

JEFFERSON/FRANKLIN CONSORTIUM  
WORKFORCE DEVELOPMENT BOARD (WDB) MEETING

January 27, 2022

Jefferson/Franklin Consortium Workforce Development Board held a video conference meeting January 27, 2022, at 1:30 p.m. with members attending virtually.

Meeting was called to order by Robert Francis, Chair at 1:30pm.

Attendance was taken and a quorum was present. The following WDB members were in attendance: Robert Francis, Brenda Rosillo, Jeff Cartnal, David Crump, Scott Pagel, Andrew Held, Debbie Durham, Brandy Hagedorn, Jeannie Ray, Chris Vansickle, Nicole Hillemeier, Bill Trapp, Alissa Krueger, Jennifer Wooldridge, Jill Quaid, Alice Whalen, Amanda Black, Dr. Chris DeGeare, Todd Tracy, and Emma Fox. Other interested parties in attendance were Michael Ravenscraft, Mary Brown, Trish Davids, Eric Kappel, Lora Warner, Hilary Wagner, Jane Kost, Bryan Herrick, Mirza Bijedic, Valerie Moore, Tyanna Broadway, Marissa Ciolino, Lisa Marshall, Julie Johns, Shirley Wilson and Leanna Eckhoff.

Jefferson County Executive Dennis Gannon and Franklin County Presiding Commissioner Tim Brinker has issued the joint statement that Michael Ravenscraft has served as One Stop Coordinator/Executive Director of the Jefferson/Franklin Counties Workforce Board since 2014. During his tenure Mr. Ravenscraft has had outstanding employment performance, financial audit performance with neither county being ordered to repay any disallowed costs, excellent local working relationships and customer service. Effective January 1, 2022, executive, fiscal and programmatic authorization authority for operation of the Office of Job Training Programs shall be bestowed upon Mary Brown, Assistant One-Stop Coordinator. Mr. Ravenscraft spoke about his departure and thanked all Board Members and the Executive Committee Bob Francis, David Crump, and Nicole Hillemeier for their service during his tenure. (Agenda Item II)

Motion was made by David Crump, seconded by Emma Fox to approve the minutes of the October 28, 2021, WDB meeting. Motion carried. (Agenda Item III.)

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

- a. Workforce Development Programs – Valerie Moore presented on Job Center employer services and the efforts of the Employer Relations Engagement (ERE) team.
- b. Adult, Dislocated Worker, and Youth Program – Trish Davids presented on WIOA enrollments for the program year. Enrollments are currently meeting targets.
- c. On-the Job Training (OJT)/Incumbent Worker – Eric Kappel presented. OJT is finishing up and the team is working on several incumbent worker projects.

- d. Employment Transition Team (ETT) and Business Services – Susan McKnight retired, welcomed new ERE specialists Tyanna Broadway and Marissa Ciolino.
- e. Business Engagement and Outreach - Bryan Herrick provided a demonstration over the new website geared towards job seeker and employer recruitment.

Jane Kost presented on Program Year 2021 (PY'21) Quarter 1 (7/1/2021-9/30/2021) Office of Workforce Development (OWD) Progress Report. The region continues to spend most of the funding on direct participant costs exceeding the State's requirement. WIOA performance is off to a good start and improvements are expected as the program year progresses. (Agenda Item V.)

Jane Kost, Mary Brown and Leanna Eckhoff presented on Monitoring and Oversight (Agenda Items VI. a-f) as follows:

- a. Annual Agreement process is under way between the Chief Elected Officials and OWD.
- b. Fiscal Audit- conducted early January 2022. There are no findings or questioned costs.
- c. OWD conducted an on-site monitoring in December. There are no findings or questioned costs.
- d. The Department of Labor monitored the State and chose Jefferson/Franklin as one of the areas to review. DOL was impressed by local staff and our partnerships in the area.
- e. Staff continue to conduct monthly program monitoring. There have been no major issues or findings.
- f. Staff continue to conduct monthly EO training and regular EO monitoring. There have been no major issues or findings.

Jane Kost presented on additional statewide money received from OWD (\$100,696) and additional Re-Employment Services & Eligibility Assessment (RESEA) funding (\$10,000). (Agenda Item VII.)

Jane Kost and Leanna Eckhoff presented on the required Jefferson/Franklin (WIOA) PY'20-PY'23 Local Plan/Regional Plan two-year modification. Motion was made by Dr. Chris DeGeare, seconded by Jennifer Wooldridge to approve updating the Local Plan & Regional Plan based upon the written guidelines from OWD and available WIOA funding allocation with required policy updates and posting for public comment. Motion carried. (Agenda Item VIII.)

Workforce Partner Updates (Agenda Item IX.) were presented as follows:

- Jefferson College- Dr. Chris DeGeare presented on current events such as receiving grants for education and apprenticeships. Healthcare Heroes program was also launched.
- East Central College- Alice Whalen presented on current events such as nursing scholarships, food pantry, additional ECC staff for basic/employment needs.

- Adult Education and Literacy – Julie Johns stated their State (DESE) monitoring went well. She reported low enrollments, but are on track to meet all targets. Alice Whalen introduced Chris Vansickle, WEG Transformers, to speak about innovative project with assisting their workers with English as learned language services as part of their workday. Ms. Whalen shared that the Missouri Association of Workforce Development Conference is April 27-29, 2022 in Branson, Missouri.
- Vocational Rehabilitation – Amanda Black presented on their summer youth work experience opportunity.
- Economic Development – Todd Tracy presented on a partnership with Ameren to find commercial/industrial land and, to date, 10 sites have been identified.
- Skill Up/MWA- Emma Fox presented that their programs are expanding to serve targeted youth 16-21 with employment and training needs.
- Jefferson Franklin Community Action- Jill Quaid presented on their Small Business pilot in which they were the only entity in the state chosen. This grant will allow them to assist small business for at least two years. She also presented on their other grants which assist residents with home-repairs, electric bills, and transportation.

Jane Kost presented on upcoming meetings/events. Office of Workforce Development, Chief Local Elected Officials and Local Workforce Development Board Chair Symposium on March 2, 2022. 9:30 a.m.- 4 p.m. (Agenda Item X.)

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

The next WDB meeting will be held April 28, 2022, at 1:30 p.m.

Meeting was adjourned.