

Workforce Development Board of Western Missouri, Inc.

Full Board Minutes

May 24, 2023

The Workforce Development Board of Western Missouri, Inc. met on Wednesday, March 22, 2023 via teleconference at 1:00 p.m.

Board members present were Gabe Jones, Kamber Fusco, Laura Wallen, Katie Stanley-Dietzman, Robin McHugh, Chris Connell, Suzie Brodersen, Kim Kendrick, Tommy Hampton, Chris Green, Joyce Furnell, Angy Littrell, Nancy Grey and James White. Bates County Presiding Commissioner; Jim Wheatley was also in attendance. WDB staff present were Missy Eidson, Tara Colter-Lappat, Sarah Wilson and Angie Bailey.

Board members not in attendance were Alan Ayres, Michael Rogg, Michael Schubach, Jessica Craig, Cara Canon and Tami Green.

It was determined quorum was present.

Chairperson Chris Connell called the meeting to order and asked for a motion to approve the agenda as presented. Ms. Joyce Furnell made a motion approve the agenda. Mr. Tommy Hampton seconded the motion. The motion carried.

Mr. Connell asked for a motion to approve the minutes from the March 22, 2023 Full Board meeting. Mr. Gabe Jones made a motion to approve the minutes. Mr. Jim Kilby seconded the motion. The motion carried.

Chair Report: Nomination of Officers, 16 ballots were returned by the deadline out of 23 sent out.

Officers for the upcoming two-year term are:

Chair – Chris Connell

Vice Chair – Michael Schubach

2nd Vice Chair – Angy Littrell

Secretary – Suzie Brodersen

Treasurer – Laura Wallen

Nancy Grey from Imko Workforce Solutions was welcomed as a private sector member representing Pettis County.

Executive Committee Meeting: Mr. Tommy Hampton reported on the April 26th Executive Committee meeting. A Slate of Officers was voted on for the upcoming two-year term. There was also discussion regarding the board staff working from home and the plan moving forward. It is the opinion of the Executive Committee that the WDB staff continue to work from home and work towards no longer having physical space beyond what is necessary for files, etc. They have purchased equipment and software that will make this possible.

Adult Education and Literacy Presentation: Ms. Katie Stanley-Dietzman gave a presentation on Adult Education and Literacy and ways AEL works with the Missouri Job Centers.

Committee Reports:

Finance and Audit: Ms. Kim Kendrick gave the report for the Finance and Audit Committee. The following items were recommended to the Full Board:

A vote to approve Eckerd Connects Independent Audit. Mr. Tommy Hampton made a motion to approve the audit as presented. Mr. Chris Connell seconded the motion. The motion carried.

A vote to approve the PY23/FY24 Planning Budget Summary as presented. Ms. Angy Littrell made a motion to approve the PBS. Mr. Tommy Hampton seconded the motion. Ms. Robin McHugh abstained. The motion carried.

Planning and Operations: Mr. Gabe Jones stated the Planning and Operations Committee did not meet.

Contract Required Enrollments: Mr. Troy Roland reported the region has exceeded the Adult/Dislocated Worker enrollment goals. The Wagner-Peyser goals for Nevada are where they should be at this point in the contract. The Youth enrollment goals are lower than they should be however, there are several youth in the pipeline that will significantly increase those numbers in the near future.

Employer Engagement Committee: Ms. Kelly Vert gave the Employer Engagement Committee report. The Functional Leaders have met with the Economic Developers in the region who have stated they prefer a more one on one approach as they are all so different. There will be more updates to come.

Job Center / One-Stop Operator Updates: Ms. Kelly Vert gave an update for the region.

Job Center Success Stories: Ms. Laura Kempf presented two success stories for the region.

Director's Report:

Job Center Survey Results: Seeker surveys were discussed. All of them were positive since the last board meeting.

Request for Bid for Annual Audit: There was one response to the Request for Bid, RFB#23-01. The submission was from Hood and Associates. The average score was 91% which exceeds the 80% requirement set by the region. Ms. Kim Kendrick made a motion to award Hood and Associates the contract for the upcoming year with the possibility of two one-year renewals.

S.E.A.L. Program: After discussions with the Office of Workforce Development the WDB was informed that the Department of Labor would no longer allow soft skills to be the occupational component for a

work experience and that the occupational piece should align with the individuals career pathway. Due to the difficulty of providing this the West Central Region will no longer office the S.E.A.L. program.

Board Recertification: The Office of Workforce Development sent a letter certifying the West Central Region Board for the next two years.

By-law Discussion: Ms. Suzie Brodersen made a motion to make the following change to the WDB By-laws.

5.4 Quorum

Fifty-one percent (51%) of non-vacant seats on the Board must be present ~~and fifty-one percent of the total membership present must be from private sector seats~~ to constitute a quorum for a Full Board meeting.

Ms. Kim Kenrick seconded the motion. The motion carried.

Plan Mod 10 & 11: Plan Modification #10 was approved by OWD. Plan Modification #11 will be submitted to OWD as soon as the 14-day public comment period is complete and contains the following:

- To update Attachment #1, One Stop Center Information
- To update Attachment #5, update Board Roster and Local Governance Agreement
- To update Attachment #6, update LWDB Roster and Certification Letter
- To update Attachment #11, Planning Budget Summaries

Miscellaneous: There were no miscellaneous items to discuss.

Mr. Chris Connell asked for a motion to adjourn the meeting. Mr. Gabe Jones made a motion to adjourn. Ms. Joyce Furnell seconded the motion. The motion carried.