

**Central Iowa Local Workforce Area  
Chief Elected Officer (CEO) Board Meeting  
February 21, 2025 – 8:00 a.m.**

**Agenda/Minutes**

Agenda Item	Person Responsible	Status
1. Call to Order 2. Approve Agenda 2/21/25 3. Approve Minutes from 11/22/24	Lisa Heddens	I/D/A
<ul style="list-style-type: none"> <li>• <b>Lisa Heddens called the meeting to order at 8:07 am.</b></li> <li>• <b>CEO Board in attendance: Erich Kretzinger, Jill Altringer, Julia Helm, Travis DeWitt, Heather Stancil, Lisa Heddens, and Doug Cupples.</b></li> <li>• <b>Others in attendance: Eric Kress, Rebekah Brandmeyer, and Andrew Collings.</b></li> <li>• <b>Erich Kretzinger motioned to approve the agenda for 2/21/25. Julie Helm seconded. Ayes: All.</b></li> <li>• <b>Erich Kretzinger motioned to approve the minutes from the 11/22/24 meeting. Julia Helm seconded. Ayes: Kretzinger, Helm, DeWitt, Stancil, Heddens, Cupples. Abstained: Altringer.</b></li> </ul>		
4. Accept Reports 4.1 WIOA Performance Metrics 4.2 Finance 4.3 Compliance 4.4 2024 Annual Report	Eric Kress	I/D/A
<ul style="list-style-type: none"> <li>• <b>Heather Stancil motioned to accept the reports. Erich Kretzinger seconded. Ayes: All.</b></li> </ul>		
5. CEO Board Business 5.1 Shared Liability (28e) Amendment Status Update 5.2 CEO Board Acknowledgement and Conflict of Interest 5.3 CEO Orientation 5.4 CEO Board Look Ahead 5.5 Local Board Action Approval – Adult Program - Variance Approval for Direct Training Payments	Lisa Heddens	I/D
<ul style="list-style-type: none"> <li>• <b>A copy of the amended shared liability agreement is needed from Jasper County. Warren and Dallas are in the process of review and board of supervisor action. Executed amendments received from Polk, Story, Madison, Marion, and Boone.</b></li> <li>• <b>Conflict of Interest forms need from DeWitt and Mueller.</b></li> <li>• <b>Shared Liability acknowledgment statements requested from all supervisors on the board.</b></li> <li>• <b>Coordinate orientation as needed with Eric Kress.</b></li> <li>• <b>Look ahead – partnership agreement between Mid Iowa Planning Alliance, the Local Board,</b></li> </ul>		



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<p><b><i>and the CLEO as part of transition to the Mid Iowa Planning Alliance as Local WIOA Grant Recipient by July 1, 2025, among other duties for the CLEO.</i></b></p> <ul style="list-style-type: none"> <li><b><i>No action on request for budget variance for the Adult Title I program.</i></b></li> </ul>		
6. Title I Sub-Recipient Oversight	Eric Kress	I/D
<ul style="list-style-type: none"> <li><b><i>Eric Kress discussed relationship to sub-recipients and system strengthening that has occurred since he began working for the board in August of 2022.</i></b></li> </ul>		
7. Adjourn	Lisa Heddens	I/D/A
<ul style="list-style-type: none"> <li><b><i>Erich Kretzinger motioned to adjourn the meeting at 8:55 am. Heather Stancil seconded. Ayes: All.</i></b></li> </ul>		



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