



NORTHEAST IOWA WORKFORCE DEVELOPMENT BOARD EXECUTIVE COMMITTEE MEETING

Monday, June 1, 2026

12:00 p.m. – 1:00 p.m.
Zoom Meeting

MINUTES

<u>Agenda Item</u>	<u>Person(s) Responsible</u>	<u>Status</u>
Welcome and Call to Order	Jennifer Breister	I
Jennifer Breister called the meeting to order at 12:21 p.m. Attendance: Jennifer Breister, Jennifer Nuss, Ashley Stanley, Amber Youngblut. Board Staff: Taylor Williams, Erika Lippmann, Caraline Eggena, Johnna Forbes.		
1. Consent Agenda - June 1, 2026 – Agenda - May 4, 2026 – Minutes	Jennifer Breister	I/D/A
Motion by Amber Youngblut, second by Ashley Stanley to approve the June 1, 2026 – Agenda and the May 4, 2026 – Minutes. Ayes: All. Motion carried.		
2. Board Staff Evaluation Review with Possible Action - Taylor Williams, Executive Director - Erika Lippmann, Associate Director/EO Officer - Caraline Eggena, Compliance Specialist	Jennifer Breister	I/D/A
No Action.		
3. Employer of Record Budget and Benefits with Possible Action	Jennifer Breister	I/D/A
Taylor Williams, Erika Lippmann and Caraline Eggena left the meeting. Motion by Ashley Stanley, second by Amber Youngblut to approve Employer of Record staff increase by 3%. Ayes: All. Motion carried.		
4. Transition of Outgoing Title I Service Provider Updates - PY25 State Monitoring Report/Response - Q3 Performance Updates - Transition Plan - Expenditures	Caraline Eggena	I/D
5. Transition of Incoming Title I Service Provider - Transition Agreement - Town Hall Meeting	Taylor Williams	I/D
6. One-Stop Operator Procurement	Taylor Williams	I/D
7. One-Stop Certification	Taylor Williams	I/D

8. Next Steps • MOU/IFA • One-Page Data Sheet	Jennifer Breister	I/D
9. Announcements • NEIWDB/CEO Joint Special Meeting June 17, 2026 at 9:30 a.m. • Next Executive Committee Meeting July 6, 2026 at 12:00 p.m.	Jennifer Breister	I/D
10. Adjournments	Jennifer Breister	I/D/A
Motion by Asley Stanley, second by Amber Youngblut to adjourn the meeting. Ayes: All. Motion carried.		
Meeting adjourned at 12:38 p.m.		

Minutes by Johnna Forbes, Board Consultant