

Northeast Iowa Workforce Development Board Meeting

Thursday, December 10, 2020

8:00 am – 10:00 am

Minutes

Agenda Item	Person Responsible	Status
Welcome and Call to Order <ul style="list-style-type: none"> ▪ Introduction of Members and Guests 	Amber Youngblut	I
<p>NEIWDB Attendance: Steve Abbott, Gisella Aitken-Shandle, Eric Branson, Jennifer Breister, Hunter Callanan, John Dayberry, Lindsay Falk, Jeanne Helling, Joleen Jansen, Jayme Kluesner, Jamie Kramer, Matthew Mason, Andrew Morse, Jennalee Pedretti, Rhea Pierce, Garrett Thompson, Thomas Townsend, Amber Youngblut.</p> <p>NEIWDB Absent: Kyle Clabby-Kane, Timothy Frickson, Christine Tiedeman.</p> <p>Northeast Iowa CEO Board Guests: Dave Baker, Greg Barnett, Barb Francis, Ken Kammeyer, Tim Latham, Linda Laylin, Jeff Madlom, Heidi Nederhoff, Mark Smeby, Marty Stanbrough, Linda Tjaden.</p> <p>Board Support: Heather Garica, Johnna Forbes</p> <p>Guests: Ron Axtel, Lisa Curtain, Chris Hannan, Linda Rouse, Sara Williams, Michael Witt.</p>		
1. Consent Agenda <ul style="list-style-type: none"> ▪ December 10, 2020 Agenda ▪ October 30, 2020 Minutes 	Amber Youngblut	I/D/A
<p>Motion by Steve Abbott, second by Hunter Callanan to approve December 10, 2020 minutes. Ayes: All. Motion carried.</p> <p>Motion by Jayme Kluesner, second by Joleen Jansen to approve October 30, 2020 minutes. Ayes: All. Motion carried.</p>		
2. Budget Approval	All	I/D/A
<p>Motion by Eric Branson, second by John Dayberry to approve budget with date correction for Fiscal Agent from 10/15/2021 to 10/15/2020. Ayes: All. Motion carried.</p>		
3. Procurement <ul style="list-style-type: none"> ▪ Adult and Dislocated Worker Service Provider ▪ Youth and Young Adult Service Provider ▪ One-Stop Operator – Procurement Committee 	Heather, Reviewers	I/D/A
<p>Motion by Andrew Morse, second by Hunter Callanan to allow another service provider or current provider the opportunity to assist through the interim and a waiver from the State after current contract ends on 12/31/2020. Ayes: All. Motion carried.</p>		

Motion by Eric Branson, second by Jennifer Breister to re-issue the Adult/Dislocated Worker and the Young/Young Adult RFPs and start the process again. Ayes: All. Motion carried.		
4. Ticket to Work Funds (\$62,235 + \$11,764 = \$73,999) <ul style="list-style-type: none"> ▪ IWD Email ▪ Available Funds ▪ Hawkeye Letter 	Heather	I/D/A
<p>Motion by Jennifer Breister, second by Mathew Mason to defer any decision until board can collect further information with training either by a committee or the full board. Ayes: All. Motion carried.</p> <p>Volunteers: Amber Youngblut, Jennifer Breister, Hunter Callanan, Jayme Kluesner, Gisella Aitken-Shandle. Altnernate: Tom Townsend.</p> <p>Motion by Andrew, second by Joleen Jansen to accept the individuals to form a committee to review Ticket to Work program/funds and options withing the workforce at the next board meeting. Ayes: All. Motion carried.</p>		
5. Board Support	Heather	I/D/A
<p>Heather Garcia took questions regarding Board Support contract and then Heather and Johnna Forbes left the meeting for the board to have additional discussion.</p> <p>Motion by Jayme Kluesner, second by Gisella Aitken-Shandle to accept contract with Garcia Professional Solutions (GPS) for Board Support. Heather Garcia to be the Executive Director. Ayes: All. Motion carried.</p>		
6. Set 2021 Meeting Schedule <ul style="list-style-type: none"> ▪ January 21, 2021 ▪ April 29, 2021 ▪ July 29, 2021 ▪ October 28, 2021 	All	I/D/A
<p>Motion by Jayme Kleusner, second by Aitken-Shandle to accept scheduled 2021 meeting dates. Ayes: All. Motion carried.</p>		
7. Old Business		
8. Next Steps <ul style="list-style-type: none"> ▪ Committee Development <ul style="list-style-type: none"> - Executive Committee - Finance Committee - Planning and Operations Committee - Disability Access Committee - Youth Committee 		
9. Adjournment	Amber Youngblut	
<p>Motion by Andrew Morse, second by Hunter Callanan to adjourn meeting. Ayes: All. Motion carried. Meeting adjourned at 9:45 a.m.</p>		

Minutes completed by Johnna Forbes (Board Support).