

**Workforce Development Board of Western Missouri, Inc.**  
Executive Committee Minutes  
April 22, 2020

The Executive Committee of the Workforce Development Board of Western Missouri, Inc. met at 1:00 p.m. on Wednesday, April 22, 2020 via conference call.

Executive Committee members present were Chris Connell, Tommy Hampton, Cosslett Moore, Randy Lee and Laura Wallen. WDB staff present was Missy Eidson. Presiding Commissioner Jim Wheatley was also on the phone.

Committee members not present were Gabe Jones and Kim Kendrick.

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. Randy Lee made a motion to approve the agenda. Mr. Cosslett more seconded the motion. The motion carried.

Mr. Connell asked for a motion to approve the minutes from the March 26, 2020 and the April 3, 2020 Executive Committee meetings. Ms. Laura Wallen made a motion to approve the minutes. Mr. Cosslett Moore seconded the motion. The motion carried.

**Award Request for Proposal 20-02 One-Stop Operator:** One proposal was submitted in response to RFP 20-02 by Odle Management Group, LLC. The average score of the proposal was 88%. Mr. Randy Lee made a motion to award Odle Management Group a contract for One-Stop Operator services for the upcoming year with the option of three additional one year extensions. Mr. Jim Wheatley concurred on behalf of the CEO Consortium. Mr. Cosslett Moore seconded the motion. The motion carried.

**Award Request for Proposal 20-03 Professional Staffing Services:** One proposal was submitted in response to RFP 20-03 by Odle Management Group, LLC. The average score of the proposal was 88%. Mr. Cosslett Moore made a motion to award Odle Management a contract for Professional staffing services for the upcoming year with the option of three additional one year extensions. Mr. Jim Wheatley concurred on behalf of the CEO Consortium. Ms. Laura Wallen seconded the motion. The motion carried.

**Clinton Job Center Update:** The center is currently closed to the public with services being provided virtually; the actual closure will occur at the end of May. After the closure, customers will continue to be served through the Nevada and Sedalia Job Centers and through other connection sites throughout the region. The WDB is preparing items for an online Facebook auction that will take place in the near future. Notice of the auction will be posted on the WDB website and distributed via email.

**Layoffs / Furlough:** As of April 17, 2020 there were 32,000 WARN notices in Missouri and 398,000 UI claims. 25% of the claims are related to the food industry including restaurants. The unemployment level has risen to 14%. Office of Workforce Development is now shifting to an Economic Recovery plan which will be phased in between now and the end of December.

**Job Center Accessibility Audit & Certification:** The audit and certification is being delayed due to Covid-19; once the Job Center is reopened to the public it will resume.

**Financial Monitoring:** The Office of Workforce Development has contracted with Wipfli, LLP to conduct the annual financial monitoring of each region. The West Central Region has submitted all requested information and are waiting for further requests. The Department of Labor granted a waiver for financial monitoring to be conducted entirely offsite this year.

**Budget Line Item Adjustments:** Ms. Laura Wallen made a motion to approve the budget line items as presented. Mr. Tommy Hampton seconded the motion. The motion carried.

**PY20/FY21 Funding:** Ms. Eidson stated funding amounts had not been received from Office of Workforce Development. Those numbers should be available at the May 27<sup>th</sup> Board Meeting.

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

**Adjourn:** Mr. Chris Connell asked for a motion to adjourn the meeting. Mr. Cosslett Moore made a motion to adjourn. Mr. Randy Lee seconded the motion. The motion carried.