

Central Workforce Development Board

Minutes of June 16, 2021

Conducted by Zoom Meeting

Chairman T.R. Dudley called the meeting to order at 2:00 p.m.

CWDB members in attendance were T.R. Dudley, Julie Littrell, Betty Jo Sydenstricker, Kathy Groves, Peter Callan, Dewey Thompson, Elizabeth Perkins, David Miller, Jennifer Taylor, Brad Dorris, Matt Hurley, Erica Ward, Denise Boeckmann, Ray Crouch, Sue Kmet, and Loreli Wilson.

CWDB members absent were Mark Maasen, Curtis Koelling, Sharon Gibson, Jacob Crismon, Tamara Tateosian, Patrick Kelly, Yvonne Wright, and Deanne Stubblefield

Caucus members in attendance were Gary Jungermann.

CWDB staff in attendance were Amy Sublett, Donna Smith, Carly Siedlick, Korin Ell, Kevin Stadler, Winona Cotner, and Lisa Elrod.

Others in attendance were Trish Rogers, Tony Bryan, Katie Cawdron, and Kristan Davis.

Introduction of Loreli Wilson.

T.R.Dudley introduced new board member, Loreli Wilson; Loreli provided a brief biography to the board.

Approval of Agenda

T.R. Dudley entertained a motion to approve the agenda. The consent agenda included May 12, 2021 minutes, the financial report, bylaws revision, a plan modification and other standard reports. Motion made by Dewey Thompson, seconded by Peter Callan. Discussion was entertained; there was none. All in favor, none opposed, the agenda was approved as presented.

Survey Results for Board Meeting Times and Formats

Board survey results for board meeting schedules and formats were reviewed. The preferences based on the survey results are:

1. The board will implement a hybrid format allowing the option to participate in meetings in- person or virtually.
2. Meetings will be held the fourth Wednesday of the meeting month. In the event of a conflict with a major holiday, the meeting date will be moved.
3. Meeting time preference is 11:00 a.m. to 1:00 p.m. Committee work will take place from 9:00 11:00 a.m.

A motion was entertained to accept the survey results. A motion was made by Sue Kmet to accept the survey results with the highest percentage dictating our meetings. Motion seconded by Kathy Groves.

Discussion was entertained, there was none. All in favor, none opposed, the survey majority results were accepted.

Board Discussion on Workforce Issues

Discussion was entertained on regional workforce issues.

T.R. Dudley reported on a grant opportunity through the Delta Regional Authority to address employment and training needs in rural communities. Washington County had been working on developing a career ladder for health care occupations prior to the grant opportunity. The Washington County ambulance district, Great Mines Health Center, Mineral Area College, CWDB, COPIC, and Iron County Medical Center and Emergency Response are collaborating on an application for this grant opportunity that will focus on training in the healthcare and paramedic fields. The project is growing and may include other partners and counties.

Katie Cawdron from Rehabilitation Services for the Blind (RSB) introduced Kristan Davis, the agency's job developer for the region and offered their services to anyone who would benefit from the RSB program.

Tony Bryan gave a brief report on the state workforce board, Job Centers for the Future, and current state workforce issues.

2019 Audit Update

Donna Smith reported that CWDB is in the process of preparing information for the 2019 audit to be completed by Welch, Couch & Company. Williams- Keepers will be engaged to help prepare information for Welch, Couch during July and August. The goal is that Welch, Couch & Company will begin the 2019 audit by early September.

Directors Report

Amy Sublett reported on the following:

The new Ranken Technical College campus being built in Ashland.

Encouraging board discussion during the meetings; the agenda has time designated for that.

The goal of CWDB being caught up on the audits by the end of the year and being removed from corrective action status by the Office of Workforce Development.

Performance and monitoring updates – CWDB is showing improvement in meeting all performance measures. CWDB and COPIC staff have worked hard on this.

There are no outstanding financial monitoring findings to resolve.

The board is supplying information to OWD in response to the latest program monitoring report.

The OWD quarterly report card was displayed and explained.

The relationship with the Columbia and Jefferson City Chambers of Commerce is being strengthened and the chambers will be working closely with the CWDB to meet workforce needs.

CWDB is one of three workforce regions that received a funding increase for the new year based on the formula funding effective July 1.

CWDB is working closely with neighboring regions to serve customers and coordinate services and resources.

Chairman's Report

T.R.Dudley recognized Commissioner Gary Jungermann and announced that the September 22 board meeting will be held in Fulton. Other comments from T.R. Dudley were:

Addressing the shortage of workers in key sectors, including healthcare and manufacturing.

The progress the board has made and thanked Amy Sublett, the board, Julie Carter, Dr. Leathers, and staff.

Closed Session

T.R.Dudley entertained a motion to enter into closed session. Motion made by David Miller, seconded by Dewey Thompson. All in favor, none opposed, the board entered closed session.

Discussion items were:

Increasing CWDB staff wages. A raise of 2% was proposed. The board proposed an increase of 3%.

Carrying over funds for PY 21/FY 22;

A motion was entertained to leave closed session. Motion made by Dewey Thompson, seconded by Elizabeth Perkins.

Additional discussion was entertained; there was none. All in favor, none opposed, the board left closed session.

The board returned to open session. Three matters were discussed in closed session.

T.R. Dudley entertained a motion to increase the proposed CWDB staff increase of 2% to 3% as discussed in closed session.

Motion made by David Miller, seconded by Dewey Thompson. Discussion was entertained; there was none. All in favor, none opposed, the motion carried.

T.R. Dudley entertained a motion to amend the budget which was just approved to reflect the staff wage increase from 2% to 3%. Motion made by Sue Kmet, seconded by Brad Dorris. Discussion was entertained; there was none. All in favor, none opposed. The motion carried.

T.R. Dudley entertained a motion to carry over administrative funds from PY 2021 to PY 2022 based on the approved budget. Motion made by Dewey Thompson, seconded by Peter Callan. Discussion was entertained; there was none. All in favor, none opposed, the motion carried.

T.R. Dudley entertained a motion to carry over program funds from 2021 to 2022 based on the approved budget. Motion made by Elizabeth Perkins, seconded by Brad Dorris. Discussion was entertained; there was none. All in favor, none opposed, the motion carried.