



Workforce Development Board
Northwest Region
www.nwwdb.org

North Central Missouri College
912 Main Street
Trenton, MO 64683
660-359-3622
660-359-3082 Fax

E-mail: (1st initial last
name)@mail.ncmissouri.edu

Staff:

Lisa Hostetler
Jeanie Griffin
Brent Stevens

Members:

Penny Adams
Juanita Assel
Tom Lay
Lana Beavers
Julia Birkeness
Dr. Gary Clapp
Becky Cleveland
Andrea Dalrymple
Tina Gillespie
Cole Kiner
Micah Landes
Phil Larabee
Anne Long
Lea Norris
Kent Osborn
Scott May
Laura Ritterbush
Gregg Roberts
Julie Jones
Deb Timmons
Isaura Betancourt
Mike Veale
Betty Wymore
Lori Young
Rob Zirfas

ATTN: Director, Division of Workforce Development
SUBJECT: Local Plan Modification
DATE: August 5, 2020
ADDRESS: dwdlocalplan@dhewd.mo.gov

The Northwest Region Workforce Development Board is requesting a modification to its WIOA 2020-2023 Plan which provides a change in funding for the period July 1, 2020 to June 30, 2021, the FINAL MOU with complete signature pages and a transfer of \$10,000 from Dislocated Worker to Adult. Attached please find the following documents:

- Plan Narrative, Page 55 – Change in CLEO Chair and effective period for Attachment 5;
- Attachment 3 – Memorandum of Understanding, Final copy with complete signatures; This document can be found at: <https://nwwdb.org/wp-content/uploads/2020/06/MOU-Final-06-19-2020.pdf> and <https://nwwdb.org/wp-content/uploads/2020/06/20-21-MOU-Signatures.pdf>
- Attachment 5 – Chief Elected Officers Consortium Agreement, Membership and By-Laws for period July 1, 2020 to June 30, 2021.
- Attachment 9 – NW WDB Fiscal Agent updated agreement for PY20.
- Attachment 11 – PY 20 Adult Planning Budget Summary totaling \$46,950;
- Attachment 11 - FY21 Adult Planning Budget Summary totaling \$234,284;
- Attachment 11 – PY20 Dislocated Worker Planning Budget Summary totaling \$74,900;
- Attachment 11 - FY21 Dislocated Worker Planning Budget Summary totaling \$335,265;
- Attachment 11 – PY20 Youth Planning Budget Summary totaling \$306,931;
- Request to transfer \$10,000 from FY20 Dislocated Worker to FY20 Adult, Planning Budget Summary and Narrative;
- Public Notice posted on WDB website with 30-day comment period; and
- Minutes from the August 5, 2020 WDB Executive and CLEO Coordinating call in which this modification was reviewed and approved.

Planning Budget Summaries have been signed by Director Hostetler and Chair Roberts. There were no comments received from the publishing of this public notice.

Should you have any questions or need additional information, please contact WDB staff.

Sincerely,

Greg Roberts
WDB Chair

Bill Walker, Chair
CLEO Coordinating Committee

The Northwest Workforce Development Board is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Missouri TTY users can dial 711

fiscal integrity in the event the region experiences additional formula fund cuts. The sustainability plan will be reviewed by the Board annually; adjustments will be made as necessary to continue providing quality service to our jobseeker and business customers.

Strategic priorities – As presented earlier in this document, the NW WDB established strategic priorities that align with continuous improvement of workforce development activities. They are: 1) enhance workforce development service delivery and availability to the entire region (meet people where they are not where we want them to be); 2) increase community involvement and business engagement in order to meet workforce needs; and 3) develop an outreach and communication campaign so all stakeholders (legislators, business leaders, Chief Elected Officials, Board Members, and the public) are aware of the services available and the continued need to fund them. Addressing the priorities over the next two (2) will ensure the NW WDB is a high-performance workforce development board.

Local Administration

18. Chief Elected Official (CEO)

Please identify the CEO. List the name, title, address, phone number and email address. Place it on a cover sheet in **Attachment 5**.

The NW WDB Chief Local Official (CLEO) is Nodaway County Presiding Commissioner Bill Walker. Commissioner Walker serves as the Chair of the NW WDB CLEO Coordinating Committee. His information is on the cover sheet labeled **Attachment 5**.

19. CEO Consortium Agreement and Bylaws

If the LWDA includes more than one unit of local government, the Chief Elected Officials (CEO) may develop a CEO agreement; however, it is not mandatory under WIOA law. If the LWDA is including a CEO agreement, please specify the respective roles of the individual CEOs and include the **CEO Consortium Agreement as Attachment 5 including any CEO Bylaws** that are in effect.

NOTE: (The CEO membership should be reviewed after each county and/or municipal election. If there are changes in the CEO membership, or leadership, a new CEO agreement will need to be signed and submitted to OWD by the first day of June following the election.) OWD must be notified with the contact information as soon as the CEO takes office.

