

JEFFERSON/FRANKLIN CONSORTIUM
WORKFORCE DEVELOPMENT BOARD (WDB) MEETING

January 25, 2024

1:30 P.M.

Zoom: <https://us02web.zoom.us/j/86875934569?pwd=UVFpek5hWHU5QW9yUnE0b2w2ckVtZz09>

AGENDA

- I. Call to order – Robert Francis
- II. Minutes from the October 26, 2023, meeting
 - Request** motion to approve the October 2023 meeting minutes as presented.
- III. Annual Review of the Board By-laws (Attestations will be sent via DocuSign) – Jane Kost
- IV. Workforce Services Updates
 - a. Office of Workforce Development (OWD) & Job Center – Valerie Moore
 - i. Community Development Team –Tyanna Broadway
 - b. Adult, Dislocated Worker, and Youth Program – Trish Davids
 - c. On-the-Job Training/Incumbent Worker Training Program – Eric Kappel
 - d. Business Services Team – Leanna Eckhoff
- V. Jefferson/Franklin Monitoring and Oversight – Mary Brown
 - a. Program Year (PY) Performance to Date (07/01/2023 – 12/31/2023).
 - b. Audit Services – Schowalter & Jabouri, P.C., St. Louis has been acquired Honkamp, P.C.
 - c. Equal Opportunity Monitoring – Program Worksite Monitoring.
- VI. Jefferson/Franklin Consortium Program Year 2023 (7/01/23-6/30/24) Funding Allocation – Mary Brown
 - a. PY'22 Annual Agreement Incentive Funds (\$75,000).
 - b. Non-WIOA funds (\$70,000).
- VII. Jefferson/Franklin Consortium Service Providers Request for Proposal – Mary Brown
 - a. A formal advertised competitive bid process is required to procure contractor(s) that will provide services for the WIOA Adult, Dislocated Worker, Youth programs, and TANF programs.
 - b. **Request** WDB motion to:
 - i. Approve the Jefferson/Franklin Consortium Needs Assessment for service providers.
 - ii. Authorize staff to proceed with the Request for Proposal (RFP) schedule.
- VIII. PY'24-PY'27 Jefferson/Franklin Consortium WIOA Local Plan (7/1/24-6/30/28) – Mary Brown
 - a. **Request** WDB motion to:
 - i. Authorize staff to proceed with developing the next four-year local WIOA plan due April 30, 2024.
- IX. Workforce Partner Updates
 - a. East Central College – Joel Doepker
 - b. Jefferson College – Chris DeGeare
 - c. Adult Basic Education and Literacy – Alice Whalen

- d. Adult Basic Education and Literacy – Julie Johns
- e. Vocational Rehabilitation – Amanda Black
- f. Jefferson County Economic Development – Donna Litton
- g. Franklin County Economic Development – Sal Maniaci
- h. MWA/SkillUp/Jobs League – Samantha King
- i. Jefferson Franklin Community Action Corporation – Cathy Poole

X. Civilian Labor Force Data – Robert Francis

XI. Upcoming meetings/conferences:

- a. Youth Committee meeting – April 8th
- b. Missouri Association of Workforce Development Conference – April 24th – 26th