



NEMO WORKFORCE INVESTMENT BOARD • 111 E. Monroe • Paris, Missouri 65275 • (660) 327-5127 • Fax (660) 327-5128

## **NEMO WORKFORCE INVESTMENT BOARD MEETING MINUTES**

**June 28, 2010**

### **PRESENT:**

#### **NEMO WIB MEMBERS**

Beverly Gallagher  
Kelly Hardcastle  
Steve Hines  
Gordon Ipson  
Penny Miles  
Jo Moncrief  
Diane Noah  
Dan Putrah  
Pat Poepping  
Janice Robinson  
Bonnie Seehase  
Diane Simbro  
Annette Sweet  
Fred Vahle  
John I. Wilson  
Clarice Young

#### **WIB STAFF**

Mark Fuqua  
Casie Baumann  
Brandi Glover  
Sharon Hillard  
Cyndi Johns  
Nickie Newell  
Linda Studer

#### **CLEOs**

Gary Jones  
Charles Korman  
Sean O'Brien  
Roy Sission  
Glenn Turner  
Alan Wyatt

#### **GUESTS**

Kim Cull, DWD  
Steve Etcher, Boonslick RPC  
Mike Gavura, DWD  
Kimberly Hyde, DWD  
Patti Meldrum, Gamm Inc.  
Steve Moore, DWD  
Sheree Prebe, Gamm Inc.  
JoAnn Toerper, Boonslick RPC  
Lana Vestal, DWD  
Wally Waldrop, MO AFL-CIO

## **MEETING CALLED TO ORDER**

Vice Chairperson Bonnie Seehase called the June 28, 2010 NEMO Workforce Investment Board (WIB) meeting to order at approximately 7:00 p.m. at the Paris Senior Citizens Center in Paris, Missouri.

## **ROLL CALL AND SIGNATURE SHEET**

Fred Vahle, NEMO Workforce Investment Board Secretary/Treasurer, took roll call. Sixteen board members were present and a quorum was established.

## **APPROVAL OF CONSENT AGENDA**

John I. Wilson moved to approve the consent agenda. Gordon Ipson seconded the motion and the motion was approved.

## **WIB CLEO AGREEMENT**

Mark reported that there had been no changes to the WIB / CLEO Consortium Agreement other than the effective and ending dates.

Gordon Ipson moved to extend the WIB / CLEO Consortium Agreement as amended. Penny Miles seconded the motion and the motion was approved.

Charlie Korman moved to approve the WIB / CLEO Consortium Agreement as amended. Sean O'Brien seconded the motion and the motion was approved.

## **PLAN MODIFICATIONS**

Linda said based upon the recommendations of the Next Generation Career Center (NGCC) Regional Team two requests to modify the WIB's Local Plan were being made. The requests were to change the maximum amounts allowable for local individual training accounts and to change the amount allowable through support services. Linda then answered questions regarding the changes. There was some discussion regarding whether or not participants should receive more training dollars for green jobs.

John I. Wilson moved to approve the proposed Plan Modifications. Jo Moncrief seconded the motion and the motion was approved with one vote opposed.

Alan Wyatt moved to approve the proposed Plan Modifications. Sean O'Brien seconded the motion and the motion was approved with one vote opposed.

## **YOUTH COUNCIL RECOMMENDATION TO EXTEND YOUTH PROVIDER CONTRACTS FOR PY10**

Brandi reported on an approval for the MO Summer Jobs Program the WIB had just received. She explained that through a Federal grant that was submitted by the Family Service Division, MDSS, through the Department of Health and Human Services, that the Northeast Region will get 175 slots/positions for youth. The grant is for approximately \$650,000 which has to be spent by September 30. The program will be similar to last year's summer youth program; however,

some of the parameters for eligibility are a little different. We will have to meet WIA eligibility guidelines, but the kids don't have to have a barrier. Currently we are trying to get youth and employers interested in the program. To solicit interest, we are using the lists from last year's program and the Governor's office has sent letters to employers who participated last year. To date, we have 6 kids working and 40 kids enrolled in the program. Board members were asked to refer anyone who may have an interest to <https://summerjobs.mo.gov> for more information.

Brandi said we are still recruiting youth for the State Parks Youth Corps Program which is our summer youth program through the MO State Parks. She asked Board members to refer any interested youth to the WIB.

Brandi said the Youth Council would like to recommend that the Board extend the Youth Contracts for Gamm Inc. to provide youth services in the Mark Twain and NEMO sub regions and to Boonslick RPC to provide youth services in the Boonslick sub region through June 30, 2011. The youth monitoring report was provided in the WIB packet for members to review.

Kelly Hardcastle moved to extend the Youth Contracts for Gamm, Inc. and Boonslick RPC through June 30, 2011. Pat Poepping seconded the motion and the motion was approved.

Charlie Korman moved to extend the Youth Contracts for Gamm, Inc. and Boonslick RPC through June 30, 2011. Roy Sission seconded the motion and the motion was approved.

#### **FINANCE COMMITTEE RECOMMENDATIONS**

Fred Vahle said the Finance Committee met June 9<sup>th</sup> at the WIB office in Paris, MO and reviewed and recommended some changes to the proposed budget. Some of the line items they recommended increasing to last year's levels were utilities and telephone. He felt the budget in the WIB packet was the revised proposed budget recommended by the Committee.

Mark said at the June 9<sup>th</sup> meeting the Finance Committee voted to recommend the proposed formula for the allocation split for the PY10 / PY11 funding, the WIB staffing budget with the recommended changes, and that information and materials be emailed to Board members and CLEOs who have email for Board and Committee meetings.

