



South Central
WORKFORCE
Investment Board

Consent Agenda Items Revised

- **July 26, 2022, Board Meeting Minutes**
- **SCWIB Standing Committee Appointments for PY22**
- **ITA Grade Waiver**
- **Policy Updates needed for PY22 2-Year Local Plan Modification**
 - **Supportive Services**
 - **Adult Priority of Service Policy**
 - **Incentive Policy**
 - **ITA Policy**
 - **IWT Policy**



Board Meeting Minutes
1:00 pm Tuesday, July 26, 2022
In person at Three Rivers College, Poplar Bluff, MO and by WebEx

Board members present: Board Chair Becky Brooks, Vice Chair Chris Oravec, Secretary Steve Halter, Treasurer Jody James, Lisa Aden, Joan Wright, Diana Ball, Ryan Hampton, Jennifer Taylor, Robin Thomas, Cody Dalton, Mike Ennis, Dennis Lancaster, Logan Waggoner, Aaron Wheeler, Robb Cox

CLEO members present: Honorable Jesse Roy, Ripley County – Chair; The Honorable Brian Polk, Wayne County

SCWIB staff in attendance: Donna Parrott, Executive Director; Cindy Staton, Compliance Officer; Donna Smith, Fiscal Officer

Guest in attendance in person: Wanda Wallace, Sheila Barton, Garland Barton.

Call to Order: Becky Brooks called the meeting to order. Donna Parrott did roll call and it was established that there was a quorum.

Chair Becky Brooks updated the board on the virtual statewide CLEO and Board Chair WIB meeting.

Chair Becky Brooks introduced the new WIOA Sub-Recipient, Employment Educational Data Systems, Inc. (EDSI). Larry Melf, Director of Strategic Initiatives; Ben Santlofer, Interim Regional Director; Joe Ziegler, Interim One Stop Operator, gave an update on the startup and what the board should expect in the coming quarter and the coming year.

Consent Agenda items had been sent out to the board members prior to the board meeting for review. Those items included the following:

- July 26, 2022, Board Meeting Minutes
- June 2022 Financial Board Report
- Wipfli Financial Monitoring Report and Response
- Final Fiscal Monitoring Reports for OAI and SCMCAA
- Executive Director Report
- Compliance Monitoring Report for Program Year 2021
- PY22 2-Year Local Plan Modification
 - Sustainability Plan
 - CLEO Agreement
 - One-Stop Operator (OSO)
 - Fiscal Agent Agreement
- Newest Job Center Surveys

Mike Ennis made a motion to accept and approve all the consent agenda items. Chris Oravec made a second to the motion. Hearing no discussion, the Chair called for a vote. Diana Ball recused herself from voting. The motion passed and all consent items were approved.

SCWIB Staff Member Cindy Asberry presented the PY21 Sub-State Monitoring Report to the Board as required by South Central's policy.

SCWIB Staff Member Donna Smith presented South Central's PY22/FY23 Admin Budget. Dennis Lancaster made the motion to approve the budget; Mike Ennis seconded; no questions or discussions; Board approved. Donna Smith then presented the RFP for South Central's Audit of an outside company. Welch, Couch & Company was the only bidders on the RFP. Jody James made a motion to accept Welch, Couch & Company's audit proposal; Chris Oravec seconded the motion; no questions or discussions; Board approved.

The Honorable Jess Roy, Ripley County and CLEO Chair gave a brief report on the CLEO Meeting.

Chair Becky Brooks offered the Executive Committee's the PY22 slate of officers:

Chair – Chris Oravec

Vice-Chair – Becky Brooks

Secretary – Steve Halter

Treasurer – Jody James

The floor was also opened for other nominations. None were made. Dennis Lancaster made a motion to accept the recommended slate of officers; Mike Ennis seconded the motion; no questions or discussions; Board approved.

In additional announcements the Board was brought up to date that we were still waiting to hear the outcome on the EDA grant.

Jody James made a motion to adjourn the meeting; Jennifer Taylor seconded the motion; Board approved.



**SCWIB Committees
PY22**

Youth Committee:

- Joan Wright – Chair
- Lisa Aden
- Logan Waggoner
- Jennifer Hugenot
- New board member representing Registered Apprenticeship
- New board member
- New board member

Committee for Inclusion:

- Robin Thomas – Chair
- Jennifer Taylor
- Dennis Lancaster
- Jody James
- William (B.J.) Wear
- New board member
- New board member
- New board member

One-Stop Committee:

- Becky Brooks – Chair
- Diana Ball
- Aaron Wheeler
- Steve Halter
- Chris Oravec
- Mike Ennis
- Cody Dalton
- Robb Cox

Please note that the Board Chair appoints members of committees with the approval of the membership per ARTICLE VI: COMMITTEES, Section 7 of the SCWIB bylaws.

All board members must be a member of and participate in at least one standing committee per ARTICLE VI: COMMITTEES, Section 11 of the SCWIB bylaws.



WAIVER REQUEST

According to the September 2022 Missouri 2020-2030 Projected Growth and Recovery report:

Missouri experienced large job losses in 2020, due to the initial impact of the COVID-19 pandemic, as did the rest of the United States. The 2020 to 2030 projections, therefore, are starting from a base year that had relatively low employment. Due to that relatively low base year and the recovery from the pandemic, a relatively high growth rate is projected between 2020 and 2030. Some of this growth is attributable to recovering jobs that were lost during the pandemic.

In order to determine the amount of projected growth that is attributable to the recovery from the pandemic, a methodology is used that is similar to what the U.S. Bureau of Labor Statistics (BLS) established for national 2020 to 2030 projections. The difference in employment from 2019 to 2020 is subtracted from the total employment growth from 2020 to 2030. Only occupation groups or industry sectors that experienced declines from 2019 to 2020 and are projected to have positive growth from 2020 to 2030 are included for analysis.

