



NEMO WORKFORCE DEVELOPMENT BOARD

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**NEMO WORKFORCE DEVELOPMENT BOARD
MEETING MINUTES
September 18, 2018**

PRESENT:

NEMO WDB Members

Darin Arnsmeyer
Leslie Cardwell
Mark Chambers
Clinton Flowers
Stephen Garner
Jim Kolve
Corey Mehaffy
Mike McGhee
Diane Noah
Michael Puro
Janice Robinson
Mac Wilt

**WDB Members
Not Present**

Amy Bowen
Carolyn Chrisman
Dennis Gill
Allysia Long
Lydia McClellan
Kami Mohn
Dan Putrah
Joe Rubison
Steve Sellenriek
Gabe Suddarth
Annette Sweet

WDB Staff

Diane Simbro
Sharon Hillard
Beth Whelan
Sheila Jurgesmeyer

CLEOs

Glenn Eagan
Chris Gamm
Wiley Hibbard (phone)
Buddy Kattelmann
Mike Whelan (phone)
Deanne Whiston
Wayne Wilcox (phone)
Ryan Poston (phone)
Alan Wyatt (phone)

**CLEOs
Not Present**

Lyndon Bode
Dan Colbert
Rodney Cooper
Duane Ebeling
Evan Glasgow
Roger Mauzy
Stanley Pickens

Guests Present

Bryan Barnes, DWD
Erica Davis, Gamm, Inc.
Dana Keller, Gamm, Inc.
Sheree Prebe, Gamm, Inc.
Steve Reznicek, DWD

ROLL CALL OF THE NORTHEAST REGION CLEO CONSORTIUM

Roll call of the CLEO Consortium was taken by Janice Robinson. Nine CLEOs were present (5 by phone) and a quorum was established.

APPROVAL OF NEW BOARD MEMBER

CLEO Chair Glenn Eagan said he received letters on behalf of the following individuals for membership to the NEMO Workforce Development Board:

- Mike McGhee, Owner Tight 360 Tool & Machine, LLC – Representing Business
- Les Cardwell, Owner Cardwell Brothers Logging Inc., dba Hardwood Xpress – Representing Business
- Lydia McClellan, Director Coordinator of Adult Education Macon Area Career and Technical Education Center – Representing AEL
- Allysia Long, MWA Director – Northeast Region – Coordinating Director – Representing TANF and replacing Dione Pashia

Commissioner Wiley Hubbard moved that the individuals listed above be appointed to the NEMO Workforce Development Board. Commissioner Buddy Kattelman seconded the motion, and the motion was unanimously approved.

MEETING CALLED TO ORDER

Chairperson Corey Mehaffy called the September 18, 2018 NEMO Workforce Development Board (WDB) meeting to order at approximately 10:00 a.m. at the M.W. Boudreaux Visitor's Center in Perry, Missouri.

ROLL CALL AND SIGNATURE SHEET

Roll call was taken by Janice Robinson. Twelve board members were present, and a quorum was established. Signature sheets were signed by those attending.

APPROVAL OF CONSENT AGENDA

Jim Kolve moved to approve the consent agenda. Steven Garner seconded the motion, and the consent agenda was unanimously approved.

COMMITTEE REPORTS

• Executive Committee

Diane said the Executive Committee met September 17. They discussed performance. Voted to set aside \$1000 of the Match Funds to help pay for ex-offender photo identifications and birth certificates. She said the budget would be readjusted due to:

- only receiving \$25,000 for the EO position and the possibility of not receiving any additional funding for that position,
- the EO Officer, Sheila Jurgesmeyer, would be leaving the Board in November,
- and a change in Health Insurance costs that would reflect a savings.

Diane said the discussion of changing meeting time, dates and locations was tabled. However, she would be sending members a request for input regarding that issue.

• Youth Council Update

Committee Chairperson Mark Chambers said the Youth Council met on September 13. On behalf of the Youth Council, he moved that the NEMO WDB appoint Amy Vaughn with Be the Change for Your Community and

Shannon Moore MACC AEL Director to the Youth Council. Jim Kolve seconded the motion, and the motion was unanimously approved.

