

Workforce Development Board
Full Board Meeting Minutes
July 26, 2017

The Full Board of the Workforce Development Board of Western Missouri, Inc. met on Wednesday, July 26, 2017 at the Workforce Development Board Conference Center located at 3212 West 16th Street, Sedalia, MO at 1:00 p.m.

Board members present were Dr. Brent Bates, Mark Feeback, Lee Hamilton, Gabe Jones, Charley Kendrick, Kim Kendrick, Jim Kilby, Randy Lee, G.R. Lowe, Wayne McMullin, Dylan Minor, Cosslett Moore, Melody Nichols, Larry Peters, Amber Robertson, Laura Wallen and Deb Williams. WDB staff present were Linda Kirk, Missy Eidson, Cooleen Hall, Tara Lappat and Sabrina Ridpath. Others present were Regina Haynie, Angella Smith and Pam Regan, *Preferred Family Healthcare*; Shari Schenewerk, *Division of Workforce Development*; and Rekha Nanchal, *Rehabilitation Services for the Blind*.

Board members not present were Harold Bahrenburg, Donna Brown, John Burden, Chris Connell and Tim Corbin.

It was determined that quorum was present.

Ms. Kim Kendrick 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 as presented. Mr. Gabe Jones seconded the motion. The motion carried.

Ms. Kendrick asked for a motion to approve the minutes from the May 24, 2017 Full Board meeting. Mr. Cosslett Moore made a motion to approve the minutes. Mr. Larry Peters seconded the motion. The motion carried.

Chair Report: Ms. Kim Kendrick introduced Mr. Dylan Minor with the Division of Workforce Development and welcomed him as a new board member. Ms. Kendrick asked each committee to report on their appointments for committee chair for the new year. Finance and Audit: Cosslett Moore, Planning and Operations: Gabe Jones and Personnel and Nominating: Harold Bahrenburg.

CEO Consortium Report: It was reported the consortium had appointed Presiding Commissioner Tony McCollum as chair for another year.

Committee Reports:

Finance and Audit: Mr. Cosslett Moore gave the Finance and Audit Committee report. The committee made the following recommendations to the board for vote:

A recommendation to approve the Planning Budget Summaries as presented. Mr. Randy Lee made a motion to approve the Planning Budget Summaries as presented. Mr. Mark Feeback seconded the motion. Dr. Brent Bates and Ms. Deb Williams abstained. The motion carried.

A recommendation to accept EO funding in the amount of \$50,000. Mr. Mark Feeback made a motion to accept the funding. Dr. Brent Bates seconded the motion. The motion carried.

A recommendation to accept Summer Jobs 15% funding in the amount of \$5,142.00. Mr. Larry Peters made a motion to accept the funding. Ms. Melody Nichols seconded the motion. The motion carried.

A recommendation to accept Summer Jobs (TANF PY16) funding in the amount of \$146,606.40. Mr. Mark Feedback made a motion to accept the funding. Mr. Larry Peters seconded the motion. The motion carried.

A recommendation to accept changes to the PY16 Planning Budget Summary as presented. Mr. Jim Kilby made a motion to accept the changes as presented. Mr. Charley Kendrick seconded the motion. The motion carried.

Personnel and Nominating: There we no items to report.

Planning and Operations: Mr. Gabe Jones gave the Planning and Operations Committee report. The committee made the following recommendations to the board for vote:

A recommendation to approve the Incumbent Worker Training Policy as presented. Mr. Cosslett Moore made a motion to approve the policy. Mr. Larry Peters seconded the motion. The motion carried.

A recommendation to approve the Basic Skills Deficiency Policy as presented. Mr. Mark Feedback made a motion to approve the policy. Mr. Jim Kilby seconded the motion. The motion carried.

A recommendation to approve a change to the Transitional Jobs Policy to clearly identify how training hours will be fulfilled. A motion was made by Larry Peters to accept approve the change. Mr. Randy Lee seconded the motion. The motion carried.

A recommendation to approve the Youth Incentive Policy to allow better alignment with WIOA. Mr. Jim Kilby made a motion to approve the policy change. Ms. Laura Wallen seconded the motion. The motion carried.

Mr. Jones stated the Youth Task Force was currently seeking a board member to chair the task force. He asked anyone interested please contact the board office.

Director's Report:

Sector Strategies: Ms. Kirk explained a meeting had been held in June with the Sector Strategies Steering Committee. It was decided to schedule a meeting with the Healthcare and Agri-Business sectors to catch them up on what has taken place with the Manufacturing sector. Following this, another meeting will be held to bring all three sectors together in one group setting to determine how to best move forward with the initiative.

MOJobs Data System: Ms. Kirk explained the new data system went live on July 1st. There have been some challenges but the state continues to work to address the issues with the new system.

Clinton Storage: Ms. Kirk reported the Clinton storage unit had finally been cleaned out and the WDB is no longer paying rent at that location.

Job Center Certification: Job Center Certification for the West Central Region has been completed. Under WIOA regulations, all full-service Job Centers must be certified. The Certification Team, as a group, determined the Job Centers in the region sufficiently met the certification requirements laid out in DWD Issuance 02-2016. Amy Sublett, Acting Director of the Division of Workforce Development sent a letter stating all necessary paperwork has been submitted.

PY17 Funding Levels: Ms. Kirk discussed the decrease in funding levels for the PY17/FY 18 year and the changes being implemented to reflect the cuts.

By-Law Discussion: Ms. Missy Eidson stated a suggestion was made at the May 24, 2017 Full Board meeting to include verbiage in the By-laws to allow a board member to participate in a Full Board meeting via electronic means only in an emergency situation where quorum would not be present. The Full Board was in favor of adding the language to their by-laws. The recommended change will be mailed out to the board members prior to the September Full Board meeting where they will vote to amend the by-laws.

Miscellaneous: Mr. Randy Lee requested a report be put together to include Key Performance Indicators by the subcontractor delivering services to the participants in the job centers / youth offices.

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