Data Sources:

- 2020-2030 Missouri Economic Research and Information Center (MERIC) 2020-2030 Industry and Occupational Projections
- U.S. Bureau of Labor Statistics (BLS) Employment Projections for pandemic recovery methodology
- “Wage and Salary Employment, 2000-20 and 2020-30 Projected” chart and industry projects data does not include self-employment. The Missouri total projected growth rate in text and occasional projects data does include self-employment

1. A major South Central region industry sector area that was heavily impacted by the COVID-19 pandemic was healthcare.
2. Due to layoffs that happened in the healthcare industry during the pandemic, the grade that is associated with three major SOC Codes the SCWIB funds have gone below the required ‘B’ or better rating.
3. The three major occupations that are now below the ‘B’ or better rating are:
 - 29-2055 Surgical Technologists
 - 29-2061 Licensed Practical and Licensed Vocational Nurses
 - 31-9092 Medical Assistants
4. A waiver is needed in order that these three major training programs can be funded through WIOA in order that the South Central region can help fill these positions that are vital to the healthcare industry in our region.
5. Upon board approval, this waiver would be effective immediately for the PY22 and PY23 program years and would expire on June 30, 2023.



Issuance No: 03-2015, Change 3
Issuance Date: October 25, 2022
Revision Date: October 25, 2022
Subject: Local Supportive Service and Stipend Policy

1. Purpose: This policy is written to provide guidelines on local supportive service limits and requirements.
2. Background: Supportive services are allowed by Federal Law, Federal Rules, and State Issuance.

Supportive services may only be provided to individuals who are:

- Participating in career or training services as defined in WIOA secs. 134(c)(2) and (3); and
- Unable to obtain supportive services through other programs providing such services.
- Supportive services only may be provided when they are necessary to enable individuals to participate in career service or training activities.

This policy is necessary to further define the limits and requirements for supportive services in the South-Central Region. All need for supportive services must be documented in MoJobs and addressed on the Employment Plan. Case Notes must be completed on all services provided.

3. Substance:
There is a \$1,000 maximum allowable limit for supportive services funds per customer, per program year.

Needs-Related and **Stipend** Payments are not provided.

- Transportation allowance
 - \$0.25 per mile is allowed for participants traveling more than 20 miles roundtrip.
 - Transportation allowance will be determined using MapQuest or other standard program from the participants' home address to the activity location.
 - Participants who choose to attend activities outside of the local community when the same activities are provided within the community will not be eligible for a transportation allowance.
 - Documentation of insurance coverage is required prior to transportation allowance payments.
- Childcare assistance
 - Childcare assistance is limited to \$25.00 per day per child.
 - All participants must first seek assistance from Child Care Services. If the participant is denied by Child Care Services or is responsible for co-pay childcare assistance is allowable up to the limits above.
 - Childcare assistance is paid directly to the provider and is limited to Child Care Services approved providers only.
- Testing and Certification Fees
 - Limited to \$500.00 per program year.

All items listed below must have prior approval from the WIB Executive Director before the service is provided.

- Emergency Aid
 - Vehicle Repair
 - Limited to \$250.00 per program year.
 - Vehicle must be the primary vehicle used by the participant to participate in a WIOA activity.
 - Vehicle Insurance
 - Limited to \$300.00 per program year.
 - Only payable for three months per program year.
 - Vehicle must be the primary vehicle used by the participant to participate in a WIOA activity.
 - Clothing
 - Must be training or work related.
 - Limited to \$200.00 per program year.
 - Temporary Shelter/Housing/Utilities
 - Limited to \$1000.00 per program year.
 - Medical Assistance
 - Limited to \$200.00 per program year.

Exceptions to the allowable amounts above may be approved by the WIB Executive Director.

- Exceptions to this policy must have prior written approval of the WIB Executive Director.
- Staff must provide the WIB Executive Director with justification for exceeding the allowable amount.
- Coordination of payments with other workforce regions must be completed prior to making payment to ensure non-duplication of services.
- Supportive services are based on individual need and all of the individual's resources must be considered and documented in the statewide case-management system prior to making payment.
- Supportive services are WIOA-funded only when these services are not available through other agencies and that the services are necessary for the participant to participate in Title I activities. Community resources can be found by utilizing the service navigator: [Home page \(servicesnavigator.org\)](http://servicesnavigator.org) and documented in case notes..

4. Contact: Please direct comments or questions regarding this policy to Cindy Staton, Compliance Manager at 417-257-2630 or email casberry@scwib.org.
5. Reference: Workforce Innovation and Opportunity Act of 2015, DWD Issuance 13-2017 or most current policy on the subject.



Issuance No: 01-2018. Change 2
Issuance Date: October 25, 2022
Revision Date: October 25, 2022
Subject: Adult Priority of Service Policy

1. Purpose: This policy is to provide direction to the one-stop operators regarding making determinations related to priority.
2. Background: Sec. 134(c)(3)(E) Priority.--With respect to funds allocated to a local area for adult employment and training activities under paragraph (2)(A) or (3) of section 133(b), priority shall be given to recipients of public assistance, other low-income individuals, and individuals who are basic skills deficient for receipt of career services described in paragraph (2)(A)(xii) and training services. The local board and the Governor shall direct the one-stop operators in the local area regarding making determinations related to such priority. In the South-Central Region, priority is given to WIOA Adults in training or individualized career services who are low-income or have other significant barriers to employment.
3. Substance:
 - 1st priority shall be given to recipients of public assistance.
 - 2nd priority shall be given to low-income individuals as defined in current state 70 Percent Lower Living Standard Income Level or Health and Human Services Poverty Guidelines issuance.
 - 3rd priority shall be given to individuals who are basic skills deficient.
 - 4th priority shall be given to individuals who meet the definition of disabled and counted as a family of one for the purpose of eligibility determination but who are not determined to be low-income.
 - 5th priority shall be given to individuals who meet a yearly family income level of 250% of poverty level (see chart below).
 - Individuals can be served from all 5 priority levels on a first come first serve basis until WIOA Adult funding has been allocated for clients is at least 80% obligated. When client funds have been obligated at or above 80% only the first two priority levels may be served.
 - WIOA Adult enrollments of those individuals who are not low-income must not exceed 50.1% of total WIOA Adult enrollments per Program Year.
 - Once client funds have been obligated at or above 90% only individuals from the first priority may be served.

