



South Central
WORKFORCE
Investment Board

408 Washington Ave., Suite 210, West Plains, Missouri 65775 ❖ Phone 417-257-2630 ❖ Fax 417-255-8799 ❖ MO
Relay 711

Executive Committee Meeting
1:00PM April 13, 2021
OzSBI Hanger & WebEx

Meeting was called to order at 1:02 pm by Chair, Becky Brooks.

Roll Call was taken. Members present in person: the Honorable Zach Williams, the Honorable Mark Collins, the Honorable Jeff Cowen. Members by WebEx Becky Brooks, Chair, Chris Oravec, Vice Chair, Steve Halter, Jody James, A quorum was met.

Staff present: Donna Parrott, Valarie Haring, and Donna Smith

Agenda was sent to all board staff prior to meeting. Becky Brooks asked for review and questions on Board Minutes from the January 12, 2021, meeting. Hearing no questions nor discussion, Becky asked for a motion to approve. Chris Oravec made motion to approve as presented and Jody James 2nd. Motion passed and minutes were approve as presented.

Becky Brooks asked Chris Oravec if he would attend the April 29th JCF Summit with Donna Parrott. Chris accepted.

Donna Parrott gave the Executive Director's Report – Job Center Relocations were reviewed. Notating that the West Plains Job Center did move on March 8, 2021, and that it went well. She stated that the State has just now sent out the RFP's for the move of the Poplar Bluff Center.

One Stop Certification – West Plains has asked to receive an extension, due to the fact that it has just moved and that there is a New Supervisor who just started April 1st. Donna stated that we were waiting on a state decision for this still. Donna then reported that the Recertification for the Poplar Bluff Center has been completed and thanked the team who worked on that.

Job Centers and Clients – Both centers are still by appointment only. West Plains is due to the fact of how many people could be in that center, and Poplar Bluff was due to the fact of how many active cases there are in Butler County.

New board Orientation Policy – Donna reported that she is working on this and will use the state example and will elaborate on what is needed for our area.

Apprenticeships – Jennifer Taylor is heading up this for our area and will be utilizing our Leads for each area as well as Valarie Haring expertise for this project.

Partner of  **americanjobcenter** network

[South Central Workforce Investment Board](#) is an equal opportunity employer/program.
Auxiliary aids and services are available upon request to individuals with disabilities.

Update on Grants was given for each of the following, Covid -19, MOWorks Together and Jobs League.

OWD Quarterly Report Card - Donna shared the region, and discussion was on how inconsistent monitoring was for all regions, that most of what is reported as Concerns are the Opinion of whatever monitor your region gets. Donna did report that the State is looking at a new model for the PY21/FY22 year.

Quarterly Meeting with Sub-Recipients - Donna reported out that SCWIB did have a meeting with both sub-recipients on April 6th, and that she felt it went very well. It was discussed how we as a region need to Think outside of the Box to get more people enrolled during these changing times of Covid, as we return to somewhat of a different look than we had before. Discussed was the new report card that the regions will be graded by from here going forward. Donna also discussed the need for all the region, and each of the Job Centers to become unified. That we are all here working for the good of the Job Centers although we/they might be employed by someone else.

SCWIB Committees – Donna asked the committee if we could put into place a Policy that all of the Committees would meet the First Tuesday of the Quarter month end, prior to the Executive meeting, that way, anything could be brought to the committee that might need further direction/ruling.

Staffing – Donna reported out that there has been a savings of about \$15,000 to the region because of the Cost Sharing with Donna Smith. Donna reported that interviews had been conducted for the Fiscal/Office assistant, and that Nancy Leaper will be offered the position if the Board approves. Board Approved. Donna then stated that she was still looking at a few more applications for the new hire of the Compliance Manager Trainee to replace Valarie when she decides to retire.

Fiscal Audit – Donna reported that SCWIB will have their exit interview today, at 4pm with the Wipfli Auditor, and that she would send them a report on the outcome but did not look for anything major.

WIOA Performance; Ault, Dislocated Worker, and Youth report was given by Valarie Haring. Valarie asked about a couple of New Benchmarks that might be added to the new contracts, and Board gave approval. EO Monitoring was discussed and Valarie stated that the only thing they could get us on for a Concern was that we did not have any of our enrollment forms/flyers (Public Information) in different languages. Valarie stated that she was in the process of having these done in Spanish, Russian, and Vietnamese, as these were the 3 languages in our area.

Financial Report – Donna Smith reviewed the Budget Report and commented on the fact that Expenditures were low in all three WIOA programs, and that sub-recipients were working on this.

Becky asked for any other discussion – It was brought up by Donna Parrott that the Committee needed to discuss and vote on renewing the contract for the existing sub-recipients. Motion was made by Zach Williams and 2nd by Jeff Cowen to renew the contracts for the upcoming year of PY21/FY22. Motion passed.

Motion made at 2:32 pm to adjourn. Motion made by Chris Oravec and 2nd by Jody James. Next meeting will be July 13, 2021.