



NORTHEAST IOWA WORKFORCE DEVELOPMENT BOARD EXECUTIVE COMMITTEE MEETING

Tuesday, August 19, 2025

1:00 p.m. – 2:00 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 1:02 p.m. Attendance: Jennifer Breister, Nicolas Hockenberry, Katrina Moore, Ed Raber, Amber Youngblut. Board Staff: Taylor Williams, Erika Lippmann, Caraline Eggena, Johnna Forbes.		
1. Consent Agenda - August 19, 2025 – Agenda - July 7, 2025 – Minutes	Jennifer Breister	I/D/A
Motion by Katrina Moore, second by Amber Youngblut to approve the August 19, 2025 – Agenda and the July 7, 2025 – Minutes. Ayes: All. Motion carried.		
2. PY25/FY26 Budget with Possible Action	Board Staff	I/D/A
Motion by Nicolas Hockenberry, second by Katrina Moore to approve the budget as presented. Ayes: All. Motion carried.		
3. Travel Policy with Possible Action	Board Staff	I/D/A
Motion by Nicolas Hockenberry, second by Ed Raber to approve the Travel Policy as presented. Ayes: All. Motion carried.		
4. In-Demand Occupations Determination & Usage Policy with Possible Action	Board Staff	I/D/A
Motion by Amber Youngblut, second by Ed Raber to approve the In-Demand Occupations Determination & Use Policy with addition of Manufacturing (Item 2) on the Determination of Targeted Industries paragraph. Ayes: All. Motion carried.		
5. Title I Service Provider Update	Taylor Williams	I/D
6. Next Steps - PY24 Local Monitoring - Single Audit Update - One-Stop Certification - MOU/IFA	Jennifer Breister	I/D
7. Announcements - Next Executive Committee Meeting September 8, 2025 (12:00 – 1:00 p.m.) - SAVE THE DATE- Youth Summit- October 16, 2025 at NIACC - Next NEIWDB/CEO Joint Quarterly Meeting October 30, 2025 (10:00-12:00)	Jennifer Breister	I/D
8. Adjournments	Jennifer Breister	I/D/A
Motion by Nicolas Hockenberry, second by Ed Raber to adjourn the meeting. Ayes: All. Motion carried. Meeting adjourned at 1:50 p.m.		

Minutes by Johnna Forbes, Board Consultant