PY21 EO SUMMARY REPORT

Northeast Missouri Workforce Development Board

Wonda Hart, EO Officer

**PY21 – 1st Quarter – July, August, September 2021**

Each month Wonda Hart delivers EO Training. We dedicate one week per month of our weekly NE Staff meetings to provide EO Training to our staff. Wonda provided different EO topics such as LGBTQ pronouns, EO data collection, LEP, gender-based violence, harassment in the workplace, Unintentional discrimination, equality and diversity. Job center and Board staff attended trainings. As EO Officer each month training was provided to Wonda as well from state EO officer Danielle Smith.

Wonda assists Sharon Hillard, Compliance in checking records for EO issues during Programmatic Monitoring. She also ensures all EO issues are being reported to State EO Officer as required.

**PY21 – 2nd Quarter – October, November, December 2021**

Wonda Hart worked with Subrecipients to compile the EO Staffing Analysis. Once each month a training was provided by Wonda on a subject related to Equal Opportunity and promoting our programs to providers of services to individuals with barriers.

Wonda provided support to the Job Centers at all of the hiring events held during this period. She was able to connect with HR staff of our local employers.

Wonda assists Sharon Hillard, Compliance in checking records for EO issues during Programmatic Monitoring. She also ensures all EO issues are being reported to State EO Officer as required.

**PY21 – 3rd Quarter – January, February, March 2022**

March 31st Warrenton Job Center Monitoring was completed by Wonda Hart. All staff were trained, posters were up-to date and properly displayed. All LEP equipment was in working condition and accessible to customers.

Wonda Hart completed the EO Data Analysis and met with each job center to guide them on the outreach needed to ensure all populations were being served.

Once each month a training was provided by Wonda on a subject related to Equal Opportunity and promoting our programs to providers of services to individuals with barriers.

Wonda assists Sharon Hillard, Compliance in checking records for EO issues during Programmatic Monitoring. She also ensures all EO issues are being reported to State EO Officer as required.

ETPS Reports are currently being completed and will be turned in to Danielle Smith by June 30th. The providers that are being monitored are Hannibal LeGrange University, Moberly Area Community College, Pike Lincoln Tech and Kirksville Area Tech Center.

**PY21 – 4th Quarter –April, May, June 2022**

April 14th Hannibal Job Center Monitoring was completed. All staff were trained, posters were up-to date and properly displayed. All LEP equipment was in working condition and accessible to customers.

April 18th Kirksville Job Center Monitoring was completed. All staff were trained, posters were up-to-date and displayed properly, LEP equipment was in working condition and accessible to customers except for a keyboard that needs an adapter. Danielle Smith is looking into issue to see who’s responsible for purchasing proper cord for equipment.

Once each month a training was provided by Wonda on a subject related to Equal Opportunity and promoting our programs to providers of services to individuals with barriers.

Wonda assists Sharon Hillard, Compliance in checking records for EO issues during Programmatic Monitoring. She also ensures all EO issues are being reported to State EO Officer as required.

Monitoring of Eligible Training Providers was completed with Kirksville Area Technical Center, Pike Lincoln Technical Center, Hannibal LaGrange University, and Moberly Area Community College.