- For individuals that need staff assisted services only, staff may complete a basic WIOA enrollment for that purpose without requiring the individual's income. If it is later determined that the individual needs services beyond staff assisted, the individual will need to meet one of the priority levels above and the income must be added to the WIOA application in the statewide case-management system.
 - Eligible Veterans will have priority at all levels for services in the WIOA Adult program.
4. Contact: Please direct comments or questions regarding this policy to Cindy Staton, Compliance Manager at 417-257-2630 or email casberry@scwib.org.
 5. Reference: Workforce Innovation and Opportunity Act of 2015, OWD Issuance 08-2021 or most current policy on the subject.

2022 FEDERAL POVERTY GUIDELINES FOR ADULT PRIORITY LEVEL 5

Household Size	250%
1	\$33,975
2	\$45,775
3	\$57,575
4	\$69,375
5	\$81,175
6	\$92,975
7	\$104,775
8	\$116,575

*For families/households with more than 8 persons add \$11,800 for each additional person

*New figures are released in January of each calendar year.



Issuance No: 04-2016, Change 4
Issuance Date: October 25, 2022
Revision Date: October 25, 2022
Subject: Youth Incentive Policy

1. Purpose: This policy is to provide guidelines regarding incentives that inspire Youth participants to successfully complete training and/or work experiences. It will also set limits and requirements for incentive payments.
2. Background: Youth Incentive payments are allowed by Federal Law, Federal Rules, and State Issuance. This policy is necessary to further define the limits and requirements for Incentive payments in the South-Central Region.

3. Substance:

Youth participants receiving an incentive payment must be actively enrolled in WIOA and are either attending or have attended a work experience (WE), on-the-job training (OJT), or educational training program. When establishing an enrollment for the Youth participant, case notes will need to include the discussion and planning of an incentive.

Documentation is required to prove participation and completion for approved activities. These will be uploaded into the participant's MIS account and accompanied by a case note. Please see the following for approved documents:

- Grade cards showing passing grades for the period agreed upon
- Proof of HiSet exam
- High School Diploma or Transcript showing graduation
- Documentation of completion of high school on letterhead signed by a school authority
- Proof of successful completion documents for those in a WE
- Proof of mid and end point monitoring for those in an OJT
- Test results for those that are BSD (Basic Skills Deficient)

Incentive Payments are allowed for the following activities:

- \$250.00 is payable for Youth who receive their High School diploma, HiSET, post-secondary credential, license, or certification before WIOA Youth program exit.
- \$100.00 is payable to Youth who successfully complete their Work Experience training plan with average or above average evaluation from the employer.
- \$100.00 is payable to Youth who successfully complete On-the-Job training.
- \$50.00 is payable to Youth for successful completion of a semester in training or high school, with all school determined passing grades.

- Participants are eligible to receive a \$50 incentive for each attainment of a full one-point increase in any subject area previously determined basic skill deficient. Participants enrolled in Adult Education, whose initial testing results demonstrate basic skills deficiency, as defined as an Educational Functional Level of 4.0 or lower (< 9.0 grade level equivalency) in one or more of the three functional areas math, reading or language), are authorized to receive an incentive for increasing one or more EFL in any deficient area.

4. Please direct comments or questions regarding this policy to Cinthia Staton, Quality Assurance/EEO Compliance Officer at 417-257-2630 or email casberry@scwib.org
5. Reference: Workforce Innovation and Opportunity Act of 2015, Department of Labor Proposed Rules, TEGL 21-16 and related state issuances.



Issuance No: 04-2020
Issuance Date: October 25, 2022
Revision Date: October 25, 2022
Subject: Individual Training Accounts (ITA)

1. Purpose: Individual Training Accounts (ITAs) will be the funding mechanism for classroom and occupational skills training services. Considering reasonableness of cost for a selected program of training, the Title I Operators will issue a training voucher up to a prescribed amount, but not to exceed the maximum allowance per person, per year. Such voucher may be used only for tuition and related education costs (books, fees, etc.) for the approved program of training. The voucher amount will be reduced proportionate to other financial resources available to the customer.

2. Substance: ITA guidelines are as follows:
 - \$5,000 maximum per participant, per program year;
 - Must be a WIOA Adult, Dislocated Worker, or WIOA Out-of-School Youth with a training level enrollment;
 - ITA's will only be written for participant's whose permanent residence is in the South-Central region;
 - WIOA approved training providers & programs can be found on the Eligible Training Provider System (ETPS). A printout from the ETPS system showing the approved program is required in the participant's file;
 - Training time limitation –maximum two (2) years. The two (2) year time period is designed to enable a participant to acquire an associate degree or finish a bachelor's degree;
 - Participants will only receive one (1) ITA funded training service at a time.
 - Pre-requisites will be approved on a case-by-case basis by the WIOA Lead; pre-requisites are included in the two (2) year time limitation;
 - Participants must provide required course list to the WIOA staff. The WIOA staff member will use this list and class schedule to be sure WIOA is paying for required courses. A class schedule must be provided to the WIOA staff;
 - WIOA will not pay for repeated courses;
 - Participants must be unable to obtain other grant assistance or require assistance beyond the assistance made available, including Federal Pell Grants; WIOA is funding of last resort;

