



NORTHEAST IOWA WORKFORCE DEVELOPMENT BOARD

PLANNING AND OPERATIONS COMMITTEE MEETING

Wednesday, January 14, 2026

9:00 a.m.-10:00 a.m.

Join by Zoom:

<https://us06web.zoom.us/j/82105301225?pwd=MVZmVkpuMFdadUFqQTM2YXpRb0lIZz09>

Or Dial by Phone:

1.312.626.6799

Passcode: 021089

Agenda

<u>Agenda Item</u>	<u>Person(s) Responsible</u>	<u>Status</u>
Welcome and Call to Order	Nicolas Hockenberry	I
1. Consent Agenda <ul style="list-style-type: none">January 14, 2026 AgendaDecember 12, 2025 Minutes	Nicolas Hockenberry	I/D/A
2. Business Engagement Division Updates	BEC	I/D
3. Work-Based Learning <ul style="list-style-type: none">4 Steps to Internship for Employers4 Steps to Internship for Employers PPTLaunch your High School IT Community Help DeskHold a High School Senior Recruiting EventCTE Student Learner Agreement and Permission Form	Nicolas Hockenberry	I/D I/D I/D I/D I/D
4. TRN Policy with Possible Action	Erika Lippmann	I/D/A
5. Waiver Request Form with Possible Action	Caraline Eggena	I/D/A
6. Limited English Proficiency (LEP) Plan with Possible Action	Erika Lippmann	I/D/A
7. Next Steps <ul style="list-style-type: none">Incumbent Worker Training Flyer UpdateWebsite UpdatesOne-Stop Operator UpdateOne-Stop Certification	Nicolas Hockenberry	I/D
8. Announcements <ul style="list-style-type: none">NEIWDB/CEO Joint Quarterly Meeting- February 5, 2026 10:00 a.m.-12:00 p.m. at Stellar Industries in Garner, IowaNext Planning and Operations Committee Meeting- February 11, 2026 9:00 a.m.-10:00 a.m.	All	I/D
9. Adjournments	Nicolas Hockenberry	I/D/A