

CONSORTIUM PARTNER MEMORANDUM OF UNDERSTANDING

between

St. Charles Community College and

The Northeast Missouri Workforce Investment Board

St. Charles Community College, as a sub-grant recipient for the MoSTEMWINS consortium among 13 colleges in the state of Missouri, has been awarded federal funds from the *Trade Adjustment Assistance Community College and Career Training (TAACCCT) Grants Program* (CFDA # 17.282) under the authority of the Health Care and Education Reconciliation Act of 2010 through:

MoSTEMWINS

Grant Agreement #TC-26470-14-60-A-29, Subrecipient Agreement No. 01999

The federal awarding agency is the Department of Labor, Employment and Training Administration.

The Period of Performance is October 1, 2014 through September 30, 2018.

St. Charles Community College, as a sub-grant recipient for the MoHealthWINS consortium among 13 colleges in the state of Missouri, has been awarded federal funds from the *Trade Adjustment Assistance Community College and Career Training (TAACCCT) Grants Program* (CFDA # 17.282) under the authority of the Health Care and Education Reconciliation Act of 2010 through:

MoHealthWINS

Grant Agreement #TC-22499-11-60-A-29

The federal awarding agency is the Department of Labor, Employment and Training Administration.

The Period of Performance is October 1, 2011 through June 30, 2015.

St. Charles Community College, as a sub-grant recipient for the MoManufacturingWINS consortium among 9 colleges in the state of Missouri and the United Auto Workers Labor and Employment and Training Council, has been awarded federal funds from the *Trade Adjustment Assistance Community College and Career Training (TAACCCT) Grants Program* (CFDA # 17.282) under the authority of the Health Care and Education Reconciliation Act of 2010 through:

MoManufacturingWins

The federal awarding agency is the Department of Labor, Employment and Training Administration.

The Period of Performance is October 1, 2012 through September 30, 2016.

This consortium partner memorandum of understanding is by and between the undersigned Executive Director of the Northeast Missouri Workforce Investment Board (NEMO WIB) and the chief executive of St. Charles Community College, whereas both parties have developed this agreement in continued support of the Missouri STEM Workforce Innovation Networks (MoSTEMWINS), Missouri Health (MoHealthWINS), and the Missouri Manufacturing (MoManufacturingWins) grant initiatives. This MOU will serve as the regional workforce network which both parties agree to provide integrated workforce services for the MoSTEMWINS grant target population to include Trade Act Assistance participants, unemployed participants, underemployed participants and low-skilled participants.

Purpose of the MOU

In support of this statewide grant initiative the LWIBs, Missouri's fourteen Local Workforce Investment Boards, and the public 2 year institutions, a consortium of Missouri's public community colleges, entered into a consortium Memorandum of Agreement (MOA) to jointly enhance support for the career training and job placement of workers eligible under the TAACCCT Grant MoSTEMWINS, MoHealthWINS, and MoManufacturingWINS Programs as well as other disadvantaged job seekers that may benefit from the grant efforts. This MOU will serve to describe each party's role of services provided to the grant target population within each of their service areas.

Goal and Priorities

MoSTEMWINS, MoHealthWINS, and MoManufacturingWINS Programs support the development of innovative approaches to address current and future workforce needs in the health services/sciences industry. As a consortium, Missouri's community colleges will serve the diverse workforce needs of the state and its citizens. Consortium colleges will work together by:

MoSTEMWINS:

focusing on the following three MSW Grant strategies, as well as the related strategies as those are defined by the MSW Grant, MSW members will introduce significant changes in the way they support adult students to become successful in school and in the workplace.

- Strategy 1: Accelerate Entry Into Career Programs.
- Strategy 2: Create Clear Pathways to STEM Careers.
- Strategy 3: Improve Employment Attainment.

MoHealthWINS:

focusing on the following four MHW Grant priorities, as well as the related strategies as those are defined by the MHW Grant, MHW members will introduce significant changes in the way they support adult students to become successful in school and in the workplace.

- Priority 1: Accelerate Progress for Low-Skilled and Other Workers.
- Priority 2: Improve Retention and Achievement Rate and/or Reduce Time to Completion.
- Priority 3: Build Programs that Meet Industry Needs.
- Priority 4: Strengthen Online and Technology-Enabled Learning.

MoManufacturingWINS:

focusing on the following four MMW Grant strategies, MMW members will introduce significant changes in the way they support adult students to become successful in school and in the workplace.

- Strategy 1: Build Programs that Meet Industry Needs.
- Strategy 2: Strengthen Online and Technology-Enabled Learning.
- Strategy 3: Enhance Career Pathway Options for Learners and Workers.
- Strategy 4: Accelerate and Improve Certification and Employment Attainment.

Services Supported by the MOU

At a minimum, the following services will be provided by each party as described below:

St. Charles Community College will deliver basic and technical skill training to the grant participants as approved by grant.

St. Charles Community College will accept referrals from the public workforce system as a recruitment tool for grant-related training and other programs so that the NEMO WIB can better utilize the revised curriculum provided through the efforts of the MoSTEMWINS, MoHealthWINS, and MoManufacturingWINS grants. This will enhance outreach to targeted populations whose skills will be increased by these offerings.

The NEMO WIB and St. Charles Community College will jointly set up and serve on a regional advisory committee(s), along with representatives from other state agencies and industry leaders, to ensure the timely execution of deliverables and to support curriculum design that uses identified best practices and improvements outlined in the MoSTEMWINS grant initiative.

The NEMO WIB and St. Charles Community College will partner on education and outreach materials and efforts.

The NEMO WIB will determine eligibility, assess, and refer TAA recipients, as well as other unemployed, dislocated, or low-skilled participants that come into the Career Center seeking training provided by this grant.