The NW WDB Chief Local Officials (CLEOs) Consortium Agreement is **Attachment 5**, and includes names of the four (4) CLEO Coordinating Committee members who are empowered to act on behalf of all 18 NW region Presiding Commissioners. The CLEOs have newly-established By-Laws; effective for the program year beginning July 1, 2020.

**Northwest Workforce Development Board
Chief Local Elected Official**

The Northwest Workforce Development Board Chief Local Elected Official is the Honorable Bill Walker; Commissioner Walker was chosen to act as the Chair of the NW WDB Chief Local Elected Officials Coordinating Committee.

Bill Walker, Nodaway County Presiding Commissioner
403 N. Market Street, Room 211
Maryville, MO 64468
660-582-5541
wmwalker4311@gmail.com

CHIEF LOCAL ELECTED OFFICIALS CONSORTIUM BY-LAWS and AGREEMENT

THESE BY-LAWS and THIS AGREEMENT made and entered into this 1st day of July, 2020, by and between the COUNTIES of: Andrew, Buchanan, Clinton, DeKalb, Caldwell, Daviess, Grundy, Harrison, Linn, Livingston, Mercer, Putnam, Sullivan, Atchison, Gentry, Holt, Nodaway, and Worth in the State of Missouri (hereinafter, the Counties):

ARTICLE I CONSORTIUM ESTABLISHED

WHEREAS, the Chief Local Elected Officials (CLEOs) of the aforementioned counties did previously adopt resolutions authorizing the creation of a consortium, in order to administer the provisions of Public Law 113-128, the Workforce Innovation and Opportunity Act (hereinafter "the Act"); and

That the Counties of: Andrew, Buchanan, Clinton, DeKalb, Caldwell, Daviess, Grundy, Harrison, Linn, Livingston, Mercer, Putnam, Sullivan, Atchison, Gentry, Holt, Nodaway, and Worth do hereby constitute a consortium for the purposes of Public Law 113-128, the Act.

The Chief Local Elected Officials (Presiding Commissioners, County Executives and/or Mayors) of the local government entities shall constitute the Northwest Workforce Development Region Consortium of Chief Local Elected Officials (hereinafter, the Consortium).

ARTICLE II GOVERNANCE

NOW, THEREFORE, in consideration of the above premises and the mutual covenants of the parties hereinafter set forth, each party acknowledges they do hereby agree to the following:

SECTION 1: The Consortium shall elect from its membership a Chairperson, a Vice-Chairperson and such other officers as may be provided in these Consortium bylaws to serve for a term of two years or until a successor is elected and qualified. Vacancies shall be filled by election for the remainder of the unexpired term. The Chairperson shall appoint a Board Clerk.

Chairperson: Nodaway County Commissioner Bill Walker
Vice-Chairperson: Buchanan County Commissioner Lee Sawyer
Other Officers: Livingston County Commissioner Ed Douglas; Caldwell County Commissioner Bud Mottsinger

The aforementioned Chair, Vice-Chair, and Other Officers do hereby constitute the Northwest Workforce Development Region Chief Local Elected Officials Coordinating Committee; the CLEO Coordinating Committee has been elected to act on behalf of, and in the best interests of, the entire 18-county Consortium.

SECTION 2: Robert's Rules of Order shall govern the procedures of the Consortium and CLEO Coordinating Committee insofar as they do not conflict with applicable law or administrative rules. All actions of the Consortium shall be approved by a simple majority of all of the members, regardless of whether all of the members are present at the meeting.

SECTION 3: The Consortium shall meet a minimum of two (2) times during each calendar year. The Consortium shall determine their meeting schedule. The Board Clerk shall provide meeting notices, copies of the previous meeting's minutes, and an agenda of any business to be discussed to all Consortium members at least 15 calendar days prior to the date of each meeting.

SECTION 4: The Consortium has adopted operational and procedural by-laws consistent with this Agreement, applicable federal and state laws and rules or regulations promulgated pursuant thereto. Bylaws or amendments thereto may be adopted by the affirmative vote of a simple majority of the members of the Consortium, provided that written copies thereof were delivered to each Consortium member at least 15 calendar days prior to the date of the meeting at which such bylaws or amendments thereto are to be considered.

ARTICLE III AGREEMENT

SECTION 5: The Consortium may execute an agreement with the Local Workforce Development Board to perform the functions of the Board under Section 107 of the Act, and the Consortium shall approve all local plans under Section 108(1) of the Act.

