



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

Monday, February 2, 2026

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

Join by Zoom:

<https://us06web.zoom.us/j/84066915799?pwd=R51Wxfo6CRMTh69istYWorU69DaAX1.1&jst=2>

Or Dial by Phone:

1-929-205-6099

Passcode:

13071543

Agenda

<u>Agenda Item</u>	<u>Person(s) Responsible</u>	<u>Status</u>
Welcome and Call to Order	Jennifer Breister	I
1. Consent Agenda <ul style="list-style-type: none">February 2, 2026 AgendaJanuary 5, 2026 Minutes	Jennifer Breister	I/D/A
2. Northeast Iowa Policies with Possible Action <ul style="list-style-type: none">Hiring Supervision and Employment Management PolicyPersonnel Management and Employment Practices PolicyRemote Work Policy	Taylor Williams	I/D/A I/D/A I/D/A
3. Employee Handbook with Possible Action	Jennifer Breister	I/D/A
4. Northeast Iowa Policy and Procedures Update <ul style="list-style-type: none">Case NotesTRNWaiver RequestLimited English Proficiency (LEP) Plan	Board Staff	I/D
5. Next Steps <ul style="list-style-type: none">Mississippi Valley/South Central Iowa One-Stop Operator ProcurementOne-Stop Operator UpdatesMOU/IFAOne-Stop CertificationOne-Page Data Sheet	Jennifer Breister	I/D
6. Announcements <ul style="list-style-type: none">Next NEIWDB/CEO Joint Quarterly Meeting February 5, 2026 10:00 a.m.-12:00 p.m. Stellar Industries in Garner; Tour at 9:20 a.m.Next Executive Committee Meeting March 2, 2026 12:00 p.m.-1:00 p.m.	Jennifer Breister	I/D
7. Adjournments	Jennifer Breister	I/D/A