

JEFFERSON/FRANKLIN CONSORTIUM
WORKFORCE DEVELOPMENT BOARD (WDB) MEETING

April 28, 2022

Jefferson/Franklin Consortium Workforce Development Board held a video conference meeting on April 28, 2022, at 1:30 p.m. with members attending virtually.

Attendance was taken and a quorum was present. The following WDB members were in attendance: Board Chair, Robert Francis, Board Vice-Chair, David Crump, Nicole Hillemeier, Debbie Durham, Jeff Carnal, Chris Vansickle, Joel Doepker, Amanda Black, Emma Fox, Scott Pagel, Julia Kampert, Annette Kendrick, Alissa Krueger. The Jefferson County Executive, Dennis Gannon, and other interested parties such as Brian Heldenbrand, Mary Brown, Jane Kost, Shirley Wilson, Bryan Herrick, Hillary Wagner, Julie Johns, and Leanna Eckhoff also attended.

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

Motion was made by David Crump, seconded by Debbie Durham, to approve the minutes of the January 27, 2022, WDB meeting (Agenda Item II.) Motion carried.

Elections of officers was as follows: Nominations for Chairman and Vice-Chairman was requested. A motion made by Debbie Durham, seconded by Emma Fox for nominations to cease and Robert Francis and David Crump to be elected as WDB Chairman and WDB Vice-Chairman, respectively, for the next year. Motion Carried. Robert Francis, David Crump and Nicole Hillemeier agreed to serve on the Executive and Finance Committee (Agenda Item III.)

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

- a. Office of Workforce Development (OWD) Programs – Brian Heldenbrand
 - Job Center Surveys- increased satisfaction from PY'20.
 - Job Center Updates- new supervisors, staff openings.
- b. Adult, Dislocated, and Youth Program – Leanna Eckhoff presented WIOA PY'21 WIOA Enrollment numbers
- c. Employment Relations and Engagement Team- no update.
- d. Business Engagement and Outreach - Bryan Herrick

Mary Brown and Leann Eckhoff gave the Monitoring and Oversight reports (Agenda Items V. a-f):

- a. Program Year 2021 (PY'21) Second Quarter OWD Progress Report
- b. Current WIOA PY'21 Performance as of April 5, 2022
- c. Program Monitoring
- d. Equal Opportunity Monitoring
- e. Schowalter & Jabouri, P.C. St. Louis, audit report.
- f. Financial Monitoring and PY'21 Planned Budget Summary Revisions

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Jane Kost presented on the Jefferson Franklin Workforce Innovation and Opportunity (7/1/2020-6/30/2024) Local and Regional Plan (PY'20-PY'23) Two-Year modifications and policy updates. Public Notice was posted from April 8, 2022, to April 24, 2022 and no public comments were received.

Motion made by Nicole Hillemeier, seconded by Chris VanSickle to approve modified Local and Regional PY'20-PY'23 (7/1/2020-6/30/24) four-year WIOA Plan, required policy updates, and submit to OWD in accordance with OWD Issuance 15-2021. (Agenda Item VI.) Motion carried.

Jane Kost presented the Office of Workforce Development Annual Agreement with Jefferson/Franklin Consortium for Program Year 2022 (7/01/22-6/30/23).

This agreement includes the following:

- a. OWD Annual Agreement
- b. Jefferson/Franklin Consortium Sustainability Plan
- c. Chief Local Elected Official (CLEO) Agreement/By-Laws
- d. Fiscal Agent Agreement
- e. One-Stop Operator (OSO) Agreement

Motion made by David Crump, seconded by Nicole Hillemeier that items above be approved as presented and submitted to OWD with the Annual Agreement (Agenda Item VII.) Motion carried.

Audit Services for Program Year 2022 was reviewed. Motion made by Jeff Cartnal, seconded by Emma Fox to approve to proceed with the formal advertised competitive bid process to procure audit services for the audit period of 7/1/20-6/30/21 (Agenda Item VIII.) Motion carried.

Jane Kost discussed the Jefferson/Franklin Consortium Program Year 2022 (7/01/22-6/30/2#) Employment and Training Programs Service Providers and One Stop Operator. Motion was made by Nicole Hillemeier, seconded by David Crump, that Workforce Development Board approve, in concurrence with Youth Committee, to exercise first option to extend and issue a new one-year contract to MERS/Missouri Goodwill Industries for WIOA Title I Adult, Dislocated Worker, and Youth staffing and one-stop operator costs for Program Year 2022, contingent on funding availability, Abstentions were made by Jeff Cartnal. (Agenda Item IX.) Motion carried.

Jefferson/Franklin Consortium Program Year 2022 (7/01/22 – 6/30/23) Funding Allocation was presented as follows:

- a. Adult/Dislocated Worker and Youth Funding Allocation;
- b. Statewide Funding;
- c. Skill Up/Jobs League Funding; and
- d. Non-Federal funds.

Motion made by David Crump, seconded by Scott Pagel that Workforce Development

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Board accept PY 2022 Jefferson/ Franklin Consortium funding when allocated and submit Planning Budget Summaries as required. (Agenda Item X.) Motion carried.

Jeff Carnal presented on the promotion of Mark Arens (Agenda Item XI.) to MERS/Missouri Goodwill Industries to President.

Leanna Eckhoff presented on the regional collaboration (Agenda Item XII.) regarding The Gateway Hub and the application submitted to the Department of Labor for direct Registered Apprentice Funding.

Workforce and Economic Development reports (Agenda Item XII.I) were presented as follows:

- East Central College- Joel Doepker
- Jefferson College/Adult Educational Literacy- Julie Johns
- Vocational Rehabilitation – Amanda Black
- Skill Up/MWA- Emma Fox

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

Upcoming Governor's Conference on Economic Development will be held August 31st – September 2nd, 2022 in Springfield, Missouri. (Agenda Item XV.)

The next WDB meeting will be held August 25, 2022, at 1:30 p.m. (Agenda Item XVI.)