

Northeast Iowa Workforce Development Board

Executive Committee Meeting

Monday, December 5, 2022

11:00 a.m.-12:00 p.m.

Zoom Meeting:

MINUTES

Agenda Item	Person(s) Responsible	Status
Welcome and Call to Order	Jennifer Breister	I
1. Consent Agenda <ul style="list-style-type: none"> • December 5, 2022 Agenda • October 20, 2022 Minutes 	Jennifer Breister	I/D/A
<p>Jennifer Breister called the meeting to order at 11:00 a.m.</p> <p>Attendance: Steve Abbott, Nicolas Hockenberry, Jennifer Breister, Katrina Moore, Brian Warner, Amber Youngblut.</p> <p>Board Support: Taylor Williams, Johnna Forbes.</p> <p>Motion by Nic Hockenberry, second by Steve Abbott to approve the 12/5/2022 Agenda and the 10/20/2022 Minutes. Ayes: All. Motion carried.</p>		
2. Review Finding 2 on DOL Monitoring Report with Possible Action <ul style="list-style-type: none"> • DOL Monitoring Report • Review Corrective Action with Possible Action • Northeast Iowa MOU with Possible Action 	Jennifer Breister/ Taylor Williams	I/D I/D/A I/D/A
<p>Motion by Katrina Moore, second by Amber Youngblut to approve the corrective action plan in response to the DOL finding. Ayes: All. Motion carried.</p> <p>Motion by Steve Abbott, second by Amber Brian Warner to approve the changes to the updated MOU in response to the DOL finding regarding direct linkages. Ayes: All. Motion carried.</p>		
3. Review Associate Director Job Description with Possible Action	Jennifer Breister	I/D/A
<p>Motion by Nick Hockenberry, second by Amber Younblut to approve the Associate Director job description as presented. Ayes: All. Motion carried.</p>		
4. Miller Results Group Technology Infrastructure Proposal with Possible Action	Jennifer Breister/ Taylor Williams	I/D/A
<p>Motion by Nick Hockenberry, second by Amber Youngblut to approve the Miller Results Group Technology Infrastructure Proposal as presented. Ayes: All. Motion carried.</p>		
5. Ticket-to-Work Fund Request with Possible Action	Taylor Williams	I/D/A
<p>Motion by Steve Abbott, second by Katrina Moore to approve the use of Ticket-to-Work funds to purchase cookies to all offices on behalf of the board. Ayes: All. Motion carried.</p>		
6. Select 2023 NAWB Forum Attendees	Taylor Williams	I/D/A
<p>No Action.</p>		
7. Next Steps <ul style="list-style-type: none"> • 2023 Executive Committee Schedule • Nominations/Elections 	Jennifer Breister	I/D/A I/D I/D

<ul style="list-style-type: none"> Next NEIWDB/CEO Joint Quarterly Meeting January 26, 2023 Mason City Iowa WORKS Office, Tour starting at 9:15 a.m. prior to meeting 		
<p>Motion by Nic Hockenberry, second by Amber Youngblut to approve the 2023 Executive Committee meeting schedule. Ayes: All. Motion carried.</p>		
<p>8. Adjournment</p>	Jennifer Breister	I/D/A
<p>Motion by Katrina Moore, second by Amber Youngblut to adjourn the meeting. Ayes: All. Motion carried.</p>		
<p>Meeting adjourned at 11:46 a.m.</p>		

Minutes by Johnna Forbes, Board Staff