

JEFFERSON/FRANKLIN CONSORTIUM
WORKFORCE DEVELOPMENT BOARD (WDB) MEETING
May 2, 2019

Jefferson/Franklin Consortium Workforce Development Board held a videoconference meeting May 2, 2019 at 1:30 p.m. with members attending in Room 325 at Jefferson College, Arnold, and in Room DSSC 304 at East Central College, Union.

Attendance was taken and a quorum was present: Angie Inman, Robert Francis, Emma Fox, David Crump, Andrew Held, Nicole Hillemeier, Leah Berry, Dena McCaffrey, Scott Pagel, Alice Whalen, Debbie Durham, Scott Bryne, Joel Doepker, and Jill Quaid.

The meeting was called to order by Robert Francis, Chairman.

Motion was made by David Crump, seconded by Dena McCaffrey, to approve the minutes of the January 31, 2019 WDB meeting (Agenda Item II.) Motion carried.

Election of Officers was as follows: Nominations for Chairman and Vice Chairman was requested. A motion made by Joel Doepker, seconded by Dena McCaffrey for nominations to cease and Robert Francis and David Crump be elected as WDB Chairman and WDB Vice-Chairman, respectively, for the next year. Motion carried. Robert Francis, David Crump and Richard Oldenburg agreed to serve on the Executive and Finance Committees. (Agenda Item III)

Current WDB By-Laws were presented. A signed Attestation Form indicating WDB members review was requested. (Agenda Item IV.)

Workforce Services Reports (Agenda Items V. a-e) were presented as follows:

- a. Workforce Development Programs – Valerie Moore
- b. Arnold and Washington Job Centers -- Thomas Whitehead and Lonnie Dement
- c. Adult/Youth/Dislocated Worker Programs – Trish Davids, MERS Goodwill
- d. Employer Business Services
- e. Employment Transition Team (ETT)

Michael Ravenscraft discussed letter dated January 29, 2019 designating Jefferson/Franklin Consortium as local Workforce Development Area. (Agenda Item VI.)

Michael Ravenscraft gave the Monitoring and Oversight reports (Agenda Item VII. a-b):

- a. Program Year 2018 Third Quarter (7/1/18 – 3/31/19) Performance
- b. Program Year 2018 (PY'18) Workforce Development Program Monitoring
- c. Program Year 2018 (PY'18) Workforce Development Financial Monitoring

Michael Ravenscraft requested a motion for approval to proceed with a formal advertised competitive bid process to procure audit services for the audit period of 7/01/18-6/30/19. A motion was made by Dena McCaffrey and seconded by David Crump. (Agenda Item VIII.) Motion carried.

Michael Ravenscraft discussed the PY19 Funding Allocation of Workforce Innovation and Opportunity Act (WIOA) Adult/Dislocated Worker and Youth Funding Allocation requesting approval from Workforce Development Board to accept PY 2019 Adult, Dislocated Worker and Youth funding allocation. A motion was made by David Crump and seconded by Angie Inman. Dena McCaffrey, Joel Doepker and Jeff Cartnal abstained. (Agenda Item IX a.) Motion carried.

Michael Ravenscraft discussed the State of Missouri Family Support Division (FSD) and Division of Workforce Development (DWD) Workforce partnership, Temporary Assistance for Needy Families (TANF) funds requesting approval from Workforce Development Board to accept PY 2019 TANF workforce program funding. A motion was made by David Crump and seconded by Angie Inman. Dena McCaffrey, Joel Doepker and Jeff Cartnal abstained. (Agenda Item IX b.) Motion carried.

Michael Ravenscraft discussed the Selection of Program Year 2019 (7/01/19-6/30/20) Jefferson/Franklin Consortium Workforce Innovation and Opportunity Act Service Providers. A motion was made by David Crump and seconded by Angie Inman requesting approval from Workforce Development Board for One Stop Coordinator to exercise first option to extend contracts for the period of 7/01/19-6/30/20 based on Program Year 2019 funding availability for the Title I Adult, Dislocated Worker and Youth Program. Dena McCaffrey, Joel Doepker and Jeff Cartnal abstained. (Agenda Item X.) Motion carried.

Michael Ravenscraft discussed the increase in Missouri's minimum wage to \$8.60/hr along with the wage schedule for minimum wage increases through 2023. A request for motion was made approval from Workforce Development Board recommendation in concurrence with Youth Committee to approve Work Experience Wage rate effective May 11, 2019. A motion was made by David Crump and seconded by Angie Inman. (Agenda Item XI) Motion carried.

Michael Ravenscraft discussed Local Jefferson/Franklin Procurement Cost Limit Change and request Workforce Development Board approval to amend local procurement policy to align with US Department of Labor guidelines and Office of Management Budget increase micro purchase thresholds. A motion was made by Scott Pagel and seconded by Jeff Cartnal. (Agenda Item XII) Motion carried.

Michael Ravenscraft discussed Skill UP Program – Family Support Division (FSD) and Missouri Division of Workforce Development (DWD) Coordination. (Agenda Item XIII.)

Michael Ravenscraft discussed Governor Parson's Announcement and Executive Actions including priorities in workforce development and infrastructure (Agenda Item XIV).

Coordination in Workforce Development reports were presented as followed (Agenda Item XV):

- ◆ East Central College – Joel Doepker
- ◆ Jefferson College – Dena McCaffrey
- ◆ Adult Basic Education and Literacy –Alice Whalen
- ◆ Vocation Rehabilitation – Angela Inman
- ◆ Economic Development- Sal Maniaci
- ◆ Skill Up

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

Michael Ravenscraft announced the included scheduled conferences and gave an update on 2019 Missouri Association of Workforce Development (MAWD) Conference held April 24-26, 2019, Branson, MO, Equal Opportunity (EO) Conference May 15-17, 2019 in Kansas City, MO, 2019 Governor's Conference on Economic Development, September 4th – 6th, 2019, St. Charles, MO (Agenda Item XVII)

The Conflict of Interest Disclosure Statement was discussed and reminder to Sign and Return (Agenda Item XVIII).

The next WDB meeting will be held August 29, 2019 and October 31, 2019 at 1:30 p.m.