

Central Workforce Development Board

Minutes of March 23, 2022

Conducted by Zoom Conferencing

Chairman T.R. Dudley called the meeting to order at 11:00 a.m.

CWDB members in attendance were T.R. Dudley, Kathy Groves, Dewey Thompson, Elizabeth Perkins, David Miller, Erica Ward, Ray Crouch, Tamara Tateosian, John Butz, Sue Kmet, Curtis Koelling, Yvonne Wright, Patrick Kelly, Paula Benne, Brad Dorris, Jimmy Rogers, Loreli Wilson, Betty Jo Sydenstricker, and Suzanne Absheer.

CWDB members absent were Denise Boeckmann, Mark Maasen, Peter Callan, Matt Hurley, and Sharon Gibson

Caucus members in attendance were Gary Jungermann, Dan Atwill, Vic Stratman, and Alan Winders.

CWDB staff in attendance were Amy Sublett, Donna Smith, Korin Ell, Kevin Stadler, Carly Siedleck, Sundi Jo Graham, and Winona Cotner.

Others in attendance were Trish Rogers, Kerri McKee, Barb Houser, Megan Kempker, and Katy Cawdron.

Introduction of New Board Member

T.R. Dudley introduced new board member, Jimmy Rogers. Mr. Rogers replaces Jacob Crismon as a representative of sheet metal workers SMART Local 36.

Approval of Consent Agenda

T.R. Dudley entertained a motion to approve the consent agenda. The agenda included January 26, 2022 minutes, and the Central Ozarks Private Industry Council report.

Motion made by Tamara Tateosian, seconded by Kathy Groves. Discussion was entertained; there was none. All in favor, none opposed, the consent agenda was approved as presented.

Year Ended June 30, 2021 Audit

Barb Houser, of KPM CPAS & Advisors, presented a summary of the audit ending June 30, 2021.

There was an unqualified audit opinion on the Financial Statements and on the Uniform Guidance Compliance, which is the best that can be received.

Findings:

There was one Financial Statement Audit finding: The Board's financial statements required adjusting journal entries to be in conformity with accounting principles generally accepted in the United States of America.

Donna Smith reported that the finding was due to auditors having different requirements, and she was not aware that she needed to make year- end accruals. The auditor Donna Smith works with in the South Central region provides the accruals. Now that she is aware of this, she will handle journal entries accordingly.

There were no compliance findings.

Barb Houser commented that CWDB kept a low amount of cash-on-hand and Ray Crouch asked for a recommendation on how much cash should be available. Discussion followed and OWD guidance that limits cash on hand was referenced.

The DHEWD Financial Manual states “Procedures for minimizing the time elapsing between the receipt of funds from the DHEWD and disbursement of those funds must be followed very strictly. Cash drawdowns must be made as close as possible to the time of making disbursements. Subrecipients must monitor cash drawdowns by its subrecipients to minimize cash on hand and ensure it conforms to the same standards of timing and amount as that of the Subrecipient.”

Barb Houser commented on the improvement CWDB has made in their work on the audit and said the Board was on the right track.

T.R. Dudley entertained a motion to approve the June 30, 2021 audit as presented. Motion made by Dewey Thompson, seconded by Kathy Groves. Discussion was entertained; there was none. All in favor, none opposed, the 2021 audit was approved as presented.

T.R. Dudley thanked Barb Houser for completing the 2019, 2020, and 2021 audits in a short amount of time and thanked Donna Smith and CWDB staff for their work in becoming current on the audits.

Financial Report

Donna Smith presented the CWDB financial report for the period of July 1, 2021 to February 28, 2022. The report was reviewed prior to the meeting by the finance committee on March 21, 2022 and was sent to the board members and the caucus in advance of the meeting.

T.R. Dudley entertained a motion to approve the financial report as presented. Motion made by David Miller, seconded by Dewey Thompson. Discussion was entertained; there was none. All in favor, none opposed, the financial report was approved as presented.

Plan Modification

A modification to the Central Region Local Plan for Program Years 2020-2023 was presented. The modification is being completed as the end of the second year of the 4-year plan approaches. The plan modification must be submitted to the Office of Workforce Development no later than April 30, 2022.

The main areas of revision are the Business Team and related business services sections, local program policies, labor market information, and Board documents. The plan document items were shared with the Board prior to the meeting.

Discussion was entertained, there was none.