SECTION 6: The Consortium shall perform the following functions for Chief Local Elected Officials, as specified in Public Law 113-128, the Act:

- Serve as the local grant recipient for the region's Workforce Innovation and Opportunity Act funds and be held liable for any misuse of such funds;

-
- Designate an entity to serve as a local grant sub-recipient for the funds, however, such designation shall not relieve the CLEOs of any liability for misuse of these funds, as referenced in Section 9 herein;
 - Receive member nominations and make appointments of members to the Local Workforce Development Board in accordance with State criteria, as described in Section 10 herein;
 - Set policy for the local workforce development system in partnership with the Local Workforce Development Board;
 - Develop the local plan and any modifications thereto in partnership with the Local Workforce Development Board;
 - Select the One-Stop Operator in partnership with the Local Workforce Development Board;
 - Select the service providers in partnership with the Local Workforce Development Board;
 - Conduct oversight, in partnership with the Local Workforce Development Board, of local Youth, Adult and Dislocated Worker programs;
 - Approve the budget developed by the Local Workforce Development Board for carrying out the Board's duties;
 - Participate with the Local Workforce Development Board in local performance negotiations; and
 - Perform any other duties or obligations conferred upon the Chief Local Elected Officials as designated under the Act.

SECTION 7: According to Sections 128 and 133 of the Workforce Innovation and Opportunity Act, the Chief Local Elected Officials shall serve as the local grant recipient. As such, they are liable for any misuse of grant funds. In order to assist in the administration of these grant funds, the Chief Local Elected Officials have the right to designate an entity to serve as a local grant sub-recipient for these funds.

The Northwest Chief Local Elected Officials have designated North Central Missouri College as the local grant sub-recipient and fiscal agent. This designation is formalized in a Letter of Agreement, signed on behalf of the Chief Local Elected Officials by the Chief Local Elected

Officials Coordinating Committee, and on behalf North Central Missouri College (fiscal agent).

This agreement stipulates that the fiscal agent:

- assumes all liability connected with these funds,
- assumes all responsibilities and functions of the local grant sub-recipient,
- will maintain adequate coverage for:
 - Directors and Officers Liability Insurance (Errors and Omissions)
 - Bonding
 - General Liability
- will require that any contract for expenditure of local workforce development funds contain a clause for assumption of liability for such funds.
- will affirm that staff assigned to work with the Workforce Development Board has no conflicting duties.

While the liability for the misuse of grant funds is passed on to the grant sub-recipient, and in turn on to Workforce Innovation and Opportunity Act program contractors, it does not detach the ultimate liability from the Chief Local Elected Officials.

In the event of misuse of funds, the responsible entity will be the first accountable for repayment. If a Workforce Innovation and Opportunity Act program contractor is unable to satisfy the debt, responsibility will revert to North Central Missouri College (fiscal agent). If, for any reason, there is a liability above the grant sub-recipient's ability, the Chief Local Elected Officials liability shall be apportioned based on each county's level of participation in the specific disallowed cost. If the liability is a generalized debt for the entire eighteen-county area, the liability to each county shall be proportionate to the number of participants served in that county for the same year in which the misuse of funds occurred.

SECTION 8: The eighteen Chief Local Elected Officials are equally responsible for the structure and on-going appointment of the Northwest Workforce Development Board. However, the Chief Local Elected Officials Coordinating Committee, or the Chair of such, has the authority to review / approve all appointments to the Workforce Development Board and therefore, must sign the attestation form submitted for certification. The Board itself shall be certified by the Governor every two (2) years. The membership structure, depicted below, is in alignment with WIOA Section 107(b)2.

Such criteria shall require that, at a minimum—

(A) a majority of the members of each local board shall be representatives of business (business representatives) in the local area, who—

- (i) are owners of businesses, chief executives or operating officers of businesses, or other business executives or employers with optimum policymaking or hiring authority;
- (ii) represent businesses, including small businesses, or organizations representing businesses described in this clause, that provide employment opportunities that, at

a minimum, include high-quality, work-relevant training and development in in-demand industry sectors or occupations in the local area; and
(iii) are appointed from among individuals nominated by local business organizations and business trade associations;

(B) not less than 20 percent of the members of each local board shall be representatives of the workforce within the local area, who—

(i) shall include representatives of labor organizations (for a local area in which employees are represented by labor organizations), who have been nominated by local labor federations, or (for a local area in which no employees are represented by such organizations) other representatives of employees;

(ii) shall include a representative, who shall be a member of a labor organization or a training director, from a joint labor-management apprenticeship program, or if no such joint program exists in the area, such a representative of an apprenticeship program in the area, if such a program exists;

(iii) may include representatives of community-based organizations that have demonstrated experience and expertise in addressing the employment needs of individuals with barriers to employment, including organizations that serve veterans or that provide or support competitive integrated employment for individuals with disabilities; and

(iv) may include representatives of organizations that have demonstrated experience and expertise in addressing the employment, training, or education needs of eligible youth, including representatives of organizations that serve out-of-school youth;

(C) each local board shall include representatives of entities administering education and training activities in the local area, who—

(i) shall include a representative of eligible providers administering adult education and literacy activities under title II;

(ii) shall include a representative of institutions of higher education providing workforce investment activities (including community colleges);

(iii) may include representatives of local educational agencies, and of community-based organizations with demonstrated experience and expertise in addressing the education or training needs of individuals with barriers to employment;

(D) each local board shall include representatives of governmental and economic and community development entities serving the local area, who—

(i) shall include a representative of economic and community development entities;

(ii) shall include an appropriate representative from the State employment service office under the Wagner-Peyser Act (29 U.S.C. 49 et seq.) serving the local area;

(iii) shall include an appropriate representative of the programs carried out under title I of the Rehabilitation Act of 1973 (29 U.S.C. 720 et seq.), other than section 112 or part C of that title (29 U.S.C. 732, 741), serving the local area;

(iv) may include representatives of agencies or entities administering programs serving the local area relating to transportation, housing, and public assistance; and

(v) may include representatives of philanthropic organizations serving the local area; and

(E) each local board may include such other individuals or representatives of entities as the chief elected official in the local area may determine to be appropriate.

