

**Workforce Development Board of Western Missouri, Inc.**  
Full Board Meeting Minutes  
July 25, 2018

The Full Board of the Workforce Development Board of Western Missouri, Inc. met on Wednesday, July 25, 2018 at the Workforce Development Board office located at 150 S. Limit Avenue, Suite 300, Sedalia, Missouri at 1:00 p.m.

Board members present were Harold Bahrenburg, Donna Brown, Tim Corbin, Tommy Hampton, Gabe Jones, Charley Kendrick, Kim Kendrick, Randy Lee, Wayne McMullin, Tony Machado, Cosslett Moore, Larry Peters and Laura Wallen. WDB staff present were Linda Kirk, Cooleen Hall, Tara Colter-Lappat and Missy Eidson. Others present were Presiding Commissioner Tony McCollum, *Chariton County*, Leah Barber, *Preferred Family Healthcare*; JoAnn Lane, *Preferred Family Healthcare*; Rekha Nanchal, *Rehabilitation Services for the Blind* and Mark Kelchner, *State Fair Community College*.

Board members not in attendance were Dr. Brent Bates, John Burden, Chris Connell, Lee Hamilton, Jim Kilby, Kami Macias, Mike Mills and Dylan Minor.

It was determined quorum was present.

Ms. Kim Kendrick called the meeting to order and asked for a motion to approve the agenda as presented. Mr. Gabe Jones made a motion to approve the agenda. Ms. Donna Brown seconded the motion. The motion carried.

Ms. Kendrick asked for a motion to approve the minutes from the May 23, 2018 Full Board meeting. Mr. Wayne McMullin made a motion to approve the minutes. Mr. Cosslett Moore seconded the motion. The motion carried.

**Chair Report:** Ms. Kim Kendrick welcomed Tony Machado, a new private sector board member representing Carroll County. She also asked everyone to complete and turn in Conflict of Interest Statements for the upcoming year.

**CEO Consortium Report:** Mr. Tony McCollum gave the report from the July 17<sup>th</sup> Chief Elected Officials Consortium meeting. The CEO Consortium elected Mr. McCollum to serve as Consortium Chair for the upcoming year. He appointed Ms. Missy Eidson as Consortium Clerk.

**Committee Reports:**

**Finance and Audit:** Mr. Cosslett Moore gave the update for the Finance and Audit Committee meeting. He stated the committee had appointed him as Chair of the committee for the upcoming year. The committee made a recommendation to the board to accept the following funding from DWD:

| PROGRAM                     | AVAILABLE DATE | AMOUNT    |
|-----------------------------|----------------|-----------|
| PY18 WIOA YOUTH             | 4/1/18         | \$495,527 |
| PY18 WIOA ADULT             | 7/1/18         | \$ 71,186 |
| PY18 WIOA DISLOCATED WORKER | 7/1/18         | \$ 77,484 |
| FY19 WIOA ADULT             | 10/1/18        | \$377,885 |

|                        |         |           |
|------------------------|---------|-----------|
| FY19 DISLOCATED WORKER | 10/1/18 | \$366,877 |
| SUMMER JOB LEAGUE      | 6/1/18  | \$ 52,783 |
| SUMMER JOB LEAGUE      | 9/1/18  | \$ 88,897 |
| EO OFFICER             | 7/1/18  | \$ 25,000 |

Mr. Randy Lee made a motion to accept the funds as presented. Mr. Charley Kendrick seconded the motion. The motion carried.

Mr. Moore explained that Mr. Adam Tilley from Edward Jones gave information regarding the current WDB investment of funds in Capital Income Builder. Mr. Tilley suggested moving this to the American Balanced Fund to more align it with the needs of the WDB. The account value as of June 29, 2018 is \$14,810.12. The committee recommended the Full Board to accept Adam Tilley's recommendation of moving the funds. Ms. Donna Brown made a motion to move the funds. Mr. Larry Peters seconded the motion. The motion carried.

**Personnel and Nominating:** Mr. Harold Bahrenburg gave the update for the Personnel and Nominating Committee. He reported the committee had appointed Mr. Tony Machado as their Chair for the upcoming year.

**Planning and Operations:** Mr. Gabe Jones gave the report for the Planning and Operations committee. He stated the committee had appointed him as Chair for the upcoming year. The committee made a recommendation to the board to accept changes to the Transitional Jobs Policy as requested by DWD monitors during their recent monitoring visit. Mr. Charley Kendrick made a motion to accept the changes as presented. Mr. Cosslett Moore seconded the motion. The motion carried.

The committee made a recommendation to approve the following amendments to the Youth Incentive Schedule: Attainment of HiSET in less than 12 weeks, \$250; removal of a vendor name from Work Readiness/Soft Skills Courses section; added incentive of \$100 for 90% attendance per session of S.E.A.L. program; and added a disclaimer that the WDB Executive Director has authority to approve incentives not outlined within the policy. Mr. Charley Kendrick made a motion to approve the recommendations as presented. Ms. Laura Wallen seconded the motion. The motion carried.

The committee made a recommendation to approve the new Students Excited about Learning (S.E.A.L.) program in place of the former Scholars @ Work program. Mr. Cosslett Moore made a motion to accept the new program. Ms. Donna Brown seconded the motion. The motion carried.

The committee made a recommendation to change the dollar and term limits on Individual Training Accounts (ITAs). Mr. Larry Peters made a motion to allow a maximum of \$7,500 each program year per participant and to allow up to a four year bachelor's degree or four years of a registered apprenticeship. Mr. Tim Corbin seconded the motion. The motion carried. The committee will review this every few years to make adjustments if necessary.

**State Fair Community College Apprenticeship Programs:** Mark Kelchner, Dean of Career and Technical Education gave a presentation on the apprenticeship programs currently being offered by the college.

## **Director's Report:**

**Best in the Midwest:** Ms. Linda Kirk discussed the Best in the Midwest initiative launched by the state to transform the Missouri Department of Economic Development as a national leader in economic development. The initiative will focus on creating jobs, helping workers access training and aligning services with the business community's needs. She attended a meeting regarding this in St. Louis on June 27, 2018.

**CWRC Update:** Ms. Cooleen Hall gave an update on the status of each county in the West Central Region. Currently there are nine certified counties, two in participating status and two not participating.

**Nucor and coordination with DWD and SFCC:** Ms. Linda Kirk stated she is working in coordination with DWD and SFCC to assist Nucor with their workforce needs as they begin their hiring process. She shared a flyer detailing an upcoming Job Information Session that will be held at State Fair Community College on August 29, 2018. Similar sessions will be held in Marshall and Warrensburg.

**Sector Strategies – Healthcare – Mo Hospital Association:** Jill Williams with the Mo Hospital Association held a meeting at the WDB to share information and discuss problems being faced by the industry. Another meeting will take place in the near future to bring additional people to the table.

**Mo Governor's Conference Dates:** Ms. Kirk gave dates for the upcoming Governor's Conference. She will send out additional information to the board.

**WIOA Program Update:** Ms. Tara Colter-Lappat provided data on WIOA programs to all board members in attendance.

**Miscellaneous:** Presiding Commissioner Tony McCollum gave a brief update on a recent meeting he attended with Governor Parsons and his focus on infrastructure and workforce development.

Ms. Kim Kendrick asked for a motion to adjourn the meeting. Mr. Harold Bahrenburg made a motion to adjourn. Mr. Larry Peters seconded the motion. The motion carried.