



NEMO WORKFORCE DEVELOPMENT BOARD



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TO: WDB Executive Committee:
Corey Mehaffy Jim Kolve
Dan Putrah Mark Chambers
Janice Robinson Amy Bowen
Steve Garner
CLEO Executive Committee:
Glenn Eagan Wayne Wilcox
Ryan Poston

FROM: Pat Poepping, WDB Chair

WHAT: Executive Committee Meeting

WHEN: **Tuesday, September 12, 2017**

TIME: **2:00 PM Adjourn by 4:00 PM**

WHERE: **Paris NEMO WDB Office**

AGENDA ITEMS

- Call Meeting to Order (Pat)
- Roll Call (Sharon)
- Approval of Agenda (Pat)
- Approval of Minutes (Pat)
- Review and Approval of Revised Personnel Procedure Manual (attached) (Diane)
- Review and Approval of Revised Accounting Procedure Manual (attached) (Diane)
- Review and Approval of Commercial Insurance Quotations (Diane)
- Review of Salary Information (Cory & Diane)
- Discussion on Staff Personal Cell Phone Reimbursement (Diane)
- Review of Budget (Diane/Pat)
- Review of Program Performance (Diane)
- Review Committees/Structure & Assignments (Pat)
- Update of upcoming Youth Providers RFP with Schedule (Diane)
- Discussion: How to Attract more Private Board Members & Officers (Pat)
- Discussion: How to Improve WDB & Committee Meeting Web Conferencing (Diane/Pat)
- Discussion / Future Meeting Locations (Pat)
- Other Business
- Adjourn