

Workforce Development Board of Western Missouri, Inc.
Full Board Meeting
May 22, 2019

The Workforce Development Board of Western Missouri, Inc. met on Wednesday May 22, 2019 at the Workforce Development Board office located at 150 South Limit Avenue, Suite 300, Sedalia, Missouri at 1:00 p.m.

Board members present were Harold Bahrenburg, Tommy Hampton, Lee Hamilton, Darlene Jewell, Gabe Jones, Charley Kendrick, Kim Kendrick, Jim Kilby, Randy Lee, Ben McFarlin, Wayne McMullin and Cosslett Moore. WDB staff present were Linda Kirk, Missy Eidson, Tara Colter Lappat and Tonja Hooton. Others in attendance were Presiding Commissioner Jim Wheatley, *Bates County*; Les Robinson, *Division of Workforce Development* and Jo Ann Lane, *Preferred Family Healthcare*.

Board members not present were Dr. Brent Bates, Donna Brown, Chris Connell, Tim Corbin, Katie Stanley-Dietzman, Dylan Minor, Larry Peters and Larry Wallen.

It was determined quorum was present.

Ms. Kim Kendrick called the meeting to order and asked for a motion to approve the agenda as presented. Mr. Wayne McMullin made a motion to approve the agenda. Ms. Lee Hamilton seconded the motion. The motion carried.

Ms. Kendrick asked for a motion to approve the minutes from the March 27, 2019 Full Board meeting. Mr. Randy Lee made a motion to approve the minutes. Mr. Cosslett Moore seconded the motion. The motion carried.

Chair Report: Ms. Kim Kendrick welcomed new board members Darlene Jewell and Ben McFarlin. She stated a sheet with meeting dates for the upcoming year were provided in each individual's packet. Ms. Kendrick asked for nominations from the floor regarding the Nomination of Officers' ballot. There were no other nominations from the floor. The Nomination of Officers ballot was filled out by all board members in attendance and collected for count by Mr. Randy Lee. There were a total of 11 ballots turned in, all 11 ballots were in favor of Cosslett Moore for Chair, Chris Connell for Vice Chair, Tommy Hampton for 2nd Vice Chair, Laura Wallen for Secretary and Randy Lee for Treasurer to be effective July 1, 2019.

Executive Committee Report: The Executive Committee Meeting for April was cancelled due to the WDB staff attending the annual MAWD Conference.

Committee Reports:

Finance and Audit: Mr. Cosslett Moore gave an update on the Finance and Audit Committee Meeting. Ms. Kim Kendrick was selected as Finance and Audit Committee Chair for the upcoming year beginning July 1, 2019. The Committee recommended the Full Board approve the changes to the local WDB Accounting Manual as presented. Mr. Cosslett Moore made a motion to approve the Accounting Manual changes as presented. Mr. Charley Kendrick seconded the motion. The motion carried.

Mr. Moore asked Ms. Linda Kirk to speak regarding PY19/FY20 funding. Ms. Kirk stated the region had taken roughly \$200,000 in cuts for the upcoming year. The Division of Workforce Development issuance states that maximum staffing and other non-participant cost requirements be at 60% with the remaining 40% going directly to participants. This has not previously been a requirement. The West Central Region will be requesting a wavier for a 70% / 30% split for the upcoming year to allow time to determine course of action needed to meet the requirements for the following year.

Planning and Operations: Mr. Gabe Jones gave the report for the Planning and Operations Committee. He was selected to chair the committee for the upcoming year beginning July 1, 2019. Mr. Jones announced Ms. Spring Allison as the new Functional Leader hired for the Sedalia Job Center. The committee made the following recommendations to the board for vote:

Recommend to approve changes to the WDB local Basic Skills Deficiency Policy as presented. Mr. Gabe Jones made a motion to approve the changes. Mr. Charley Kendrick seconded the motion. The motion carried.

Recommend to approve changes to the WDB local Confidentiality Policy as presented. Mr. Charley Kendrick made the motion to approve the changes. Mr. Wayne McMullin seconded the motion. The motion carried.

Job Center / Success Stories: Ms. Jo Ann Lane, Functional Leader for the Clinton Job Center, gave a report updating the board on activities in the job centers across the region. Ms. Lane and Mr. Les Robinson, DWD Supervisor, shared participant success stories.

Director's Report:

WIOA 101: WIOA Programs and Wagner Peyser Services: Ms. Jo Ann Lane and Mr. Les Robinson gave an overview of WIOA and Wagner Peyser services being offered in the Job Centers.

Benton County – CWRC: Ms. Linda Kirk announced Benton County had been named a Certified Work Ready Community on April 30, 2019. She thanked the Clinton and Sedalia Job Centers for their assistance in the accomplishment.

MAWD Conference: Ms. Kirk stated Workforce Development Board staff, Job Center staff and Youth staff attended the annual MAWD Conference in April. This conference allows for front-line staff to have continuing education.

Build My Future: Ms. Linda Kirk attended the Build My Future event in Springfield. She gave a presentation and provided a slide show detailing the event.

Inclusion Summit: Ms. Linda Kirk explained a flyer included in board packets regarding the upcoming Inclusion Summit/Reverse Job Fair on June 6th at the MO Electric Cooperative Building on the State Fairgrounds.

EO Summit: Ms. Tara Colter Lappat, EO Officer, and Ms. Linda Kirk, Executive Director attend a mandatory training on Equal Opportunity which was led by DOL Office of Civil Rights the week of May 21st.

Miscellaneous: There were no miscellaneous items to discuss.

Ms. Kim Kendrick asked for a motion to adjourn the meeting. Mr. Cosslett Moore made a motion to adjourn. Mr. Charley Kendrick seconded the motion. The motion carried.