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**Board Meeting
July 28, 2020
Meeting held by WebEx**

Board members present: Becky Brooks – Acting Chair, Sheila Barton – Proxy for Dennis Lancaster, Joan Wright, Mike Ennis, Jody James, Jennifer Taylor, Chris Oravec, Ryan Hampton, Kerrie Zubrod, Melinda Hathcoat, Danetta Rogers, Diana Ball, and Cody Dalton.

Presiding Commissioners Present: The Honorable Zach Williams, Wright County Chair, and the Honorable Mark Collins, Howell County.

Visitors Present: No roll call taken because of meeting being held by Zoom.

Call to Order: Becky Brooks called the meeting to order at 1:01pm.

Minutes: Chair Becky Brooks asked if everyone had reviewed the minutes from April 28, 2020 and if there were any changes, additions or correction needed. With hearing none, a motion was made by Melinda Hathcoat, and 2nd by Chris Oravec to accept the minutes as presented. Motion Approved.

CLEO and LWDB Chair Meeting Update: Becky gave report of the meeting with Dr. Marty Leathers, OWD Director of Workforce, and his discussion for Job Center of the Future, and what they would look like going forward.

Director Report: Donna Parrott reported that she would be getting ahold of all Board Members as each need to be serving on at least one of the committees. She discussed each of the committees. Those being Youth, One-Stop, and Inclusion. Donna also reported on each of the soft openings of the Job Centers, and that the transition went very well. Next reported on the WIOA PY20 Annual Agreement and the Operational Sustainability Plan, and let the Board know that action would need to be taken to accept this, as each member should have reviewed it as it was sent out in the board packet. Next was reported on the Monitoring's that the SCWIB is undergoing each quarter from the State. The EO monitoring just received had no findings. Fiscal Monitoring done by Wipfli consulting group for the state, had no findings, but did have recommendations, which were being looked at, and processes were being put into place to incorporate the recommendations to make the SCWIB better. Program monitoring had a few findings, but none involved disallowed cost. All of them had to do with the sub-contractors needing to do better documentations in the MoJobs file of the participants. Donna stated that the corrective action responses would be sent out to each sub-recipient, Board Chair, and CLEO Chair by Friday. Donna reported out on the OWD State Report Card, and that they were still in the Yellow or Concern category, but us as a WIB had improved to a Blue or area of improvement needed. Next, Donna reported out on the two new grants coming down from OWD, the Covid 19 Humanitarian

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Grant and the Cares Act Grant. Explaining how each would benefit our Area and the time frame in which each grant would be. Next discussed was the wanting to move each of the Job Centers, and what the cost savings would be if we did this, and that with each being moved would be in a better location for each as far as accessibility for our clients. Stating if the Board did approve this move, she would like to do open houses for each with the rebranding of each center as not being the unemployment office, but rather where people could come and find employment, and the businesses could find employees. This move would also allow us to bring in more partners, making us in fact a One Stop Job Center.

WIOA Performance Report: Given by Donna Parrott for Valarie Haring. Donna reported that all areas of review were green except the Youth was still in the Yellow on the SCWIB Report Card. Donna also stated that the findings from the state on the Quarterly Review were paperwork errors, and not disallowed costs. The state has been asked to come in and do a training with our Case Workers to let them know what it is they are reviewing so that we can be more efficient.

Finance Report: Donna Smith reported out on the Final report for the PY19/FY20 year, letting the board now what carryover amount were in each of the funding sources. Donna presented the proposed budget for the PY20/FY21 year, and stated that it would need to be approved by the board. A Motion was made by Chris Oravec and 2nd by Melinda Hathcoat to accept the budget as presented. Motion passed. CLEO concurred.

Committee Updates:

Committee for Inclusion – did not meet this quarter.

One Stop Committee – Becky Brooks reported out the need to move each Job Center and the benefits it would have to the SCWIB cost sharing it would have to us. Becky then asked for discussion, and asked for a motion to be made for approval. Mike Ennis made motion and 2nd by Ryan Hampton to move the job centers and hold the lease if OA did not wish too. Motion passed, and concurrence was given by the CLEO's.

Youth Committee – Jody James reported for Lisa Aden. Discussed was the Scalars policy, and presented to full board for approval. Jody James made a motion to accept, and 2nd by Joan Wright. Motion Passed.

Executive Committee – Reported out by Becky Brooks. Becky opened the floor for anyone who might want to run for offices, as it was time to elect new officers. Donna stated that the Executive Committee approved the following list of suggestions for the Board Seats. Donna Parrott, asked Becky Brooks if she would consider staying as Chair. Donna asked Chris Oravec if he would consider Vice Chair, Steve Halter agreed to stay as Secretary, and asked if Jody James would consider Treasurer. All said they would if board approved. Motion was made by Mike Ennis to elect Board Members as discussed and the motion was 2nd by Carrie Zubrod. Motion passed. CLEO's concurred. Board member above will hold the term for PY20/FY21.

CLEO's had nothing new to report.

Local Provider Update was given by Donna Parrott. Donna shared that each of the providers have sent their report, and she has shared it with them.

Next meeting will be held October 27, 2020 at 1:00pm and place will be determined at a later date.

Motion to Adjourn made by Chris Oravec and 2nd by Jennifer Taylor. Meeting Adjourned at 2:25pm.

Steve Halter, Secretary