

**Northwest Iowa Workforce Development Board and
Northwest Iowa CEO Board Meeting
JOINT QUARTERLY MEETING**

**Wednesday, May 19, 2021
9:30 am – 11:30 am**

In person option: Election Center, 108 South Hall Street, Algona, Iowa

Join Zoom Meeting:

<https://zoom.us/j/97549520980?pwd=Yy9PbINERDFuV01ISVITWTZQMk45QT09>

Or Dial: 1.312.626.6799 Meeting ID: 975 4952 0980 Passcode: 077986

Minutes

Agenda Item	Person(s) Responsible	Status
Welcome and Call to Order Barry Anderson called the meeting to order at 9:32.	Barry Anderson, Carrie Turnquist	I
CEOs Present: Barry Anderson, Jerry Muilenburg, Mike Schulte, Kelly Snyder, Kyle Stecker, Cory Altena, John Steensma. CEOs Absent: Roger Faulstick, Tim Schumacher, Jeffrey Thee. NWIWDB Members Present: Kelly Bay, Michael Carlson, Kristin Hanson, Mindy Nasers, Timothy Kinnetz, Lori Kolbeck, Steve McCauley, Diane Nelsen, Carrie Turnquist, Stephanie Neppl, Benjamin VanDonge, Rhonda Jager-Pippy. NWIWDB Members Absent: Gail Buchholtz, Gregory VerSteeg, Sarah Ranschau, Nicole Order, James Rotert, Jason Anderson NWIWDB Staff: Heather Garcia, Johnna Forbes, Taylor Williams Guests: Shawn Fick, Alana Tweet, Kassie Ruth (CIJDC), Tony Reed (CIJDC), Ken VandeBrake, Rose Postma (NWCC), Staci Kleinhesslink (NWIPDC)		
1. CEO Consent Agenda <ul style="list-style-type: none"> • May 19, 2021 Agenda • February 17, 2021 Minutes 	Barry Anderson	CEO: I/D/A
2. Northwest Iowa LWDB Consent Agenda <ul style="list-style-type: none"> • May 19, 2021 Agenda • February 17, 2021 Minutes • March 30, 2021 Minutes 	Carrie Turnquist	NWIWDB: I/D/A
CEOs: Motion by Kyle Stecker, second by John Steensma to approve the May 19, 2021 Agenda. Ayes: All. Motion carried. NWIWDB: Motion by Rhonda Jager-Pippy, second by Stephanie Neppl to approve the May 19, 2021 Agenda. Ayes: All. Motion carried.		

<p>CEOs: Motion by Jerry Muilenburg, second by Cory Altena to approve the February 17, 2021 Minutes. Ayes: All. Motion carried.</p> <p>NWIWDB: Motion by Kelly Bay, second by Steve McCauley to approve the February 17, 2021 Minutes and March 30, 2021 Minutes with a correction to the March 30, 2021 minutes to add Lori Kolbeck as abstaining to vote on the transfer of Ticket-to-Work funds to Hawkeye Community College. Ayes: All. Motion carried.</p>		
<p>3. Northwest Iowa LWDB Executive Officer Nominations and Elections</p> <ul style="list-style-type: none"> • NWIWDB Chair • NWIWDB Vice Chair • CEO review of officers-elect; possible action 	Heather Garcia	<p>NWIWDB: I/D/A</p> <p>CEO: I/D/A</p>
<p>NWIWDB: Motion by Kristin Hanson, second by Rhonda Jager-Pippy to approve Carrie Turnquist as the new NWIWDB Chair. Ayes: All. Motion carried.</p> <p>CEOs: Motion by Kelly Snyder, second by Mike Schulte to approve Carrie Turnquist as the new NWIWDB Chair. Ayes: All. Motion carried.</p> <p>No action was taken to approve a NWIWDB Vice-Chair. Will be added to the agenda at next meeting in August.</p>		
<p>4. One-Stop Operator Procurement Recommendations</p> <ul style="list-style-type: none"> • One-stop operator selection • CEO action to confirm/deny local board OSO selection 	Reviewers	<p>NWIWDB: I/D/A</p> <p>CEO: I/D/A</p>
<p>Those individuals that were part of the submission of a One-Stop Operator proposal were asked to leave the meeting.</p> <p>NWIWDB: Motion by Rhonda Jager-Pippy, second by Kristin Hanson to approve SPPG as the One-Stop Operator for Northwest Iowa. Ayes: All. Motion carried.</p> <p>CEOs: Motion by Kyle Stecker, second by Kelly Snyder to approve SPPG as the One-Stop Operator for Northwest Iowa. Ayes: All. Motion carried.</p>		
<p>5. Call for Program Policy Reviewers (5 volunteers)</p>	Heather Garcia	<p>NWIWDB: I/D/A</p>
<p>Kelly Snyder, Cory Altena, Steve McCauley, Rhonda Jager-Pippy volunteered to be program policy reviewers for Northwest Iowa.</p>		

