

**North Central Iowa Workforce Development Board and
North Central Iowa CEO Board**

JOINT QUARTERLY MEETING

Thursday, November 18, 2021

4:00 p.m.-6:00 p.m.

In person option:

IowaWorks
3 Triton Circle
Room B- Hall
Fort Dodge, Iowa 50501

Join Zoom Meeting:

<https://zoom.us/j/94779586403?pwd=QmwrZS9RaktJVDNvcFk0SitKdlgvQT09>

Or Dial: 1.312.626.6799

Meeting ID: 947 7958 6403

Passcode: 822866

Minutes

Agenda Item	Person(s) Responsible	Status
<p>Welcome and Call to Order</p> <p><i>Meeting was called to order at 4:01 p.m.</i></p> <p>CEOs Present: Bob Thode, Jerry Klobberdanz, Sandy Loney, Scott Becker CEOs Absent: Jeff Ives, Rick Rasmussen</p> <p>NCIWDB Members Present: Brooke Mikkelsen, Kyle Bangert, Luke Huggins, Kenneth Witham, Cheryl O’Hern, Allan Peterson, Mike Sunken, Abby Underberg, Shelly Blunk, Faith Miller, Lori Kolbeck NCIWDB Members Absent: Ofelia Rumbo, Todd Degner, Melody Haman, Ed Shimkat, Kelly Hindman, Jeremy Gibbs, Shane Harrison, Emily Williams</p> <p>NCIWDB Staff: Heather Garcia, Taylor Williams, Johnna Forbes</p> <p>Guests: Brianna Steirer, Natasha Shipp, Teresa Larson-White and Title I staff</p>	Sandy Loney/Kyle Bangert	I
<p>1. Consent Agenda</p> <p><u>North Central Iowa CEO Board</u></p> <ul style="list-style-type: none"> • November 18, 2021 Agenda • August 19, 2021 Minutes • PY21/FY22 Budget <p><u>NCIWDB</u></p>	Sandy Loney Kyle Bangert	CEO: I/D/A NCIWDB:

<ul style="list-style-type: none"> November 18, 2021 Agenda August 19, 2021 Minutes PY21/FY22 Budget 		I/D/A
<p>CEO Board: Motion by Scott Becker, second by Bob Thode to approve the November 18th Agenda, the August 19th Minutes, and the PY21/FY22 Budget. Ayes: All. Motion carried.</p> <p>NCIWDB: Motion by Cheryl O’Hern, second by Lori Kolbeck to approve the November 18th Agenda, the August 19th Minutes, and the PY21/FY22 Budget. Ayes: All. Motion carried.</p>		
<p>2. Executive Committee</p> <ul style="list-style-type: none"> Board Member Updates <ul style="list-style-type: none"> Recognition of former board member- Tonya Heier Introduction of new board members- Ofelia Rumbo and Brook Mikkelsen Local Policies <p><u>NCIWDB:</u></p> <ul style="list-style-type: none"> Board review of the local policies & procedures with possible action <p><u>CEO Board:</u></p> <ul style="list-style-type: none"> CEOs review of the local policies & procedures with possible action <p><u>NCIWDB:</u></p> <ul style="list-style-type: none"> Board consider an action to require all current board members to sit on a committee EO Officer <p><u>NCIWDB:</u></p> <ul style="list-style-type: none"> Board review EO Officer job description with possible action <p><u>CEO Board:</u></p> <ul style="list-style-type: none"> CEOs review EO Officer job description with possible action 2022 Meeting Schedule <p><u>NCIWDB:</u></p> <ul style="list-style-type: none"> Board review 2022 meeting schedule with possible action <p><u>CEO Board:</u></p> <ul style="list-style-type: none"> CEOs review 2022 meeting schedule with possible action Financial Report Monitoring Report 	<p>Kyle Bangert</p> <p>Kyle Bangert</p> <p>Sandy Loney</p> <p>Kyle Bangert</p> <p>Kyle Bangert</p> <p>Sandy Loney</p> <p>Kyle Bangert</p> <p>Sandy Loney</p> <p>Kyle Bangert/Heather Garcia</p> <p>Heather Garcia</p>	<p>I/D</p> <p>NCIWDB: I/D/A</p> <p>CEO: I/D/A</p> <p>NCIWDB: I/D/A</p> <p>NCIWDB: I/D/A</p> <p>CEO: I/D/A</p> <p>NCIWDB: I/D/A</p> <p>CEO: I/D/A</p> <p>I/D</p> <p>I/D</p>

<p>3. One-Stop Operator</p> <ul style="list-style-type: none"> OSO Report 	Bri Steirer/Core Partners	I/D
<ul style="list-style-type: none"> Local Policies <p>NCIWDB: Motion by Mike Sunken, second by Cheryl O’Hern to approve the Local Policies and Procedures document as presented. Ayes: All. Motion carried.</p> <p>CEO Board: Motion by Jerry Kloberdanz, second by Scott Becker to approve the Local Policies and Procedures document as presented. Ayes: All. Motion carried.</p> <ul style="list-style-type: none"> Board consider an action to require all current board members to sit on a committee. <p>NCIWDB: Motion by Faith Miller, second by Abby Underberg to approve highly recommend all current board members to sit on a committee or alternatively provide a referral name of someone to sit on a committee. Ayes: All. Motion carried.</p> <ul style="list-style-type: none"> EO Officer <p>NCIWDB: Motion by Luke Huggins, second by Faith Miller to approve the EO Officer job description as presented. Ayes: All. Motion carried.</p> <p>CEO Board: Motion by Scott Becker, second by Bob Thode to approve the EO Officer job description as presented. Ayes: All. Motion carried.</p> <ul style="list-style-type: none"> 2022 Meeting Schedule <p>NCIWDB: Motion by Luke Huggins second by Faith Miller to approve the 2022 meeting schedule. Ayes: All. Motion carried.</p> <p>CEO Board: Motion by Jerry Kloberdanz second by Bob Thode to approve the 2022 meeting schedule. Ayes: All. Motion carried.</p>		
<p>4. Iowa’s Efforts to Combat Workforce Shortages</p> <ul style="list-style-type: none"> Press Release- Office of the Governor Letter from IWD Director Townsend 	Heather Garcia	I/D
<p>5. Next Steps</p> <ul style="list-style-type: none"> Elections/Executive Officers North Central Iowa Emergency Plan Committee development PY21/FY22 monitoring- Week of 3/7/22 	Heather Garcia	I/D
<p>6. Announcements</p>	All	I/D
<p>7. Adjournment</p>	Sandy Loney Kyle Bangert	CEO: I/D/A NCIWDB: I/D/A

CEO Board: Motion by Scott Becker, **second** by Bob Thode to adjourn the meeting.

NCIWDB: NCIWDB Chair, Kyle Bangert declared adjournment.

Meeting was adjourned at 5:48 p.m.

Meeting minutes by Taylor Williams, Board Staff