

**Workforce Development Board of Western Missouri, Inc.**  
Executive Committee Minutes  
August 26, 2020

The Executive Committee of the Workforce Development Board of Western Missouri, Inc. met at 1:00 p.m. on Wednesday, August 26, 2020 via teleconference.

Executive Committee members present were Chris Connell, Cosslett Moore, Randy Lee, Gabe Jones and Laura Wallen. WDB staff present was Missy Eidson.

It was determined quorum was present.

Mr. Chris Connell 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. Mr. Cosslett Moore seconded the motion. The motion carried.

Mr. Chris Connell asked for a motion to approve the minutes from the June 24, 2020 Executive Committee meeting. Mr. Gabe Jones made a motion to approve the minutes. Mr. Cosslett Moore seconded the motion. The motion carried.

**Sedalia Job Center Staffing Change:** Anna Conroy accepted the position as Functional Leader at the Sedalia Job Center. Interviews are currently being conducted to fill the Youth Case Manager position. Ms. Toni Carlich submitted her resignation; her last date of employment will be September 7, 2020. Odle Management is currently looking to fill her position as well.

**WDB Staffing Change:** Ms. Angella Bailey was hired to fill the Workforce Specialist position and started at the WDB on July 8, 2020. She has previously worked at the Sedalia Job Center as a Case Manager and a Functional Leader.

**Cares Act Funding:** \$458,000 in Cares Act funding was passed down to the local board to spend on training for participants. The funds are good through October 31, 2020. The Workforce Development Board staff worked with State Fair Community College to develop a short term Certified Production Technician training and began marketing it today in hopes of utilizing some of the funding. Both Job Centers are using several methods of outreach to inform the public about the training opportunities available.

**Line Item Adjustments:** Line items adjustments from July 21, 2020 and August 12, 2020 were reviewed by the Executive Committee. The adjustments were approved by the Board Chair and the Executive Director.

**Annual Financial Monitoring Acceptance:** Mr. Gabe Jones made a motion to approve the FY2020 Financial Monitoring conducted by Wipfli LLP. Mr. Randy Lee seconded the motion. The motion carried.

**Funding Requests:** Mr. Cosslett Moore made a motion to require approval for training fund requests be granted at a minimum of five business days prior to the start of training in order for payment to be made. Mr. Gabe Jones seconded the motion. The motion carried. A memorandum will be released effective today and affected policies will be changed at the September Full Board meeting.

**Covid-19 NCRC Amendment to the WDB Policy:** Mr. Randy Lee made a motion to waive the NCRC testing requirement as stated in the Eligibility Individualized Career Services Policy until the Job Centers are back to full customer capacity retroactive to April 20, 2020. Ms. Laura Wallen seconded the motion. The motion carried.

**Insurance Plan Selections:** Mr. Randy Lee made a motion to continue with the same insurance selections as the previous year with the board paying 100% of employee premiums and continuing to pay the deductible. Mr. Cosslett Moore seconded the motion. The motion carried.

**Vote to go into closed session per MoRS 610.021.3 – personnel matters:** Mr. Chris Connell 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: Cosslett Moore-yea, Randy Lee – yea, Laura Wallen – yea, Gabe Jones - yea and Chris Connell – yea. Cosslett Moore made a motion to return to open session. Ms. Laura Wallen seconded the motion. The motion carried by the following individual voice vote: Cosslett Moore – yea, Randy Lee – yea, Laura Wallen – yea, Gabe Jones - yea and Chris Connell - yea.

**Miscellaneous:** There were no miscellaneous items to discuss.

Mr. Chris Connell asked for a motion to adjourn. Mr. Gabe Jones made a motion. Mr. Randy Lee seconded the motion. The motion carried.