



INVESTMENT BOARD • 111 E. Monroe • Paris, Missouri 65275 • (660) 327-5127 • Fax (660) 327-5128
Fred Vahle, Chairman • Mark Fuqua, Executive Director
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NEMO WORKFORCE INVESTMENT BOARD

EXECUTIVE COMMITTEE

MEETING MINUTES

September 27, 2010

PRESENT:

WIB MEMBERS

Kelly Hardcastle
Steve Hines
Terry Hughes
Gordon Ipson
Terri Jones
John Liter
Jo Moncrief
John I. Wilson
Clarice Young
Fred Vahle

CLEOs

Charlie Korman
Glenn Turner

WIB STAFF

Mark Fuqua
Casie Baumann
Cyndi Johns
Sharon Hillard

MEETING CALLED TO ORDER

Chairperson Fred Vahle called the September 27, 2010 Executive Committee meeting to order at approximately 6:00 p.m. at the Monroe County Farmers Mutual Insurance Company Building in Paris, Missouri.

ROLL CALL

Ten Executive Committee members and two Chief Local Elected Officials were present.

APPROVAL OF THE AGENDA

Fred asked that the agenda be amended to include an appointment of a Youth Council member, an update on the Career Assistance Program (CAP) and to discuss an email concern he received after the last WIB meeting.

John I. Wilson moved to amend the agenda as requested. Gordon Ipson seconded the motion and the motion was approved.

APPROVAL OF MINUTES

Steve Hines made a motion to approve the June 17, 2010 Executive Committee Meeting minutes. Jo Moncrief seconded the motion and the motion was approved.

ONE-STOP PARTNER & NEMO WIB MEMORANDUM OF UNDERSTANDING (MOU)

Mark said the One-Stop Partner and NEMO WIB Memorandum of Understanding needed to be approved by the WIB and CLEOs before it was submitted as a part of the Local Workforce Investment Act (WIA) Plan September 30. He said we were still in the process of gathering some of the One-Stop partner signatures. The WIB was waiting on the following signatures: Division of Workforce Development, Department of Labor, AARP, Northeast Community Action Agency, United Migrant Opportunity Services (UMOS), St. Charles Community College and Job Corps. Mark didn't feel there would be an issue acquiring any of the missing partner signatures except maybe UMOS. He explained that the 14 WIBs throughout MO had sent UMOS their MOUs requesting their signature. In response, UMOS had written their own MOU and forwarded it to all the WIBs for their signatures. Mark said the MOU drafted by UMOS didn't include some of the WIB's basic criteria such as a drug free workplace, a grievance procedure or a statement of confidentiality. WIB Directors were planning to hold a conference call September 28 to discuss the issue. Mark recommended that the WIB ask UMOS to meet the WIB's guidelines, and ask UMOS to sign the WIB's MOU or change theirs in some way.

Gordon Ipson agreed that UMOS should be asked to sign the WIB's MOU or change theirs. Jo Moncrief cautioned that if the WIB allowed one partner to write their own MOU, other partners may wish to do the same. Fred clarified that the basic information in the MOU had not been changed from previous years and that the MOU had only been updated to include the names of current partners. It was noted that an addendum had been added to the MOU with each career center's cost-sharing worksheet and rates for DWD and the WIB.

John I. Wilson made a motion to approve the One-Stop Partner and NEMO WIB Memorandum of Understanding. Gordon Ipson seconded the motion and the motion was approved.

John I. Wilson made a motion that UMOS be required to sign the WIBs One-Stop Partner and NEMO WIB Memorandum of Understanding. Kelly Hardcastle seconded the motion and the motion was approved.

Charlie Korman made a motion to approve the One-Stop Partner and NEMO WIB Memorandum of Understanding. Glenn Turner seconded the motion and the motion was approved.

Charlie Korman made a motion that UMOS be required to sign the WIBs One-Stop Partner and NEMO WIB Memorandum of Understanding. Glenn Turner seconded the motion and the motion was approved.

LOCAL WIA STRATEGIC PLAN

Mark said the State requested that the WIBs modify their Local WIA Strategic Plans to capture the Next Generation Career Center (NGCC) initiative. He said the WIB may also be required to do other modifications throughout the year due to changes in policies or issuances. He explained that part of the process of a plan modification required that the WIB send letters to diverse organizations notifying them of the change and post the modification for public review for 30 days. Casie said changes regarding the modification could not be implemented until after the 30-day comment period was concluded. She noted that this could be a hindrance due to the additional information requested in the plan modification this year.

The members were asked if they would like to review the Plan by Section. John I. said it was his understanding that staff had already gone through the Plan and made the corrections. Glenn said WIB staff worked with the issues day-to-day and if they felt they had made the changes that were best for the region, he didn't feel he could offer any improvements.

