

Northwest Workforce Development Board
Minutes of Board Meeting
June 7, 2022
Virtually via *GoToMeeting*

The Northwest Region Workforce Development Board (NW WDB) met in open session in-person and virtually on Tuesday, June 7th, 2022. NW WDB Chair Gregg Roberts called the meeting to order at 4:34 pm.

Roll Call was conducted and a quorum was not established with eight Board Members present.

Board Members

Lana Beavers	Julia Birkeness	Kelly Bordewick	Julie Jones*	Phil Larabee
Anne Long**	Gregg Roberts	Gary Clapp	Cole Kiner	Mike Veale

* Joined after roll call at 4:40PM

** Joined after roll call at 4:41PM

Commissioners

Lee Sawyer – Buchanan County

Bud Motsinger – Caldwell County

Ex-officio (non-voting) Members and Guests

Anita Jolly	Bobby Barlow	Corinne Watts	Crystal Sprofera	Diane Simbro
Edie Miller	Jerri Dearmont	Kim Mildward	Dr Lenny Klaver	Nichi Yeager-Seckinger
Rita Wallinga	Robin Hammond	Robin Mchugh	Rob McDaniel	Susan Brand
Sydney Ellis	Tom Epling	Tyler Ferrell		

WDB Staff

Brent Stevens Jeanie Griffin Kerry Savage

Open Session Business Meeting

Commissioner Reports

Lee Sawyer – Buchanan County: Commissioner Sawyer discussed how the county is using American Rescue Act funds to support workforce programs. He specifically mentioned working with Hillyard Technical School, St Joseph School District, North Central Missouri College, and Missouri Western

State University. It was also mentioned they are working to support local employers. Commissioner Sawyer also mentioned they have received a request from St Joseph Youth Alliance, and the commission is reviewing this request.

Bud Motsinger – Caldwell County: Commissioner Motsinger shared updates on the Little Otter Creek project. He also mentioned they are working on replacing multiple bridges in the county. He stated the county is struggling to keep people at work. They are particularly seeing struggles at their detention center. It was noted that tourism in Hamilton has increased recently, but still not at pre-pandemic levels. Commissioner Motsinger also updated the Board on their work with the American Rescue Act funds.

Customer Success Story

MO-KAN / St Joseph Job Center – Sydney Ellis introduced a recent participant to the Board. The participant shared his story about being laid off, and the success he had due to the support of the WIOA Dislocated Worker Program. The participant praised the effort of staff and thanked all involved for supporting him. The participant stated it was because of the support he was able to gain employment and be successful after being laid off.

*During the customer success story additional Board members joined the meeting, and a quorum was established.

Consent Agenda

NW WDB Chair, Gregg Roberts, directed Board members to the consent agenda items, which included minutes of the 3/1/2022 and 4/21/2022 Board meetings, minutes from the 3/30/2022 Executive Committee meeting, expenditure and contract performance reports, WDB funds progress report, budget amendments, sub-recipient audit summaries, sub-recipient monitoring reports (fiscal, program, equal opportunity, and one-stop operator), NW WDB annual agreement, and the region's sustainability plan.

After discussion around each of the items presented, a motion was made by Cole Kiner, seconded by Gary Clapp to approve the consent agenda as presented with a change in adjournment time on the 4/21/2022 Board meeting minutes. The motion passed with no opposition.

WIOA-Mandated Business

1. Compliance Coordinator Kerry Savage presented an updated Sub-State Monitoring Policy to the Board

A motion was made by Julie Jones and seconded by Gary Clapp to approve the updated NW WDB Sub-State Monitoring Policy as presented. The motion passed with no opposition.

2. Executive Director Brent Stevens presented the Local Area Re-designation application.

A motion was by Phil Larabee and seconded by Cole Kiner to approve the application. The motion passed with no opposition.

3. Executive Director Brent Stevens presented the board with information regarding contract renewals for the current sub-recipient contracts. Contract performance reports and scores were shared with the Board to aid in the decision

A motion was made by Gary Clapp and seconded by Julie Jones to extend all sub-recipient contracts for the period of July 1, 2022, through June 30, 2023. The motion passed with no opposition. Cole Kiner Abstained from the vote.

4. Executive Director Brent Stevens presented the Program Year 2022 funds to contract.

A motion was made by Gary Clapp and seconded by Julia Birkeness to approve the funds available to contract as presented. The motion passed with no opposition. Cole Kiner Abstained from the vote.

5. Director Stevens presented to the Board the Administrative Budget for Program Year 2022.

A motion was made by Mike Veale and seconded by Julie Jones to approve Program Year 2022 administrative budget as presented. The motion passed with no opposition. Cole Kiner Abstained from the vote.

6. Fiscal Manager Jeanie Griffin presented a plan modification to reflect new WIOA allocations.

A motion was made by Julie Jones and seconded by Mike Veale to approve the plan modification as presented. The motion passed with no opposition. Cole Kiner Abstained from the vote.

Updates and Other Program Business:

1. One-Stop Operator Kim Mildward presented Job Seeker and Business satisfaction survey results to the Board.
2. One-Stop Operator Kim Mildward presented her report to the Board on the recent work of the One-Stop Operator.
3. Director Stevens gave an update to the Board regarding recent events the Board staff and sub-recipients have collaborated on.
4. Open discussion was held to discuss other events and business needs in the region. It was recognized during open discussion this meeting will be Dr. Gary Clapp's last meeting. He was thanked for his service to the Board.
5. The next Board meeting date was changed to September 13, 2022, to avoid the Labor Day Holiday.

The meeting adjourned at 6:11 PM

Next Meeting – September 13, 2022