



NORTHEAST IOWA WORKFORCE DEVELOPMENT BOARD EXECUTIVE COMMITTEE MEETING

Monday, March 3, 2025

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 11:03 a.m.		
Attendance: Jennifer Breister, Nicolas Hockenberry, Ed Raber, Jason Rubel, Amber Youngblut. Absent: Katrina Moore Board Staff: Taylor Williams, Erika Lippmann, Caraline Eggena, Johnna Forbes.		
1. Consent Agenda - March 3, 2025 Agenda - February 3, 2025 Minutes	Jennifer Breister	I/D/A
Motion by Nicolas Hockenberry, second by Ed Raber to approve the March 3, 2025 – Agenda and the February 3, 2025 – Minutes. Ayes: All. Motion carried.		
2. Title I Financial Update with Possible Action - Title I Financials Overview - Weekly Financial Report Out	Taylor Williams	I/D/A I/D I/D
No Action		
3. Equal Opportunity Monitoring Report	Erika Lippmann	I/D
4. PY24 Monitoring Update - Local Monitoring Report - State Monitoring Update	Caraline Eggena	I/D I/D
5. Single Audit Services Update - Single Audit Services RFP Timeline - FY22 and FY23 Planning Conference with State Auditor's Office	Taylor Williams	I/D I/D
6. LWDB Certification	Taylor Williams	I/D
7. Form 990 - Draft Form 990 2023 - Draft Form 990 2024	Taylor Williams	I/D I/D
8. PY24 Q2 Performance Review	Caraline Eggena	I/D
9. 2024 NAWDP Youth Symposium Takeaways	Erika Lippmann	I/D
10. One-Stop Operator Updates	Erika Lippmann/ Taylor Williams	I/D
11. Next Steps One-Stop Certification	Jennifer Breister	I/D

Committee Updates		
12. Announcements - Next Executive Committee Meeting April 7, 2025 11:00 a.m. – 12:00 p.m. - NEIWDB/CEO Joint Quarterly Meeting- April 24, 2025 10:00 a.m. – 12:00 p.m. TBD - Save The Date – IVRS Conference – “Putting the Pieces Together”- April 29 - 3030, 2025	Jennifer Breister	I/D
13. Adjournments	Jennifer Breister	I/D/A
Motion by Ed Raber, second by Amber Youngblut to adjourn the meeting. Ayes: All. Motion carried.		

Minutes by Johnna Forbes, Board Consultant