A majority of the members of the Board shall be business representatives, and the Chair shall be a business representative. All Workforce Development Board terms are for a five-year period commencing on the first day of July. Whenever a change in membership of the Workforce Development Board occurs, written notification of the new member's appointment shall be submitted to the Division of Workforce Development no later than five (5) days after their appointment. Such notification shall be signed by the Chair of the Chief Local Elected Officials Coordinating Committee.

Business Representatives shall be: 1) owners of business; 2) chief-executive or operating officers; or 3) business executives or employers with optimum policy-making or hiring authority. They must represent businesses with employment opportunities that reflect the employment opportunities in the eighteen-county area. They are appointed by the Chief Local Elected Official in their county from among nominations submitted by local business organizations and business trade associations in their county.

Business Representatives Nomination Process - Letters soliciting nominations for business representatives will be sent to Chambers of Commerce in the county. If there is no Chamber of Commerce in the county, nominations will be solicited from Rotary Clubs, Industrial Development Associations, Community Betterment Associations, Farm Bureaus, or other general purpose business organizations. Upon receipt of nominations from the local business organization(s), the Chief Local Elected Official shall select a nominee for appointment, and shall submit such appointment, in writing, to the Chairperson of the Chief Local Elected Officials Coordinating Committee.

SECTION 9: The CLEO may designate an alternate representative from their local government entity to attend and participate in the Consortium meetings on the CLEO's behalf. However, this designee shall not possess the right to vote on behalf of such CLEO.

SECTION 10: This Agreement shall be effective when approved by each member of the Consortium through their signature. **This Agreement shall expire on June 30, 2021** at which time a new Agreement shall be required.

SECTION 11: Any amendments to this Agreement may be adopted with the concurrence of each and every member of the Consortium. The Consortium may be dissolved and this Agreement may be rescinded only with the consent of the Governor.

SECTION 12: The original Agreement, with complete signatures and notarized seal(s), as well as any amendments thereto, shall be submitted to the Division of Workforce Development, Attention: Performance Research Section, P.O. Box 1087, Jefferson City, Missouri 65102-1087.

IN WITNESS WHEREOF, the parties representing the government entities listed in ARTICLE I, through their signatures below, have read and understand this Agreement and hereto have caused this Agreement to be executed:

Bob Caldwell 6-22-2020
(Name) (Date)
Presiding Commissioner
(Position Title)
Andrew County, MO
(County or City)

ATTEST:

Sarah E. Miller 6-22-2020
(Name) (Date)
Notary Public



IN WITNESS WHEREOF, the parties representing the government entities listed in ARTICLE I, through their signatures below, have read and understand this Agreement and hereto have caused this Agreement to be executed:

Curtis Longood June 23, 2020
(Name) (Date)
Presiding Commissioner
(Position Title)
Aitchison County
(County or City)

ATTEST:

Deanna G Beck 23 June 20
(Name) (Date)
Notary Public

DEANNA G. BECK
Notary Public - Notary Seal
State of Missouri
Commissioned for Aitchison County
My Commission Expires December 11, 2023
Commission Number: 11396886

IN WITNESS WHEREOF, the parties representing the government entities listed in ARTICLE I, through their signatures below, have read and understand this Agreement and hereto have caused this Agreement to be executed:

Lee M. Sawyn 6/22/20
(Name) (Date)
Presiding Commissioner
(Position Title)
Buchanan County
(County or City)

ATTEST:
Amanda Kendall 6/22/2020
(Name) (Date)
Notary Public



IN WITNESS WHEREOF, the parties representing the government entities listed in ARTICLE I, through their signatures below, have read and understand this Agreement and hereto have caused this Agreement to be executed:

Christy R. Bud Mlayes 7-6-2020
(Name) (Date)

President Commission - Caldwell Co
(Position Title)

Caldwell County
(County or City)



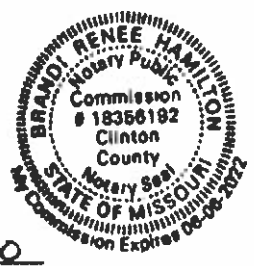
ATTEST:
Tameka Davis 07/10/2020
(Name) (Date)
Notary Public Tameka Davis

IN WITNESS WHEREOF, the parties representing the government entities listed in ARTICLE I, through their signatures below, have read and understand this Agreement and hereto have caused this Agreement to be executed:

