

JEFFERSON/FRANKLIN CONSORTIUM  
WORKFORCE DEVELOPMENT BOARD (WDB) MEETING

October 31, 2024

Jefferson/Franklin Consortium Workforce Development Board held a virtual meeting on October 31, 2024, at 1:30 p.m.

Attendance was taken and a quorum was present. The following WDB members were in attendance: Nicole Hillemeier, Scott Pagel, Amanda Black, Annette Kendrick, Juila Kampert, Mark Arens, Cathy Poole, Julie Johns, Andrew Held, Julie Scannell, Joel Doepker, Chris DeGeare, and Valerie Moore. Other interested parties in attendance: Kayla Gregory, Mary Brown, Jane Kost, Maggie Peetz, Trish Davids, Lora Warner, Alice Whalen, Megan McEwen, Tina Davis, and Leanna Eckhoff.

Chris DeGeare made the motion, seconded by Cathy Poole to approve the minutes of the August 29th, 2024, Workforce Development Board (WDB) meeting (Agenda Item II.) Motion carried.

Jane Kost presented the annual review of the conflict-of-interest policy (Agenda Item III.). Attestations were sent via DocuSign for electronic signatures to all Board members.

Workforce Services Reports (Agenda Item IV(a-d).) were presented as follows:

Office of Workforce Development (OWD) Update – Valerie Moore presented and held discussion on OWD activities including the QUEST grant and Job Center open houses being held on December 19, 2024.

Megan McEwen provided an update on the Arnold Job Center and Tina Davis provided an update on the Washington Job Center.

Eric Kappel discussed WIOA Adult, Dislocated Worker, and Youth program updates and presented a WIOA success story.

Eric Kappel discussed On-the-job Training/Incumbent Worker Training (IWT) program updates.

Leanna Eckhoff discussed the Business Services Team recent activity, including increasing involvement in upcoming job fairs and hiring events. The next in-person BST meeting will be November 19, 2024, at the Arnold Job Center.

Mary Brown gave the following Monitoring and Oversight report updates (Agenda Item V(a-b.):

- a. Workforce Innovation and Opportunity Act (WIOA) Program Year (PY) 2024 Performance to Date (7/01/2024 – 9/30/2024)
- b. PY'23 (7/01/23 – 6/30/24) Annual Performance History Report

Leanna Eckhoff gave the following Monitoring and Oversight report updates (Agenda Item V(c-d):

- c. Enhanced Equal Opportunity monitoring of Eligible Training Providers
- d. PY'23 (7/01/23 – 6/30/24) Equal Opportunity Employment Data Analysis

Mary Brown discussed the Jefferson/Franklin Consortium Negotiated Performance Rates for PY'24 (7/01/24 – 6/30/25) (Agenda Item VI.)

Mary Brown informed the Board that the Jefferson/Franklin region received an additional \$25,000 incentive funding for meeting all the WIOA performance measures for PY'23. (Agenda Item VII.)

Mary Brown presented on renewing the Audit Services (Agenda Item VIII.) Valerie Moore made the motion, seconded by Andrew Held, to approve exercising the second option to extend the contract for audit services with Honkamp, P.C., covering the period of 11/1/24-6/30/25.

Eric Kappel presented on the 2025 Jobs League Program (Agenda Item IX.). The program was a success, and all funding was allocated.

Community Workforce and/or Economic Development (Agenda Item X.) updates were presented as follows:

- East Central College – Joel Doepker
- Jefferson College – Chris DeGeare
- Adult Basic Education and Literacy – Alice Whalen
- Adult Basic Education and Literacy – Julie Johns
- Jefferson Franklin Community Action Corporation –Cathy Poole

Civilian Labor Force Data was reviewed by Nicole Hillemeier. (Agenda Item XI.)

The 2025 Local Workforce Development Board meetings will be on:

- a. January 30, 2025
- b. April 24, 2025
- c. August 28, 2025
- d. October 30, 2025