

Workforce Development Board of North Missouri

Minutes of Meeting

December 3, 2024

Virtual

The Workforce Development Board of North Missouri met in open session on Tuesday December 3, 2024. The meeting was called to order by Board Chair Gregg Roberts at 4:01 PM

Roll call was conducted, and a quorum was established with eleven members present. One additional member joined after roll call bringing the total attendance to twelve.

Board Members Present

Bobby Barlow	Kelly Bordewick	Mark Chambers	Amanda Haile
Julie Jones*	Jef LaMontia	Scott May	Gregg Roberts
Shari Schenewerk	Jerry Smith	Kristen Smith	Mike Veale

**Indicates confirmation of attendance was after the initial roll call*

Board Members Absent

Allie Bennet	Julia Birkeness*	Stephen Garner	Corey Mehaffy
Michael Purol	Nichi Seckinger		

**Joined the call, but had technical difficulties and could not participate*

Commissioners

Sid Conklin – Randolph
Phillip Ray – Grundy
Dale Akey – Caldwell*

**Joined after commissioner reports*

Staff

Brent Stevens	Jeanie Griffin	Darla Shipley
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Guests

Tara Curtis	Erica Davis	Robin Hammond	Allan Hedrick
Ashley Isaacs	Anita Jolly	Dana Keller	Tristan Londre
Robin McHugh	Edie Miller	Katie Miller	David Scholz
Cathy Scott			

Meeting in Open Session

Commissioner Updates

Phillip Ray (Grundy County) - Talked about continued efforts to support small business and trade employment opportunities.

Sid Conklin (Randolph County) - Talked about partnering with economic development and continued efforts in the area.

Consent Agenda

Director Brent Stevens directed members to the Consent Agenda which consisted of the Minutes from the September 10th WDB Meeting, Expenditure and Contract Performance Reports (PY 24 Q1), WDB Progress Reports (All funds), Line-Item Budget Amendments, and Performance Incentive Funds.

After a review of each item, *a motion was by Kelly Bordewick and seconded by Julie Jones to approve the items in the consent agenda as presented.*

Mandated Business

1. Multiple Role Policy

Board Chair Gregg Roberts asked Director Stevens to present the draft Multiple Role Policy. Stevens explained the policy was created to be in compliance with the recent Department of Labor review. After discussion *a motion was made by Mark Chambers and seconded by Kristen Smith to approve the draft multiple role policy pending the approval of the Office of Workforce Development as presented. The motion carried with no opposition. Bobby Barlow abstained.*

2. Financial Management and Accounting Policy

Fiscal Manager Jeanie Griffin reviewed the proposed updates to the Financial Management and Accounting Policy which were made to be in compliance after the Department of Labor review. After discussion *a motion was made by Mike Veale and seconded by Kelly Bordewick to approve the updated Financial Management and Accounting Policy pending the approval of the Office of Workforce Development as presented. The motion carried with no opposition. Bobby Barlow abstained.*

3. Fraud Waste and Abuse Policy

Director Stevens outlined the updates in the proposed draft policy to be in compliance with the recent Department of Labor review. After discussion *a motion was made by Kelly Bordewick and seconded by Amanda Haile to approve the updated Fraud Waste and Abuse policy as presented pending the approval of the Office of Workforce Development as presented. The motion carried with no opposition. Bobby Barlow abstained.*

4. Work-Based Learning Policy

Director Stevens presented the Board with a proposed change to the work-based learning policy to support partnerships with small businesses. After discussion *a motion was made by Kristen Smith and seconded by Jerry Smith to approve the Work-Based Learning Policy as presented pending the approval of the Office of Workforce Development. The motion carried with no opposition. Bobby Barlow abstained.*

5. Addendum to Gamm Incorporated Contract

Director Brent Stevens presented a proposed addendum to the Gamm Incorporated Contract that outlines the firewall between roles to be in compliance with the new Multiple Role Policy. After discussion *a motion was made by Julie Jones and seconded by Mike Veale to approve the contract addendum as presented. The motion carried with no opposition. Bobby Barlow abstained.*

Updates and Other Program Business

1. Business Services Committee

Director Stevens updated the Board on proposed changes by the Office of Workforce Development regarding the delivery of business services in the state. He stated these changes will affect the North region. To be prepared for these changes, a business services committee will be formed to create a plan. He mentioned it is up to the Chair to appoint members to the committee, but asked if individuals are interested in joining the committee they should contact the Board office.

2. Director's Report

Director Stevens presented a PY 23 year-in-review to the Board outlining the successful outcomes from the first year of the North Region. Updates were given on upcoming open houses, recent Build My Future Events and layoffs and openings in the region.

3. One Stop Operator Report

Dana Keller presented as the One Stop Operator on behalf of Gamm Incorporated. She shared information regarding the recent One-Stop Partner meeting. She also discussed reviewing the region's MOU and stated updates will need to be made soon.

4. 2025 Board Meeting Dates

Director Stevens presented the planned meeting dates for the Board in 2024. (March 4, June 3, September 9, December 2). Board chair Gregg Roberts inquired if any were planned to be in-person. Director Stevens stated this can be discussed and a plan can be put together to host in-person meetings.

Adjourn

A motion was made by Scott May and seconded by Bobby Barlow to adjourn the meeting. The motion carried with no opposition.

The meeting adjourned at 5:03 PM