



**January 28, 2020 Board Meeting Minutes  
Twin Pines; Winona**

Board Members Present: Garland Barton-Chairman, Johnny Murrell-Treasurer, Diana Ball, Mike Ennis, Ryan Hampton, Melinda Hathcoat, Jody James, Dennis Lancaster, Kenny Loury, Chris Oravec, Danetta Rodgers, Jennifer Taylor, Robin Thomas, Kerrie Zubrod, and Joan Wright.

Presiding Commissioners Present: There were three members in attendance. Those members were the Honorable Zach Williams, Wright County- Chair; the Honorable Jesse Roy, Ripley County; the Honorable Vince Lampe, Butler County

Visitors Present: Madison Baker, Katie Shofler, Susan McKnight, Wanda Wallace, Linda Fitzgerald, Ann Smith, Frances Akers, Brandie Alley, Susan York, Sandra Morris, Valarie Haring, Donna Smith, Cindy Cowens, Sean Mooney, Cathy Hicks, Teri Ebel, Cindy Bridges, Sheila Barton, Terry Sanders, Donna Parrott

Call to Order: Garland Barton called the meeting to order at 1:05 pm.

Roll call of board members. 14 of 21 board members present. No action taken.

Minutes: Chris Oravec made a motion to accept the October 22, 2019 meeting minutes as presented. Kenny Loury seconded. All in favor, motion passed.

Annual Document Completion: Board members were asked to complete the Conflict of Interest and Confidentiality Forms in their packets.

Director Report: Donna Parrott presented information to bring the board up-to-date on the various activities and programs relating to WIOA. The 4-Year Plan is being updated and will be sent to the Executive Board for approval; MOU's are being discussed with partner agencies; Mo Works Together has a new temporary, part-time Program Coordinator; Reviewing PB and WP Job Center leases as they are coming up for renewal; ReSEA money will be issued to WIB regions for WIOA staff to begin processing those clients the beginning of April; Jobs League contract has been approved and contracts and NOO's with sub-recipients are being created; region was informed by state monitor that we are the only region that does not have limits on training, Board has requested that we look at the last known policy and compare training expense limits from other regions; TEN #13-19 from DOL has announced that WIOA regulations no longer require that state hire state merit staff for employment services Wagner-Peyser. State is meeting February 14 to discuss what this means moving forward and this information will be shared with the board at the April meeting; moving forward a quarterly meeting will be held with our sub-recipient partners to review where we are at and changes that will impact the team; any new board members that have not gone through the board training are to contact Donna Parrott.

Performance Report: Valarie Haring presented the Effectiveness in Serving Employers Indicators Summary Report for the Program Year 2019 with a date range of 7-1-19 to 1-22-20. She also presented the All WIOA Programs Active Cases Report from 7-1-19 to 1-22-20 showing SCMCAA with 80 and OAI with 203 with a total of 283 for the region

Fiscal Report: Donna Smith presented the Budget Report, 7/1/19- 6/30/20, the Overall region % Admin of Program, and Costs of Services Provided for Participant by Funding Source by Sub-Recipient. The 2018/2019 Financial Audit prepared by the CPA firm Welch, Couch, and Company has been completed and it was a clean audit with no findings, no concerns, and no comments.

Committee for Inclusion: Robin Thomas introduced Sandra Morris from Health Tran who was their speaker today and asked her to give a brief summary to the board. Health Tran is a volunteer transportation service for the rural communities that can help in getting clients to various appointments including those involving WIOA.

One Stop Committee: No Report was given.

Youth Committee: Jody James reported that the Youth Committee reviewed two local youth policies were. The Youth Incentive Policy was revised to adhere to state guidelines. Youth Committee recommends the revision. Jody James made a motion to accept the revised policy, Mike Ennis seconded, all in favor, motion approved. Determining Basic Skills Deficiency (Youth Assessment Policy) is a new required policy. Youth Committee recommends the adoption of the policy. Jody James made a motion to accept the policy, Chris Oravec seconded, all in favor, motion approved. The Youth Committee reviewed the benchmarks and there was concern as to a lack of enrollments for SCMCAA Youth program. It was decided to bring to the full board to require a corrective action plan from SCMCAA on how they will increase their enrollments. Jody James made a motion that SCMCAA be placed in corrective action for this contract year with ten (10) business days to respond. The motion died due to lack of a second. A request by Board Chair Garland Barton asking for a response from Cindy Bridges for the next board meeting in April was made and confirmed by Cindy Bridges.

Executive Committee: Garland Barton informed the board the committee approved a 3% wage increase effective January 1, 2020 for Donna Smith, Fiscal Manager, and Valarie Haring, Program and OE Manager. The CLEO's concurred in their meeting.

WIOA Performance Report: Sean Mooney with Ozark Action, Inc. presented on performance for 7/1/19-to12/31/19 for WIOA Adult, DW, and Youth Programs. Cathy Hicks with South Central Missouri Community Action Agency presented on performance for 7/1/19-to12/31/19 for WIOA Adult and DW Programs. Cindy Bridges presented on performance 7/1/19 to 12/31/19 for Youth program. Board Chair Garland Barton informed the sub-recipients that at the request of the CLEO's, a benchmark score card will be created for them to use in reporting their numbers. This will insure that the information is reported in a consistent format and will show whether the benchmark numbers are being met. The benchmark score card will be created and presented to the next Executive Committee for review at the April meeting.

Announcements: Garland Barton announced that the Business Service Team is in the Plan.

Jody James made a motion to adjourn meeting at 3:08 pm, Garland Barton seconded. All in favor, meeting adjourned.

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Steve Halter, Secretary