

Workforce Development Board

Minutes of Meeting

May 30, 2023

Virtual

The Workforce Development Board of North Missouri met in open session on Tuesday, May 30, 2023. The meeting was called to order by Board Chair Gregg Roberts at 4:30 PM

Roll Call was conducted and a quorum was established with 13 Members Present.

Board Members Present

Gregg Roberts	Julia Birkeness	Julie Jones	Scott May
Kelly Bordewick	Jerry Smith	Amanda Haile	Bobby Barlow
Kara Berlin-Bates	Mark Chambers	Kristen Smith	Mike Veale
Stephen Garner			

Board Members Absent

Michael Puro	Corey Mehaffy	Darin Arnsmeier	Allie Bennett
Carolyn Chrisman	Nichi Seckinger		

Commissioners

Sid Conklin – Randolph County

Staff

Brent Stevens	Jeanie Griffin	Kerry Savage
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Guests

Amy Dowis	Susan Brand	Cathy Scott	Cheyenne Murphy
Corinne Watts	Dana Keller	Diane Simbro	Edith Miller
Jerri Dearmont	Kathy Hahn	Kim Meyer	Kim Mildward
Robin Hammond	Shari Schenewerk	Sydney Ellis	Tara Curtis
Teresa Lee	Tyler Ferrell	Anita Jolly	

Meeting in Open Session

A. Approval of Minutes from March 30, 2023 Meeting

WDB Chair presented the minutes from the meeting on March 30, 2023 meeting. Included were the open session and closed session minutes from the meeting.

A motion was made by Julia Birkeness and seconded by Julie Jones to approve the minutes as presented. Motion carried with no opposition.

B. Slection of Service Providers

Board Chair Gregg Roberts and Executive Director Brent Stevens explained the importance of selecting quality service providers to operate the WIOA programs. They explained the review team had met prior to the meeting to discuss the proposals received and each reviewers scores for the proposals.

RFP Review team member Amanda Haile presented the recommendation of the review team to the Board to offer a contract to Green Hills Regional Planning Commision for the One-Stop Operator Services to cover the 34 counties of the North Missouri Region.

A motion was made by Mike Veale and seconded by Scott May to approve the review team's recommendation. The motion carried with no opposition and one Abstention by Bobby Barlow.

RFP Review team Member Kelly Bordewick presented the recommendation of the review team to the Board to offer the Adult Dislocated Worker contracts to: Northwest Sub-Region – Youth Alliance, North Central Sub-Region – Green Hills Regional Planning Commission, Northeast Sub-Region – Gamm Incorporated.

A motion was made by Mike Veale and seconded by Mark Chambers to approve the review team's recommendation for the Adult/Dislocated Worker Contracts. The motion carried with no opposition and one Abstention by Bobby Barlow.

RFP Review team member Julie Jones presented the recommendation of the review team to the Board to offer the WIOA Youth contracts to: Northwest Sub-Region – Youth Alliance, North Central Sub-Region – Green Hills Regional Planning Commission, Northeast Sub-Region – Gamm Incorporated.

A motion was made by Mike Veale and seconded by Julia Birkeness to accept the review teams recommendatins for the WIOA Youth Contracts. The motion carried with no opposition and one abstention by Bobby Barlow.

Board Chair Roberts thanked the review team again for their work in reviewing the proposals.

C. Program Year 2023 Funding Allocation

Executive Director Brent Stevens presented information on the recent information received regarding the funding allocation for the next Program Year. He stated it was anticipated that each program would see a 10% decrease from last year, but that did not happen this year. The allocation saw a 1.35% decrease for the Adult Program, 10% decrease for the Dislocated Worker Program, and a 34% Increase for the WIOA Youth Program. This netted the region a 7.04% increase over the prior year funding.

Director Stevens then presented the available funds to contract document provided to Board Members. He explained this documents shows the amount of funds available to contract to the Sub-Recipients, as well as the amount held back to fund the Comprehensive Job Centers.

A motion was made by Kelly Bordewick and seconded by Kristen Smith to approve the funds to contract as presented. The motion carried with no opposition and one abstention by Bobby Barlow.

Director Stevens then presented the administrative budget for the WDB Office for Program Year 2023.

A motion was made by Julia Birkeness and seconded by Mark Chambers to approve the Administrative Budget as presented. The motion carried with no opposition and one abstention by Bobby Barlow.

D. Request for Proposals

Board Chair Gregg Roberts informed the Board since this part of the meeting deals with procurement, that they can move into a closed executive session.

A motion was made by Julie Jones and Seconded by Mark Chambers to go into closed session as authorized by RSMO. 610.021.11 "specifications for competitive bidding..."

A roll call vote was conducted of the members present.

Members in favor: Gregg Roberts, Michael Puroi, Julie Jones, Scott May, Kelly Bordewick, Jerry Smith, Amanda Haile, Bobby Barlow, Kara Berlin-Bates, and Mark Chambers.

There was no opposition or abstentions.

* Meeting Convened in Closed Session

* Meeting Re-convened in Open Session

Board Chair Gregg Roberts asked Director Stevens to present a proposed timeline to release the RFPs. The following timeline was presented for the three RFPs:

Event	Date
RFPs Released	April 04, 2023
RFP Q & A on WDB Website (www.nwwdb.org)	April 10, 2023 through April 21, 2023 at 4:00 PM*
Optional Letter of Intent to Bid Due	April 24, 2023 at 9:00 AM
Proposals Due	May 15, 2023 at 10:00 AM

Public Opening of Proposal(s) Received	May 15, 2023 at 10:15 AM at the WDB office or live streaming at www.nwwdb.org
Bid(s) Awarded	May 30, 2023 WDB Meeting
Award/Non-award Notification Sent to Proposers	May 31, 2023
New Contracts Established/Service Delivery Begins	July 01, 2023

A motion as made by Michael Purol and seconded by Scott May to approve the timeline as presented. The motion passed with no opposition.

E. Open Discussion

Executive Director Brent Stevens reminded members that the Northwest and Northeast Workforce Development Boards are scheduled for one final meeting.

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

The meeting adjourned at 5:04 PM