for full One-Stop Certification for the Dubuque Iowa*WORKS* (Comprehensive Center). **Ayes:** All. **Motion carried.**

Motion by Amber Youngblut, **second** by Eric Branson to approve One-Stop Certification Team recommendation for full One-Stop Certification for the Decorah Iowa **WORKS** (Affiliate Center). **Ayes:** All. **Motion carried.**

Northeast Iowa CEOs:

Motion by Mark Hendrickson, **second** by Pete Buschman to affirm the NEIWDB approval of the One-Stop Certification for all Northeast Iowa IowaWORKS Centers. **Ayes:** All. **Motion carried.**

6. PY22 Monitoring Reports	Board Staff	I/D	I/D
 PY22 Local and Fiscal Monitoring Report 			
PY22 State Monitoring Report			

7.	Executive Committee			
	2022 DOL Monitoring	Jennifer Breister	I/D	I/D
	Updated Northeast Iowa MOU with Possible Action	Taylor Williams	I/D/A	I/D/A
	Affirm PY23/FY24 Board Staff Contracts with Possible Action			
	Policy Revision Process	Jennifer Breister	I/D/A	I/D/A
	,	Taylor Williams	I/D	I/D

NEIWDB:

Motion by Nicolas Hockenberry, **second** by Joleen Jansen to approve the updated Northeast Iowa MOU as presented. **Ayes:** All. **Motion carried.**

Motion by Amber Youngblut, **second** by Ethan DeWall to affirm the PY23/FY24 Board Staff Contracts. **Ayes:** All. **Motion carried.**

Northeast Iowa CEOs:

Motion by Gary McVicker, **second** by Daniel Byrnes to approve the updated Northeast Iowa MOU as presented. **Ayes:** All. **Motion carried.**

Motion by Gary McVicker, **second** by Clayton Ohrt to affirm the PY23/FY24 Board Staff Contracts. **Ayes:** All. **Motion** carried.

8.	Finance Committee			
	 Transfer Fund Request- \$200,000 of FY23 Dislocated Worker 	Jennifer Breister	I/D	I/D
	Program Funds to FY23 Adult Program Funds			
	FY24 Draft NEIWDB Budget	Taylor Williams	I/D/A	I/D/A
	Financial Reports			
	o CIJDC	Kassie Ruth	I/D	I/D

NEIWDB:

Motion by Eric Branson, **second** by Karla Organist to approve the FY24 Draft NEIWDB Budget as presented. **Ayes:** All. **Motion carried.**

Northeast Iowa CEOs:

Motion by Doug Reimer, **second** by Linda Laylin to approve the FY24 Draft NEIWDB Budget as presented. **Ayes:** All. **Motion carried.**

9. Planning & Operations Committee			
 Limited English Proficiency (LEP) Policy 	Nic Hockenberry	I/D	I/D
 Northeast Iowa In-Demand Industries with Possible Action 	Nic Hockenberry	I/D/A	I/D/A
 Incumbent Worker Training 			
 PY22 Q3 Performance Outcomes 	Nic Hockenberry	I/D	I/D
	Nic Hockenberry	I/D	I/D

NEIWDB:

Motion by Karla Organist, **second** by Amber Youngblut to approve the Northeast Iowa In-Demand Industries as presented. **Ayes:** All. **Motion carried.**

Northeast Iowa CEOs:

Motion by Mark Hendrickson, **second** by Doug Reimer to approve the Northeast Iowa In-Demand Industries as presented. **Ayes:** All. **Motion carried.**

10. Youth Committee	Katrina Moore	I/D	I/D
11. Disability Access Committee	Brian Warner	I/D	I/D
12. Next Steps	Taylor Williams	I/D	I/D
Infrastructure Funding Agreement (IFA)			

Local Area Dissolution Update			
 Iowa WORKS Center Hours Update 			
 Waterloo Iowa WORKS Center Update 			
Website Development			
Compliance Specialist Position			
13. Announcements	All	I/D	I/D
 Next Meeting October 26, 2023 10:00 a.m12:00 p.m. in 			
Decorah. Tour starting at 9:20 a.m.			
14. Adjournments	Heidi Nederhoff		I/D/A
	Jennifer Breister	I/D/A	

Northeast Iowa CEOs:

Motion by Gary McVicker, second by Pete Buschman to adjourn the meeting. Ayes: All. Motion carried.

NEIWDB:

Motion by Rhea Pierce, second by Amber Youngblut to adjourn the meeting. Ayes: All. Motion carried.

Meeting adjourned at 11:48 a.m.

Minutes by Johnna Forbes.