

JEFFERSON/FRANKLIN CONSORTIUM
WORKFORCE DEVELOPMENT BOARD (WDB) MEETING
September 3, 2020

Jefferson/Franklin Consortium Workforce Development Board held a videoconference meeting September 3, 2020 at 1:30 p.m. with members attending virtually.

Attendance was taken and a quorum was present. The following WDB members were in attendance: Todd Tracy, Scott Byrne, Jeff Carnal, Beth Dauber, David Crump, Joel Doepker, Debbie Durham, Emma Fox, Robert Francis, Andrew Held, Nichole Hillemeier, Valerie Moore, Jill Quaid, Julie Scannell, Alice Whalen, Jennifer Wooldridge, Russ Kuttenkuler and other interested parties including Mark White, Vicky Bonney, Eric Kappel, Lucinda Dennis-Itoka, Bryan Herrick, Julie Johns, Jane Kost, Hillary Wagner, Carol Drummond, Yvonne Wright, Lora Warner, Chris Degeare, Trish Davids, Mirza Bijedic, Mary Brown, Michael Ravenscraft and Maggie Peetz.

The meeting was called to order by Robert Francis, WDB Chair.

Motion was made by David Crump, seconded by Russ Kuttenkuler, to approve the minutes of the April 30, 2020 WDB meeting (attached Agenda Item II.) Motion carried.

Michael Ravenscraft presented the total UI claims for the regions from March 2020 to end of August 2020. (Agenda Item III.)

Mark White from the University of Missouri Extension presented Labor Market Analysis on the Jefferson and Franklin counties. (Agenda Item IV)

Workforce Service Reports (Agenda Items V. a-f) were presented as follows:

- a. Workforce Development Programs - Valerie Moore
 - i. Job Center Surveys
- b. Arnold and Washington Job Centers- Lucinda Dennis Itoka
- c. Adult, Dislocated Worker, and Youth Program– Trish Davids, MERSGoodwill
- d. Employer Business Services – Eric Kappel
- e. Employment Transition Team (ETT) and Business Services – Vickey Bonney
- f. Systemwide COVID Response/RecoverStrong – Michael Ravenscraft

Michael Ravenscraft gave the Monitoring and Oversight reports (attached Agenda Items VI. a-i):

- a. PY19 Final Office Workforce Development Annual Program Monitoring Report
- b. PY19 Final OWD/WIPFLI CPA Firm Financial Monitoring
- c. PY19 Qtr 3 Equal Opportunity Monitoring Report
- d. PY19 Annual Financial Statement Audit
- e. PY19 Jobs League and Skill Up Monitoring
- f. PY19 Fourth Quarter (7/1/19 – 6/30/20) Performance
- g. PY20 First Quarter (7/1/20 – 6/30/21) Performance
- h. OWD Quarterly Report Card
- i. Maher & Maher Conflict of Interest and Segregation of Duties Training

Motion made by Debbie Durham, seconded by David Crump to approve Jefferson/Franklin negotiation process for local performance measures for Adult, Dislocated Worker and Youth programs. (Agenda Item VI i.) Motion carried.

Michael Ravenscraft announced Jefferson/Franklin region received WIOA Adult, Dislocated Worker and Youth PY 20 Formula funding, Statewide funding, Cares Act funding, National Dislocated Worker Emergency Grant funding, Equal Opportunity Grant funding, RESEA, Skill Up and Jobs League and pending funding requests. (Agenda Item VII. a) Motion made by Jennifer Wooldridge, seconded by Andrew Held, Jeff Cartnal, Emma Fox and Alice Whalen abstained, to accept and approve the funding to support services to local job seekers and employers. (Agenda Item VII a.) Motion carried.

Michael Ravenscraft presented the Office of Management and Budget's Uniform Guidance update including the OMB Fiscal Regulation revisions published August 2020. Motion made by Jeff Cartnal, seconded by Alice Whalen to approval updating local fiscal policies to align with revised OMB fiscal regulations. (Agenda Item VIII a.) Motion carried.

Michael Ravenscraft discussed Program Year 2020 (July 1, 2020-June 30, 2021) Jefferson/Franklin Service Providers for Workforce Innovation and Opportunity Act Programs. A motion was made by David Crump, seconded by Jennifer Wooldridge, to give WDB approval of the Program Year 2020 Jefferson/Franklin Consortium Service Provider contract/dollar amounts as presented. (attached Agenda Item IX.) Motion carried. Abstentions were Jeff Cartnal, Alice Whalen, Joel Doepker, and Emma Fox.

Michael Ravenscraft discussed the Local Plan and Policy updates. A request for motion was made approval from Workforce Development Board recommendation to approve Work Experience Wage rate of \$11.30 effective Sept 14, 2020, subsequent Youth Committee concurrence on Oct 5, 2020, and \$1 dollar above minimum wage beginning with the first full pay period at the beginning of each calendar year. A motion was made by Debbie Durham and seconded by David Crump. (Agenda Item X) Motion carried.

Michael Ravenscraft discussed State and Local Workforce Project, Events & Initiatives including Recover Strong and Job Centers of the Future and CLEO Summit. (Agenda Item XI.)

Workforce and Economic Development reports were presented as follows:

- East Central College – Joel Doepker
- Jefferson College – Chris DeGeare/Lora Warner
- Adult Basic Education and Literacy –Alice Whalen/Julie Johns
- Vocation Rehabilitation – Beth Dauber
- Economic Development- Todd Tracey

Civilian Labor Force Data was reviewed by Robert Francis (attached Agenda Item XIII.).

The next WDB meeting will be held October 29, 2020, at 1:30 p.m.