



**NORTHEAST IOWA WORKFORCE DEVELOPMENT BOARD
NORTHEAST IOWA CEO BOARD
JOINT QUARTERLY MEETING**

Thursday, January 25, 2024	
10:00 a.m. – 12:00 p.m. (Meeting)	Hawkeye Community College Van G. Miller Adult Learning Center 120 Jefferson Street Waterloo, Iowa OR VIA Zoom

MINUTES

<u>Agenda Item</u>	<u>Person(s) Responsible</u>	<u>Status NEIWDB</u>	<u>Status CEO</u>
Welcome and Call to Order <ul style="list-style-type: none"> Thank you, John Deeryberry, Matt Mason, and Kirby Kendrick for your service on the board! Welcome Jeri Bell and Jim Jorgensen to the board! 	Heidi Nederhoff Jennifer Breister		
<p>Heidi Nederhoff called the meeting to order at 10:06 a.m. Jennifer Breister called the meeting to order at 10:06 a.m.</p> <p><u>CEO Attendance:</u> Daniel Byrnes (Allamakee), Ken Kammeyer (Bremer), Clayton Ohrt (Buchanan), Wayne Dralle (Butler), Lori Meacham Ginapp (Cerro Gordo), Travis Suckow (Chickasaw), Pete Buschman (Delaware), Gary McVicker (Franklin), Heidi Nederhoff (Grundy), Sis Grieman (Hancock), Susan Smith (Winnebago), Mark Smeby (Worth).</p> <p><u>CEO Absent:</u> Linda Laylin (Black Hawk), Doug Reimer (Clayton), Wayne Kenniker (Dubuque), Jeff Bunn (Fayette), Jim Jorgensen (Floyd), Dean Eastman (Howard), Mark Hendrickson (Mitchell), Steve Kelsay (Winneshek).</p> <p><u>NEIWDB Attendance:</u> Jamie Benson, Jennifer Breister, Jeri Bell, Laura Hildebaugh, Nicolas Hockenberry, Jayme Kluesner, Marla Loecke, Karla Organist, Jennalee Pedretti, Rhea Pierce, Erin Powers Daley, Chelsy Snyder Anderson, Brian Warner, Amber Youngblut.</p> <p><u>NEIWDB Absent:</u> Eric Branson, Ethan DeWall, Tim Felderman, Joleen Jansen, Chuck Kacher, Katrina Moore, Thomas Townsend.</p> <p><u>Guests:</u> Niki Litzel, Bobbie Sue Lopez, Dixie Lopez, Brian Nissen, Bailey Potratz, Karen Siler, Devon Thomas, Steve Tisue, Kristine Zweibahmer.</p> <p><u>Board Support:</u> Taylor Williams, Erika Lippmann, Caraline Eggena, Johnna Forbes.</p>			
1. Consent Agenda <u>Northeast Iowa CEO Board</u> <ul style="list-style-type: none"> January 25, 2024 Agenda October 26, 2023 Minutes November 29, 2023 Minutes 	Heidi Nederhoff		I/D/A

<p><u>NEIWDB</u></p> <ul style="list-style-type: none"> January 25, 2024 Agenda October 26, 2023 Minutes 	Jennifer Breister	I/D/A	
<p><u>Northeast Iowa CEOs:</u> Motion by Mark Smeby, second by Ken Kammeyer to approve the January 25, 2024 Agenda, October 26, 2023 and November 29, 2023 Minutes. Ayes: All. Motion carried.</p> <p><u>NEIWDB:</u> Motion by Nicolas Hockenberry, second by Jayme Kluesner to approve the January 25, 2024 Agenda and the October 26, 2023 Minutes. Ayes: All. Motion carried.</p>			
<p>2. Community Colleges</p> <ul style="list-style-type: none"> Community College Report 	Community College Partners	I/D	I/D
<p>3. One-Stop Operator Report</p>	One-Stop Operator	I/D	I/D
<p>4. Elections/Executive Officers</p> <p><u>NEIWDB</u></p> <ul style="list-style-type: none"> NEIWDB Chair (must be a representative of Business) NEIWDB Vice Chair Finance Committee Chair Planning & Operations Committee Chair Youth Committee Chair Disability Access Committee Chair CEO Review and Affirm of NEIWDB Election Results <p><u>CEO</u></p> <ul style="list-style-type: none"> Northeast Iowa CLEO Vice CLEO 1 Vice CLEO 2 	Taylor Williams	I/D/A I/D/A I/D/A I/D/A I/D/A I/D/A	I/D/A I/D/A I/D/A
<p><u>NEIWDB:</u> Motion by Karla Organist, second by Nicolas Hockenberry to elect Jennifer Breister as the NEIWDB Chair. Ayes: All. Motion carried.</p> <p>Motion by Nicolas Hockenberry, second by Karla Organist to elect Amber Youngblut as the NEIWDB Vice-Chair. Ayes: All. Motion carried.</p> <p>Motion by Karla Organist, second by Nicolas Hockenberry to elect the following as Committee Chairs. Ayes: All. Motion carried.</p> <ul style="list-style-type: none"> Finance Committee – Eric Branson Planning & Operations – Nicolas Hockenberry Youth Committee – Katrina Moore Disability Access Committee – Brian Warner <p><u>Northeast Iowa CEOs:</u> Motion by Daniel Byrnes, second by Gary McVicker to affirm the NEIWDB elections. Ayes: All. Motion carried.</p> <p>Motion by Clayton Ohrt, second by Pete Buschman to elect Heidi Nederhoff as CLEO, Gary McVicker as 1st Vice CLEO and Sis Grieman as 2nd Vice CLEO. Ayes: All. Motion carried.</p>			

