

Workforce Development Board of Western Missouri, Inc.

Executive Committee Minutes

June 26, 2024

The Executive Committee met on June 26, 2024 at 1:00 p.m. via teleconference. Committee members present were Gabe Jones, Chris Connell, Laura Wallen, Kim Kendrick, and Michael Schubach. Committee members not present were Suzie Broderson and Angy Litterell. Missy Eidson was also present.

It was determined quorum was present.

Mr. Michael Schubach called the meeting to order. He asked for a motion to approve the agenda as presented. Mr. Chris Connell made a motion to approve the agenda. Ms. Laura Wallen seconded the motion. The motion carried.

Mr. Schubach asked for a motion to approve the minutes from the February 26, 2024 Executive Committee meeting. Mr. Gabe Jones made a motion to approve the minutes. Ms. Laura Wallen seconded the motion. The motion carried.

Budget Line-Item Adjustments: Line-item adjustments for May were reviewed and discussed.

WDB Office Closure Update: The office is empty other than one piece of equipment that will be picked up before June 30th. The internet has been cancelled and all business is transitioned to being conducted by electronic means.

***Update Employee Handbook:** Mr. Michael Schubach made a motion to update the Employee Handbook as presented and discussed. Mr. Chris Connell seconded the motion. The motion carried.

***Youth Incentive Policy:** Ms. Laura Wallen made a motion to rescind the current Youth Incentive Policy and longer offer incentive payments. Ms. Kim Kendrick seconded the motion. The motion carried.

***ITA Policy:** Mr. Chris Connell made a motion to revise the current ITA policy and change the lifetime cap from \$10,000 to \$5,000. Mr. Gabe Jones seconded the motion. The motion carried.

Miscellaneous: WIOA Reauthorization was discussed as well as the possibility of regions around the state looking at merging in an effort to reduce administrative costs.

Mr. Michael Schubach asked for a motion to adjourn. Mr. Chris Connell made a motion to adjourn. Ms. Laura Wallen seconded the motion. The motion carried.