

**Workforce Development Board
Executive and Youth Advisory Committees
Minutes of Closed Session
September 12, 2017
Missouri Star Quilt Company, Hamilton, MO**

Citing §610.021(12), RSMo., the Northwest Region Workforce Development Board (WDB) Executive Committee and eligible members of the WDB Youth Advisory Committee met in closed session at Missouri Star Quilt mini retreat center (207 N. Davis, Hamilton, MO) on Tuesday, September 12, 2017 to review proposals received in response to the Request for Proposals by the NW WDB. NW WDB Chair John Zeliff called the closed session to order at 5:54 pm. At roll call there were six (6) Committee Members participating; seven (7) Commissioners; and three (3) WDB staff present. Those participating included the following:

Committee Members

Gregg Roberts*	Kent Osborn	John Zeliff	Julia Birkeness	Juanita Assel
Debb Trautloff				

*Participated via conference call

Commissioners

Wade Wilken, Jr., Clinton County	Rick Hull, Grundy County	Jack Hodge, Harrison County
Bill Walker, Nodaway County	Ted Findley, Worth County	Regan Nonneman, Worth County
Tyler Paxson, Worth County		

WDB Staff

Lisa Hostetler	Jeanie Griffin	Brent Stevens
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Sealed proposals for Workforce Innovation and Opportunity (WIOA) Youth program services were reviewed by members of the Youth Advisory Committee (John Zeliff; Gregg Roberts; Juanita Assel; Rob Zirfas; and Linda Meyer). Meyer and Zirfas were unable to attend / participate via conference call but provided their recommendations to NW WDB Chair John Zeliff for inclusion in the review discussion.

Juanita Assel was appointed the spokesperson for the Youth Advisory Committee.

WIOA Youth proposals received and reviewed (by sub-region):

ABCD Sub-region - Northwest Missouri Regional Council of Governments; ResCare Workforce Services; and St. Joseph Youth Alliance

Green Hills Sub-region - Access II Independent Living Center; Gamm, Inc.; Green Hills Regional Planning Commission; ResCare Workforce Services; and St. Joseph Youth Alliance

NW Sub-region - Northwest Missouri Regional Council of Governments; ResCare Workforce Services; and St. Joseph Youth Alliance

Proposal reviews and discussion supported the recommendations of the Youth Advisory Committee to the full Board for vote below:

Recommendation for WIOA Youth contract in the ABCD sub-region to St. Joseph Youth Alliance

Recommendation for WIOA Youth contract in the GH sub-region to Green Hills Regional Planning Commission

Recommendation for WIOA Youth contract in the NW sub-region to NW Regional Council of Governments

Sealed proposals for the Functional Leadership / Adult / Dislocated Worker program services were reviewed by members of the Executive Committee (John Zelif; Gregg Roberts; Juanita Assel; Julia Birkeness; Kent Osborn; and Debb Trautloff). Lisa McGhee (member of the Executive Committee) was unavailable to review proposals and unable to attend the meeting.

Kent Osborn was appointed the spokesperson for the Executive Committee.

Functional Leadership / Adult / Dislocated Worker proposals received and reviewed (by sub-region):

ABCD Sub-region - Northwest Missouri Regional Council of Governments; and ResCare Workforce Services

Green Hills Sub-region - Gamm, Inc.; Green Hills Regional Planning Commission; and ResCare Workforce Services

NW Sub-region - Northwest Missouri Regional Council of Governments; and ResCare Workforce Services

As discussion began, it was pointed out that two of the proposers stated their bids were 'all or nothing' (they must have every program in every sub-region). Based on that information, and the recommendations of the Youth Advisory Committee, there was no competition in any of the three sub-regions for the Functional Leadership / Adult / Dislocated Worker contracts.

As such, the Executive Committee reviewers agreed to make the following recommendations to the full Board for vote:

Recommendation for FL/Adult/DW contract in the ABCD sub-region to Mo-Kan Regional Council

Recommendation for FL/Adult/DW contract in the GH sub-region to Green Hills Regional Planning Commission

Recommendation for FL/Adult/DW contract in the NW sub-region to NW Regional Council of Governments

A motion was made by Julia Birkeness, seconded by Debb Trautloff to adjourn closed session at 6:24 pm. The motion passed by roll call vote with six (6) 'yes' votes, zero (0) 'no' votes, and zero (0) abstentions.