- If receiving a Federal Pell Grant, the participant must apply 100% of PELL grant to their training costs before WIOA funding is utilized.
- Participants that already have an in-demand degree may not receive an ITA;
- Participants must have the skills and qualifications necessary to successfully participate in the selected program of training. Staff will determine this through participant interviews and discussions. Additionally, staff can use standardized testing to justify the training such as, but not limited to:
 - National Career Readiness Certificate (NCRC) scores must meet or exceed Missouri Economic Research & Information Center (MERIC) recommended scores for chosen training field. If a participant is unable to achieve the required scores, a waiver request must be made to WDB staff for training approval; or
 - TABE or CASAS scores must meet “High Adult Secondary Education” levels and must be administered within 12 months of training activity start date; or
 - Recent college placement test accepted by the approved training provider.
- Training must be in an occupation that leads to economic self-sufficiency or wages comparable to or higher than the wages from previous employment and directly linked to the employment opportunities in the local area (or an area the participant is willing to relocate to), source documentation required, with a rating of “B” or better;
- ITA funded amount is contingent on availability of funds and unmet financial need of the participant;
- Participant must submit passing grades from the previous semester before staff processes next semester’s ITA payment voucher;
- If a participant or a program is not PELL eligible staff must document this in the statewide case-management system;
- Participant and WIOA staff must complete an “ITA Participant Contract Form”; and
- The ITA commitment must be documented in the statewide case-management system. The total cost of training should be documented in the statewide case-management system **after** the ITA is paid.
- Exceptions for the above limits can be made by the SCWIB Executive Director, on a case-by-case basis, at the request of the job center staff with the documentation of participant need.

3. Non-ITA Exception

If a participant is interested in training that is not WIOA approved on Missouri’s ETPS, the SCWIB may pay for services utilizing a contract following the guidelines below **and** the SCWIB’s procurement policy. In order to utilize a contract, the requirements of customer choice outlined in 20 CFR 680.340 must be fulfilled **and** one or more of the following must be met:

(1)When the services provided are on-the-job-training (OJT), customized training, incumbent worker training, or transitional jobs.

(2) When the Local WDB determines that there is a training services program of demonstrated effectiveness offered in the area by a community-based organization or another private organization to serve individuals with barriers to employment, such as

- Displaced homemakers;
- Low-income individuals;
- Indians, Alaska Natives, and Native Hawaiians;
- Individuals with disabilities;
- Older individuals, *i.e.*, those aged 55 or over;
- Ex-offenders;
- Homeless individuals;
- Youth who are in or have aged out of the foster care system;
- Individuals who are English language learners, individuals who have low levels of literacy, and individuals facing substantial cultural barriers;
- Eligible migrant and seasonal farmworkers, defined in WIOA sec. 167(i);
- Individuals within 2 years of exhausting lifetime eligibility under TANF (part A of title IV of the Social Security Act);
- Single parents (including single pregnant women);
- Long-term unemployed individuals; or
- Other groups determined by the Governor to have barriers to employment.

(3) When the Local WDB determines that it would be most appropriate to contract with an institution of higher education or other provider of training services to facilitate the training of multiple individuals in in-demand industry sectors or occupations, provided that the contract does not limit consumer choice.

Selection Process for Non-ITA Funded Training Providers

- The non-ITA training provider must be located in the South-Central Region.
 - Staff will research the training provider and/or program to determine prior program success. Research should include:
 - Financial stability of the organization;
 - Demonstrated performance in the delivery of services to individuals with barriers to employment through such means as program completion rate; attainment of the skills, certificates, or degrees the program is designed to provide; placement after training in unsubsidized employment; and retention in employment; and
 - How the specific program relates to the local workforce investment needs.
 - Staff will inform the One-Stop Operator of the participant's desire to attend a non-ITA training and discuss the provider's/program's success rate.
 - The One-Stop Operator and the SCWIB Director will collaborate to make the final determination based on the requirements outlined in this policy, consumer choice requirements, and the local procurement policy.
4. Please direct comments or questions regarding this policy to Cinthia Staton, Quality Assurance/EEO Compliance Officer at 417-257-2630 or email cstaton@scwib.org.
5. Reference: Workforce Innovation and Opportunity Act of 2015, Department of Labor Proposed Rules, TEGL 21-16 and related state issuances.



Issuance No: 07-2016

Issuance Date: October 25, 2022

Revised Date: October 25, 2022

Subject: Incumbent Worker Training (IWT) Program

1. Purpose: Incumbent Worker Training is a work-based training strategy that ensures employees of a company can gain the skills necessary to retain employment or avert layoff. This policy is written to provide direction to the program operators regarding allowable funding expenditures for work-based training and establishes guidelines and requirements to prevent duplication of training funds. The local board has established this policy and definitions to determine which workers, or groups of workers, and which employers are eligible for incumbent worker services.
2. Substance: IWT guidelines are as follows:
 - Employer guidelines
 - First consideration will be given to employers who have **NOT** used the IWT program the previous three (3) years.
 - **IWT funding is available to all industries, but priority will be given to in-demand industries in the area if IWT funding becomes limited.**
 - If funding is still available for the program the 4th quarter of the program year, employers who have used the IWT program in the previous three (3) years will be eligible to apply.
 - **Employers must complete all the required IWT forms as required by OWD's most current policy on IWT, this includes the employer pre-award.**
 - Characteristics of the participants in the program
 - An incumbent worker does not have to meet the eligibility requirements for career and training services for Adults or Dislocated Workers.
 - An eligible incumbent worker is an employee working a minimum of an average of 32 hours per week employed at the respective employer for more than six consecutive months.
 - Relationship of the training to the competitiveness of a participant
 - Training must assist workers in obtaining skills necessary to either retain employment or avert layoff.
 - Documentation of increased skills must be obtained, such as an industry-recognized credential, or a promotion, that correlates to the job and employer.
 - Relationship of the training to the competitiveness of an employer
 - Employer must not be eligible for, or participating in, the State's Missouri works Training.
 - Employers must be established businesses in growth industries.
 - Documentation must demonstrate what has changed within the industry that requires training to stay competitive or avert layoff.
 - Employers cannot be family owned and operated.

