

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

Thursday, October 27, 2022 10:00 a.m. -12:00 p.m.

In person:
Chickasaw County Public Health Building
260 East Prospect
New Hampton, Iowa 50659

OR
Zoom:

MINUTES

Agenda Item	Person(s) Responsible	Status
Welcome and Call to Order <ul style="list-style-type: none"> • Introduction of Members and Guests 	Ken Kammeyer/ Jennifer Breister	I
1. Consent Agenda <u>Northeast Iowa CEO Board</u> <ul style="list-style-type: none"> • October 27, 2022 Agenda • July 28, 2022 Minutes <u>NEIWDB</u> <ul style="list-style-type: none"> • October 27, 2022 Agenda • July 28, 2022 Minutes 	Ken Kammeyer Jennifer Breister	CEO: I/D/A NEIWDB: I/D/A
<p>Ken Kammeyer called the meeting to order at 8:02 a.m.</p> <p>CEO Attendance: Linda Laylin, Ken Kammeyer, Jason Byrne, Pete Buschman, Harley Pothoff, Marty Stanbrough, Roy Schwickerath, Gary McVicker, Heidi Nederhoff, Sis Greiman, Dean Eastman.</p> <p>CEO Absent: Daniel Byrnes, Clayton Ohrt, Greg Barnett, Tim Latham, Steve Doepke, Mark Hendrickson, Susan Smith, John Bear, Mark Smeby.</p> <p>NEIWDB Attendance: Steve Abbott, Eric Branson, Jennifer Breister, Nicolas Hockenberry Kyle Clabby-Kane, Katrina Moore, Brian Warner, Joleen Jansen, Jayme Kluesner, Rhea Pierce, Chelsy Snyder Anderson, Thomas Townsend, Amber Youngblut.</p> <p>NEIWDB Absent: Jamie Benson, Ethan DeWall, John Derryberry, Chuck Kacher, Matthew Mason, Karla Organist, Jennalee Pedretti.</p> <p>Board Support: Taylor Williams, Johnna Forbes.</p> <p><u>Northeast CEOs:</u> Motion by Harley Pothoff, second by Linda Laylin to approve the October 27, 2022 Agenda. Ayes: All. Motion carried. Motion by Roy Schwickerath, second by Harley Pothoff to approve the July 28, 2022 Minutes. Ayes: All. Motion carried.</p> <p><u>NEIWDB:</u> Motion by Joleen Jansen, second by Eric Branson to approve the October 27, 2022 Agenda and the July 28, 2022 Minutes. Ayes: All. Motion carried.</p>		

Northeast Iowa CEOs:

Motion by Pete Buschman, **second** by Sis Greiman to affirm the selection of Taylor Williams as the Northeast Iowa Workforce Development Board – Executive Director. **Ayes: All. Motion carried.**

7. Finance Committee

- Amended FY23 NEIWDB Budget

- Financial Reports
 - NEIWDB
 - Goodwill of Northeast Iowa- Title I Programs
 - CIJDC

Steve Abbott

NEIWDB:

I/D/A

CEO:

I/D/A

Steve Abbott

I/D

NEIWDB:

Motion by Steve Abbott, **second** by Nicolas Hockenberry to approve the amended FY23 NEIWDB Budget as presented. **Ayes: All. Motion carried.**

Northeast Iowa CEOs:

Motion by Harley Pothoff, **second** by Roy Schwickerath to affirm the amended FY23 NEIWDB Budget as presented. **Ayes: All. Motion carried.**

8. Planning & Operations Committee

- Planning and Operations Chair
- PY21 Annual Performance Outcomes
- PY22 and PY23 Local Performance Negotiations

- Review Proposed Policy Changes with Possible Action

- Review PII Policy with Possible Action

- Local Plan Modification with Possible Action

Jennifer Breister

NEIWDB:

I/D/A

Jennifer Breister Jennifer Breister

I/D

I/D

Emily Smith

NEIWDB:

I/D/A

Jennifer Breister

NEIWDB:

I/D/A

Jennifer Breister

NEIWDB:

I/D/A

Ken Kammeyer

CEO:

I/D/A

NEIWDB:

Motion by Jayme Kluesner, **second** by Steve Abbott to select Nicolas Hockenberry as the Planning & Operations Committee Chair. **Ayes: All. Motion carried.**

NEIWDB:

Motion by Joleen Jansen, **second** by Nicolas Hockenberry to approve the Proposed Policy Changes as presented. **Ayes: All. Motion carried.**

NEIWDB:

Motion by Steve Abbott, **second** by Steve Nicholas Hockenberry to approve the PII Policy as presented. **Ayes: All. Motion carried.**

NEIWDB:

Motion by Nicolas Hockenberry, **second** by Steve Abbott to approve the Local Plan Modification to include the approved Performance Negotiations for PY23 and PY24 Performance Levels. **Ayes: All. Motion carried.**

Northeast Iowa CEOs:

Motion by Harley Pothoff, **second** by Gary McVicker to affirm the Local Plan Modification to include the approved Performance Negotiations for PY23 and PY24 Performance Levels. **Ayes: All. Motion carried.**

9. Youth Committee	Katrina Moore/ Emily Smith	I/D
10. Disability Access Committee	Brian Warner	I/D
• Review ADA Reports with Possible Action		NEIWDB:
○ Mason City	Brian Warner	I/D/A
○ Dubuque	Brian Warner	I/D/A
○ Decorah	Brian Warner	I/D/A
○ Waterloo	Brian Warner	I/D/A

NEIWDB:

Motion by Nicolas Hockenberry, **second** by Joleen Jansen to approve the ADA Reports for Mason City, Dubuque, Decorah and Waterloo offices as presented. **Ayes: All. Motion carried.**

11. Next Steps	Taylor Williams	
• Elections/Executive Officers		I/D
• Business Engagement Division		I/D
• Recertification		I/D
• PY21 Annual Report Narrative		I/D
• PY21/FY22 State Monitoring		I/D
• Fall Youth Fiscal TA Session		I/D
• PY22 Monitoring- May 16-17, 2023 in Waterloo		I/D
• Save the Date! NAWB Annual Conference May 8-10, 2023 in New Orleans, LA		I/D
• WIOA Subrecipient Training- CEOs, Chair/Vice Chair, and Board Staff- November 16 12:30 p.m.-3:30 p.m.		I/D
• Next Meeting January 26, 2023 10:00 a.m.-12:00 p.m.		I/D
12. Announcements	All	I/D
13. Adjournment	Ken Kammeyer	CEO: I/D/A
	Jennifer Breister	NEIWDB: I/D/A

Northeast Iowa CEOs:

Motion by Sis Greiman, **second** by Roy Schwickerath to adjourn the meeting. **Ayes: All. Motion carried.**

NEIWDB:

Motion by Nicolas Hockenberry, **second** by Amber Youngblut to adjourn the meeting. **Ayes: All. Motion carried.**

Meeting Adjourned at 11:58 a.m.

Minutes by Johnna Forbes – Board Consultant