



NORTHEAST IOWA WORKFORCE DEVELOPMENT BOARD

EXECUTIVE COMMITTEE MEETING

Monday, October 2, 2023

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

MINUTES

<u>Agenda Item</u>	<u>Person(s) Responsible</u>	<u>Status</u>
Welcome and Call to Order	Jennifer Breister	I
Jennifer Breister called the meeting to order at 11:00 a.m. Attendance: Eric Branson, Jennifer Breister, Nicolas Hockenberry, Katrina Moore. Board Support: Taylor Williams, Erika Lippman, Caraline Eggena, Johnna Forbes.		
1. Consent Agenda <ul style="list-style-type: none"> October 2, 2023 Agenda September 11, 2023 Minutes 	Jennifer Breister	I/D/A
Motion by Eric Branson, second by Nicolas Hockenberry to approve the October 2, 2023 Agenda and the September 11, 2023 Minutes. Ayes: All. Motion carried.		
2. Title I Adult Fourth Priority Request with Possible Action	Emily Smith	I/D/A
No Action.		
3. Title I Updates/Progress	Taylor Williams	I/D
4. One-Stop Operator <ul style="list-style-type: none"> OSO Timeline Consider Action for One-Stop Operator Interviews to be Completed by Board Staff 	Taylor Williams	I/D I/D/A
Motion by Nicolas Hockenberry, second by Katrina Moore to approve Board staff to complete One-Stop Operator Interviews. Ayes: All. Motion carried.		
5. Northeast Iowa Local Policies and Procedures with Possible Action <ul style="list-style-type: none"> Whistleblower Policy 	Taylor Williams	I/D/A
Motion by Katrina Moore, second by Eric Branson to approve the Whistleblower Policy as presented. Ayes: All. Motion carried.		
6. Ticket-to-Work <ul style="list-style-type: none"> PY23 Fiscal Agent Designation Letter 	Taylor Williams	I/D
7. IFA/MOU	Taylor Williams	I/D
8. Boards & Commissions Review Committee Final Recommendations	Taylor Williams	I/D

9. Website Proposal from Jansen Products LLC	Erika Lippmann	I/D/A
Motion by Katrina Moore, second by Eric Branson to approve the Jansen Products website proposal. Ayes: All. Motion carried.		
10. Next Steps	All	I/D
<ul style="list-style-type: none"> • PY23 State and Local Monitoring • Website 		
11. Announcements	All	I/D
<ul style="list-style-type: none"> • Next Meeting November 6, 2023 (11:00 a.m. – 12:00 p.m.) • Next NEIWDB/CEO Joint Quarterly Meeting October 26, 2023 (10:00 a.m. – 12:00 p.m.) at Decorah Iowa WORKS with office tour at 9:20 a.m. 		
12. Adjournments	Jennifer Breister	I/D/A
Motion by Nicolas Hockenberry, second by Eric Branson to adjourn the meeting. Ayes: All. Motion carried. Meeting adjourned at 11:34 a.m.		

Minutes by Johnna Forbes