



**NEMO WORKFORCE DEVELOPMENT BOARD**

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**NEMO Workforce Development Board  
YOUTH COUNCIL  
Meeting Minutes**

**April 8, 2021**

**PRESENT**

**Youth Council Members**

Mark Chambers, Moberly Area Community College  
Kristin Mosley, MACC Access & ADA Services  
Stephanie Cooper, Douglas Community Services  
Melissa Layman, Vocational Rehabilitation

**GUESTS**

Janet Hickey, Boonslick RPC  
Sheree Prebe, Gamm, Inc.  
Ben Thatcher, MERS Goodwill  
Jim Kolve, WDB Member

**NEMO Workforce Development Board Staff**

Diane Simbro, NEMO WDB  
Sharon Hillard, NEMO WDB

**NOT PRESENT**

**Youth Council Members**

Donna Dunwoody, Moberly Housing Authority  
Shannon Hinson, Adult Education & Literacy  
Whitney Kertz, Westran School District  
Polly Matteson, Truman University  
Will Hays, LOQW  
Michael Purol, NEMO WDB Chair  
Kristin Plunkett, Probation and Parole Officer II  
State of Missouri  
Amy Vaughn, Be the Change  
Chuck Hartman, Employer

**Chief Local Elected Official (CLEO)**

Glenn Eagan, CLEO Chair

## **MEETING CALLED TO ORDER**

Chairperson Mark Chambers called the April 8, 2021 Northeast Missouri Workforce Development Board (NEMO WDB) Youth Council (YC) meeting to order at approximately 10:00 a.m. The meeting was conducted through Zoom.

## **ROLL CALL AND SIGNATURE SHEET**

Roll call was taken. Four members participated and a quorum was established. A total of ten individuals participated in the meeting.

## **APPROVAL OF AGENDA AND MINUTES**

Diane asked that the Agenda be amended to include guest speaker Ben Thatcher, MERS Goodwill and to move the *Vote to Extend the Youth Contracts* after Other Business. Melissa Layman moved to approve the agenda as amended. Stephanie Cooper seconded the motion, and the motion was unanimously approved. Melissa Layman moved to approve the January 14, 2021 YC Meeting minutes. Stephanie Cooper seconded the motion, and the motion was unanimously approved.

## **PERFORMANCE REPORTS**

Everyone was provided a Performance report. Diane reviewed the report and said the Northeast Region achieved 92.2% of its Quarter 2 Employment goal and 105.4% of its Credential goal. Next she reviewed that percent of the goals achieved by each Job Center. Her only concern was with the Warrenton Job Center which met 48.7% of the goal for Youth Employment and 75.6% of the goal for Youth Credential Attainment.

Janet disagreed with the percentages for the Warrenton Job Center and said she felt individuals who had hard exited may have been inadvertently included in the measures. Diane said she would investigate the matter, and would update the YC with what she learned regarding the performance report. She added that if the region does not meet a goal for two consecutive years, it could be sanctioned so we need to get our numbers up.

Diane also reviewed the youth expenditures. She said the expenditures needed to be tracked to ensure that we meet our expenditure rate requirements. The PY19 funding was 89.4% expended. She noted that if we don't spend that pot of money by June 30, we would lose those funds. The PY20 funding was 8.94% expended. She said we must increase enrollments and spend these funds.

## **MONITORING REPORT**

Sharon Hillard said she had completed the PY20 Programmatic Monitoring. Files from April 1, 2020 to March 15, 2021 were monitored. She noted that there was no concerns or disallowed costs and that the number of errors had decreased.

## **GUEST SPEAKER – BEN THATCHER, MERS GOODWILL**

Ben Thatcher with MERS Goodwill provided information to the group. Ben said MERS Goodwill is one of the FSD partners in the Northeast. His office is in Southeast MO. He has worked for MERS for years and was originally a Functional Leader at the MO Job Center in Sikeston. He said MERS has a contract to provide both the MO Work Assistance Program (MWA) and the SkillUp Program in 60 counties in MO including the counties in the NE Region. Ben said they have some great case managers that want to provide help in any way that they might be able to in the NE Region. He believes there is a good partnership with the NE and he knew that Diane had been in touch with Sutarrah Campbell. He believes they may have many MWA and SkillUp clients that might be good candidates for the WIOA programs and he would love to build on that partnership. If anyone would like more information on the programs, he would be glad to share. Essentially their goal is to help youth become employment ready. They can help with supportive services, tuition expense and work readiness training. They want to ensure they are providing support to

the rural areas. If anyone has youth located in some of the more rural areas that may need some intensive case management, they would love to partner and help with that. Ben said for a limited time, due to COVID, they have four DESE approved adult High Schools (Excel center) that are free to adults age 21 and over to assist with their attainment of a High School equivalency. Currently they are operating virtually. He said the next term for that program would begin in May and if the individuals qualify for MWA or SkillUp, they can also help with any supportive services they might need. He will send his contact information and the link for the Excel center to Diane for her to share with the group.