Kelly Hardcastle, Chairperson of the Personnel Committee, said he had been approached by some WIB members who felt that the Board should discuss the matter of WIB personnel before passing the budget. He requested that a Personnel Committee meeting be held. Kelly said if positions are being eliminated, those discussions should fall under personnel issues. He said there were also concerns that because of funding cuts, additional staff positions may need to be eliminated.

Penny Miles added that the WIB should look at how the funds are divided between the subcontractors and the WIB. Fred said he thought the funding split was the same as in previous years. Jo questioned if more admin funds were given to the subcontractors, if they would go to program services for the clients or if they would go for provider staff. Kelly said if more admin funds were given to the subcontractors, the money would have to go to the clients and that would have to be outlined.

Gordon said the Finance Committee was proposing that the WIB Administrative budget for salaries be cut by 18.6% and the number of positions at the WIB was going down from 9 to 7 and ¼. Penny said the Business Retention Specialist position couldn't be counted as a position because it was a special grant that was ending.

Mark said the CAP program will be eliminated within the next three months which was reflected in the proposed budget. Other things are being considered because Brandi is going to have a baby and we are trying to work those issues out. Currently the Business Retention position is gone.

Steve Hines moved to approve the recommendation of the Finance Committee as presented. Pat Poepping seconded the motion. A vote was taken by show of hands. There were 10 for and 5 opposed, and the budget was approved.

Gordon Ipson moved to refer the approved budget to the Finance and Personnel Committees and instruct them to come back to the August 16, 2010 WIB meeting with proposed amendments for the budget if any. Annette Sweet seconded the motion and the motion was approved.

Charlie Korman moved to accept both previous WIB motions in their entirety. Sean O'Brien seconded the motion and the motion was approved.

### **EXECUTIVE COMMITTEE MEETING UPDATE**

Bonnie said the Executive Committee met on June 17, 2010 to decide on the Functional Leader for the three MO Career Centers in the Gamm area. At that time the only resume submitted was from Sheree Prebe, and the Committee voted to designate her as the Functional Leader.

Glenn said the CLEOs couldn't understand why only one application had been submitted, and they felt that perhaps proper notification of the position hadn't been given. Bonnie said the WIB initially had two resumes. Clarice Young also applied. However, she withdrew prior to the meeting and Clarice concurred that Sheree was qualified. Therefore, the Committee voted to appoint Sheree as the Functional Leader.

Kelly Hardcastle moved to appoint Sheree Prebee as the Functional Leader for the MO Career Centers in the Gamm area. Penny Miles seconded the motion. A vote was taken by show of hands. There were 12 for and 2 opposed and the motion was approved.

Sean O'Brien said he had been told by a prosecutor that if we are going to fill a position in an organization internally, we must post the position for one week in a location for employees to view. If you post it for one week and you don't see any interest within, then you have to post it outside. Gordon said he didn't think Sheree should have to apply again.

Charlie Korman moved to appoint Sheree Prebe as the Functional Leader for the MO Career Centers in Gamm area. The motion died for lack of a second.

Gordon Ipson moved to appoint Sheree Prebe as the Interim Functional Leader for the three MO Career Centers in the Gamm area for a period not to exceed 90 days, and for the position to be posted for the minimum required by statutes. Pat Poepping seconded the motion. A vote was taken and the motion was approved.

Sean O'Brien moved to appoint Sheree Prebe as the Interim Functional Leader for the three MO Career Centers in the Gamm area for a period not to exceed 90 days, and for the position to be posted for the minimum required by statutes. Alan Wyatt seconded the motion and the motion was approved with one opposed.

## **WIB OFFICER ELECTIONS**

Jo Moncrief said the Nominating Committee met in Paris, MO on June 17, 2010 to discuss and select a slate of officers for the NEMO Workforce Investment Board's upcoming program year 2010-2011. Those selected were Fred Vahle-Chairperson, Bonnie Seehase-Vice Chairperson, and Jo Moncrief-Secretary Treasurer. The Nominating Committee recommended that the three individuals be approved by the Board.

Kelly Hardcastle moved to accept the slate of officers. Penny Miles seconded the motion and motion was approved.

## **OTHER BUSINESS**

Dan Putrah recommended that the Finance and Personnel Committees set a date for their meeting to discuss the budget and personnel issues charged to them by the Board. Kelly said the two committees would meet after the Board meeting was adjourned to set a date.

Mark said the Board needed to decide which career center should be designated as the Comprehensive Career Center. Annette said the issue wasn't on the agenda, and she felt someone should get some recommendations. Jo recommended that the One-stop Committee meet to discuss and make a recommendation about which career center will be the Comprehensive Career Center. It was the consensus of the Board that the One-stop Committee meet to discuss the issue and make a recommendation to the WIB at the August 16, 2010 WIB Meeting.

Alan Wyatt asked if there had been additional discussion regarding moving the career centers to Macon. Bonnie said at this time the region is keeping all of the centers.

Glenn said he had spoken to Mike Gavura before tonight's meeting regarding the dissemination of information. Glenn said Mike has assured him that he will send any information that he would send to the career centers representatives to Mark as well. This will ensure that Mark will get the information directly from the State. Glenn said this way we can work together better and Mark and Casie won't be surprised by the information they hear.

## **CONFIRMATION OF NEXT MEETING DATE & LOCATION**

The next NEMO Workforce Investment Board meeting is scheduled for August 16, 2010 at 7:00 p.m. The location will be announced.

## **ADJOURN**

John I. Wilson moved to adjourn the meeting. Gordon Ipson seconded the motion and the meeting adjourned at approximately 8:45 p.m.

Submitted by,

Fred Vahle