



NEMO WORKFORCE DEVELOPMENT BOARD

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**NEMO WORKFORCE DEVELOPMENT BOARD
MEETING MINUTES**

March 20, 2017

PRESENT:

NEMO WDB Members

Darrin Arnsmeyer
Mark Chambers
Clinton Flowers
Stephen Garner
Dennis Gill
Jim Kolve
Corey Mehaffy
Ann McCauley
Diane Noah
Dione Pashia
Pat Poepping
Dan Putrah
Annette Sweet

**WDB Members
Not Present**

Amy Bowen
Christopher Brokaw
Carolyn Chrisman
Butch Landis
Kami Mohn
Janice Robinson
Steve Sellenriek
Mac Wilt

WDB Staff

Brandi Glover
Diane Simbro

CLEOs

Lyndon Bode
Dan Colbert
Glenn Eagan
Buddy Kattelman
Roger Mauzy
Wiley Hibbard
Mike Whelan
Wayne Wilcox
Alan Wyatt

**CLEOs
Not Present**

Rodney Cooper
Duane Ebeling
Evan Glasgow
Chris Gamm
Stanley Pickens
Ryan Poston
Deanne Whiston

Guests Present

Rita Brown, DWD
Kim Cull, DWD
Janet Hickey, Boonslick RPC
Cynthia Higgins, MERS/Goodwill, Inc.
Leanna Holdren, Gamm, Inc.
Dana Keller, Gamm, Inc.
Sheree Prebe, Gamm, Inc.
Shari Schenewerk, DWD

ROLL CALL OF THE NORTHEAST REGION CLEO CONSORTIUM

Roll call of the CLEO Consortium was taken by Annette Sweet. Nine CLEOs were present a quorum was established.

MEETING CALLED TO ORDER

Chairperson Dan Putrah called the March 20, 2017 NEMO Workforce Development Board (WDB) meeting to order at approximately 6:30 p.m. at the M.W. Boudreaux Visitor's Center in Perry, Missouri. Connecting sites were the Kirksville and Warrenton Job Centers and the MACC Moberly campus.

ROLL CALL AND SIGNATURE SHEET

Roll call was taken by Annette Sweet. Thirteen board members were present, and a quorum was established. Signature sheets were signed by those attending.

APPROVAL OF CONSENT AGENDA

Annette Sweet moved to approve the consent agenda with a correction to the minutes. Pat Poepping seconded the motion, and the consent agenda was approved as corrected.

COMMITTEE REPORTS

- **Youth Council Update**

Brandi said the Youth Council met on March 9, 2017. They reviewed Youth Service Provider updates provided by Gamm, Inc. and Boonslick RPC. They approved that the subcontractors be allowed to transfer funds from their In-school Youth Program to their Out-of-school Youth Program as needed to continue services to youth.

- **One-Stop Committee Update**

Committee Chairperson Pat Poepping said the One-Stop Committee met prior to the Board meeting and reviewed the monitoring reports. The Committee had reviewed the reports previously but at this point the subcontractors had corrected all of the findings. Pat said at least eight bidders had expressed an interest in the Adult and Dislocated Worker Request for Proposal (RFP) which was due March 31. The One-Stop Committee would meet April 18 to select their recommendation. Their recommendation would be offered at the April 24 Board meeting. He announced that Larry Markway was no longer the Functional Leader at the Hannibal Job Center and Cindy Higgins was the Interim Functional Leader.

Pat moved that the NEMO WDB accept the Committee's recommendation to approve the subcontractor monitoring. Dennis Gill seconded the motion, and the motion was unanimously approved.

Commissioner Wiley Hibbard moved that the CLEOs approve the subcontractor monitoring. Commissioner Lyndon Bode seconded the motion, and the motion was unanimously approved.

- **Executive Committee Update**

Dan said the Executive Committee met on March 6, 2017 and accepted the resignation of Brandi Glover. He expressed thanks to Brandi for her hard work and dedication to the Board. Her last day would be March 30. Diane Simbro will serve as the Interim Director until an Executive Director is selected. The job had been posted and applications would be taken until March 31. An opening for Fiscal Officer had also been posted and applications would be taken until April 7.

NOMINATIONS AD-HOC COMMITTEE (ELECTION OF OFFICERS)

Brandi said Mac Wilt and Diane Noah had agreed to serve on the Nominations Committee. Other volunteers were requested, and Jim Kolve and Annette Sweet volunteered to serve.

WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA) Implementation

- **Update**

Brandi said WIOA implementation was still moving forward. Several Training and Employment Guidance Letters had been issued from the Department of Labor (DOL). The State was processing a lot of the guidance and, in turn, issuing additional guidance for the regions. She said the One-Stop Committee discussed the One-Stop Certification. The WDB would need a review team(s) to go out and evaluate and potentially certify each of its Job Centers. There was a criteria check list that must be followed to see if each Job Center was meeting certain criteria. The One-Stop Committee had asked for volunteers to serve on the review team(s). If any other Board members would like to volunteer to serve, they would be welcome and should contact Pat or her. Individuals could volunteer to review one Job Center or all three.

