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NEMO WORKFORCE INVESTMENT BOARD
EXECUTIVE COMMITTEE CONFERENCE CALL
MEETING MINUTES

January 19, 2012

MEMBERS:

WIB
EXECUTIVE MEMBERS
PRESENT

Jeff Anderson
Mark Chambers
Kelly Hardcastle
John Liter
Pat Poepping

CLEO
EXECUTIVE COMMITTEE

John Campen
Glenn Eagan
Arden Engelage

WIB STAFF

Mark Fuqua
Sharon Hillard

MEETING CALLED TO ORDER

Chairperson Pat Poepping called the January 19, 2012 NEMO Workforce Investment Board (WIB) Executive Committee Conference Call meeting to order at approximately 10:00 a.m.

ROLL CALL

Five members of the NEMO WIB Executive Committee were present and a quorum was established. Three members of the CLEO Executive Committee were present and a quorum was established.

APPROVAL OF AGENDA

John LITER moved to approve the January 19, 2012 Executive Committee Meeting agenda. Mark Chambers seconded the motion, and the motion was approved.

CLEO John Campen moved to approve the January 19, 2012 Executive Committee Meeting agenda. Arden Engelage seconded the motion, and the motion was approved.

APPROVAL OF EXECUTIVE COMMITTEE MEETING MINUTES

John LITER moved to approve the November 22, 2011 Executive Committee Meeting minutes. Jeff Anderson seconded the motion, and the motion was approved.

Arden Engelage moved to approve the November 22, 2011 Executive Committee Meeting minutes. John Campen seconded the motion, and the motion was approved.

ACTING DIRECTOR

Pat read the motions to appoint an Acting Director from the December 5, 2011 NEMO WIB Meeting minutes which were as follows:

Jo Moncrief moved that the NEMO WIB direct the Executive Director to appoint a staff person to serve as the Acting Director in his/her absence when he/she is out of the office on a case-by-case basis. The Acting Director shall have the authority to sign checks and handle only administrative issues in the absence of the Executive Director. The Acting Director will not have the authority to handle personnel decisions. Gordon Ipson seconded the motion.

Glenn Turner asked if the individual Mark would appoint should be appointed at the December 5th meeting because we never know what might happen. After further discussion, it was decided that after Mark had determined who he would like to appoint, the Executive Committee would meet to approve the names to be added to the bank signature card.

A vote was taken on the motion, and the motion was approved.

Dan Colbert moved that the CLEOs also approve that the NEMO WIB direct the Executive Director to appoint a staff person to serve as the Acting Director in his/her absence when he/she is out of the office on a case-by-case basis. The Acting Director shall have the authority to sign checks and handle only administrative issues in the absence of the Executive Director. The Acting Director will not have the authority to handle personnel decisions. Stanley Pickens seconded the motion, and the motion was approved.

Pat said today we are proposing that the NEMO Workforce Investment Board hear and approve the Executive Director's recommendation for this appointment.

NEMO WIB Director Mark Fuqua then recommended that Brandi Glover be appointed as the Acting Director. Mark said Brandi understood the appointment only allows her to assist in the signing of checks and does not allow her to address personnel issues.

Kelly Hardcastle moved that the NEMO Workforce Investment Board (WIB) Executive Committee accept the Executive Director's appointment of Brandi Glover as WIB Acting Director in accordance with the motion set out in the December 5, 2011 WIB meeting. Jeff Anderson seconded the motion. A roll call vote was taken, and the motion was unanimously approved.

John Campen moved that the CLEOs also accept the Executive Director's appointment of Brandi Glover as WIB Acting Director in accordance with the motion set out in the December 5, 2011 WIB meeting. Arden Engelage seconded the motion. A roll call vote was taken, and the motion was unanimously approved.

Jeff Anderson moved that individuals who serve in the following positions be included on the NEMO Workforce Investment Board (WIB) bank signature card.

- Executive Director
- Acting Director
- Secretary/Treasurer
- Finance Committee Chairperson

Mark Chambers seconded the motion. A roll call vote was taken, and the motion was unanimously approved.

Arden Engelage moved that the CLEOs also approve individuals who serve in the following positions to be included on the NEMO Workforce Investment Board (WIB) bank signature card.

- Executive Director
- Acting Director
- Secretary/Treasurer
- Finance Committee Chairperson

John Campen seconded the motion. A roll call vote was taken, and the motion was unanimously approved.

COMMITTEE APPOINTMENTS

John Liter announced that he plans to retire from the NEMO WIB as soon as his respective Commissioner finds a replacement for him.

John Liter moved that he (John Liter) be replaced as Chair of the NEMO Workforce Investment Board (WIB) Nominations Committee by Diane Simbro. Jeff Anderson seconded the motion, and the motion was approved.

John Campen moved that John Liter be replaced as Chair of the NEMO Workforce Investment Board (WIB) Nominations Committee by Diane Simbro. Arden Engelage seconded the motion, and the motion was approved.

MEETING ADJOURNED

The meeting adjourned at approximately 10:20 a.m.

Submitted by,

Jo Moncrief