Pat Clark 6/23/2020
(Name) (Date)

Residing Commissioner
(Position Title)

Clinton County
(County or City)



ATTEST:
Brandi Renee Hamilton 6-23-2020
(Name) (Date)
Notary Public

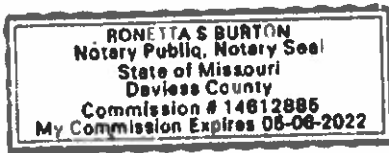
IN WITNESS WHEREOF, the parties representing the government entities listed in ARTICLE I, through their signatures below, have read and understand this Agreement and hereto have caused this Agreement to be executed:

[Signature] 6-24-2020
(Name) (Date)
President of Comm.
(Position Title)
DeWitt Co.
(County or City)

ATTEST:

Ronetta S. Burton 6/24/2020
(Name) (Date)
Notary Public

My Commission expires May 6, 2022



IN WITNESS WHEREOF, the parties representing the government entities listed in ARTICLE I, through their signatures below, have read and understand this Agreement and hereto have caused this Agreement to be executed:

Kyle J. Carroll 6-23-20
(Name) (Date)

Presiding Commissioner
(Position Title)

DeKalb Co
(County or City)

ATTEST:

Melissa Meek 6-23-2020
(Name) (Date)
Notary Public



IN WITNESS WHEREOF, the parties representing the government entities listed in ARTICLE I, through their signatures below, have read and understand this Agreement and hereto have caused this Agreement to be executed:

M. De Sagan 7-6-20
(Name) (Date)

Presiding Commissioner
(Position Title)

Gentry County
(County or City)

ATTEST:
Shari Scott 7-6-20
(Name) (Date)
Notary Public



IN WITNESS WHEREOF, the parties representing the government entities listed in ARTICLE I, through their signatures below, have read and understand this Agreement and hereto have caused this Agreement to be executed:

[Signature] 6-23-2020
(Name) (Date)
[Signature]
(Position Title)
Gauley County
(County or City)



BARBARA HARRIS
My Commission Expires
October 8, 2022
Gauley County
Commission #14820614

ATTEST:

Barbara Harris 6-23-2020
(Name) (Date)
Notary Public

IN WITNESS WHEREOF, the parties representing the government entities listed in ARTICLE I, through their signatures below, have read and understand this Agreement and hereto have caused this Agreement to be executed:

Jack W. Dyer _____ 06-18-2020
(Name) (Date)

PRESIDING COMMISSIONER _____
(Position Title)

HARRISON COUNTY _____
(County or City)

ATTEST:

Sue Ellen Green _____ 6-18-2020
(Name) (Date)
Notary Public



SUE ELLEN GREEN
My Commission Expires
April 16, 2021
Daviess County
Commission #13472013

IN WITNESS WHEREOF, the parties representing the government entities listed in ARTICLE I, through their signatures below, have read and understand this Agreement and hereto have caused this Agreement to be executed:

Tom Bellor _____
(Name) (Date) 6-22-20

Presiding Commissioner _____
(Position Title)

Holt County _____
(County or City)



TAMMY JENSEN
My Commission Expires
August 18, 2023
Holt County
Commission #1223247

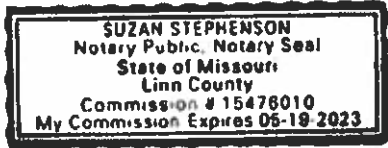
ATTEST:

Tammy Jensen _____
(Name) (Date) 6-22-20
Notary Public

IN WITNESS WHEREOF, the parties representing the government entities listed in ARTICLE I, through their signatures below, have read and understand this Agreement and hereto have caused this Agreement to be executed:

[Signature] 6-23-20
(Name) (Date)
RESIDING COMMISSIONER
(Position Title)
LINN COUNTY
(County or City)

ATTEST:
[Signature] 6/23/20
(Name) (Date)
Notary Public



IN WITNESS WHEREOF, the parties representing the government entities listed in ARTICLE I, through their signatures below, have read and understand this Agreement and hereto have caused this Agreement to be executed:

Ed Ruppel 7-14-20
(Name) (Date)

Residing Commissioner
(Position Title)

Livingston County
(County or City)

ATTEST:

Tina Marie Tye 7-14-20
(Name) (Date)

Notary Public



IN WITNESS WHEREOF, the parties representing the government entities listed in ARTICLE I, through their signatures below, have read and understand this Agreement and hereto have caused this Agreement to be executed:

Jerry D. Allen 7-6-2020
(Name) (Date)

Presiding Commissioner
(Position Title)

Mercer County, Missouri
(County or City)

ATTEST:

Judith Hamilton 7-6-2020
(Name) (Date)
Notary Public



IN WITNESS WHEREOF, the parties representing the government entities listed in ARTICLE I, through their signatures below, have read and understand this Agreement and hereto have caused this Agreement to be executed:

[Signature] 6-23-2020
(Name) (Date)

