



A proud partner of the americanjobcenter network®
Workforce Development Board

WDB Meeting Minutes
06-03-2020
Via Zoom Video Conference

Members:			
*Derick Barnes	Steve Dooley	*Jerry Carpenter	Thomas Douglas
*Ramona George	Michelle Clark	*Steven Hamm	Darin Cleir
*Mary Hitchings	*Rennie Diekemper	*Jane Hood	*Tracy McGrady
*Susan Johanson	*Robin McHugh	*Allen Kunkel	*Dan Montgomery
*Sarah Wyman	*Mike Peters	*Jeremy MacLaughlin	*Carl Rosenkranz
Krisi Schell	*Sharon Walker	Pat Shay	Barbara Williams
*Bill Skains			
*indicates present by videoconference			
Staff and Guests: Haley Jones-Sides, Marianne Banks, Sally Payne, Tracy Polk, Ericka Combs, Carmen May, Toby Stevenson, and Karen Dowdy			
Item	Discussion/Comments	Action	
Welcome & Call to Order	Sharon Walker called the meeting to Order at 8:35 a.m.		
Approval of Consent Agenda		Motion to Approve: Bill Skains Seconded by: Jeremy MacLaughlin Motion Carried	
Board Member Updates			
	No New Board Updates		
New Business			
Financial Report	Toby Stevenson explained the current funding budget and expenditures. Mr. Stevenson reviewed FY'19, PY '19, and FY '20 Adult Programs. He also reviewed PY 18 Youth which is fully expended and PY19 which has been	Motion to Approve: Bill Skains Seconded by: Mary Hitchings Motion Carried	



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	<p>affected by COVID-19, so the goal is to expend 80%. Lastly, Mr. Stevenson briefly discussed the FY19, PY 19, and FY 20 Dislocated Worker programs.</p>	
<p>Approval of WIOA Budget</p>	<p>Sally Payne explained that normally the goal is to spend 80% of the WIOA budget and to carry over a 20% reserve, however, Mardy Leathers gave the directive to spend 100% by July 1, 2020. The Ozark Region is successfully expending the budget compared to the statewide WIOA expenditures which are at 23%.</p>	<p>Motion to Approve: Bill Skains Seconded by: Jerry Carpenter Motion Carried</p>
<p>Elections</p>	<p>Bill Skains reported that the Nominating Committee recommended Mary Hitchings as the Vice Chair.</p> <p>Karen Dowdy reminded the Board that the Chair, secretary, and At Large members (appointed to the Executive Committee) were also due for election. Sharon Walker responded that Susan Johanson was presented for the position of Chair and Michelle Clark was being presented for the position of secretary. The At Large members to the Executive Committee would be decided at a later time.</p>	<p>Motion to Approve: Bill Skains Seconded by: Jane Hood Motion Carried</p>
<p>Reports/Updates</p>		
<p>Board Agreement Adhoc Committee</p>	<p>Sharon Walker explained that Marianne Banks and Thomas Douglas have been working together to bring documents to the upcoming Board Agreement Adhoc Committee. They are wanting to reflect in detail the changed structure that the ORWDB is trying to achieve.</p> <p>Ms. Walker and Mr. Skains have attended three state meetings, so the agreements are meeting many requirements and they are currently working through the rest.</p>	



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	<p>Training has been given to all regions, and a checklist was provided.</p>	
<p>OSO Report</p>	<p>Katherine Trombetta announced that Mardy Leathers, alongside a large media presence, was present for the Job Center’s opening last Thursday. Currently, we are posting positions on Face Book, and other social media platforms as well as hosting a Zoom Call for grant programs to the public.</p> <p>Mrs. Trombetta reported that the MOU from partner agencies was accepted and received. The cost share was negotiated with all partners including a fee exchange for desk space. Meetings are switching to Zoom with WIOA partners.</p>	
<p>Sally Payne Director’s Report</p>	<p>Sally Payne reported on the Job Center reopening. She stated that there will be no State Staff, OTC, or FSD in the building. Thursday numbers showed an average of 40 people coming in the doors and 20 people on Friday. WIOA Staff are reflecting twice as many people coming in due to unemployment inquiries.</p> <p>Missourians had been advised to not wait until unemployment benefits run out. Ms. Payne explained that there are over 1000 jobs in the MOJobs system, but no people to fill them. We have ramped up the messaging by social media and mass texting/outreach to over 28,000 people.</p> <p>Ms. Payne reported that the Job Center was planning a drive-through hiring event in the parking lot.</p> <p>Ms. Payne explained that the Branson location is currently not open but</p>	



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	<p>undergoing the steps to prepare and follow the reopening plan.</p> <p>Ms Payne discussed the future of Job Center North. She explained that Job Center North office was currently being charged 50% of the actual lease cost. She state that there were issues staffing the current location and noted out of the 56 current positions, only nine contract and 23 full time employee positions are filled. Cox was gracious enough to waive the three-month notice, but the lease was up July 1 with the cost of rent returning to double the previous year. Ms. Payne stated that it is the intent to remain in Zone 1, but due to the staffing ratios, the Department of Workforce Development was advised to terminate the lease. As this is a City lease agreement with Cox North, no action was necessary from the Board.</p>	
<p>Bill Skains Director’s Report</p>	<p>Mr. Skains had nothing new to report on.</p>	
<p>Adjournment</p>	<p>Ms. Payne and the Board congratulated Ramona George on her retirement. Sharon Walker called the meeting adjourned at approximately 10:15 a.m.</p>	<p>Motion to Adjourn: Bill Skains</p> <p>Seconded by: Mary Hitchings</p> <p>With no further discussion, the meeting adjourned.</p>

Notes Taken By: Haley Jones-Sides