- **Performance Measures**

Clinton Flowers provided a presentation on WIOA where he explained the performance measures and how the outcomes are determined.

EXECUTIVE DIRECTORS REPORT

Brandi said with the new case management system, staff was going to undergo some pretty intensive, five-day training over the next couple of months either in Jeff City or another location. She said the DOL put out some preliminary funding allocations for this next year and it was anticipated that we would have a budget cut. The numbers weren't final at this time. She presented a worse-case scenario to the Executive Committee that the State presented of a 10% cut. Until we have actual numbers, we will just be monitoring that and hoping they will increase. She anticipated that the Region would take a cut in its Dislocated Worker funding because it hadn't had as many major layoffs compared to the other Regions. Once the actual numbers were released they would be shared with the Board. Brandi said she had enjoyed her time at the Workforce Development Board, the relationships she had built with everyone and their service to the Board, and she thanked everyone for their support.

Workforce Coordinator Shari Schenewerk provided an update of business closings and or reductions in staffing. She said Buckhorn would be laying off 119 people. Thanks to the assistance from Kim Cull, they will begin transition meetings soon. Nine major corporations in Missouri would be laying off, mostly retail stores, Payless, JC Penny, Radio Shack, Goodys to name a few. She asked all Board members to notify her if they heard any rumors of layoffs.

JOB CENTER UPDATES

Copies of the updates for the Missouri Job Centers – Hannibal, Kirksville, and Warrenton were emailed to everyone for review prior to the board meeting.

- **Missouri Job Center – Kirksville**

Functional Leader Leanna Holdren reviewed the report for the Kirksville Job Center. Leanna said Kraft was interviewing in the Center on Tuesdays and Thursdays each week. Kelly Services interviews there each Monday, Wednesday, and Friday. DHL interviews at the Center twice monthly. The NEMO Job Fair would be held April 20. Several partner agencies had attended their staffing meetings to provide insight on their services. All staff was scheduled to attend the new case management system training during April and May. Staff was promoting the National Career Readiness Certification. The Community Transition Team “Futures Fair” would be held April 7. Sheree Prebe reported on the number of individuals they had in training and what training types of training they were studying.

- **Missouri Job Center – Hannibal**

Cindy Higgins reviewed the report for the Hannibal Job Center. She said she was splitting her time between Hannibal, Moberly and Kirksville right now. MERS would be interviewing for the Functional Leader position on Tuesday, March 21. She would let the Board know as soon as someone was chosen. The welding program at Pike Lincoln was progressing well. Several of the individuals would finish in May. They plan to offer another welding class but are unsure of the date. The MoDot program through MACC was ongoing. Several partner agencies had provided presentations at the Job Center staff meetings to provide information about their services. They were able to complete WorkKeys testing with the Hannibal Vo-Tech Teachers and are discussing testing the Vo-Tech students. They completed testing all the teachers that wanted to take the test in Lewis County and are looking at testing the students there also.

- **Missouri Job Center – Warrenton**

Functional Leader Janet Hickey reported for the Warrenton Job Center. Janet said they were having great success with the *Tackling the Tough Skills* classes. They had a successful hiring event for Aerotek. Ten job seekers were interviewed and eight were hired. They plan to hold another hiring event March 24. They are hiring for Wainwright Industries. March 29 they will have a hiring event for Coke a Cola. All staff is enrolled for the new staff training. St Charles Community College announced that they will open a new satellite location in their area. They recently hired Jane Corbin as the new Youth Workforce Specialist. The DRJP is still going strong. One participant recently completed their hours and was replaced. The Department of Labor will be conducting a monitoring of their DRJP program on April 25. They have two more interviews upcoming. She reported on the number of individuals they have in training and what training types of training they are studying.

OTHER BUSINESS

Wiley Hibbard reported that the new Love’s Truck Stop was fully staffed. General Mills was planning a major expansion.

CHAIRMANS REPORT

Dan reminded everyone that the next WDB meeting would be April 24 and will be held at the Boudreaux Visitor’s Center (no remote). The RFP recommendation and the Auditor’s report will be on the agenda. There will be no meeting in May and the next meeting will be June 26.

NEXT MEETING DATE & LOCATION

The next NEMO Workforce Development Board meeting is scheduled for April 24, 2017 at 6:30 p.m. and will be held at the M.W. Boudreaux Visitor’s Center in Perry, Missouri.

ADJOURN

Pat Poepping moved that the meeting be adjourned, and the meeting adjourned at approximately 8:30 p.m.

Submitted by,

Janice Robinson