



NORTHEAST IOWA WORKFORCE DEVELOPMENT BOARD

PLANNING AND OPERATIONS COMMITTEE MEETING

Wednesday, December 10, 2025

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

Join by Zoom:

<https://us06web.zoom.us/j/82105301225?pwd=MVZmVkpuMFdadUFqQTM2YXpRb0lZz09>

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"> December 10, 2025 Agenda September 17, 2025 Minutes 	Nicolas Hockenberry	I/D/A
2. Business Engagement Division Updates	BEC	I/D
3. Work-Based Learning Opportunities	Nicolas Hockenberry	I/D
4. Incumbent Worker Training Policy Update with Possible Action	Erika Lippmann	I/D/A
5. Case Notes Policy with Possible Action	Caraline Eggena	I/D/A
6. Next Steps <ul style="list-style-type: none"> Incumbent Worker Training Flyer Update Website Updates One-Stop Operator Update One-Stop Certification 	Nicolas Hockenberry	I/D
7. Announcements <ul style="list-style-type: none"> Next Planning and Operations Committee Meeting- January 14, 2026 9:00 a.m.-10:00 a.m. NEIWDB/CEO Joint Quarterly Meeting- February 5, 2026 10:00 a.m.-12:00 p.m. TBD 	All	I/D
8. Adjournments	Nicolas Hockenberry	I/D/A