Mark said the WIB was asked to address specific questions in the Plan and staff addressed those questions according to the regulations available to us to the best of our knowledge and made those changes. We hope they are correct. We cannot say that there are no mistakes in the Plan. Other changes will probably need to be made. Cyndi Johns said staff had noticed some grammatical corrections they would like to change and there was a piece of language that required more research regarding a question of who will assess someone's need for intensive level services in the NGCC model (would this be a team member within the career center or does the language have to be out of the law and read One-Stop Operator).

Gordon Ipson moved to approve the WIB's Local WIA Strategic Plan as presented with the modifications as described. John I. Wilson seconded the motion and the motion was approved.

Charlie Korman moved to approve the WIB's Local WIA Strategic Plan as presented with the modifications as described. Glenn Turner seconded the motion and the motion was approved.

BY-LAWS – SUGGESTIONS AND SCHEDULE

Fred asked for suggestions regarding when and how to proceed with updating the WIB's by-laws. He asked if WIB staff was in the process of acquiring copies of by-laws from other WIB regions. Mark said staff was in the process of doing so. It was decided that Mark and Fred would meet to review the by-laws.

BOARD MEMBERSHIP – STATUS AND SCHEDULE

Fred said Clarice had submitted Joyce Carroll as a possible candidate for WIB membership representing Randolph County. Clarice said Joyce was previously involved with a WIB in another region and had emailed her requesting information about becoming a NEMO WIB member. After further discussion, it was discovered that Joyce is the Human Resource Manager for UTI, Contract Logistics & Distribution in Moberly, MO. Glenn said he would contact the Randolph County Commission to see if they would like to recommend her for nomination to represent their county.

CAREER ASSISTANCE PROGRAM (CAP) UPDATE

Mark said MERS/Goodwill Industries was awarded the CAP contracts for most of the state. Cyndi said the Family Support Division (FSD) had made it clear that they didn't feel the Career Assistance Program was a good fit for the Workforce Investment Boards, and that they didn't want the program to go to the WIBs. But because we felt we had strong staff and the mechanism in place to deliver the program, we bid on the program. However, with the exception of Joplin and Springfield where no one bid against the WIBs, the program was awarded to MERS/Goodwill and a few Community Action Agencies which was what FSD wanted. The transition of the program to the new provider is taking place, and she believes it will go as well as possible. MERS was in the process of interviewing several of Gamm and Boonslick's Career Assistance Program staff. Some had been hired and others had just completed the interview process. Cyndi said the WIB will be doing some negotiation with MERS for a fee exchange regarding customers they refer to the career centers for assistance that are defined as WorkReady. There will also be negotiations regarding whether or not MERS will be located at the career centers. Cyndi said we are doing our best to make sure customers' files are transferred as quickly as possible, and we hope to be meeting with MERS in the next day or two. MERS has said they would like to have staff in place to deliver services by October 4 but she wasn't sure they would be able to accomplish that.

YOUTH COUNCIL APPOINTMENT

Mark said Deborah Atkinson served on the Youth Council representing Job Corps about a year ago. Deborah resigned from Job Corps and was replaced by Jimmy Gear who has now transferred to Kansas City. Deborah has returned to her old position and the Youth Council would like to have her placed back on the Council. Mark added that the Plan Modification asks us to include a current list of Youth Council members. He asked that the Board approve the appointment of Deborah Atkinson as a member of the Youth Council representing Job Corps so her name could be included to that list.

Clarice Young made a motion to appoint Deborah Atkinson to the Youth Council representing Job Corps. John I. Wilson seconded the motion and the motion was approved.

Charlie Korman made a motion to appoint Deborah Atkinson to the Youth Council representing Job Corps. Glenn Turner seconded the motion and the motion was approved.

EMAIL CONCERN

Fred said after the August WIB meeting he received an email from Diane Noah saying that she was pleased with the Next Generation Career Center update and that she felt she learned more at that meeting than some of the others. Diane also mentioned that she was a little concerned about all of acronyms used during WIB meetings and that everyone may not understanding their

meanings. Gordon suggested having a new board member orientation. Mark said the Training and Employment Administrators of Missouri (TEAM) is currently looking at developing a board member orientation process that will explain who we are, our responsibilities and why we do what we do. After further discussion, it was suggested that a board member orientation be held sometime after the first of the year.

MEETING ADJOURNED

Gordon Ipson made a motion to adjourn. Terri Jones seconded the motion and the meeting adjourned at approximately 6:40 p.m.

Submitted by,

Jo Moncrief