



NEMO WORKFORCE DEVELOPMENT BOARD

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NEMO Workforce Development Board (WDB) One-Stop Committee Meeting April 14, 2020

Members Present: Stephen Garner, Annette Sweet, Janice Robinson, Dennis Gill

Member Absent: Mac Wilt

CLEO Present: John Truesdell

WDB Staff Present: Diane Simbro, Sharon Hillard and Beth Whelan

MEETING CALLED TO ORDER

Chairperson Stephen Garner called the April 14, 2020 Northeast Missouri Workforce Development Board (NEMO WDB) One-Stop Committee Meeting to order at approximately 2:00 p.m. The meeting was conducted electronically.

ROLL CALL

Roll call was taken. Four Committee members were present, and a quorum was established. CLEO Vice Chair John Truesdell was also present.

APPROVAL OF MINUTES

Annette Sweet moved to approve the June 3, 2019 One-Stop Committee Meeting minutes. Dennis Gill seconded the motion, and the motion was unanimously approved.

PY18/19 PERFORMANCE REPORT

Diane presented information regarding PY18/19 Performance. The report showed performance percentages by region, job center and performance measure. Diane said the Northeast Region had exceeded its performance requirements and was doing very well. She noted that the Hannibal Job Center had not met the Employment 4th Quarter and Dislocated Worker Credential performance requirements. She noted that measures were being taken to increase the number of Dislocated Workers enrolled and discussions on how to increase these percentages were taking place. Corey and Diane spoke about the opportunity for more training in the Hannibal region.

Diane also presented information regarding PY19 Adult and Dislocated Worker services provided. She also presented information regarding PY19 3rd Quarter Youth Services Provided. The report showed services provided to youth by region, and by each job center. She said individuals were provided services specific to their needs. However, the region is required to provide all 14 elements to participants. She noted that some of the elements were not being provided much and others were not being provided at all. She said discussions were taking place on ways to provide all of the required services.

REVIEW OF PY19 PROGRAMMATIC MONITORING

The Committee was provided PY19 Programmatic Monitoring Reports for both Gamm, Inc. and Boonslick Regional Planning Commission. Sharon reviewed the information. She noted that training would be provided to staff as indicated in the reports. She said subcontractor staff had less errors than in the previous years' monitoring.

Annette Sweet moved to approve the PY19 Programmatic Monitoring Reports as presented. Steve Garner seconded the motion, and the motion was unanimously approved.

REVIEW OF PY19 FISCAL MONITORING

The Committee was provided PY19 Fiscal Monitoring Reports for both Gamm, Inc. and Boonslick Regional Planning Commission. Beth reviewed the information. Beth said Gamm, Inc. had no issues; everything was up to date and they were in compliance. She said BRPC struggled a little due to their software and the need to understand it a little better. She said there were some questions on how expenses were being charged and that they needed to update some of the verbiage in their policies. Beth said she had several discussions with the BRPC Fiscal Officer regarding their July and August expenditures due to the months being combined. Diane noted that it was discovered that the purchase of coffee for staff was being charged to WIOA and this was not allowable. She also said the overall expenditures for postage and copies was also being reviewed as these expenses seemed to be excessive.

Dennis Gill moved to approve the PY19 Fiscal Monitoring Reports as presented. Steve Garner seconded the motion, and the motion was unanimously approved.

REVIEW OF PY19 PROGRAM EXPENDITURES

Diane said the region is required to obligate 80% of its funds by June 30 or it would have to give the funds back to the state. While the region was doing well in meeting its expenditure requirements for most of the programs, it was having some difficulty in meeting its expenditure rate for the Dislocated Worker Program. She has asked the sub-contractors to submit a report for their expenditures/obligations by the end of today. She felt the region would meet its requirements.

Diane reviewed the expenditures for administrative and participant cost and for the In-School Youth (ISY) and Out-of-School Youth (OSY). She said the region was spending more on the ISY and needs to find ways to serve more OSY.

Corey Mehaffy moved to approve the expenditure reports as presented. Janice Robinson seconded the motion, and the motion was unanimously approved.

VOTE ON RECOMMENDATION TO EXTEND CONTRACTS TO CURRENT PROVIDERS FOR PY 2020

Steve Garner moved that the One-Stop Committee recommend the extension of the Adult and Dislocated Worker Contracts to the current providers for Program Year 2020. Janice Robinson seconded the motion, and the motion was unanimously approved.

MEETING ADJOURNED

The meeting adjourned at approximately 3:00 p.m.