



NORTHEAST IOWA WORKFORCE DEVELOPMENT BOARD

PLANNING AND OPERATIONS COMMITTEE MEETING

Wednesday, April 9, 2025
9:00 a.m. – 10:00 a.m. Zoom Meeting

MINUTES

<u>Agenda Item</u>	<u>Person(s) Responsible</u>	<u>Status</u>
Welcome and Call to Order	Nicolas Hockenberry	I
<p>Nicolas Hockenberry called the meeting to order at 9:11 a.m.</p> <p>Attendance: Donna Boss, Emily Hanson, Jenna Heiar, Nicolas Hockenberry, Karla Organist, Brian Schoon, Amber Youngblut.</p> <p>Guests: Niki Litzel.</p> <p>Board Staff: Taylor Williams, Erika Lippmann, Caraline Eggena, Johnna Forbes.</p>		
1. Consent Agenda <ul style="list-style-type: none"> April 9, 2025 – Agenda March 12, 2025 – Minutes 	Nicolas Hockenberry	I/D/A
<p>Motion by Donna Boss, second by Karla Organist to approve the April 9, 2025 – Agenda and the March 12, 2025 – Minutes. Ayes: All. Motion carried.</p>		
2. Business Engagement Division Updates	Niki Litzel/Sara Cook	I/D
3. Incumbent Worker Training Website Updates	Erika Lippmann	I/D
4. PY24 State Monitoring <ul style="list-style-type: none"> PY24 EO Monitoring Report PY24 Program Monitoring Report 	Erika Lippmann Caraline Eggena	I/D I/D
5. PY24 Q3 Performance Review	Caraline Eggena	I/D
6. Northeast Iowa Newsletter Discussion	Erika Lippmann	I/D
7. Next Steps <ul style="list-style-type: none"> PO Committee Restructure Corrective Action Policy 	Nic Hockenberry	I/D
8. Announcements <ul style="list-style-type: none"> NEIWDB/CEO Joint Quarterly Meeting – April 24, 2025 at Bertch Cabinet LLC in Waterloo (10:00 – 12:00). Tour at 9:20 a.m. Next Planning and Operations Committee Meeting – May 14, 2025 at 9:00 a.m. 	All	I/D
9. Adjournments	Nicolas Hockenberry	I/D/A
Nicolas Hockenberry adjourned the meeting at 10:02 a.m.		