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Executive Committee Meeting

1:00 PM, January 14, 2020

Conference Call or 408 Washington Ave, West Plains; Room: Hanger

Call In Number 1-877-594-8353 Participant Code 59964688

Minutes

Committee Members Present: Garland Barton, Board Chair; Becky Brooks, Vice Chair-via phone; Johnny Murrell, Board Treasurer; Lisa Aden-via phone; Robin Thomas-via phone; CLEO Consortium Chair Zach Williams-via phone; Jeff Cowen, CLEO Consortium Vice-Chair; and Mark Collins

Committee Members Absent: Steve Halter, Board Secretary

Guests Present: Donna Parrott, Board Executive Director

Call to Order: Garland Barton called the meeting to order at 1:00 pm.

Approval of Minutes: Lisa Aden made a motion to approve minutes from 10-8-19. Jeff Cowen seconded. All in favor, motion passed.

Personnel Matters:

- 3% COLA Increase (Tabled from 10/8/19 meeting)
 - Becky Brooks made a motion to approve a 3% Wage increase retro to 1-1-2020. Zach Williams seconded. The increase is for Valarie Haring and Donna Smith. This does not include Donna Parrott who has a scheduled increase at 6 months of hire with a satisfactory performance review.

Director's Report:

- Mo Works Together Program Coordinator
 - Tom Weins resigned in November, 2019 as Program Coordinator which was a temporary full-time position. The position was re-evaluated and it was determined that the position should only be a temporary part-time position of 20-25 hours per week. Six individuals responded to the MoJobs posting. Two wanted full-time work and another candidate was called back from layoff. Interviews were completed and Scott Greer was chosen and offered the temporary part-time position as the Mo Works Together Program Coordinator. He had previously worked at the Missouri Extension office and worked with a state grant while employed there. His start date was 1-13-2020 and is currently in Jefferson City doing MoJobs training.
- Single Independent Audit (10/7/19- 10/9/19)
 - The audit was clean with no concerns, recommendations or findings.
 - Copies of the audit are available today, will be available at the SCWIB Board meeting January 28, 2020 and will also be available on our website.

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

- Board Attendance
 - By-laws do state that a board member needs to be at board meetings. If they miss three meetings in a row, they can be removed from the board. This is just a reminder that their duties as a board member are important and expected.
- Pending Responses from State of Missouri: Office of Workforce Development
 - Jobs League contract was signed and received back in our office 1-17-2020. It is no longer called the Summer Jobs League. We are now waiting for the NOO from OWD. 80% of participants have to continue employment after they finish the program.
 - ReSEA - UI requirement for in person follow up. We have been requested to see if our partners are interested in doing this program from their satellite locations. Both have said yes. Each partner agency staff will need training. At this point we do not know what the program will be paying as we are waiting for further information.
 - Wagner Peyser - a TENF came down from the Federal DOL stating that Wagner Peyser staff no longer has to be merit personnel. Missouri will be reviewing the information and sending out a determination at a later date.
- Projects & Deadlines
 - MOU/IFA (Issuance 01-2019) – State has determined it is the WIB regions responsibility to work with the 14 required partners to request financial funds for the infrastructure. Our local plan will have a caveat stating that this is still in the process of being determined.
 - Missouri Job Center Certification Evaluation (Issuance 04-2019) – Will begin working on those once the local plan is completed. This is working with the One Stop locations to become certified.
 - Local Plan (Issuance Release Date- TBA; Expires 6/30/20) – Still working on and hope to have it completed by the end of next week so that it can be sent to you for review. It is due in March and will have to have a 30-day review prior to it being sent to the state.
- Monitoring
 - Guidance & Expectations – Working with sub-contractors to help get them in line with what is required by the state. Look at setting goals and metrics for each county and putting those in the contracts for next year.
 - Programmatic
 - Appeal to Finding in PY 18 Programmatic Monitoring- DENIED
 - Monitoring Dates:
 - December 9-13, 2019 – Recommendations for updating some policies
 - June 15-19, 2020 – next site monitoring date
 - Corrective Action Plans – Possibly issuing corrective action plan for SCMCAA due to no new youth for three months and other issues noted by state monitor
 - Limit dollar amounts on individuals is recommended by the state. We are the only WIB region that does not have a limit on the dollar amount. This would also expand the number of participants we serve.
 - Financial
 - TBA; 3rd Party – All WIB regions now have a fiscal individual on their payroll.
 - State Financial monitoring – waiting to hear from the state as to who will be doing it and when our financial monitoring will occur.
- Build My Future
 - 4/22/2020 date at the West Plains Civic Center. This is geared to youth in high school to familiarize them with the various trades that are available to work in. There are hands-on demonstrations during the event with various vendors that are participating by bringing equipment, tools, and materials they use. Springfield did one last year that was a great success. If this goes as planned, we would like to see about possibly doing one in the Poplar Bluff area next year.

- Regal Beloit Closure
 - Area Employer Informational Event 1/29/2020 – Will be informing employers in the area the benefits and programs that are available to them if they hire employees under the Trade Act that Regal Beloit employees are eligible for. State OWD staff will be explaining the Trade Act, Apprenticeship programs, Job Center resources; WIOA Job Center staff will be explaining WIOA programs; plus educational and entrepreneurship opportunities. There will then be a job fair that afternoon. Both events are at the West Plains Civic Center.
- Partnering with Training
 - Department of Corrections – Looking at the Poplar Bluff Supervision Center to partner WIOA programs with the manufacturing program that has been successful in other regions. Will determine if it is feasible for our area after a meeting on Thursday. May have funding available for next funding year to help with this.
 - Drug Task Force – Becky Gann with Missouri Ozarks Community Health has Drug Task Force set up in four counties: Ozark, Douglas, Wright and Texas. They are possibly interested in having a partnership with us through the Mo Works Together Grant.

WIOA Performance; Adult, Dislocated Worker, and Youth: Information regarding enrollments and an update regarding benchmarks was provided. We need to focus on getting more individuals participating in all of the programs.

Financial Report: Information regarding updated financial reports was provided. Our sub-contractors are still in the 60/40 mark. OWD has not billed us for utilities for the past 6 months at the job centers. We should know more on it by the board meeting on the 28th.

Jeff Cowen made a motion to adjourn. Johnny Murrell seconded. Meeting adjourned at 2:33 pm.