



# ***Northwest Iowa CEO - LWDB***

***NWIWDB Chair: Dale Arends  
CEO Chair: Barry Anderson  
CLEO: Kyle Stecker***

Northwest Iowa Chief Elected Official Board and  
Local Workforce Development Board Combined Meeting  
Friday, September 18, 2020  
8:30 a.m. to 10:30 a.m.  
Governmental Services Center, 217 West 5<sup>th</sup> Street, Spencer  
Meeting Minutes

**CEO's Present:** Barry Anderson, Pam Jordan, Jerry Mullenburg, Tim Schumacher, Kyle Stecker, Kelly Snyder, and Mike Schulte.

**CEO Members Absent:** Roger Faulstick, Merle Koedam, John Steensma

**NWIWDB Members Present:** Dale Arends, Reva Arends, Kelly Bay, Mike Carlson, Susan Golwitzer, Kristin Hanson, Rhonda Jager-Pippy, Lori Kolbeck, Diane Nelsen, Carrie Turnquist, Kenneth Vande Brake, Benjamin VanDonge, Gregory Ver Steeg.

**NWIWDB Members Absent:** Jason Anderson, Gail Buchholtz, Tim Kinnetz Steve McCauley, Kiley Miller, Vern Nelson.

**NWIWDB Staff:** Heather Garcia, Melissa Householder.

**Guests:** Shawn Fick.

1. Welcome and Call to Order
2. Roll Call of Members and Guests
3. Agenda Review and Approval  
CEO Motion Tim Schumacher Seconded by Kelly Snyder all approved  
NWIWDB Motion Ken Vande Brake and Seconded by Diane Nelson all approved
4. Approval of May 28<sup>th</sup> RWDB\_CEO Meeting Minutes  
CEO Tim Schumacher Second Kelly Snyder Motion carried  
NWIWDB Ken Vande Brake Second Diane Nelson Motion carried
5. Region 3-4 name change to Northwest Iowa Workforce Development Area  
CEO Motion Kelly Snyder, Kyle Stecker seconded all approved  
NWIWDB Motion Rhonda Jager-Pippy seconded by Ken Vande Brake Motion carried

6. WIOA Core Partner Update
  - a. Title I Goodwill of the Great Plains (Adult/Dislocated Worker and Youth)
    - i. WIOA Title Expenditure Report through 08/31/2020
    - ii. PY19 WIOA Title I Performance
  - b. Title III Wagner-Peyser
    - i. One-Stop Statistics
  - c. Title IV-Iowa Dept, for the Blind, Iowa Vocational Rehabilitation
7. Promise Jobs
8. Fiscal Agent Report
- 9.
10. Ratify Board Support Selection and Duties  
NWIWDB Motion by Diane Nelson, second by Carrie Turnquist. Ayes: All. Motion Carried.  
CEO Motion by Kyle Stecker, second by Tim Schumacher. Ayes: All. Motion Carried.
11. Vote on Procurement and Procedures  
NWIWDB vote motion Rhonda Jager-Pippy seconded Ken Vande Brake motion carried  
CEO's vote motion Kelly Snyder seconded by Tim Schumacher motion carried
12. Vote on One-Stop Operator Procurement Process see attachment  
Shawn Fick, Goodwill of the Great Plains, left the room.  
NWIWDB vote motion Rhonda Jager-Pippy seconded by Mike Carlson. All in favor with the exception of Lori Kolbeck, who abstained. motion carried  
CEO motion Jerry Mullenburg seconded Kyle Stecker motion carried
13. NWIWDB vote on Procurement Reviewers (need minimum of 3 people/RFP)
  - a. Adult/Dislocated Worker Service Provider
  - b. Youth and Young Adult Service Provider
  - c. One-Stop Operator Service Provider (if procured separately from service provider)  
Volunteers to serve as reviewers- Barry Anderson, Tim Schumacher, Kyle Stecker, Ken Vande Brake, Diane Nelsen
    - i. NWIWDB vote motion Rhonda Jager-Pippy seconded by Reva Arends motion carried
    - ii. CEO vote motion Kelly Snyder seconded Jerry Mullenburg motion carried
14. NWIWDB Vote on MOU Extension see attachment  
NWIWDB motion to extend the MOU through June 30, 2021 by Rhonda Jager-Pippy seconded Kristin Hanson motion carried  
CEO motion by Kyle Stecker to extend the MOU through June 30, 2021, seconded Tim Schumacher motion carried
15. COVID-19 Disaster Grant
  - a. NWIWDB vote-motion Ken Vander Brake seconded Mike Carlson to apply for the disaster grant. Motion carried

b. CEO vote- motion Pam Jordan seconded Kelly Snyder to apply for the COVID-19 disaster grant. motion carried

16. Board Planning and Next Steps

A. Budget needs to be done and in no later than December 1, 2020

B. Committees need to be set up for Financial /Youth / Disability

C. Need to have Local Plan in place

17. Confirm Next Meeting Date and Adjournment (November 18<sup>th</sup>, 2020)

Email sent out to see who all would be able to make the next meeting date. Which will be November 18<sup>th</sup> 2020 at 0930. This will be done in Spencer and with zoom. What emails for updates.

CEO Kelly Snyder moved to adjourn the meeting, second by Tim Schumacher motion carried

NWIWDB Rhonda Jager-Pippy moved Carrie Turnquist seconded motion carried.

Meeting adjourned 10:15 a.m.