

Northwest Workforce Development Board
Minutes of Board Meeting
June 1, 2021
Virtually via *GoToMeeting*

The Northwest Region Workforce Development Board (NW WDB) met in open session virtually on Tuesday, June 1st, 2021. NW WDB Chair Gregg Roberts called the meeting to order at 4:02 pm. A quorum was established with eleven (11) Board members participating (6 private sector and 5 partner sector members); one (1) Presiding Commissioner; fourteen (14) Ex-officio (non-voting) members and guests; and three (3) WDB staff participating. Those participating included the following:

Board Members

Anne Long	Gregg Roberts	Lana Beavers	Julie Jones	Phil Larabee*
Scott May	Juanita Assel	Betty Wymore	Gary Clapp	Cole Kiner
Penny Adams	Mike Veale			

* Joined meeting at 5:00 PM

Commissioners

Bud Motsinger – Caldwell County

Ex-officio (non-voting) Members and Guests

Anita Jolly	Bobby Barlow	Cathy Scott	Corinne Watts	Edie Miller
Erin Dennis	Jackie Soptic	Janice Spearman	Kim Mildward	Kristie Arthur
Lisa Marshall	Rita Wallinga	Robin Hammond	Tristan Londre	

WDB Staff

Brent Stevens	Jeanie Griffin	Kerry Savage
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Open Session Business Meeting

Board Chair Gregg Roberts asked Director Brent Stevens to introduce Kerry Savage, NW WDB Compliance Coordinator.

Commissioner Reports

Bud Motsinger- Caldwell County: Commissioner Motsinger gave an update on the Little Otter Creek progress. He stated there was a ground breaking ceremony mid-March. He also explained the purpose of the project. Commissioner Motsinger spoke about the CARES Act money received by counties and reminded everyone the use of the funds will differ county by county. He also mentioned most of the quilt stores have opened back up in Hamilton and visitors are returning to the area.

Kristi Arthur on Behalf of Lee Sawyer – Buchanan County. Kristi gave an update on Metropolitan Community College offering an MOU to North Central Missouri College to offer community college programs in Buchanan County. She also let the Board know the commissioners are working diligently on how to use the relief funds available wisely for the community.

Customer Success Story

MO-KAN / St. Joseph Job Center WIOA Program Director Janice Spearman presented a success story to the Board. The success story included information about 2 individuals who were claiming unemployment benefits and were able to utilize the On-the-Job Training Program to gain full-time employment and do away with the need for Unemployment Benefits.

Consent Agenda

NW WDB Chair, Gregg Roberts, directed Board members to the consent agenda items, which included minutes of the 3/2/2021 board meeting; minutes of the 3/23/2021 Employer Engagement Committee; Expenditure and Contract Reports; WDB Funds Progress Reports; Budget Amendments; Local Program and Fiscal Monitoring Reports; Sub-Recipient Audit Summaries; State EO Monitoring Report; State Fiscal Monitor Report; PY 2021 Funding Allocation; and PY 2021 Annual Agreement.

After discussion around each of the items presented, motion was made by Betty Wymore, seconded by Julie Jones to approve the consent agenda as presented. The motion passed by roll call vote with eleven (11) 'yes' votes, zero (0) 'no' votes, and zero (0) abstentions.

WIOA-Mandated Business

1. WDB Director Brent Stevens presented a revised NW WDB/NCMC administrative budget for Program Year 2021.

A motion was made by Lana Beavers, and seconded by Scott May to approve the administrative budget as presented. The motion passed by roll call vote of eleven (11) 'yes' votes, zero (0) 'no' votes, and zero (0) abstentions.

2. Director Stevens presented the funds available to contract for Program Year 2021

After discussion, a motion was by Gary Clapp and seconded by Mike Veale to approve the funds available to contract. The motion passed with a roll call vote of eleven (11) 'yes' votes, zero (0) 'no' votes, and zero (0) abstentions.

3. Director Stevens presented a proposed sustainability plan to the Board

A motion was made by Phil Larabee and seconded by Gary Clapp to approve the sustainability plan. The motion passed with a roll call vote of twelve (12) 'yes' votes, zero (0) 'no' votes, and zero (0) abstentions.

4. Director Stevens presented two proposed policy updates to the board. First an update to the Sub-State Monitoring Policy, then, the Priority of Service Policy.

A motion was made by Phil Larabee and seconded by Gary Clapp to approve both policies as presented. The motion passed with a roll call vote of (12) 'yes' votes, zero (0) 'no' votes, and zero (0) abstentions.

5. Fiscal Manager Jeanie Griffin presented a proposed plan modification to the board.

A motion was made by Julie Jones and seconded by Betty Wymore to approve the plan modification presented. The motion passed with a roll call vote of (12) 'yes' votes, zero (0) 'no' votes, and zero (0) abstentions.

6. Nominating Committee Spokesperson Gary Clapp presented a proposed slate of officers for the next program year: Chair – Gregg Roberts; Vice-Chair Lea Norris, Treasurer – Juanita Assel, Secretary – Julia Birkeness.

A motion was made by Phil Larabee and seconded by Scott May to approve the slate of officers. The motion passed with a roll call vote of (12) 'yes' votes, zero (0) 'no' votes, and zero (0) abstentions.

7. On behalf of the Executive Committee. Chair Gregg Roberts, presented the recommendation the Board contract with the below service providers for the WIOA Adult/Dislocated Worker Programs:

MO-KAN Regional Council – ABCD Sub-Region
Green Hills Regional Planning Commission – Green Hills Sub-Region
Northwest Missouri Regional Council of Governments – Northwest Sub-Region

The Committee also recommended the Board Contract with Northwest Missouri Regional Council of Governments to serve as the One-Stop Operator for the entire 18 County Region.

On behalf of the Youth Committee, Committee Chair Juanita Assel presented the recommendation the Board contract with the below service providers for the WIOA Youth Program:

St. Joseph Youth Alliance – ABCD and Northwest Sub-Regions
Green Hills Regional Planning Commission – Green Hills Sub-Region

A motion was made by Penny Adams and seconded by Mike Veale to approve contracted with the recommended providers. The motion passed with a roll call vote with (12) 'yes' votes, zero (0) 'no' votes, and zero (0) abstentions.

Updates and Other Program Business:

1. One-Stop Operator Kim Mildward presented her report to the board on the recent work of the One-Stop Operator.
2. Chair Roberts and Director Stevens presented updates on the Job Centers of the Future Initiative.
3. Director Stevens informed the Board he recently received notification the Board has been re-certified by the Office of Workforce Development
4. Director Stevens announced two Board members (Tina Gillespie and Betty Wymore) will be resigning at the end of the Program Year.

Next Meeting – September 14, 2021

Future meetings:

December 7, 2021