- The number of employees trained
 - There is no minimum or maximum on the number of employees, **per employer**, trained in a program year.
 - **Advancement Opportunities and Wage increase**
 - Training must lead to opportunities for advancement and wage increases of at least 1% within 60 days of the successful completion.
 - In-kind matching resources
 - At a minimum, employers are required to provide a cash and/or in-kind contribution equal to 50% of the grant amount.
 - Collective Bargaining
 - Union concurrence with the training service is required if the employer is covered by a collective bargaining agreement.
 - Reporting
 - Reporting on employee and employer performance is required.
 - Application
 - Employers must complete and submit an Incumbent Worker Training Application/**Pre-Award** to Program Operator for approval.
 - All employer applications must be reviewed by the WIB Executive Director and **OWD** prior to approval for training funds.
 - Payment/Reimbursement
 - Payment or reimbursement to employer will only be paid after wage increase is met and documented.
3. Contact: Please direct comments or questions regarding this policy to Cinthia Staton Asberry, Compliance Manager at 417-257-2630 or email casberry@scwib.org.
 4. Reference: Workforce Innovation and Opportunity Act of 2015, Department of Labor Final Rules, DWD Issuance 23-2017, **or most current policy on the subject.**
 5. Attachments: Incumbent Worker Training Application



SCWIB Executive Director Report for Tuesday, October 11, 2022
Revised Monday, October 24, 2022

- State OWD Quarterly Performance Review --
 1. The State Quarterly Report Card for PY21 Q3 was received. Copy of OWD and South Central information is attached to email.
 2. The complete State Quarterly Report Card is available if you would like it emailed to you.

- Missouri Job Centers --
 1. Poplar Bluff – One-Stop Recertification Committee completed their work and report sent to OWD Thursday, October 13, 2022. Waiting to hear back from OWD.

- 2-Year Plan Modification –
 1. Received email from OWD Friday, 10-7-22, concerning their review of the plan
 2. Feedback due by Friday, 10-21-22. Have asked for extension until Thursday, 10-27-22 to add information approved by board during quarterly meeting on Tuesday, 10-25-22.
 3. Have been working with contracted Policy Specialist to make sure everything is added to policies and in compliance.

- Quarterly Board Meetings –
 1. Hybrid Meetings – Can attend in person at West Plains or Poplar Bluff or virtual option
 2. Please mark calendars for following Quarterly Board Meetings in 2023
 - January 24, 2023 -- Hybrid
 - April 25, 2023 – Twin Pines Conservation in Winona, MO
 - July 25, 2023 – Hybrid
 - October 24, 2023 – Hybrid

- Sub-Recipient EDSI –
 1. Working with EDSI to get staff in place at both Job Centers
 - All 5 Employment Specialists (ES) are on board
 - Lead Employment Specialist/OSO offer has been extended
 - Regional Program Coordinator has been hired by EDSI who will oversee all three WIB regions they have in Missouri: South Central, Southeast, St. Louis City
 - Samantha Terry was previously Southeast regions Compliance Officer
 - Will be the responsible for Quality Assurance for all ES monitoring
 2. OWD is helping with technical assistance in training new staff

- OWD Grant Programs --
 1. COVID – The program has been extended another year and we will be receiving program dollars but do not know what those are at this time.
 2. Show-Me Hero – We are passing on this program at this time but will revisit it in the future.

- Department of Social Services (DSS) Grant Programs --
 1. Jobs League – Accepted this grant and funds have been received
 2. SkillUp – Accepted this grant and funds have been received

- Other Grants – Non-WIOA
 1. EDA Grant
 - City of Springfield was awarded 17.4 million dollars for this grant
 - South Central has asked for 3 million dollars
 - SC has completed risk assessment and submitted documents to City of Springfield
 - Waiting for award as sub-recipient from City of Springfield
 2. Missouri DED ARPA “Workforce Training Grant” opportunity
 - Due to the timing of this grant and change of scope, will not be applying

- Financial –
 1. Continuing to look at cost savings to reduce budget
 - Eliminating two staff cell phones. Executive Director will only carry one.
 - Researching receiving phones calls through computer –
 - Will eliminate the cost of monthly desk phones
 - Allows staff to answer phones if working from home due to weather, etc.
 2. EDA staff will share cost of SCWIB office space
 3. EO budget
 - This year only allows WIBs to use it for salaries
 - Travel, lodging, per diem is no longer allowed to be part of the budget per OWD
 - Has put a hardship on WIBs in finding money for EO staff to attend training

- Monitoring –
 1. Data Validation has become a very in depth process and is very time consuming for our Quality Assurance/EO staff member
 2. More OWD required monitoring is being given to WIB staff
 3. With new EDSI Regional Program Coordinator in place, South Central QA/EO staff member will have more time to devote to review SC WIB policies and procedures to ensure they are up-to-date and compliant with OWD Issuances.

- Meetings –
 1. EO meeting in Kansas City in November
 - Cindy Asberry will be attending
 - Have requested OWD to allow her travel, lodging and per diem to be out of EO budget. Still waiting for response.
 2. OWD Summit in Lake of the Ozarks December 12-25
 - Donna Parrott will be attending for LWDB Director training sessions
 - Cindy Asberry will be attending for monitoring and compliance training sessions

- Personnel –
 1. Donna Smith has submitted her resignation effective December 31, 2022
 2. Current staffing needs with following two scenarios:
 - Scenario 1:
 - Part-time fiscal specialist working 16-20 hours per week
 - Full-time EDA grant staff specialist responsible for EDA grant monitoring/compliance, review of fiscal documents, and admin
 - Scenario 2:
 - Full-time fiscal/admin manager responsible for fiscal and admin duties for all grants.