Mark said additional issues that were discussed at the meeting were:

- The Summer Jobs League for PY18.
- Youth Service Providers Gamm, Inc. and Boonslick Regional Planning Commission provided updates regarding Youth performance.
- The agencies also shared information regarding events, and special projects in the region. Some of the events were as follows:
 - Manufacturing Day in October
 - MACC Health and Career Fair October 17
 - Community Engagement Event October 16 at Truman University in Kirksville
 - Project Community Connect at the Admiral Coontz Recreation Center in Hannibal
 - Kirksville Job Fair at the Days Inn in Kirksville on October 16

• **Employer Engagement Committee Update**

Chairperson Jim Kolve said the Employer Engagement Committee met September 11. Some of the issues discussed included:

- The progress of the efforts regarding the Certified Work Ready Community Initiative.
- Members were provided a list of companies willing to hire justice involved individuals.
- Efforts to better serve justice involved individuals at Bowling Green were discussed.
- Information regarding the Hospital meeting planned for October 24 was provided.
- Howard Clark with Randolph County Caring Communities provided a presentation regarding the Focus on Fatherhood initiative.
- Rory Brown and Jeanne Savel provided information regarding services provided by New Horizons Computer Learning Centers: IT Training and Certification.
- Brandi Glover provided MACC information and updates

EXECUTIVE DIRECTOR'S REPORT

Diane said the WDB had received approval letters from DWD for the PY17 Financial monitoring, PY18 Summer Jobs monitoring and the PY17 Programmatic monitoring. Equal Opportunity (EO) monitoring and the exit call with the State had been completed. We were asked to modify and add a few items to the report. When those were submitted, we should receive an approval letter for that monitoring. Programmatic monitoring had also been completed and exit meetings would be set up with the subcontractors in October. After the subcontractors had an opportunity to correct the findings, the One-Stop Committee would meet to review and approve that report.

Diane said staff had completed Case Note training at the three Job Centers. The State Resource Navigator was now live and ready for use. US Department of Labor (DOL) conducted Regional and State monitoring the week of August 13 and the WDB would soon receive a formal report of that monitoring.

Several meetings with the Department of Corrections (DOC) had occurred. Individuals involved included Dana Keller, Chad Eggen, Jim Kolve, Shari Shenewerk, Lori Lewis, Shelle Jacobs, Ken Chapman and herself. Diane reviewed the upcoming plans for successful transition of those individuals.

Diane also reviewed some upcoming events including the Missouri Hospital Association meeting, Manufacturing Day, Disability Day and the Hour of Coding event. She commented that Ralls and Montgomery County would be holding Certified Work Ready Committee Celebration events this month. DWD would be conducting the Northeast Region's Fiscal monitoring the week of November 12. The WDB's third party auditor would soon begin requesting documentation to complete their annual audit. A Request for Proposals for our third party auditor would be posted before the end of the year. In addition, another Board training would be conducted sometime in January to accommodate those that were unable to attend today's training.

CHAIRMAN'S REPORT

Corey said he had a positive conversation with the Department of Labor regarding their audit of the Region. He then provided information regarding recent and future events available to businesses. Some of the information he provided was as follows:

- Leadership Northeast, which is a leadership training for people in the Northeast Region, was hosted by the Moberly Area Economic Development Corporation (MAEDC) in Moberly last week. Approximately 25 people attended and a lot of great topics were discussed. Planning for Next year's class has begun. Locations have been chosen and they are working on registration plans etc. He would be glad to help interested individuals connect with Northeast Missouri Development Partnership (NMDP) for next year's classes.
- An event will be hosted by NMDP November 16th to help people be more prepared to respond to State RFPs (Requests for Proposals) and (RFIs) Requests for Information. Corey will provide information regarding that event to Diane to distribute to everyone.
- Small Business Resources in the region such as Small Business Development Technology Centers (SBDTC) and PTACs (Procurement Technical Assistance Centers) and the services they offer.
- MAEDC just held a training session through the SBA (Small Business Association) about the changes occurring in their programs. The program called Rural Strong is designed to help our rural banks understand the programs and feel more comfortable using them.
- The Grow Mid Missouri Program was discussed and Corey said they have a group of private investors that may be able to assist businesses.
- The Northeast Missouri Labor Supply Certification being conducted by Growth Services. Corey said the WDB didn't have available funding this year for a breakout of that report for the counties it serves so he was donating that report to the WDB. The reports should be completed by the December meeting and could be shared with those interested.

NEXT MEETING DATE & LOCATION

The next NEMO Workforce Development Board meeting is scheduled for Monday, December 17, 2018.

ADJOURN

Steven Garner moved that the meeting be adjourned. Diane Noah seconded the motion, and the meeting adjourned at approximately 11:10 a.m.

Submitted by,

Janice Robinson