



NORTHEAST IOWA WORKFORCE DEVELOPMENT BOARD EXECUTIVE COMMITTEE MEETING

Monday, June 2, 2025

12:00 p.m. – 1:00 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 12:00 p.m. Attendance: Jennifer Breister, Nicolas Hockenberry, Katrina Moore, Ed Raber, Jason Rubel, Amber Youngblut. Guests: Heidi Nederhoff (CLEO) Board Staff: Taylor Williams, Erika Lippmann, Caraline Eggena, Johnna Forbes.		
1. Consent Agenda - June 2, 2025 – Agenda - May 5, 2025 – Minutes	Jennifer Breister	I/D/A
Motion by Nicolas Hockenberry, second by Ed Raber to approve the June 2, 2025 – Agenda and the May 5, 2025 – Minutes. Ayes: All. Motion carried.		
2. One-Stop Operator Q3 Review with Possible Action	Jennifer Breister	I/D/A
Motion by Ed Raber, second by Katrina Moore to approve the One-Stop Operator – Quarter 3 report as presented. Ayes: All. Motion carried.		
3. Board Staff Evaluation Review with Possible Action - Taylor Williams, Executive Director - Erika Lippmann, Associate Director/EO Officer - Caraline Eggena, Compliance Specialist	Jennifer Breister	I/D/A
Motion by Ed Raber, second by Nicolas Hockenberry to approve the Board Staff evaluations as presented. Ayes: All. Motion carried.		
4. Employer of Record Budget and Benefits with Possible Action	Jennifer Breister	I/D/A
Motion by Nicolas Hockenberry, second by Jason Rubel to approve a 2.5% Salary increase without any additional flex days off. Ayes: All. Motion carried.		
5. One-Stop Operator Proposal Review with Possible Action	Jennifer Breister	I/D/A
Motion by Nicolas Hockenberry, second by Jason Rubel to approve the OSO Proposal in Draft form as presented. Ayes: All. Motion carried.		

6. Next Steps • PY24 State Monitoring • PY24 Local Monitoring • Single Audit Services • One-Stop Certification • MOU/IFA	Jennifer Breister	I/D
7. Announcements • Next Executive Committee Meeting July 7, 2025 (12:00 p.m. – 1:00 p.m.)	Jennifer Breister	I/D
8. Adjournments	Jennifer Breister	I/D/A
Motion by Ed Raber, second by Jason Rubel to adjourn the meeting. Ayes: All. Motion carried.		
Meeting adjourned at 12:02 p.m.		

Minutes by Johnna Forbes, Board Consultant