

Workforce Development Board of Western Missouri, Inc.
Executive Committee Minutes
September 22, 2021

The Executive Committee met on September 22, 2021 at 1:00 p.m. via teleconference. Committee members present were Tommy Hampton, Laura Wallen, Gabe Jones, Kim Kendrick and Mark Blankenship. WDB staff present were Missy Eidson, Sarah Wilson and Tara Colter-Lappat.

Chris Connell and Tami Green were absent. It was determined quorum was present.

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

Mr. Hampton asked for a motion to approve the minutes from the August 25, 2021 Executive Committee Meeting. Mr. Mark Blankenship made a motion to approve the minutes. Ms. Laura Wallen seconded the motion. The motion carried.

Contract Enrollment Requirements: Enrollment numbers were reviewed. The Nevada Job Center have already reached their quarter enrollment numbers in Youth and Adult/Dislocated worker. The Sedalia Job Center is not currently on track to meet their requirements in Youth and Adult/Dislocated worker. A discussion was held regarding actions that will be taken to increase the numbers and what next steps will be if these numbers are not improving.

NCRC Waiver / SEAL Program Waiver: Ms. Kim Kendrick made a motion to leave both waivers in effect until the November Full Board meeting. Mr. Gabe Jones seconded the motion. The motion carried.

Annual Financial Monitoring of Odle Management Group: Ms. Sarah Wilson reviewed and answered questions regarding PY20 Financial Monitoring of Odle Management Group. There was one concern remaining that was not addressed satisfactorily by Olde regarding a policy to report fraud, waste and abuse. This will be reviewed during the current year's monitoring to ensure this policy is in place.

Budget Line Item Adjustments: Budget line item adjustments were reviewed for September. These were approved by the Board Chair and the Executive Director the previous week.

Annual Independent Audit: Ms. Sarah Wilson explained the annual independent audit is currently under way. All requested documents to date have been submitted to Moore Horton and Carlson, PC.

Monitoring and Performance Reports: Tara Colter-Lappat gave an overview of the most recent monitoring and performance report for the region.

Miscellaneous: Ms. Eidson reported that meetings were held with two individuals interested in becoming private sector board members. Steps will move forward to get them certified. There were no disallowed costs for the last program year due mostly to the diligence of Tara Colter-Lappat and Angie Bailey. All WIOA performance measures were in the green at the end of last year. Tara worked closely with Job Center staff to ensure these numbers were where they needed to be.

Mr. Tommy Hampton asked for a motion to adjourn the meeting. Mr. Gabe Jones made a motion to adjourn. Ms. Laura Wallen seconded the motion. The motion carried.