

**Northeast Iowa Workforce Development Board and
Northeast Iowa CEO Board
JOINT QUARTERLY MEETING**

**Thursday, July 29, 2021
8:00 a.m.- 9:30 a.m.**

In person option:

Waverly City Hall
Civic Center 200
1st Street NE
Waverly, Iowa

Join Zoom Meeting:

<https://zoom.us/j/97294574811?pwd=N2lhMXRvcnZlZlVcHdYdk9FUENqZz09>

Or Dial: 1.312.626.6799

Meeting ID: 972 9457 4811

Passcode: 177130

Minutes

Agenda Item	Person(s) Responsible	Status
Welcome and Call to Order	John Beard, Amber Youngblut	I
<p>Meeting was called to order at 8:02 a.m.</p> <p>CEOs Present: Daniel Byrnes, Linda Laylin, Ken Kammeyer, Clayton Ohrt, Greg Barnett, Tim Latham, Jason Byrne, Pete Buschman, Harley Potoff, Marty Stanbrough, Roy Schwickerath, Gary McVicker, Heidi Nederhoff, Sis Grieman, Dean Eastman, John Beard, Mark Smeby.</p> <p>CEOs Absent: Steve Doepke, Mark Hendrickson, Susan Smith.</p> <p>NEIWDB Members Present: Steve Abbott, Gisella Aitken-Shadle, Eric Branson, Jennifer Briester, , Hunter Callanan, Kyle Clabby-Kane, John Derryberry, Brian Warner, Joleen Jansen, Jayme Kluesner, Matthew Mason, Andrew Morse, Rhea Pierce, Garrett Thompson, Amber Youngblut.</p> <p>NEIWDB Members Absent: Jamie Benson, Timothy Frickson, Jennalee Pedretti, Thomas Townsend.</p> <p>NEIWDB Staff: Heather Garcia, Johnna Forbes, Taylor Williams</p> <p>Guests: Emily Smith, Steve Tisue, Brianna Steirer, Natasha Shipp, Linda Rouse, Laura Hildebaugh</p>		
<p>1. CEO Consent Agenda</p> <ul style="list-style-type: none"> • July 29, 2021 Agenda • April 29, 2021 Minutes • June 10, 2021 Minutes • June 10, 2021 Minutes 	John Beard	CEO: I/D/A

<p>2. Northeast Iowa LWDB Consent Agenda</p> <ul style="list-style-type: none"> • July 29, 2021 Agenda • April 29, 2021 Minutes • June 10, 2021 Minutes 	Amber Youngblut	NEIWDB: I/D/A
<p>CEO: Motion by Roy Schwickerath, second by Greg Barnett to approve the July 29, 2021 Agenda, April 29, 2021 Minutes, June 10, 2021 Minutes and June 10, 2021 CEO Minutes. Ayes: All. Motion carried.</p> <p>NEIWDB: Motion by Jayme Kluesner, second by Steve Abbott to approve the July 29, 2021 Agenda, April 29, 2021 Minutes, and June 10, 2021 Minutes. Ayes: All. Motion carried.</p>		
<p>3. One-Stop Operator</p> <ul style="list-style-type: none"> • Introduction of SPPG 	Heather Garcia/Brianna Steirer	I/D
<p>4. WIOA Core Partner Update</p> <ul style="list-style-type: none"> • Title I (Goodwill of Northeast Iowa) • Title II (Adult Education and Literacy) • Title III (Wagner-Peyser) • Title IV (Vocational Rehabilitation) 	Emily Smith Gisella Aitken-Shadle Kyle Clabby-Kane Brian Warner	I/D I/D I/D I/D
<p>5. Proposed Committee Descriptions</p>	Heather Garcia	I/D/A
<p>NEIWDB: Motion by Matthew Morse, second by Jennifer Breister to approve the proposed committee descriptions. Ayes: All. Motion carried.</p>		
<p>6. Northeast Iowa Local Plan</p>	Heather Garcia	NEIWDB: I/D/A CEO: I/D/A
<p>NEIWDB: Motion by Joleen Jansen, second by Jennifer Breister to approve the Northeast Iowa Local Plan as presented and to release for public comment. Ayes: All. Motion carried.</p> <p>CEO: Motion by Clayton Ohrt, second by Ken Kammeyer to approve the Northeast Iowa Local Plan as presented and to release for public comment. Ayes: All. Motion carried.</p>		
<p>7. Northeast Iowa Memorandum of Understanding</p>	Heather Garcia	NEIWDB: I/D/A CEO: I/D/A
<p>NEIWDB: Motion by Andrew Morse, second by Hunter Callanan to approve the Northeast Iowa Memorandum of Understanding. Ayes: All. Motion carried.</p>		

<p>CEO: Motion by Tim Latham, second by Jason Byrne to approve the Northeast Iowa Memorandum of Understanding. Ayes: All. Motion carried.</p>		
<p>8. Mileage Reimbursement Policy for NEIWDB Board Members Discussion and Possible Action</p>	<p>Heather Garcia</p>	<p>NEIWDB: I/D/A</p> <p>CEO: I/D/A</p>
<p>NEIWDB: Motion by Hunter Callanan, second by Steve Abbott to allow mileage reimbursement for the LWDB members at the IRS Federal rate (.56) for the remainder of the 2021 year (including July 29th meeting). Ayes: All. Motion carried.</p> <p>CEO: Motion by Clayton Ohrt, second by Harley Pothoff to allow mileage reimbursement for the LWDB members at the IRS Federal rate (.56) for the remainder of the 2021 year (including July 29th meeting). Ayes: All. Motion carried.</p>		
<p>9. Next Steps</p> <ul style="list-style-type: none"> • Local Policies to be presented at the October 28th Board Meeting • October Meeting Location • 2022 Board Meeting Schedule 	<p>Heather Garcia</p>	<p>I/D</p>
<p>Possible meeting location Dubuque/Decorah area for the October board meeting.</p> <p>Board staff will send out a survey to all LWDB/CEO members about 2022 board meeting schedule and times.</p>		
<p>10. Adjournment</p>	<p>John Beard, Amber Youngblut</p>	<p>CEO: I/D/A</p> <p>NEIWDB: I/D/A</p>
<p>CEO: Motion by Roy Schwickerath, second by Sis Greiman to adjourn the meeting. Ayes: All. Motion carried.</p> <p>NEIWDB: Motion by Steve Abbott, second by Eric Branson to adjourn the meeting. Ayes: All. Motion carried.</p> <p><i>Meeting was adjourned at 9:16 a.m.</i></p>		

Meeting minutes by Taylor Williams, Board Staff