### **JOB LEAGUE PROGRAM AND YOUTH UPDATE**

Diane said the region didn't receive a lot of Job League funding this time. We have requested some additional funding but all of the funds must be spent by June 30, 2021. Presently, she has no information regarding Job League and SkillUp funding for PY 2021. In addition, the region hasn't yet received the new Youth contracts and she has no update regarding youth funding.

### **YOUTH SERVICE PROVIDER UPDATES/REPORTS**

- **Gamm, Inc.**

Sheree Prebe reviewed the report for Gamm, Inc. Total Out-of-School Youth (OSY) served was 45 and total In-School Youth (ISY) served was 23. Gamm has 4 youth in classroom training activities. The youth are participating in Welding, Heavy Equipment, Practical Nursing and EMT training. A total of \$20,712.61 has been spent. Gamm has 5 OSY and 10 ISY enrolled into work experiences. This includes work experiences through the BEST Program at Hannibal Regional Hospital and Douglas which has been very successful. They have also had office assistance workers, childcare workers, service technician, retail sales, auto mechanic, environmental service, food service, street and other maintenance workers and information clerk workers. Sheree said Gamm has 24 youth enrolled into the Scholars at Work program. Gamm has expended \$2,100.00 providing a total of 20 incentives. Eighteen youth have received supportive services. Gamm has a total cost per participant of \$2,050.52 for ISY and \$2,476.99 for OSY. Expenditures reports were also reviewed. Sheree noted that her expenditures were up and she felt the region would have no issue expanding the PY19 funding.

- **Boonslick Regional Planning Commission (BRPC)**

Janet Hickey reviewed the report for BRPC. Total OSY served was 9 and total ISY served was 7. BRPC has 1 youth in classroom training activities. The youth is participating in welding and a total of \$699.00 has been spent. BRPC has 2 OSY and 7 ISY enrolled into work experiences. This includes work experiences for janitorial, lawn care and recycle center workers. BRPC had one youth enrolled into the Scholars at Work program. The youth never returned in 2021 to complete his testing and they have expended zero dollars. BRPC has expended zero dollars on youth incentives. One youth has received supportive services and they have expended a total of \$180.87. BRPC has a total cost per participant of \$5,044.64 for ISY and \$4,587.95 for OSY. Expenditure reports were also reviewed. Diane said she thought BRPC expenditure report was incorrect. She thought some expenses may not have been reported and she would get with Janet to discuss.

### **OTHER BUSINESS ROUNDTABLE – AGENCIES**

Diane said she submitted a grant application for an Apprenticeship Program. Employers involved will be NECAC, with a focus on weatherization, and Landesign LLC in Lincoln County, with a focus on Landscaping, which is in demand especially in the metro areas. There will be a Pre-Apprenticeship that will lead to a Registered Apprenticeship. The Pre-apprenticeship will involve employability skills and safety training. Individuals who pass this portion will receive a credential. Then they will move on to hands-on, on-site training for approximately one week. Individuals will be guaranteed an employer interview. Both companies plan to hire approximately 40 people each. She said the grant is focused on hiring minorities and individuals with disabilities. Recruitment for the program has already begun and they plan to go forward with the project even if the grant is not awarded but at a more graduated pace. She said

the WDB is partnering with MACC regarding their Industrial Technician program at the Hannibal and Mexico campus' and she has signed a letter of support for East Central College for Certified Production Technician pre-apprenticeship.

Mark said enrollments for summer and fall classes had begun and he provided an update regarding the MACC programs.

Kris talked about the wind programs at Kirksville and Mark said they were waiting on an update regarding that project.

Jim said there was an apprenticeship program starting in Warrenton for laborers and he would send Janet the information about that.

Melissa said Vocational Rehabilitation would have 10 spots for their Summer Work program in Randolph County. The program will start in June and they have 11 youth signed up. The work experiences will be at the YMCA and the Goodwill store.

**CLOSED SESSION UNDER SUNSHINE LAW SECTION 610.021(12)**  
**Sealed bids and related documents**

Melissa Layman moved to go into Closed Session under Section 610.021(12) Sealed bids and related documents, until the bids are opened, and sealed proposals and related documents or any documents related to a negotiated contract until a contract is executed, or all proposals are rejected. Kris Mosley seconded the motion and the motion was unanimously approved.

Melissa Layman moved to come out of Closed Session under Section 610.021(12) Sealed bids and related documents, until the bids are opened, and sealed proposals and related documents or any documents related to a negotiated contract until a contract is executed, or all proposals are rejected. Kris Mosley seconded the motion and the motion was unanimously approved.

**NEXT MEETING DATE/LOCATION**

The next Youth Council meeting is scheduled for June 17, 2021 at 10:00 am. The meeting will be conducted through Zoom.

**ADJOURNMENT**

The meeting adjourned at approximately 11:50 a.m.