

Northwest Workforce Development Board

Minutes of Board Meeting

September 13, 2022

Virtually via *GoToMeeting*

The Northwest Region Workforce Development Board (NW WDB) met in open session virtually on Tuesday, September 13th, 2022. NW WDB Chair Gregg Roberts called the meeting to order at 4:32 pm.

Roll Call was conducted, and a quorum was established with 14 members present

Board Members

Anne Long	Gregg Roberts	Misty Ward	Lana Beavers	Julie Jones
Kelly Bordewick	Cathie Chalfant	Damon Neff	Amanda Haile	Bobby Barlow
Erin Dennis	Cole Kiner	Nichi Seckinger	Mike Veale	

Ex-officio (non-voting) Members and Guests

Kim Mildward	Robin Hammond	Cathy Scott	Dr Tristan Londre	Anita Jolly
Corinne Watts	Rob McDaniel	Susan Brand	Dr Lenny Klaver	

WDB Staff

Brent Stevens	Jeanie Griffin	Kerry Savage	Diane Simbro
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Open Session Business Meeting

Commissioner Reports

Board Chair Gregg Roberts gave a report for Buchanan County Commissioner Lee Sawyer- Roberts stated the commission has provided ARPA funds to Valor Manufacturing institute to provide training to manufactures in the Buchanan County Area. He stated that multiple manufacturers are working with Valor to take advantage of the opportunity.

Customer Success Story

Anita Jolly with St Joseph Youth Alliance shared a participant success story. The story outlined how Youth Alliance was able to help the participant find a career field that interested them and was appropriate. Board members offered their praise for the work being done.

Consent Agenda

NW WDB Chair, Gregg Roberts, directed Board members to the consent agenda items, which included minutes of the 6/7/2022 Board Meeting, minutes from the 7/13/2022 Executive Committee meeting, expenditure and contract performance reports, WDB funds progress report, budget amendments, DSS Program Budgets, State Fiscal Monitoring Report (WIPFLI), State Programmatic Monitoring Report, and Carry-Over Funds.

After discussion around each of the items presented, a motion was made by Julie Jones, seconded by Nichi Seckinger to approve the consent agenda as presented. The motion passed with no opposition.

WIOA-Mandated Business

1. Executive Director Brent Stevens presented a draft revision to the Sub-State Monitoring Policy.

A motion was made by Mike Veale and seconded by Cole Kiner to approve the policy revision as presented. The motion passed with no opposition.

2. Executive Director Brent Stevens presented a draft revision of the Individual Training Account Policy.

A motion was by Kelly Bordewick and seconded by Erin Dennis to approve the revised policy as presented. The motion passed with no opposition.

3. Executive Director Brent Stevens presented the board with a draft revision to the Supportive Services Policy.

A motion was made by Erin Dennis and seconded by Damon Neff to approve the revised policy as presented. The motion passed with no opposition.

4. Fiscal Manager Jeanie Griffin presented a revised draft of the Financial Management and Accounting Procedures Policy.

A motion was made by Kelly Bordewick and seconded by Julie Jones to approve the revised policy as presented. The motion passed with no opposition.

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

A motion was made by Cole Kiner and seconded by Erin Dennis to approve the revised Program Year 2022 administrative budget as presented. The motion passed with no opposition.

6. Fiscal Manager Jeanie Griffin presented a request to transfer funds from the Dislocated Worker Program to the WIOA Adult Program.

A motion was made by Lana Beavers and seconded by Damon Neff to approve the transfer of funds as presented. The motion passed with no opposition.

Updates and Other Program Business:

1. One-Stop Operator Kim Mildward presented the One-Stop Operator Report to the Board which outlined recent work she has done, which included information on a recent integration survey, a business survey, as well as information on the MOU.
2. Director Stevens gave an update on performance negotiations. Director Stevens showed the Board the proposed goals from OWD as well as the counter offers that have been proposed.
3. Director Stevens shared information with the Board on a Join ARPA Grant application the region is involved with. The Board's role in the grant would be to support CDL training as well as basic manufacturing training for the region. Other partners in the grant are St Joseph School District, Missouri Western State University, North Central Missouri College, and the St Joseph Chamber of Commerce.
4. Director Stevens shared an update on the progress of the NE/NW Regional Merger. Information was shared about the recent State WDB meeting as well as the CLEO meeting.
5. During Open Discussion Chair Roberts asked NCMC President to give an update on the NCMC Savannah campus. Chair Roberts also shared survey information presented during the last State WDB meeting. This information talked about reasons individuals have left the labor force. Discussion was also had about how to re-engage individuals to rejoin the labor force.

A motion was made by Erin Dennis and seconded by Bobby Barlow to Adjourn the meeting.

The meeting adjourned at 5:58 PM

Next Meeting – December 6th