

# Northeast Iowa Workforce Development Board

## Planning and Operations Committee Meeting

Wednesday, May 4, 2022 10:00 a.m.-11:00 a.m.

Join Zoom Meeting:

<https://uni.zoom.us/j/97251050265?pwd=cVVFamVHNvJuMGVGU1phbHRjOVZPd09>

Or Dial: 1.253.215.8782

Meeting ID: 972 510 50265

Passcode: 377811

### Minutes

Agenda Item	Person(s) Responsible	Status
<b>Welcome and Call to Order</b> <i>Meeting was called to order at 10:02 a.m.</i> <b>Planning and Operations Members Present:</b> Laurie Everhardt, Andrew Morse, Hunter Callanan, Jennifer Breister, Amber Anderson <b>NEIWDB Staff:</b> Heather Garcia, Taylor Williams <b>Guests:</b> Sadie Lonning	Andrew Morse	I
<b>1. Consent Agenda</b> <ul style="list-style-type: none"><li>May 4, 2022 Agenda</li></ul>	Andrew Morse	I/D/A
<b>Motion</b> by Hunter Callanan, <b>second</b> by Laurie Everhardt to approve the May 4, 2022 agenda. <b>Ayes:</b> All. <b>Motion carried.</b>		
<b>2. Planning and Operations Committee Goals and Objectives</b>	Heather Garcia	I/D
<b>3. Ticket-to-Work Process</b>	Andrew Morse/ Heather Garcia	I/D
<b>4. Overview of Upcoming Projects</b>	Andrew Morse/ Heather Garcia	I/D
<b>5. Meeting Schedule</b>	Andrew Morse	I/D
Meet quarterly and meet in between each quarterly NEIWDB/CEO Joint Quarterly meetings.		
<b>6. Adjournment</b>	Andrew Morse	I/D/A
<b>Motion</b> by Jennifer Breister, <b>second</b> by Hunter Callanan to approve to adjourn the meeting. <b>Ayes:</b> All. <b>Motion carried.</b> <i>Meeting was adjourned at 11:03 a.m.</i>		

Meeting minutes by Taylor Williams, Board Staff