Quarterly Performance Review

Missouri Public Workforce Development System

OWD Central Office

Central

East Jackson County

Jefferson Franklin

Kansas City and Vicinity

Northeast

Northwest

Ozark

South Central

Southeast

Southwest

St. Charles County

St. Louis City

St. Louis County

West Central

The Missouri Department of Higher Education and Workforce Development is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Missouri Relay Services at 711.

QUARTERLY PERFORMANCE REVIEW

Missouri Public Workforce Development System

Date Issued: 9/20/2022 Time Period: Quarter 4

Region/Sub-Recipient/Project: OWD

Last Quarter Issues: (Time Period Jan-March 2022)

OBSERVE	RISK ✓	CRUCIAL SITUATION	PROMISING PRACTICE
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1. Not meeting 60/40 expenditure rate for PY21. Watch List
2. Low expenditures for FY22 Adult and DW and PY21 Youth. Watch List
3. Not meeting performance WP Employment Q2 and Q4, DW MSG. Watch List
4. _____ Immediate Action
5. _____ Choose One:

Current Active Issues: (Time Period Apr-June 2022)

OBSERVE	RISK ✓	CRUCIAL SITUATION	PROMISING PRACTICE
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1. Increased need for technical assistance with the regions.
2. High volume of special projects needing to be executed to deliver services. Immediate Action
3. _____ Immediate Action
4. _____ Choose One:
5. _____ Choose One:
Choose One:

Trending: (Time Period Apr-June 2022)

OBSERVE ✓	RISK	CRUCIAL SITUATION	PROMISING PRACTICE
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Increased collaboration across the state has improved performance, expenditures, and enrollments. Continued efforts would have the state trending towards Observe status.

Promising Practices:

The State is currently meeting all Federal Performance measures.

Wagner-Peyser standardization has been completed.

A case management task force has been created.

Hired project manager to assist with increase of special projects.

PY21 State Performance Measures (July 1, 2021 to June 30, 2022)					
Reporting thru PY21 Q4 (April 4, 2022- June 29, 2022)					
June 2022 (Numbers reflect performance for Quarter 4 for PY21)					
Employment Rate Q2	DOL Negotiated Rate	Individuals Achieved Outcome (Numerator)	Individuals in Measure (denominator)	Achieved Rate	Division Challenge Goals
WIOA Adult	72.50%	1,563	1,987	78.66%	85.0%
WIOA Dislocated Worker	77.00%	829	1085	76.41%	85.0%
WIOA Youth	73.00%	672	823	81.65%	85.0%
Wagner Peyser	69.00%	16,122	25,426	63.41%	85.0%
Employment Rate Q4	DOL Negotiated Rate	Individuals Achieved Outcome (Numerator)	Individuals in Measure (denominator)	Achieved Rate	Division Challenge Goals
WIOA Adult	68.00%	1,618	2,158	74.98%	85.0%
WIOA Dislocated Worker	74.00%	739	955	77.38%	85.0%
WIOA Youth	70.00%	637	794	80.23%	85.0%
Wagner Peyser	71.00%	19,371	29,936	64.71%	85.0%
Credential Rate	DOL Negotiated Rate	Individuals Achieved Outcome (Numerator)	Individuals in Measure (denominator)	Achieved Rate	Division Challenge Goals
WIOA Adult	67.00%	863	1306	66.08%	66.0%
WIOA Dislocated Worker	68.00%	352	474	74.26%	66.0%
WIOA Youth	63.00%	268	457	58.64%	66.0%
Measureable Skills Gain	DOL Negotiated Rate	Individuals Achieved Outcome (Numerator)	Individuals in Measure (denominator)	Achieved Rate	Division Challenge Goals
WIOA Adult	48.00%	1104	2,057	53.67%	
WIOA Dislocated Worker	59.00%	526	858	61.31%	
WIOA Youth	38.50%	584	1117	52.28%	
Median Earnings (Q2)	DOL Negotiated Rate	Individuals Achieved Outcome (Numerator)	Individuals in Measure (denominator)	Annual Earnings	Division Challenge Goals
WIOA Adult	\$5,250.00	1,563	\$7,677.43	\$30,709.72	\$24,600.00
WIOA Dislocated Worker	\$7,400.00	829	\$9,360.00	\$37,440.00	\$24,600.00
WIOA Youth	\$2,950.00	680	\$4,461.56	\$17,846.24	
Wagner Peyser	\$6,200.00	16,122	\$6,951.08	\$27,804.20	\$24,600.00

QUARTERLY PERFORMANCE REVIEW

Missouri Public Workforce Development System

Date Issued: 9/20/2022 Time Period: Quarter 4

Region/Sub-Recipient/Project: South Central

Last Quarter Issues: (Time Period Jan-March 2022)

OBSERVE	RISK ✓	CRUCIAL SITUATION	PROMISING PRACTICE
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1. Not meeting performance for Youth Credential and DW Measurable Skills Gain. Immediate Action
2. Has not spent PY20 money and has low expenditures for PY21 Watch List
3. Not meeting PY21 Youth Work Experience rate currently at 2% Watch List
4. Local Board is not currently certified. Immediate Action
5. _____ Choose One:

Current Active Issues: (Time Period Apr-June 2022)

OBSERVE	RISK ✓	CRUCIAL SITUATION	PROMISING PRACTICE
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1. Not meeting required 80% obligation rate for PY21 Adult, Youth, or DW. Immediate Action
2. Low expenditures for PY21 Adult, Youth, and DW. Immediate Action
3. Relocation of job center. Watch List
4. Not meeting PY21 Youth Work Experience rate currently at 9%. Immediate Action
5. Not meeting OSY requirement currently at 22%. Immediate Action

Trending: (Time Period Apr-June 2022)

OBSERVE	RISK ✓	CRUCIAL SITUATION	PROMISING PRACTICE
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South Central has several issues to address and will take time to move out of Risk status.