Presiding Commissioner
(Position Title)

Nodaway Co.
(County or City)

ATTEST:

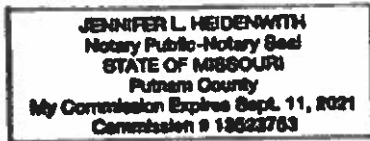
Angie Cordell 6/23/2020
(Name) (Date)
Notary Public



IN WITNESS WHEREOF, the parties representing the government entities listed in ARTICLE I, through their signatures below, have read and understand this Agreement and hereto have caused this Agreement to be executed:

Robert Munde 7/7/2020
(Name) (Date)
President Commissioner
(Position Title)
Putnam
(County or City)

ATTEST:
Jennifer L. Heidenwith 7/7/2020
(Name) (Date)
Notary Public



IN WITNESS WHEREOF, the parties representing the government entities listed in ARTICLE I, through their signatures below, have read and understand this Agreement and hereto have caused this Agreement to be executed:

Cheri May 7/7/2020
(Name) (Date)

President Commissioner
(Position Title)

Sullivan
(County or City)

ATTEST:

Shari Hopkins 7/7/2020
(Name) (Date)

Notary Public



IN WITNESS WHEREOF, the parties representing the government entities listed in ARTICLE I, through their signatures below, have read and understand this Agreement and hereto have caused this Agreement to be executed:

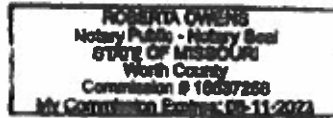
Jubal Summers 7/13/20
(Name) (Date)

Presiding Commissioner
(Position Title)

Worth County
(County or City)

ATTEST:

Roberta Owens 07-13-2020
(Name) (Date)
Notary Public



COUNTY	COMMISSIONER	ADDRESS			PHONE	EMAIL	MEETING DAY
Andrew	Bob Caldwell Sara is Clerk	PO Box 206	Savannah	MO	64485-0206	816.324.5716	clerk@andrewcounty.org M & TH 8 - 3:30
Atchison	Curt Livingood Susette is Clerk Lee Sawyer	PO Box 280	Rockport	MO	64482-0280	660.744.6214	acclerk@atcomo.org; curt.livengood@gmail.com T & TH 9 - noon
Buchanan	Mary is Clerk	411 Jules St. Ste. 122	Saint Joseph	MO	64501-1729	816.271.1503	LSawyer@buchmo.com; akendall@buchmo.com M-F 8 - 4
Caldwell	Bud Mottsinger Christine is Clerk Patrick Clark	PO Box 67	Kingston	MO	64650-0067	816.586.2571	countyclerk1@gmail.com M 8 - noon
Clinton	David is Clerk	207 N Main St Room 102	Plattsburg	MO	64477-1576	816.539.2536	ccomm@clintoncomo.org T & TH 8:30-noon
Daviess	Jim Ruse Ronetta is Clerk	102 N Main Street	Gallatin	MO	64640-1170	660.663.2641	commission@daviesscountymo.gov;countyclerk@daviesscountymo.gov W 8 - noon
DeKalb	Kyle Carroll Missy is Clerk Mike Sager	PO Box 248	Maysville	MO	64469-0248	816.449.5402	depclerk@unitedfiber.email; Kyle.L.carroll@gmail.com M 9 - 4
Gentry	Carol is Clerk	200 W Clay St	Albany	MO	64402-1604	660.726.3525 660.359.4040	gencodlerk@windstream.net M 9 - noon
Grundy	Phillip Ray Betty is Clerk Jack Hodge	700 Main Street	Trenton	MO	64683-2063	cell 660.654.1190	phillip.ray@grundycountymo.com; rayfamfarms@gmail.com; grundyclerk@grundycountymo.com T 9 - 4
Harrison	Greta is clerk	PO Box 525	Bethany	MO	64424-0525	660.425.6424 660.446.3304	harrisoncounty@gmail.com M & W 9:30 - 4
Holt	Thomas Bullock Angie is Clerk	PO Box 437	Oregon	MO	64473-0437	cell 816.262.8159	tombullock57@yahoo.com; holtclerk@ofmlive.net M 9 - noon
Linn	Dick King Suzan is Clerk Ed Douglas	PO Box 92	Linneus	MO	64653-0092	660.895.5547	linn@sos.mo.gov T 9 - noon
Livingston	Sherry is Clerk Jerry Allen Judy is Clerk	700 Webster Street 802 E Main Street	Chillicothe Princeton	MO	64601-2253 64673-1240	660.646.8000 660.748.3425	countycommission@livingstoncountymo.com mcclerk@grm.net T & TH 9 - 4
Mercer	Bill Walker Melinda is Clerk	403 N Market Room 211	Maryville	MO	64468-0000	660.582.5541	nodawaycom@gmail.com M 9 - noon
Nodaway	Robert Munden Chrystal is Clerk	1601 W Main Suite 204	Unionville	MO	63565-1601	660.947.2674	putclerk@nemr.net; T & TH 8 - 3
Putnam	Chris May Jackie is Clerk	109 N Main Street	Milan	MO	63556-1369	660.265.3434	csmay3@gmail.com 1st & 3rd M 9 - 4
Sullivan	Jubal Summers Robertta is Clerk	PO Box 450	Grant City	MO	64456-0450	660.564.2219	cclerkwoco@grantcity.net; roknokker44@gmail.com T 9 - 4 M 9 - 11

