

Workforce Development Board
Executive Committee Minutes
December 4, 2017

The Executive Committee of the Workforce Development Board of Western Missouri, Inc. met at 1:00 p.m. on Wednesday, December 4, 2017 at the Workforce Development Board Conference Center located at 3212 West 16th Street, Sedalia, Missouri.

Executive Committee members present were Harold Bahrenburg, John Burden, Gabe Jones, Kim Kendrick, Randy Lee, Cosslett Moore and Laura Wallen. WDB staff present were Linda Kirk and Missy Eidson.

It was determined quorum was present.

Mr. John Burden called the meeting to order and asked for a motion to approve the agenda as presented. Mr. Randy Lee made a motion to approve the agenda. Ms. Kim Kendrick seconded the motion. The motion carried.

Mr. Burden asked for a motion to approve the minutes from the October 25, 2017 Executive Committee meeting. Mr. Gabe Jones made a motion to approve the minutes. Mr. Randy Lee seconded the motion. The motion carried.

Staff Holiday: Ms. Kim Kendrick made a motion to allow WDB staff one day off to be used by January 15, 2018 as a holiday gift. Mr. Harold Bahrenburg seconded the motion. The motion carried.

Accounting Services RFB: Mr. Randy Lee made a motion to accept Wilson Toellner, C.P.A. as the successful bidder for RFB #17-03 to provide bookkeeping / accounting services for the year ending December 31, 2018 with an option to renew annually for two consecutive years. Ms. Donna Brown seconded the motion. The motion carried.

WDB Office Space RFB: Mr. Randy Lee made a motion to accept Guesa USA, LLC as the successful bidder for RFB #17-02 to provide office space to the Workforce Development Board for the year ending June 30, 2019 with an option to renew annually for four consecutive years. Ms. Laura Wallen seconded the motion. The motion carried.

Miscellaneous: A discussion was held regarding the type of information the board felt would be helpful to them at regular Full Board meetings.

Vote to go into closed session per MORS 610.021.3 – personnel matters: Kim Kendrick made a motion to go into closed session in accordance with MORS 610.021.3 (personnel matters). Mr. Randy Lee seconded the motion. The motion carried by the following individual voice vote: Harold Bahrenburg – yea, John Burden – yea, Gabe Jones – yea, Kim Kendrick – yea, Randy Lee – yea, Cosslett Moore – yea, and Laura Wallen – yea.

Mr. Gabe Jones made a motion to return to open session. Mr. Harold Bahrenburg seconded the motion. The motion carried by the following individual voice vote: Harold Bahrenburg – yea, John Burden – yea, Gabe Jones – yea, Kim Kendrick – yea, Randy Lee – yea, Cosslett Moore – yea, and Laura Wallen – yea.

Mr. John Burden asked for a motion to adjourn the meeting. Mr. Cosslett Moore made a motion to adjourn the meeting. Ms. Kim Kendrick seconded the motion. The motion carried.