

JEFFERSON/FRANKLIN CONSORTIUM
WORKFORCE DEVELOPMENT BOARD (WDB) MEETING
January 30, 2020

Jefferson/Franklin Consortium Workforce Development Board held a videoconference meeting January 30, 2020 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. The following WDB members were in attendance: Robert Francis, Steve Markus, Anna Boehm, David Crump, Andrew Held, Emma Fox, Nicole Hillemeier, Todd Tracy, Scott Pagel, Jennifer Wooldridge, Valerie Moore, Joel Doecker, Jill Quaid, Debbie Durham, Alice Whalen and other interested parties.

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

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

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

- a. Workforce Development Programs – Valerie Moore
- b. Arnold and Washington Job Centers – Valerie Moore
 - i. Job Center Surveys
- c. Adult/Youth/Dislocated Worker, Jobs League and Skill Up Programs – Eric Kappel, MERS Goodwill
- d. Employer Business Services – Eric Kappel
 - i. Employer Surveys
- e. Employment Transition Team (ETT) – Don Smith

Michael Ravenscraft discussed the Missouri Workforce Development updates including the Fast Track Workforce Incentive Grant Program and Department of Higher Education and Workforce Development updates (Agenda Item IV attached).

Michael Ravenscraft gave the Monitoring and Oversight reports (Agenda Items V. a-e):

- a. Program Year 2019 (PY'19) Quarter 2 Office of Workforce Development Program Monitoring
- b. PY'19 Performance Status Report (7/1/19-9/30/19)
- c. Schowalter & Jabouri, P.C., St. Louis, performed audit of Jefferson/Franklin Consortium for the Program Year '18 (07/01/18-6/30/19). There were no questioned or disallowed costs.
- d. Upcoming Financial Monitoring by State contracted CPA firm.
- e. Issuance 08-2019 PY19/FY20 WIOA Allocations for Adult, Dislocated Worker and Youth

Michael Ravenscraft requested Workforce Development Board approval of the Planning Budget modifications. A motion was made by Steve Markus and seconded by David

Crump to approve the Planning Budget modifications. (Agenda Item V. e) Motion carried.

Michael Ravenscraft discussed the Jefferson/Franklin Title I WIOA Four Year Plan PY20-23 and requested a motion to approve, subsequent to comment period, the policies and Plan and to submit local Plan in accordance with Issuance 09-2019. A motion was made by Debbie Durham and seconded by Scott Pagel. (Agenda Item VI.) Motion carried.

Michael Ravenscraft discussed the University of Missouri Local Workforce Analysis Report and the meetings to be held at East Central College on February 5th and at Jefferson College on February 27th, 2020. (Agenda Item VII.)

Alice Whalen discussed the One-Stop Certification of the Arnold and Washington Job Centers. No issues were found. Alice requested motion for WDB to accept the One-Stop Certification Committee evaluation and certification of the Arnold and Washington Job Centers. A motion was made by David Crump and seconded by Steve Markus. (Agenda Item VIII.) Motion carried.

Suzanne Richards discussed and gave updates on the statewide Apprenticeship program. (Agenda Item IX.)

Michael Ravenscraft discussed Equal Opportunity reviews of the Arnold and Washington Job Centers, including the EO review during the One-Stop Certification process and Americans with Disabilities Act review of each Job Center. No issues were found with each Job Center. (Agenda Item X.)

Joel Doepker represented East Central College and presented information on free ECC dual credit courses being offered to high school students who receive free and reduced lunches, and information on their Skill-Up and Fast Track Programs. Bryan Herrick represented Jefferson College and presented information on the upcoming Job Fairs for individuals interested in the health care field. Alice Whalen (ECC) and Julie Johns (JC) gave updates on Adult Basic Education enrollments, graduates and progress at East Central College and Jefferson College. Todd Tracy represented Economic Development in Jefferson County and gave an update on the revamped website, SPA504 grant and Lenders forum to be held at Jefferson College. (Agenda Item XI.)

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

Michael Ravenscraft announced the scheduled conferences for 2020 including 2020 Missouri Association of Workforce Development (MAWD) Conference is scheduled for April 21-24 at Branson Hilton and Convention Center, Missouri and the 2020 Governor's Conference on Economic Development is scheduled for August 26-28 in Springfield, Missouri.

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