



A proud partner of the americanjobcenter network®
Workforce Development Board

ORWDB Meeting Minutes
December 8, 2021
Via Zoom and In-Person

Members:			
Allen Kunkel		✓Barbara Williams	✓Bill Skains
✓Candida Deckard	Carl Rosenkranz	✓Dan Montgomery	✓Darin Cleir
✓Derick Barnes	✓Jane Hood	Jerry Carpenter	✓Jeremy MacLaughlin
Krisi Schell	Linda Whipple	✓Jennifer Roodhouse	Diane Rozier
✓Michelle Clark	✓Pat Shay	✓Annora Lock	✓Melissa Lloyd
✓Sarah Wyman	✓Steve Hamm	✓Susan Johanson, Chair	✓Thomas Douglas
Tracy McGrady			
Staff and Guests: Karen Dowdy, Toby Stevenson, Sally Payne, Dennis Wiggins, Carmen May, Katherine Trombetta, Tracy Polk, Cindi Koenneker, Kelly Fender			
Item	Discussion/Comments		Action
Welcome & Call to Order	<p>Susan Johanson called the meeting to order at approximately 12:00 Noon. Michelle Clark called roll and a quorum was indicated.</p> <p>Ms. Johanson asked members to declare any conflicts of interest for items voted upon during this meeting. None were indicated.</p>		
Approval of Consent Agenda	<p>With no items removed, the Consent Agenda was reviewed for approval. The Consent Agenda consisted of ORWDB minutes of 10/06/21, 10/14/21, and 11/12/21</p>		<p>Motion by: Bill Skains Seconded by: Derek Barnes Motion Carried.</p>
Review, Discussion, and Possible Action			
Financial Report	<p>Mr. Stevenson provided the Financial Report as of November 2021. A copy of the report is in the record.</p>		<p>Motion to Approve: Steve Hamm Seconded by: Derek Barnes Motion Carried.</p>
Bylaws	<p>The proposed Bylaws were presented for approval. Amendments of the proposed bylaws were noted that included ensuring that the Executive Committee allowed for two-at large members and incorporating all Committees in the Bylaws</p>		<p>Motion by: Bill Skains. Seconded by: Dan Montgomery Motion Carried.</p>



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One Stop Operator	Susan Johanson provided a brief overview of the process for selecting the One Stop Operator (OSO). The OSO Committee recommended that the One Stop Operator contract be awarded to the City of Springfield.	Motion by: Candida Deckard. Seconded by: Bill Skains Motion Carried.
Special Election	A special election was held to elect two members of the Board to serve on the Executive Committee. Susan Johanson nominated Candida Deckard to serve as an elected represented from the Board to the Executive Committee. Bill Skains nominated Derek Barnes to serve as an elected representative from the Board to the Executive Committee. Steve Hams motion to cease the nominations and approve by acclamation.	Motion by: Steve Hamm. Seconded by: Jeremy MacLaughlin. Motion Carried.
2022 Calendar	The Calendar of proposed meeting dates was presented for approval.	Motion by: Bill Skains. Seconded by: Jane Hood. Motion Carried
Performance	Karen Dowdy, Compliance Coordinator, provided a brief overview of the latest performance measures. Adult and Dislocated Worker are meeting nearly all of the performance levels. Efforts are being made to review Youth Skill Gains and Credential measures.	No action necessary
OSO Report	Katherine Trombetta, One Stop Operator, provided an update.	No action Necessary.
Bill Skain's Director Report	Mr. Skains requested Derek Barnes to speak briefly. Mr. Barnes commented on some of the issues facing the industry.	No action necessary.
Sally Payne's Director Report	Ms. Payne provided a 2021 review highlighting the Workforce Development initiatives, successes, and trends moving forward.	No action necessary.
Adjournment	With no further discussion, the meeting adjourned at 1:28.	No action necessary.

Notes Taken By: Karen Dowdy