Northwest Workforce Development Board WIOA Title I Fiscal Agent

In a letter of agreement entered into July 1, 2020 by and between the Chief-Elected Officials in the eighteen northwest Missouri counties, the Northwest Workforce Development Board, and North Central Missouri College:

*“The Chief-Elected Officials and the Workforce Development Board do hereby jointly agree to designate **North Central Missouri College** as the local grant sub-recipient. As such, they shall provide appropriate staff to the Workforce Development Board, and serve as the fiscal agent for all funds received under the auspices of the Workforce Innovation and Opportunity Act”.*

North Central Missouri College

1301 Main Street

Trenton, MO 64683

Dr. Lenny Klaver, NCMC President

660-359-3948; extension 1200

lklaver@mail.ncmissouri.edu

Planning Budget Summary

Northwest Region
PY 20 Adult

Period: 7/1/2020 6/30/2022

	Original Budget	Line-Item Amendment		Revised Budget
Admin Salary/Fringe	3,380.40	-		-
Admin Other	563.40	-		-
Admin Indirect	751.20	-		-
Total Admin	4,695.00	-		-
Program -Salary/Fringe	20,578.98	-		-
Program Other Staffing/OP	4,537.88	-		-
Program Indirect	3,209.53	-		-
Individual Training Accounts	9,010.00	-		-
On-the-Job Training	1,870.00	-		-
Pre-Apprenticeships	-	-		-
Registered Apprenticeships	-	-		-
Supportive Services	3,048.61	-		-
Total Program Services	42,255.00	-		-
Total Budget	46,950.00	-		-

Agency Costs Expenditure Rate:	67%	\$ 28,326.39
Participant Costs Expenditure Rate:	33%	\$ 13,928.61

WDB Director Date

WDB Chair Date

Planning Budget Summary

Northwest Region
FY 21 Adult

Period: 10/1/2020 6/30/2022

	Original Budget	Line-Item Amendment	Revised Budget
Admin Salary/Fringe	16,868.16	-	-
Admin Other	2,811.36	-	-
Admin Indirect	3,748.48	-	-
Total Admin	23,428.00	-	-
Program -Salary/Fringe	105,026.01	-	-
Program Other Staffing/OP	22,155.55	-	-
Program Indirect	15,670.08	-	-
Individual Training Accounts	43,990.00	-	-
On-the-Job Training	9,130.00	-	-
Pre-Apprenticeships	-	-	-
Registered Apprenticeships	-	-	-
Supportive Services	14,884.36	-	-
Total Program Services	210,856.00	-	-
Total Budget	234,284.00	-	-

Agency Costs Expenditure Rate:	68%	\$ 142,851.64
Participant Costs Expenditure Rate:	32%	\$ 68,004.36

WDB Director Date

WDB Chair Date

Planning Budget Summary

Northwest Region

PY 20 Dislocated Worker

Period: 7/1/2020

6/30/2022

	Original Budget	Line-Item Amendment	Revised Budget
Admin Salary/Fringe	5,392.80	-	-
Admin Other	898.80	-	-
Admin Indirect	1,198.40	-	-
Total Admin	7,490.00	-	-
Program -Salary/Fringe	33,824.24	-	-
Program Other Staffing/OP	5,143.80	-	-
Program Indirect	5,014.20	-	-
Individual Training Accounts	12,276.00	-	-
On-the-Job Training	4,590.00	-	-
Work Experience	1,503.18	-	-
Registered Apprenticeships	-	-	-
Supportive Services	5,058.58	-	-
Total Program Services	67,410.00	-	-
Total Budget	74,900.00	-	-

Agency Costs Expenditure Rate:	65%	\$ 43,982.24
Participant Costs Expenditure Rate:	35%	\$ 23,427.76

WDB Director Date

WDB Chair Date

Planning Budget Summary

Northwest Region

FY 21 Dislocated Worker

Period: 10/1/2020

6/30/2022

	Original Budget	Line-Item Amendment	Revised Budget
Admin Salary/Fringe	24,138.72	-	-
Admin Other	4,023.12	-	-
Admin Indirect	5,364.16	-	-
Total Admin	33,526.00	-	-
Program -Salary/Fringe	154,088.22	-	-
Program Other Staffing/OP	23,432.88	-	-
Program Indirect	22,842.46	-	-
Individual Training Accounts	55,924.00	-	-
On-the-Job Training	20,910.00	-	-
Work Experience	1,496.82	-	-
Registered Apprenticeships	-	-	-
Supportive Services	23,044.62	-	-
Total Program Services	301,739.00	-	-
Total Budget	335,265.00	-	-