<p>NWIWDB: Motion by Kristin Hanson, second by Stephanie Nepl to approve Kelly Snyder, Cory Altena, Steve McCauley and Rhonda Jager-Pippy as the program policy reviewers for Northwest. Ayes: All. Motion carried.</p>		
<p>6. Local Monitoring Policies</p>	<p>Heather Garcia</p>	<p>NWIWDB: I/D/A</p>
<p>NWIWDB: Motion by Rhonda Jager-Pippy, second by Steve McCauley to approve the local monitoring policies as presented. Ayes: All. Motion carried.</p>		
<p>7. Contracts ending 6/30/2021</p> <ul style="list-style-type: none"> • Consider action to extend the Adult/Dislocated Worker Service Provider Contract with Goodwill of the Great Plains through June 30, 2022. • Consider action to continue the Fiscal Agent Agreement with Clay County Auditor through June 30, 2022. • CEO review and possible action regarding the NWIWDB Adult/Dislocated Worker Service Provider Contract and the Fiscal Agent Agreement actions. 	<p>Heather Garcia</p>	<p>NWIWDB: I/D/A</p> <p>NWIWDB: I/D/A</p> <p>CEO: I/D/A</p>
<p>Before a motion was made those individuals involved with the service provider and fiscal agent were asked to leave the meeting to allow for discussion.</p> <p>NWIWDB: Motion by Tim Kinnetz, second by Rhonda Jager-Pippy to approve to extend the Adult/Dislocated Worker Service Provider Contract to Goodwill of the Great Plains through June 30, 2022. Ayes: All. Motion carried.</p> <p>CEOs: Motion by Mike Schulte, second by John Steensma to approve to extend the Adult/Dislocated Worker Service Provider Contract to Goodwill of the Great Plains through June 30, 2022. Ayes: All. Motion carried.</p> <p>CEOs: Motion by John Steensma, second by Kyle Stecker to approve to end the Fiscal Agent Agreement with Clay County Auditor and to extend the Fiscal Agent Agreement with Central Iowa Juvenile Detention Center (CIJDC) through June 30, 2022. Ayes: All. Motion carried.</p> <p>NWIWDB: Motion by Kelly Bay, second by Tim Kinnetz to approve to end the Fiscal Agent Agreement with Clay County Auditor and to extend the Fiscal Agent Agreement with Central Iowa Juvenile Detention Center (CIJDC) through June 30, 2022. Ayes: All. Motion carried.</p>		
<p>8. Estimated FY22 Board Budget</p> <ul style="list-style-type: none"> • Review and possible action 	<p>All</p>	<p>NWIWDB: I/D/A</p> <p>CEO: I/D/A</p>

<p>NWIWDB: Motion by Rhonda Jager-Pippy, second by Diane Nelsen to approve the estimated FY22 Board Budget as presented. Ayes: All. Motion carried.</p> <p>CEOs: Motion by Jerry Muilenburg, second by Cory Altena to approve the estimated FY22 Board Budget as presented. Ayes: All. Motion carried.</p>		
<p>9. Disability Access Committee Update</p>	<p>Lori Kolbeck</p>	<p>I/D</p>
<p>10. WIOA Core Partner Update</p> <ul style="list-style-type: none"> • Title I (Goodwill of the Great Plains) • Title II (Adult Education and Literacy) • Title III (Wagner-Peyser) • Title IV (Vocational Rehabilitation) 	<p>Shawn Fick Steve McCauley Kelly Bay Lori Kolbeck</p>	<p>I/D I/D I/D I/D</p>
<p>11. Next Steps</p> <ul style="list-style-type: none"> • Statewide Local Board Training- June 11th • MOU • Monitoring • Local plan 	<p>Heather Garcia</p>	<p>I/D</p>
<p>12. Adjournment</p>	<p>Barry Anderson, Carrie Turnquist</p>	<p>CEO: I/D/A NWIWDB: I/D/A</p>
<p>CEOs: Motion by John Steensma, second by Kyle Stecker to adjourn the meeting. Ayes: All. Motion carried.</p> <p>NWIWDB: Motion by Mike Carlson, second by Stephanie Neppl to adjourn the meeting. Ayes: All. Motion carried.</p> <p>Meeting was adjourned at 11:19 a.m.</p>		

Minutes drafted by Taylor Williams