

**Northwest Iowa Workforce Development Board and
Northwest Iowa CEO Board**

JOINT QUARTERLY MEETING

Wednesday, February 16, 2022 9:30 a.m.-11:30 a.m.

In person:

Iowa Lakes Community College- Emmetsburg Campus
Wellness Center Classroom #17
3200 College Drive
Emmetsburg, Iowa 50536

OR

Join by Zoom:

<https://us06web.zoom.us/j/88945016897?pwd=ME1ZNzBVUkZhM3daTlB6V0ZpTVlyQT09>

Or Dial: 1.312.626.6799

Meeting ID: 889 4501 6897

Passcode: 406689

Minutes

Agenda Item	Person(s) Responsible	Status
<p>Welcome and Call to Order</p> <ul style="list-style-type: none"> Introduction of Members and Guests <p><i>Meeting was called to order at 9:31 a.m.</i></p> <p>CEOs Present: Kelly Snyder, Barry Anderson, Tim Schumacher, Kyle Stecker, Cory Altena, John Steensma, Mike Schulte, Roger Faulstick, Jerry Muilenburg</p> <p>CEOs Absent: Jeffrey Thee</p> <p>NWIWDB Members Present: Carrie Turnquist, Michael Carlson, Tim Kinnetz, Kristin Hanson, Rhonda Jager-Pippy, Steve McCauley, Stephanie Nepl, Carly Caravan, Lori Kolbeck</p> <p>NWIWDB Members Absent: Gail Buchholtz, Mindy Nasers, Sarah Ranschau, Shane Peterson, Benjamin VanDonge, Jason Anderson, Nicole Roder, James Rotert</p> <p>NWIWDB Staff: Heather Garcia, Taylor Williams, Johnna Forbes</p> <p>Guests: Shawn Fick, Theresa Hoffman, Suzette Naser, Brianna Steirer, Ashley West, Staci Kleinschmidt, Ofelia Rumbo, Curt Strouth, Deb Mauricio, Nancy McDowell</p>	<p>Barry Anderson/Carrie Turnquist</p>	<p>I</p>

<p>1. Consent Agenda <u>Northwest Iowa CEO Board</u></p> <ul style="list-style-type: none"> February 16, 2022 Agenda November 17, 2021 Minutes <p><u>NWIWDB</u></p> <ul style="list-style-type: none"> February 16, 2022 Agenda November 17, 2021 Minutes 	<p>Barry Anderson</p> <p>Carrie Turnquist</p>	<p>CEO: I/D/A</p> <p>NWIWDB: I/D/A</p>
<p>CEO Board: Motion by Jerry Muilenberg, second by John Steensma to approve the February 16, 2022 Agenda. Ayes: All. Motion carried.</p> <p>Motion by Kelly Snyder, second by Kyle Stecker to approve the November 17, 2021 Minutes. Ayes: All. Motion carried.</p> <p>NWIWDB: Motion by Rhonda Jager-Pippy, second by Steve McCauley to approve the February 16, 2022 Agenda. Ayes: All. Motion carried.</p> <p>Motion by Mike Carlson, second by Rhonda Jager-Pippy to approve the November 17, 2021 Minutes. Ayes: All. Motion carried.</p>		
<p>2. Nominations, Elections and Committee Appointments</p> <ul style="list-style-type: none"> NWIWDB Chair (must be a representative of Business) NWIWDB Vice Chair Disability Access Committee Chair Finance Committee Chair Youth Committee Chair Appointment of Committee Members 	<p>Carrie Turnquist</p>	<p>NWIWDB: I/D/A I/D/A I/D/A I/D/A I/D/A I/D/A</p>
<p>NWIWDB: Motion by Rhonda Jager- Pippy, second by Steve McCauley to approve those assigned to respected committees to serve as chair and to approve the appointment of those committee members as listed.</p> <p>Ayes: All. Motion carried.</p> <ul style="list-style-type: none"> NWIWDB Chair: Carrie Turnquist NWIWDB Vice Chair: Kristin Hanson Disability Access Committee Chair: Lori Kolbeck Finance Committee Chair: Vacant Youth Committee Chair: Nicole Roder 		
<p>3. Executive Committee</p> <ul style="list-style-type: none"> Corrective Action Plan (CAP) Review RFP for Title I Services with Possible Action Selection of Reviewers- Need 5 Volunteers Review Budget <ul style="list-style-type: none"> Consider Action to Allow the Transfer of Dislocated Worker Funding to the Adult Funding Stream as Needed Proposed Line-Item to Fund \$750 for Statewide Board Training on June 9th with Possible Action 	<p>Heather Garcia/Title I Staff</p> <p>Carrie Turnquist</p> <p>Barry Anderson</p> <p>Carrie Turnquist</p> <p>Carrie Turnquist/ Heather Garcia</p>	<p>I/D</p> <p>NWIWDB: I/D/A</p> <p>CEO: I/D/A</p> <p>NWIWDB: I/D/A</p> <p>NWIWDB: I/D/A</p>

<ul style="list-style-type: none"> Financial Report 	Carrie Turnquist/ Heather Garcia	I/D
<p>RFP for Title I Services NWIWDB: Motion by Mike Carlson, second by Rhonda Jager-Pippy to approve the RFP for Title I Services. Ayes: All. Motion carried. CEO Board: Motion by Kyle Stecker, second by Cory Altena to approve the RFP for Title I Services. Ayes: All. Motion carried.</p> <p>RFP Reviewers Volunteers: Deb Mauricio, Ofelia Rumbo, Sarah Ranschau, Cory Altena, Barry Anderson NWIWDB: Motion by Rhonda Jager-Pippy, second by Mike Carlson to approve the volunteers as presented. Ayes: All. Motion carried.</p> <p>Budget Review NWIWDB: Motion by Kristin Hanson, second by Steve McCauley to allow the transfer of dislocated worker funding to the adult funding stream as needed. Ayes: All. Motion carried.</p> <p>NWIWDB: Motion by Rhonda Jager-Pippy, second by Kristin Hanson to approve funding \$750 for the Statewide Board Training on June 9th. Ayes: All. Motion carried.</p>		
<p>4. One-Stop Operator</p> <ul style="list-style-type: none"> OSO Report 	Bri Steirer/Core Partners	I/D
<p>5. Local Plan Correspondence with Possible Action</p>	All	NWIWDB: I/D/A CEOs: I/D/A
<p>6. Next Steps</p> <ul style="list-style-type: none"> Trade Act Case Management Statewide Board Training- June 9th 10 a.m.-5 p.m. PY21/FY22 Monitoring- Week of 4/18/22 EO Officer DOL Monitoring Next Meeting- May 18, 2022 at Iowa Lakes Electric Cooperative in Estherville 	Heather Garcia	I/D
<p>7. Announcements</p>	All	I/D
<p>8. Adjournment</p>	Barry Anderson Carrie Turnquist	CEO: I/D/A NWIWDB: I/D/A

CEO Board: CEO Chair, Barry Anderson declared adjournment.

NWIWDB: NWIWDB Chair, Carrie Turnquist declared adjournment.

Meeting was adjourned at 10:48 a.m.

Minutes by Taylor Williams, Board Staff