Agency Costs Expenditure Rate:	66%	\$ 200,363.56
Participant Costs Expenditure Rate:	34%	\$ 101,375.44

 WDB Director

Date

 WDB Chair

Date

Planning Budget Summary

Northwest Region
PY20 Youth

Period: 4/1/2020 6/30/2022

	Original Budget	Line-Item Amendment	Revised Budget
Admin Salary/Fringe	22,098.96	-	-
Admin Other	3,683.16	-	-
Admin Indirect	4,910.88	-	-
Total Admin	\$ 30,693.00	\$ -	\$ -
IS Program -Salary/Fringe	13,166.48	-	-
IS Program Other Staffing/OP	4,813.50	-	-
IS Program Indirect	2,617.98	-	-
IS Occupational Skills Training	-	-	-
IS Work Experience	4,500.00	-	-
IS Work Experience Staffing	1,100.00	-	-
IS On-the-Job Training	-	-	-
IS Pre-Apprenticeships	-	-	-
IS Internships/Job Shadowing	-	-	-
IS Supportive Services	2,399.47	-	-
IS Other Direct Part. Costs (Incentives)	350.00	-	-
Total In-School Youth	28,947.43	-	-
OSS Program -Salary/Fringe	116,633.41	-	-
OSS Program Other Staffing/OP	34,296.89	-	-
OSS Program Indirect	19,384.95	-	-
OSS Occupational Skills Training	12,500.00	-	-
OSS Work Experience	38,854.32	-	-
OSS Work Experience Staffing	4,000.00	-	-
OSS On-the-Job Training	-	-	-
OSS Pre-Apprenticeships	9,421.00	-	-
OSS Internships/Job Shadowing	-	-	-
OSS Supportive Services	6,790.00	-	-
OSS Other Direct Part. Costs (Incentives)	5,410.00	-	-
Total Out-of-School Youth	247,290.57	-	-
Total Program Services	\$ 276,238.00	\$ -	\$ -
Total Budget	\$ 306,931.00	\$ -	\$ -

Agency Costs Expenditure Rate:	71%	\$ 196,013.21
Participant Costs Expenditure Rate:	29%	\$ 80,224.79

In-School Expenditure Rate:	10%	\$ 28,947.43
Out-Of School Expenditure Rate:	90%	\$ 247,290.57
Work Experience Expenditure Rate:	21%	\$ 57,875.32

WDB Director Date

WDB Chair Date

Transfer of Funds Request

The Northwest Region Workforce Development Board would like to request a transfer of **\$10,000** from the FY20 Dislocated Worker to FY20 Adult program. This request represents **17.04%** of the FY20 Dislocated Worker Budget, leaving plenty of funds available to serve unemployed workers due to the COVID-19 pandemic. These funds will be used to cover anticipated participant ITA (Individual Training Accounts) for tuition, books and fees.

Expenditures as of June 30, 2020 indicated that only 54.04% of the PY19/FY20 DW have been spent, with expenditures for the PY19/FY20 Adult program to be at 64.82%. We are still seeing a large percent of adults requesting training, however we still have plenty of room to provide services to unemployed workers in our region since we also, have available Coronavirus Relief Funds.

Planning Budget Summary

Budget Amendment

Northwest Region

FY20 Dislocated Worker (C/O)

Period: 10/1/2019

6/30/2021

	Original Budget	Line-Item Amendment	Revised Budget
Admin Salary/Fringe	22,470.59	-	22,470.59
Admin Other	4,135.48	-	4,135.48
Admin Indirect	4,696.93	-	4,696.93
Total Admin	31,303.00	-	31,303.00
Program -Salary/Fringe	144,136.74	(5,000.00)	139,136.74
Program Other Staffing/OP	41,130.21	(5,000.00)	36,130.21
Individual Training Accounts	28,691.53	10,000.00	38,691.53
On-the-Job Training	18,058.00	(5,000.00)	13,058.00
Supportive Services	8,357.02	(5,000.00)	3,357.02
Program Indirect	3,361.50	-	3,361.50
Total Program Services	243,735.00	(10,000.00)	233,735.00
Transferred to Adult			
Individual Training Accounts	28,000.00	10,000.00	\$ 38,000.00
On-the-Job Training	9,000.00	-	\$ 9,000.00
Supportive Services	1,000.00	-	\$ 1,000.00
Total Training	281,735.00	-	281,735.00
		17.04%	
Total Budget	313,038.00	-	313,038.00

Agency Costs Expenditure Rate: *	63%	\$ 178,628.45
Participant Costs Expenditure Rate:	37%	\$ 103,106.55

*** Waiver Approved for 70%/30%**

Request to transfer \$10,000 from S/F and Agency Operational DW to ITA's for Adult (see narrative), Line-item transfer from SS and OJT to ITA's to cover over expenditure through June.

WDB Director

Date

WDB Chair

Date