The NEMO WIB and St. Charles Community College collaborated to develop a regional referral process to ensure placement performance.

Both the NEMO WIB and Community College will identify and initiate intake into the programs to insure more than one method of entry into the program.

St. Charles Community College will include the training programs of this grant in outreach/educational materials. Those participants who come to the Community College for enrollment will be screened for eligibility and assessed at the Community College. They will be referred to the local Career Center if other services are needed. Those individual who may be Trade eligible will also be referred to the Career Center for eligibility assessment and documentation. The Career Center will serve these participants as regular Trade Act participant and follow Trade Act policy and procedures.

Those participants identified in the Career Center as an interested and eligible participant for the grant's training programs will be referred to the Community College following the same local policy and procedures for all WIA/Trade training participants.

The NEMO WIB and St. Charles Community College will provide and share results of current assessment services for participants and other targeted populations, including interest and aptitude assessments, skill assessments (e.g. WorkKeys®, TABE), sector specific assessments, and academic credit for prior learning, as appropriate for meeting grant deliverables.

Individuals originating from the Career Center will have completed eligibility to at least the Core level. Those assessed as in need of further assistance will be assessed for Intensive and Training level WIA services and referred to the Community College for enrollment into the grant, if appropriate. The Career Center will also complete Trade Act eligibility, orientation and documentation.

However, the Career Center will not complete further grant specific eligibility (i.e. college admissions, program admissions, etc.) to receive services from this grant. Additionally, the Career Center will not provide case management or file retention for the purpose of this grant. The Career Center will treat participants of this grant no differently than they do any individual seeking services through the Center.

The Career Center has not been financial able to provide supportive services for several years and does not anticipate being able to in the upcoming year. If such services become available in the future, this MOU will be modified to detail the mutually agreed upon referral process.

St. Charles Community College will insure grant eligibility, documentation and maintain files for the participants of this grant.

Participants originating at St. Charles Community College will be enrolled in www.jobs.mo.gov through self-enrollment into core level services. If College staff believes an individual may be Trade eligible they will refer the individual to the Career Center for Trade Act eligibility, assessment, orientation and documentation. The Career Center will serve these participants as regular Trade Act participant and follow Trade Act policy and procedures.

The Community College will perform the quarterly reports required by the grant.

The NEMO WIB will leverage the portfolio of business services, job placement, and training assistance, such as OJT, WOTC tax credits, job orders, etc., through Career Centers for the benefit of the training participants and targeted economic development industry sectors that include Health Services & Sciences and Information Technology, among others.

The NEMO WIB will provide formal and informal workforce intelligence through Career Center business service team on the workforce needs of the respective industry sectors.

The NEMO WIB will assist in ensuring employer engagement for validation of curricula, hiring needs, and participant placement.

St. Charles Community College will coordinate participant employment placement and the reporting of these outcomes; such as wage data, time of placement, and name of employer.

The College, in conjunction with educational partner (as appropriate) will also be responsible for reporting exits from the grant program.

The College will refer participants to the Career Center for job search assistance. The NEMO WIB's Business Service team will inform appropriate employers of the programs' graduates and seek job postings. The WIB team will report any feedback regarding the program to the Community College for follow-up.

St. Charles Community College will coordinate with educational partner, institutions and grant staff to maintain participant records; security of social security numbers; and performance tracking.

Miscellaneous Provisions and Exhibits:

Mutual Respect of Organizational Practices

All partners agree to respect each other's organizational practices and management structures in the provisions of services under this memorandum of understanding.

Indemnification and Liability

By executing this MOU, each party agrees to work together to deliver workforce services for employer partners and the MoSTEMWINS, MoHealthWIN, and MoManufacturingWINS target

population. However, the entities are not legally “partners” to the extent that term encompasses joint and several liabilities. Each legal entity under the MOU is responsible for its own employees, representatives, agents and subcontractors.

Exhibits

Both parties may agree to develop standardized forms and applications and/or technology supported systems specific to meet the services described above.

Modification Process

This Memorandum of Understanding, together with the exhibits identified above, constitutes the entire agreement between MoSTEMWINS/MoHealthWINS/MoManufacturingWINS Consortium Community or Technical College and Regional WIB and supersedes all prior written or oral understandings. This agreement and said exhibits may only be amended, supplemented, modified, or canceled by a duly executed written instrument. Both parties to this agreement will comply with all applicable requirements of Federal, State, and Local laws, executive orders, regulations and policies governing this program.

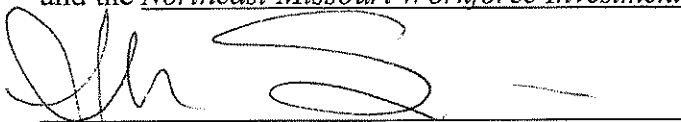
Exit from Agreement & Termination Clause

Each Party shall have the right to terminate the previously set forth and signed Consortium Partner Memorandum of Understanding by giving 90 days written notice in writing to the other Party at any time. If the Memorandum of Understanding is terminated by either Party, steps shall be taken to ensure that the termination does not affect any prior obligation, project or activity already in progress.”

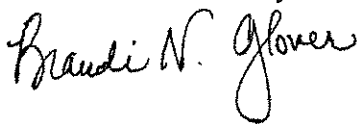
Any notice to be given shall be deemed validly given if delivered personally, sent by express delivery service, registered or certified mail, postage prepaid, return receipt requested shall be provided to both parties.

Any notice to be given to any party, shall be deemed given on the date of actual receipt by the addressee if delivered personally, on the date of deposit with express delivery service or the postal authorities if sent in either such manner.

This is an agreement made as of _____, between St. Charles Community College and the Northeast Missouri Workforce Investment Board.



Dean, Corporate & Community Development
St. Charles Community College



Regional WIB Executive Director
Northeast Missouri