



NEMO WORKFORCE DEVELOPMENT BOARD

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**NEMO Workforce Development Board  
YOUTH COUNCIL  
Meeting Minutes  
January 12, 2017**

**PRESENT**

**Youth Council Members**

Deborah Atkinson, Job Corps  
Mark Chambers, Moberly Area Community College  
Kristin Chesher, MACC Access & ADA Services  
Will Hays, LOQW  
Melissa Layman, Vocational Rehabilitation

**Guests**

Janet Hickey, Boonslick RPC  
Sheree Prebe, Gamm, Inc.  
Ann McCauley, Moberly AEL  
JoAnn Toerper, Boonslick RPC

**NEMO Workforce Development Board Staff**

Brandi Glover, NEMO WDB  
Sharon Hillard, NEMO WDB

**NOT PRESENT**

**Youth Council Members**

Bill Alton, Moberly AEL  
Donna Dunwoody, Moberly Housing Authority  
Mollie Gilliland, Macon Housing Authority  
Alonna Kiser, 10<sup>th</sup> Circuit Juvenile Office  
Lydia McClellan, Macon AEL  
Kristin Plunkett, Probation and Parole Officer II  
State of Missouri

**Chief Local Elected Official (CLEO)**

Ryan Poston

## **MEETING CALLED TO ORDER**

Chairperson Mark Chambers called the January 12, 2017 Northeast Missouri Workforce Development Board (NEMO WDB) Youth Council (YC) meeting to order at approximately 10:00 a.m. at the Moberly Area Community College, Moberly MO.

## **ROLL CALL AND SIGNATURE SHEET**

Roll call was taken and a signature sheet was signed by all individuals. Five Youth Council members were present, and a quorum was established.

## **REPLACEMENT MEMBER NOMINATION**

Mark said due to his limited availability, Bill Alton had requested to withdraw his membership on the Youth Council. MACC Area AEL Director Ann McCauley had expressed her interest in replacing him.

Melissa Layman moved that Ann McCauley be nominated as a member of the Youth Council replacing Bill Alton. Kristin Chesher seconded the motion, and the motion was unanimously approved.

## **APPROVAL OF AGENDA AND MINUTES**

Brandi asked to amend the agenda replacing the “Incentive Policy” with “Performance Update”. Ann McCauley moved to approve the October 5, 2016 minutes and the agenda as amended. Debbie Atkinson seconded the motion, and the motion was unanimously approved.

## **SUMMER JOBS LEAGUE (SJL)/ SPYC PROGRAM CHANGE RECOMENDATIONS**

Brandi said the Summer Jobs League and SPYC Programs were funded through FSD, and the funding was greatly appreciated. However in the past, there were concerns and issues voiced about the ability to fill the slots due to the eligibility requirements which were slightly different than WIOA requirements. TEAM (which is comprised of State WDB Directors) was reviewing the process to see if there was anything that could be done to make the process better. They plan to bring their concerns to the State to see if there may be a possibility of minimizing some of the eligibility requirements in the hope of including more participants. They were also concerned about the use of the portal slowing down the process and not providing enough information. She said some of the other Youth Councils were supporting their effort by writing a letter to DWD and FSD stating their appreciation for the funds while expressing their issues and concerns regarding the implementation of the programs and requesting changes be made where possible. The Council discussed several concerns regarding the programs which included, not enough information provided by the portal, income guidelines, lack of division of programs, and applications.

Debbie Atkinson moved that a letter on behalf of the Youth Council expressing their concerns with the implementation of the SJL and SPYC programs be drafted. Ann McCauley seconded the motion, and the motion was unanimously approved.

## **PERFORMANCE UPDATE**

Brandi said the region was anxious and concerned regarding performance because we were going to be held accountable for performance measures that were new to us. We negotiated these performance measures basically on what the State and Feds told us they thought we could do; or on the level they felt we should perform. We then submitted what we felt our measures should be. Unfortunately, the State only accepted four and countered on ten of the measures. Their counter was a range of percentages as an option for us to choose from, and we chose the lower percentage in the range. Fortunately, they accepted that.

DWD was now reviewing performance. At this point, nothing was really concrete and accurate. But DWD was concerned about some of the numbers. They had let the directors know and they had replied that if they weren't going to meet the measures, they need to re-negotiate. Brandi noted that the State does have the opportunity to re-negotiate with the Feds, and that some of the measures don't affect youth but they do affect our other programs. She explained that some of the issue was with the current case management system. She said when individuals are enrolled everyone goes into the denominator and a lot of the people that come into the Job Center and are placed in membership are being counted into a lot of the numbers and that was going to change. The current system was skewing the calculations. She said they were going to have to tweak and change some of these things because they don't fit within WIOA and its performance. As a result, DWD had sent a letter to all Board Chairs stating that current performance reports were not necessarily accurate. It states that until all of the changes were made and we get the new product that we will be using for a case management system and the conversion is completed it will not be as accurate. At that time if need be, she felt they planned to re-negotiate with DOL for the state measures. Then, we would re-negotiate with the State for our measures. That was why she didn't have a performance report for the Council today. Brandi said we do know what we are going to be measured on and what our goals are, but if we aren't currently meeting performance in our transition year it is not as critical.