<p>5. Title I Adult, Dislocated Worker, and Youth Service Provider Procurement</p> <ul style="list-style-type: none"> Title I Service Provider Procurement Timeline Consider Action to Approve the RFP Language for the Title I Adult and Dislocated Worker Service Provider and Release Date for Procurement Consider Action to Approve the RFP Language for the Title I Youth Service Provider and Release Date for Procurement Affirm Executive Committee Recommendation for the Planning & Operations Committee to be Reviewers for the Title I Service Provider Procurement Process CEO Review and Possible Action Regarding the Adult and Dislocated Worker and Youth Title I Service Provider Language, Release Date and Reviewers 	Taylor Williams	I/D I/D/A I/D/A I/D/A	I/D I/D/A
<p><u>NEIWDB:</u> Motion by Nicolas Hockenberry, second by Karla Organist to Approve the RFP Language for the Title I Adult and Dislocated Worker Service Provider, Title I Youth Service Provider, Release date for Procurement and affirm for the Planning & Operations Committee to be the Reviewers for the Title I Service Provider procurement process. Ayes: All. Motion carried.</p> <p><u>Northeast Iowa CEOs:</u> Motion by Ken Kammeyer, second by Travis Suckow to approve the Title I Adult and Dislocated Worker and Youth Service Provider language, Release date, and Reviewers. Ayes: All. Motion carried.</p>			
<p>6. PY24-PY27 Local Plan</p> <ul style="list-style-type: none"> Local Plan Timeline Approval of PY24-PY27 Draft Local Plan and Release for Public Comment 	Taylor Williams	I/D I/D/A	I/D I/D/A
<p><u>NEIWDB:</u> Motion by Nicolas Hockenberry, second by Marla Loecke to approve the PY24-PY27 Draft Local Plan for Public Comment. Ayes: All. Motion carried.</p> <p><u>Northeast Iowa CEOs:</u> Motion by Gary McVicker, second by Ken Kammeyer to approve the PY24-PY27 Draft Local Plan for Public Comment. Ayes: All. Motion carried.</p>			
<p>7. Executive Committee</p>	Jennifer Breister	I/D	I/D
<p>8. Finance Committee</p> <ul style="list-style-type: none"> DOL Monitoring Report and Disallowed Costs Goodwill Title I Budget Update Financial Reports Youth In-School vs. Out-of-School 	Taylor Williams Eric Branson Kassie Ruth Kassie Ruth	I/D I/D I/D I/D	I/D I/D I/D I/D
<p>9. Planning & Operations Committee</p>	Nic Hockenberry	I/D	I/D
<p>10. Youth Committee</p>	Katrina Moore	I/D	I/D
<p>11. Disability Access Committee</p>	Brian Warner	I/D	I/D
<p>12. Next Steps</p> <ul style="list-style-type: none"> MOU 	Taylor Williams	I/D	I/D

<ul style="list-style-type: none"> • PY23 State and Local Monitoring • NEIWDB Vision, Mission and Goals Statement 			
13. Announcements <ul style="list-style-type: none"> • Local Plan Listening Session January 30, 2024 at 5:30 • Next Meeting April 25, 2024 10:00 a.m.-12:00 p.m. at Northeast Iowa Community College, NICC Wilder Business Center, Room 106 1625 IA-150 Calmar, Iowa 	All	I/D	I/D
14. Comments	All	I/D	I/D
15. Adjournments	Heidi Nederhoff Jennifer Breister	I/D/A	I/D/A
<p><u>Northeast Iowa CEOs:</u> Motion by Gary McVicker, second by Travis Suckow to adjourn the meeting. Ayes: All. Motion carried.</p> <p><u>NEIWDB:</u> Motion by Nicolas Hockenberry, second by Marla Loecke to adjourn the meeting. Ayes: All. Motion carried.</p> <p>Meeting adjourned at 11:41 a.m.</p>			

Minutes by Johnna Forbes