

Northwest Workforce Development Board
Minutes of Board Meeting
March 1, 2022
Virtually via *GoToMeeting*

The Northwest Region Workforce Development Board (NW WDB) met in open session virtually on Tuesday, March 1st, 2022. NW WDB Chair Gregg Roberts called the meeting to order at 4:02 pm. A quorum was established with seventeen (17) Board members participating (13 private sector and 4 partner sector members); two (2) Presiding Commissioner; 16 Ex-officio (non-voting) members and guests; and two (3) WDB staff participating. Those participating included the following:

Board Members

Lana Beavers	Julia Birkeness	Kelly Bordewick	Cathie Chalfant	Andrea Dalrymple
Julie Jones	Phil Larabee	Anne Long	Scott May	Damon Neff
Amanda Riley	Gregg Roberts	Misty Ward	Gary Clapp	Erin Dennis
Cole Kiner	Mike Veale			

Commissioners

Lee Sawyer – Buchanan County

Phillip Ray – Grundy County

Ex-officio (non-voting) Members and Guests

Allan Hedrick	Anita Jolly	Bobby Barlow	Cathy Scott	Corinne Watts
David Scholz	Edie Miller	Jerri Dearmont	Kim Mildward	Kristie Arthur
Nichi Yeager- Seckinger	Rita Wallinga	Robin Hammond	Shari Schenewerk	Susan Brand
Tom Epling				

WDB Staff

Brent Stevens	Jeanie Griffin	Kerry Savage
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Open Session Business Meeting

Commissioner Reports

Phillip Ray – Grundy County: Commissioner Ray discussed workforce needs the county currently has.

Lee Sawyer – Buchanan County: Commissioner Sawyer discussed plans with the local school district and higher education providers use of rescue act funds. Commissioner Sawyer also mention funding workforce training through Valor Manufacturing Training. An update was given on the recent My Success Event held in St. Joseph.

Customer Success Story

GHRC/ Trenton and Chillicothe Job Centers WIOA Program Director, Cathy Scott shared a success story regarding a recent participant of the Trenton Job Center.

Consent Agenda

NW WDB Chair, Gregg Roberts, directed Board members to the consent agenda items, which included minutes of the 12/7/2021 NW WDB meeting; expenditure and contract performance reports; WDB Progress Report; and budget amendments..

After discussion around each of the items presented, motion was made by Phil Larabee, seconded by Amanda Riley to approve the consent agenda as presented. The motion passed with no opposition.

WIOA-Mandated Business

1. WDB Director, Brent Stevens presented a review of the NW WDB By-Laws for the annual By-Law Review.

A motion was made by Damon Neff, and seconded by Amanda Riley to approve the By-Laws with no revisions. The motion passed with no opposition.

2. Fiscal Manager Jeanie Griffin presented updates to the Salary Schedule and Job Descriptions. Both items are administrative policies of the Board.

A motion was by Julia Birkeness and seconded by Scott May to accept the changes to both policies as presented. The motion passed with no opposition.

3. Compliance Coordinator Kerry Savage present the board with updates to the Individual Training Account, Supportive Services, and Work-Based Learning Policies.

A motion was made by Gary Clapp and seconded by Cole Kiner to approve the policies as presented with an effective date of July 1, 2022. The motion passed with no opposition.

4. Director Stevens presented updates to the Board's Local Plan.

A motion was made by Lana Beavers and seconded by Kelly Bordewick to accept the updates as presented. The motion passed with no opposition.

5. Director Stevens presented a slate of replacement officers for the Board's Executive Committee to fill the unexpired terms (June 30, 2023). New officers presented were: Vice Chair – Julie Jones, Treasurer – Gary Clapp, At Large Cathie Chalfant, Scott May, and Amanda Haile.

A motion was made by Amanda Riley and seconded by Cole Kiner to approve the new officers as presented. The motion passed with no opposition.

Updates and Other Program Business:

1. Shari Schenewerk with the Missouri Department of Economic Development gave an update on projects the department is working on in the region.
2. Director Stevens and One-Stop Operator Kim Mildward gave the Board an update on Certified Work Ready Communities.
3. One-Stop Operator Kim Mildward presented her report to the Board on the recent work of the One-Stop Operator.
4. Director Stevens and One-Stop Operator Kim Mildward shared details about the upcoming Empowering Employers event to be held in St Joseph on March 25th that is co-sponsored by the Board.
5. Open discussion was held to discuss other events and business needs in the region.

The meeting adjourned at 5:27 PM

Next Meeting – June 7th, 2022

Future meetings:

September 6, 2022