She noted that if she provides a report in the future that indicated that we weren't meeting the goals, it wasn't of great concern. At this time, it was almost anticipated that we may not meet all of our measures until some of the bugs are worked out and a lot of data clean up may be necessary. The only thing we can really do at this point is track our numbers manually to calculate our performance. This requires a lot of work and time. Some of the regions were doing this on some of the smaller measures that don't have a lot of people in the denominator.

Brandi thought the plan for the new case management system was to be in place July 1 with training and cleanup of the data to begin this spring. She said the State was also still negotiating the employer measures. She mentioned that the DOL was behind in issuing out guidance so until it is release we will not know exactly what will count toward performance for some of the measures.

### **SCHOLARS AT WORK PROGRAM**

Brandi said the subcontractors and AEL providers were on board with the Scholars at Work program. However, we were experiencing a decline in youth that would be a good fit for the program and were struggling to find individuals that meet the criteria for the program. Currently, attendance for the normal AEL program hadn't been very good and individuals weren't meeting the requirements so it was difficult to recommend them for the Scholars program. But, it was still a priority for everyone and as individuals were found they were referring them. Sheree said they had two individuals on the program. Ann said they were doing well and were working hard to qualify for a raise. The other students were watching them and were inquiring. Sheree said Gamm was really excited about the program and it was a good way to fill the work experience requirement.

### **YOUTH SERVICE PROVIDER UPDATES/REPORTS**

- **Gamm, Inc.**

Sheree Prebe provided performance and expense reports for Gamm, Inc. For ISY, they had 1 new enrollment with a total of 28 ISY enrolled. For OSY, they had 29 new enrollments with a total of 90 OSY enrolled. The OSY and ISY enrollments per county were listed. Ten youth were provided classroom training activities, and the average cost per customer was \$2,070.86. Work experiences were provided to 15 OSY and 2 ISY. A total of \$1500 had been provided to OSY for incentives, and \$700 to ISY. She said 25 individuals were enrolled in HSE classes. Supportive services were being provided to

12 individuals, and 2 were participating in the Scholars at Work program. They were doing fine on their expenditures.

- **Boonslick Regional Planning Commission**

Janet Hickey provided performance and expenditure reports for Boonslick RPC including a success story of one of their youth. For enrollments they had 5 ISY and 15 OSY and 18 youth in follow-up. Janet said the St. Charles Community College (SCCC) presented information about MoSTEM WINs programs to local employers on November 9. She reviewed the programs offered and discussed certificates that could be attained. On December 21, representatives from SCCC spoke to Job Center Youth Program participants about the importance of completing the FAFSA and representatives helped youth through the process and answered questions. Janet said the Job Center continues to work closely with local school boards, administrative personnel and multiple agencies in their service area to enable individuals to earn the National Career Readiness Certificates (NCRC). She said before they put youth into work experiences they plan to make sure that each one was enrolled into AEL if needed. Then have plan to have them attend all of the workshops so they will be better prepared for the workforce. She also reviewed BPRC's expenditure report and said they were on track to hit their numbers with no problem.

### **OTHER BUSINESS – SHARING OF CONCERNS / NEEDS OF AREA YOUTH**

AEL Director Ann McCauley said MACC was opening two more night adult education classes in Hannibal. They partnered with Douglas Community Services for free class room space, and they will be there three nights a week starting in February. The Hannibal Campus also opened a class room for them which will be for their ITT (Integrated Education and Training) program where students enrolled in AEL and college will be working on their MoDot field certification. It will begin in February as well. Ann said the MACC Entrepreneurship Director, who was working on the MoDot grant, resigned. Since he had a big part of helping them partner with community employers to find internships and on the job training for the grant, MACC's Dean allowed them to push the opening of the program back from January until February. Brandi asked Ann to send the WDB an update regarding the program. Sheree stressed the importance of determining the eligibility of the OSY before the class started. Ann said the first week (which would be the second week of February) they were going to get the individuals TABE tested to see if their scores were high enough. After that, they would target 12 enrollments for the class. Sheree said the adults participants would need to be referred to Larry and could probably be enrolled the first day of school. However, the OSY had to be enrolled before they were enrolled in school. If that window was lost, then Larry would have to do all of the enrollments. Ann said she would send out a timeframe on where they stood on the program. She said MACC had some good candidates for the Entrepreneurship Director position and they hoped to fill it soon. They couldn't continue to push the project back because the instructor said the students would graduate too late for jobs.

Melissa Layman, with Vocational Rehabilitation also provided the Council an update of the services she provides and the counties she serves.

### **CONFIRMATION OF NEXT MEETING DATE/LOCATION**

The next Youth Council meeting is scheduled for March 9, 2017. Mark said he would be unable to Chair the March YC meeting. Ann volunteer to host the next YC meeting in AEL Classroom which is room 42 of the main building.

### **ADJOURNMENT**

Debbie Atkinson moved that the meeting be adjourned. Ann McCauley seconded the motion, and the meeting adjourned at approximately 11:00 a.m.