

# Northeast Workforce Development Board

## Executive Committee

### Meeting Minutes

### September 26, 2022

The Northwest Region Workforce Development Board (NEMO WDB) Executive Committee met in open session virtually on September 26, 2022. NEMO WDB Chair Michael Purol called the meeting to order at 2:01 pm.

Roll Call was conducted, and a quorum was established with six committee members present.

#### **Executive Committee Members**

Michael Purol	Allie Bennett	Jim Kolve
Mark Chambers	Annette Sweet	Corey Mehaffy

#### **WDB Staff**

Brent Stevens	Jeanie Griffin	Kerry Savage
---------------	----------------	--------------

#### **Guests**

Carolyn Chrisman	Dana Keller
------------------	-------------

#### **Open Session Meeting**

##### **Consent Agenda**

NEMO WDB Chair, Michael Purol directed Board members to the consent agenda items, which included minutes from the 6/13/2022 Board Meeting, minutes from the 7/13/22 executive committee meeting, Expenditures and contract performance reports, WDB progress report, DSS program budgets, carry-over funds, OWD fiscal monitoring report (WIPFLI), OWD programmatic monitoring report, and sub-state monitoring reports.

*After discussion a motion was made by Mark Chambers and seconded by Annette Sweet to approve the consent agenda as presented. The motion passed with no opposition.*

##### **Mandated Business**

1. Director Brent Stevens presented the items included in the plan modification request. These items included the new year planning budget summaries, an update to the MOU, and an updated financial management and accounting procedures policy. Stevens explained the policy would put the Board in alignment with North Central Missouri College policies since NCMC is now the fiscal agent of the Board.

*After discussion a motion was made by Annette Sweet and seconded by Mark Chambers to approve the items in the Plan Modification as presented. The motion passed with no opposition*

2. The Administrative Budget was presented by Director Stevens. Stevens pointed out this budget takes into account the fact that administrative costs are split between the NE and NW regions.

*After discussion a motion was made by Annette Sweet and seconded by Corey Mehaffy to approve the Administrative Budget as presented. The motion passed with no opposition*

3. Director Stevens explained the need for a transfer of funds from the DW to Adult program. Stevens explained this is allowable under WIOA and that the amount being requested still leaves funds in the DW program in the event of a layoff in the region.

*After discussion a motion was made by Jim Kolve and seconded by Annette Sweet to approve the transfer request. The motion passed with no opposition.*

4. Director Stevens presented approval for submitting a waiver for the region to split youth funds 50/50 for in-school youth and out of school youth. Stevens explained WIOA requires 75% of funds to be used for out of school youth, but the state has applied for a waiver that allows the local regions to request at 50/50 waiver. Benefits of this waiver were explained.

*After discussion a motion was made by Annette Sweet and seconded by Jim Kolve to approve the waiver application as presented. The motion passed with no opposition.*

5. Director Stevens presented to the Board a request to close the bank account at TPNB Bank and transfer the funds to North Central Missouri College. Stevens explained since NCMC is the fiscal agent, this is where the funds should be kept.

*After discussion a motion was made by Mark Chambers and seconded by Annette Sweet to close the current NEMO WDB bank account and transfer the funds to the North Central Missouri College account. The motion passed with no opposition.*

### **Updates and Other Program Business**

Board Chair Michael Purol announced the next full board meeting will be December 19<sup>th</sup>.

The meeting adjourned at 2:18 PM