

Workforce Development Board of North Missouri

Minutes of Meeting

March 5, 2024

Virtual

The Workforce Development Board of North Missouri met in open session on Tuesday March 5, 2024. The meeting was called to order by Board Chair Gregg Roberts at 4:08 PM

Roll Call was conducted, and a quorum was not established with 9 members in attendance. Two additional Board Members joined after roll call, but prior to any business being conducted.

Board Members Present

Gregg Roberts	Julie Jones*	Kelly Bordewick	Jerry Smith
Amanda Haile	Bobby Barlow	Mark Chambers	Kristen Smith
Shari Schenewerk	Mike Veale	Nichi Seckinger	

Board Members Absent

Michael Purol	Julia Birkeness	Corey Mehaffy	Darin Arnsmeier
Scott May	Allie Bennett	Jeff LaMontia	Stephen Garner

Staff

Brent Stevens	Jeanie Griffin	Kerry Savage
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Guests

Annette Barker	Tara Curtis	Erica Davis	Robin Hammond
Anita Jolly	Dana Keller	Tristan Londre	Lynette Saxton
Cathy Scott	Crystal Sprofera	Corinne Watts	

Meeting in Open Session

A. Consent Agenda

Director Brent Stevens directed Board members to the Consent Agenda documents provided. These documents included meeting minutes from the 12/5/2023 WDB meeting, expenditure and contract performance reports by sub-recipient, and the WDB Progress Report for all funds. After discussion around each item a motion was made by Mike Veale and seconded by Mark Chambers to approve the items in the consent agenda as presented. After discussion, the motion carried with no opposition.

B. WIOA Mandated Business

1. WDB Bylaw Review

Director Stevens presented a review of the WDB Bylaws. He indicated there were no changes in the Bylaws for this review. He also stated there is a requirement to review the Bylaws annually, and the Board will be receiving an electronic form to attest they reviewed the Bylaws. A motion was made by Kelly Bordewick and seconded by Kristen Smith to approve the annual review of the WDB Bylaws. The motion carried with no opposition.

2. Fiscal Agent Agreement

Director Stevens presented the Board with the Fiscal Agent Agreement. This agreement designates North Central Missouri College as the Fiscal Agent of the Board. He indicated there was no change in this agreement other than the effective dates. This new agreement will expire June 30, 2025. He also shared this agreement was approved by the CLEO Caucus during their meeting on 2/28/24. After discussion a motion was made by Shari Schenewerk and seconded by Mike Veale to approve the Fiscal Agent Agreement as presented. The Motion carried with no opposition.

3. Memorandum of Understanding (MOU)

Director Stevens and Fiscal Manager Jeanie Griffin presented the new Memorandum of Understanding for the One-Stop system. They shared this document guides how partners will deliver services through the Job Centers in the Region. Details were shared about the delivery of services and how the cost-share agreement was developed. Director Stevens thank Jeanie Griffin and One-Stop Operator Corinne Watts for their efforts in bringing the partners together to create this document. A motion was made by Bobby Barlow and seconded by Julie Jones to approve the MOU as presented. The motion carried with no opposition.

4. Individual Training Account

Director Stevens presented a draft update to the Board's Individual Training Account Policy. The first update was to re-state customer choice when selecting training providers. The next update was to create a process to select a training provider not on the ETPS list. The last update was to create a funding mechanism for funding cohort training. After discussion a motion was made by Mark Chambers and seconded by Amanda Haile to approve the policy as presented. The motion carried with no opposition and one abstention by Bobby Barlow.

C. Updates and Other Program Business

1. Local Plan Update

Director Stevens shared information on the progress of the Local Plan. He thanked the members who were able to attend the strategic planning session in February. He stated the next step for the local plan is for the Executive

Committee to meet, then the full Board will meet to review and approve the Local Plan.

2. Director's Report

Director Stevens shared information regarding the CLEO Meeting held on 2/28/24. He stated this was a productive and positive meeting. He also shared information about working with businesses and promoted the Incumbent Worker Training Program. Information was shared on the progress towards opening the affiliate Job Center in Troy. He also stated Job Center Certification would need to start once the Local Plan is approved.

3. One-Stop Operator Report

One-Stop Operator Corinne Watts shared information on the creation of the MOU. She also shared information regarding upcoming hiring events in the region.

D. Open Discussion

During open discussion it was announced that Compliance Manager Kerry Savage has submitted her letter of resignation to the Board effective March 22nd. Director Stevens and Board Chair Gregg Roberts thanked her for her time working for the Board and wished her luck in her future employment.

A motion was made by Bobby Barlow and seconded by Kelly Bordewick to Adjourn the Meeting. The motion carried with no opposition.

The Meeting adjourned at 4:59 PM.