



**NORTHEAST IOWA WORKFORCE DEVELOPMENT BOARD  
EXECUTIVE COMMITTEE MEETING**

**Monday, January 5, 2026**

**12:00 p.m.-1:00 p.m.**

**Join by Zoom:**

<https://us06web.zoom.us/j/84804767064?pwd=ODJzRFVlNXZBMndhVldzZGlmQVZ3dz09>

**Or Dial by Phone:**

1-346-248-7799 **Passcode:**  
65258851

**Agenda**

<b>Agenda Item</b>	<b>Person(s) Responsible</b>	<b>Status</b>
<b>Welcome and Call to Order</b>	Jennifer Breister	I
<b>1. Consent Agenda</b> <ul style="list-style-type: none"><li>• January 5, 2026 Agenda</li><li>• December 1, 2025 Minutes</li></ul>	Jennifer Breister	I/D/A
<b>2. Title I Service Provider Updates</b>	Taylor Williams	I/D
<b>3. Performance &amp; Monitoring Committee with Possible Action</b>	Caraline Eggena	I/D/A
<b>4. Northeast Iowa By-Laws with Possible Action</b>	Taylor Williams	I/D/A
<b>5. Northeast Iowa Policies with Possible Action</b> <ul style="list-style-type: none"><li>• ADA &amp; Reasonable Accommodation Practices Policy</li><li>• Media &amp; Communications Policy</li><li>• Hiring Supervision and Employment Management Policy</li><li>• Personnel Management and Employment Practices Policy</li><li>• Remote Work Policy</li></ul>	Taylor Williams	I/D/A I/D/A I/D/A I/D/A I/D/A
<b>6. PY25 Single Audit with Possible Action</b>	Taylor Williams	I/D/A
<b>7. Next Steps</b> <ul style="list-style-type: none"><li>• Community Foundation Grant Opportunities (Butler and Fayette County)</li><li>• Mississippi Valley/South Central Iowa One-Stop Operator Procurement</li><li>• One-Stop Operator Updates</li><li>• Elections &amp; Nominations</li><li>• Case Notes Policy</li><li>• NAWB</li><li>• Employee Handbook</li><li>• FY25 Audit</li><li>• MOU/IFA</li><li>• Work-Based Learning Opportunities</li><li>• One-Stop Certification</li><li>• One-Page Data Sheet</li></ul>	Jennifer Breister	I/D

<b>8. Announcements</b> <ul style="list-style-type: none"><li>• Next NEIWDB/CEO Joint Quarterly Meeting February 5, 2026 10:00 a.m.-12:00 p.m. TBD</li><li>• Next Executive Committee Meeting March 2, 2026 12:00 p.m.-1:00 p.m.</li></ul>	Jennifer Breister	I/D
<b>9. Adjournments</b>	Jennifer Breister	I/D/A