Promising Practices:

Region is currently meeting all Federal Performance measures.
Working with OWD to collaborate on technical assistance for new staff.

PY21 South Central Performance Measures (July 1, 2021 to June 30, 2022)					
Reporting thru PY21 Q4 (April 4, 2022- June 29, 2022)					
June 2022 (Numbers reflect performance for Quarter 4 for PY21)					
Employment Rate Q2	DOL Negotiated Rate	Individuals Achieved Outcome (Numerator)	Individuals in Measure (denominator)	Achieved Rate	Division Challenge Goals
WIOA Adult	72.00%	82	101	81.19%	85.0%
WIOA Dislocated Worker	70.00%	53	71	74.65%	85.0%
WIOA Youth	74.00%	33	42	78.57%	85.0%
Wagner Peyser	66.00%	1,060	1,750	60.57%	85.0%
Employment Rate Q4	DOL Negotiated Rate	Individuals Achieved Outcome (Numerator)	Individuals in Measure (denominator)	Achieved Rate	Division Challenge Goals
WIOA Adult	71.00%	86	103	83.50%	85.0%
WIOA Dislocated Worker	68.00%	28	34	82.35%	85.0%
WIOA Youth	63.00%	29	43	67.44%	85.0%
Wagner Peyser	63.00%	1,171	1,833	63.88%	85.0%
Credential Rate	DOL Negotiated Rate	Individuals Achieved Outcome (Numerator)	Individuals in Measure (denominator)	Achieved Rate	Division Challenge Goals
WIOA Adult	77.00%	53	69	76.81%	66.0%
WIOA Dislocated Worker	77.00%	18	23	78.26%	66.0%
WIOA Youth	60.00%	23	42	54.76%	66.0%
Measureable Skills Gain	DOL Negotiated Rate	Individuals Achieved Outcome (Numerator)	Individuals in Measure (denominator)	Achieved Rate	Division Challenge Goals
WIOA Adult	50.00%	74	98	75.51%	
WIOA Dislocated Worker	60.00%	62	99	62.63%	
WIOA Youth	43.00%	25	46	54.35%	
Median Earnings (Q2)	DOL Negotiated Rate	Individuals Achieved Outcome (Numerator)	Individuals in Measure (denominator)	Annual Earnings	Division Challenge Goals
WIOA Adult	\$6,300.00	82	\$6,033.80	\$24,134.40	\$24,600.00
WIOA Dislocated Worker	\$6,300.00	53	\$6,041.83	\$24,167.32	\$24,600.00
WIOA Youth	\$3,100.00	33	\$5,437.70	\$21,750.80	
Wagner Peyser	\$4,500.00	1,060	\$6,429.90	\$21,719.60	\$24,600.00

South Central

Project	Start Date	Budget	Expenditures	% Budget Spent	Total Obligations as of June 2022	% Budget Obligated	
FORMULA FUNDS	PY20 Youth	4/1/2020	\$ 472,078.00	\$ 473,078.00	100.0%	\$ 472,078.00	100%
	PY20/FY21 Adult	7/1/2020	\$ 470,669.00	\$ 470,669.00	100.0%	\$ 470,669.00	100%
	PY20/FY21 Dislocated Worker	7/1/2020	\$ 453,417.00	\$ 453,417.00	100.0%	\$ 453,417.00	100%
	PY21 Youth	4/1/2021	\$ 393,157.00	\$ 84,600.59	21.5%	\$ 84,600.59	22%
	PY21/FY22 Adult	7/1/2021	\$ 416,691.00	\$ 191,312.96	45.9%	\$ 191,312.96	46%
	PY21/FY22 Dislocated Worker	7/1/2021	\$ 380,567.00	\$ 96,117.44	25.3%	\$ 96,117.44	25%
	PY22 Youth	4/1/2022	\$ 353,841.00	\$	0.0%	\$	0%
	DISCRETIONARY	403 - PY21 Youth EO	7/1/2021	\$ 25,000.00	\$ 22,706.15	91%	
435 - PY20 NDWG COVID		4/1/2020	\$ 90,818.00	\$ 86,958.31	96%		
440 - FY19 NDWG Mo Works Together		10/1/2018	\$ 364,682.00	\$ 309,998.25	85%		
455 - RESEA 2019		10/1/2019	\$ 3,000.00	\$ 520.19	17%		
772 - FY20 DW 25% as 15% WIOA Program Support		6/1/2022	\$ 18,000.00	\$ 17,993.75	100%		
803 - PY20 15% YOUTH EO		7/1/2020	\$ 25,000.00	\$ 25,000.00	100%		
872- FY21 25% DW RR SMH		1/1/2021	\$ 20,000.00	\$ -	0%		

60/40 Regional Dashboard - ALL FUNDS AVERAGE

Region	PY20/FY21 Operations	PY20/FY21 Participant	PY21/FY22 Operations	PY21/FY22 Participant
SLATE	71%	29%	86%	14%
STL County	58%	42%	49%	51%
St. Charles County	70%	30%	70%	30%
Jefferson-Franklin	56%	44%	77%	23%
Central	50%	50%	44%	56%
Northeast	46%	54%	63%	37%
Northwest	47%	53%	60%	40%
Kansas City	62%	38%	78%	22%
East Jackson	61%	39%	69%	31%
West Central	61%	39%	39%	61%
Southwest	57%	43%	76%	24%
South Central	48%	52%	49%	51%
Southeast	54%	46%	52%	48%
Ozark	70%	30%	81%	19%
STATEWIDE TOTALS	59%	41%	64%	36%



**Employment Specialist & Assigned Counties and Job Centers
10-18-2022**

Marlon Graves – Wright and Texas Counties. Also includes the upper northwest part of Howell County which includes the city of Willow Springs. West Plains Job Center

Glen Cargile – Ozark and Douglas Counties. Also includes the southern half of Howell County which includes the city of West Plains. West Plains Job Center

Jonathan Dawe -- Oregon and Shannon Counties. Also includes the upper northeast part of Howell County which includes the city of Mountain View. West Plains Job Center

Donna Brooks – Wayne and Reynolds Counties. Also includes the norther half of Butler County which includes Poplar Bluff. Poplar Bluff Job Center

Megan McDermott – Ripley and Carter Counties. Also includes the southern half of Butler County which includes the town of Neelyville. Poplar Bluff Job Center

Butler -- Upper half – Donna Brooks
Lower half – Megan McDermott

Reynolds – Donna Brooks

Carter – Megan McDermott

Ripley – Megan McDermott

Douglas – Glen Cargile

Shannon – Jonathan Dawe

Howell – Upper northeast – Jonathan Dawe
Upper northwest – Marlon Graves
Lower half – Glen Cargile

Texas – Marlon Graves

Oregon – Jonathan Dawe

Wayne – Donna Brooks

Ozark – Glen Cargile

Wright – Marlon Graves

Poplar Bluff Job Center

Glen Cargile
Jonathan Dawe
Marlon Graves

West Plains Job Center

Donna Brooks
Megan McDermott

South Central Workforce Investment Board
 Quarterly Performance Review
 PY 22 QRT 1 July-September

Reported by: Cindy Asberry Quality Assurance/EEO Compliance Officer

Enrollments

Enrollment goals for program year 22 have been set as follows: The current baseline is 161 total considering both A/DW and Youth. This will be negotiated before the next meeting.

Adult/Dislocated Worker: TBD

Youth: TBD

Current numbers are:

Enrollments	Carry Over	Enrolled PY 22	Total
Adult	7	1	8
Dislocated Worker	3	2	5
Youth	8	0	8
			21

Services

There are two types of services provided to individuals. The first is basic and these do not require full participation but are key to proving that staff reviewed, and established employment needs with customers. The second type is individualized. These services are for customers participating in meaningful activities such as assessments, job searches, and funded training.

The regional goal for customers to receive the Financial Literacy activity is set at: 50% for A/DW and 80% for Youth. The current result is 0 out of 2: not meeting goal.

On-the-job and work experience are the two activities that count towards our regional goals for employer-driven training. All new A/DW enrollments are expected to be at 25% and all new Youth enrollments are expected to be at 10%. The current count is 0 for these activities: not meeting goal.

Services:	Adult/DW	Youth	Total
Basic	23	0	23
Individualized-non funded	12	2	14
Individualized-funded			
Classroom Training	0	0	0
On-the Job Training	0	0	0
Work Experience	0	0	0
Financial Literacy	0	0	0
			37

Training Related Employment

The ultimate goal is for all customers to become employed after receiving services at the Job Center no matter their enrollment status. The specific goal for WIOA is: Adult and Dislocated Worker Program will show a 50% result for enrollments. Youth Program will show a 50% result for enrollments. The information below is for those that are in the second quarter after they exited the program. Current result: 100%, exceeding goal.

	Adult	Dislocated Worker	Youth
Percent of Employed After Exit:	100%	100%	100%

South Central Investment Board
Grants
Summary by Grant for periods July 1, 2022 to September 30 2022

This should be no more than 60%

Program Name Year	Fiscal Total Grant Award	Year to Date Expenses	Fund Remaining	% Remaining of Fund	Admin Available	Program Available	Operational % of Budget Spent	Program % of Budet Spent
Adult PY21 7/1/21-6/30/2023	\$ 72,936.00	\$ 71,713.25	\$ 1,222.75	1.68%	\$ -	\$ 1,222.75	56.07%	42.07%
Adult FY22 10/1/21 - 6/30/23	\$ 343,755.00	\$ 162,193.85	\$ 181,561.15	52.82%	\$ 32,481.24	\$ 147,186.15	22.93%	29.50%
Adult PY22 7/1/22 - 6/30/2024	\$ 68,574.00		\$ 68,574.00					
Adult FY23 10/1/23-6/30/23								
Total Adult	\$ 485,265.00	\$ 233,907.10	\$ 251,357.90					

Dislocated Worker PY21 7/1/2021-6/30/2023	\$ 72,419.00	\$ 69,388.17	\$ 3,030.83	4.19%	\$ -	\$ 3,030.83	57.63%	34.65%
Dislocated Worker FY22 10/1/2021-6/30/2023	\$ 308,148.00	\$ 84,016.00	\$ 224,132.00	72.74%	\$ 28,820.21	\$ 195,311.79	26.66%	2.92%
Dislocated Worker PY22 7/1/2022-6/30/2024	\$ 68,887.00		\$ 68,887.00					
Dislocated Worker FY22 10/1/2021-6/30/2023								
Total Dislocated Worker	\$ 449,454.00	\$ 153,404.17	\$ 296,049.83					

Youth PY21 4/1/2021-6/30/2023	\$ 393,157.00	\$ 125,452.10	\$ 267,704.90	68.09%	\$ 31,292.41	\$ 236,412.49	25.94%	38.18%
Youth PY22 4/1/2022-6/30/2024	\$ 353,841.00		\$ 353,841.00					
Total Youth	\$ 746,998.00	\$ 125,452.10	\$ 621,545.90					
Total of All WIOA PY22/FY23	\$ 1,681,717.00	\$ 512,763.37	\$ 1,168,953.63					

Youth Work Experience is currently at 8.17%

Covid NDWG 4/1/2020-6/30/2023	\$ 90,818.00	\$ 87,889.00	\$ 2,929.00	3.23%				
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EO-Youth 15% 7/1/2022- 6/30/2023	\$ 25,000.00	\$ 2,152.87	\$ 22,847.13	91.39%				
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