T.R. Dudley entertained a motion to approve the plan modification as presented. Motion made by David Miller, seconded by Dewey Thompson. Discussion was entertained; there was none. All in favor, none opposed, the plan modification was approved as presented.

Yvonne Wright abstained from the vote due to a conflict of interest.

WIOA Service Provider Procurement

Central Ozarks Private Industry Council's (COPIC) contract with the CWDB will terminate on June 30, 2022. A Request for Proposal was issued to procure a WIOA service provider and One-Stop Operator to begin July 1, 2022. COPIC was the only agency to respond to the RFP. The COPIC proposal was evaluated by CWDB staff, the Board Evaluation Committee, and sent to the Youth Committee for review. The COPIC proposal was shared with the Board prior to the meeting. The proposal received an average score of 93 out of a possible 100 points.

Discussion was held with the consensus being that COPIC has done a good job has been instrumental in the CWDB's continuous improvement.

John Butz asked if the option to extend the contract for two additional one-year periods was an automatic process. T.R. Dudley responded that if the subcontractor is performing well it is an automatic process. This maintains continuity of service and is the most efficient process for the Board and subcontractor.

In the event COPIC is awarded this contract, there will be some process improvement items requested of them going forward as a result of their proposal review.

T.R. Dudley entertained a motion to award the WIOA service provider contract to Central Ozarks Private Industry Council. Motion made by Dewey Thompson, seconded by Patrick Kelly. Discussion was entertained; there was none. All in favor, none opposed, the contract was awarded to Central Ozarks Private Industry Council.

Yvonne Wright abstained from the vote due to a conflict of interest.

Annual Review of Fiscal Agreement

The Fiscal Agent Agreement Between the Central Workforce Development Consortium of Chief Elected Officials and the Central Workforce Development Board was reviewed. The agreement was executed on May 14, 2021 and will remain in effect for two years.

Questions and discussion were entertained; no questions or discussion followed.

Annual Review of One-Stop Operator Agreement

The One-Stop Operator agreement between the Central Workforce Development Board and Central Ozarks Private Industry Council was reviewed. The agreement is in effect from July 1, 2021 through June 30, 2023.

Questions and discussion were entertained; no questions or discussion followed.

Panel Discussion

Dewey Thompson facilitated a discussion on the shortage of workers that employers are facing and asked how business are addressing the “great resignation.”

A robust discussion followed with many board members participating. Some key problem areas are:

It is more difficult to attract new employees and the number of applicants has decreased

Job postings often draw applicants from across the country; some people are looking to leave urban areas and move to rural communities

Many companies are experiencing a 47% turnover rate

Health care industries are experiencing a shortage of workers and workers with extreme burnout

There is a shortage of skilled workers who are able to work on robotics, weld, operate machinery, and forklifts.

Other issues creating a problem for workers are:

Lack of childcare

Lack of affordable housing, which makes it difficult to recruit entry-level positions

Lack of transportation

Youth leaving to attend college and not returning to the community

What Employers are Doing:

Reviewing their wages and benefits and increasing them where possible

Increasing automation where possible to address the worker shortage

Paying for required certifications in return for the applicant accepting a two-year contract

Conducting more virtual interviews

Formed employee enrichment committees to retain employees

Allowing more flexible work schedules and remote work

Conducting “stay interviews” and incentivizing people to stay

Offering bonuses, flexible scheduling and other benefits

Developing career mapping and career ladders for employees

Actively recruiting workers using social media

Reaching out to the younger workforce and offering internships and scholarships

Gathering information from exit interviews

As people are relocating, communities need to attract these individuals and display a beacon to get their attention

Dewey Thompson said that now that these issues have been identified, the next discussion would focus on how the Board can address these conditions.

Director's Update:

Amy Sublett provided the following report:

The County Commissioners Association of Missouri named Callaway County Presiding Commissioner Gary Jungermann the 2021 Commissioner of the Year. Amy Sublett congratulated Commissioner Jungermann and thanked him for his service to the region and the Board.

The Capital City Job Center and the Missouri's Office of Administration held a hiring event for multiple agencies on March 16, 2022. Over 20 state agencies were on hand offering on-site interviews to over 238 job seekers.

Amy Sublett reported on the following CWDB partnerships that have been developed:

Collaborating with the Columbia Chamber of Commerce and its workforce development committee on several fronts, including establishing an industry partnership in pursuing the EDA Good Jobs Challenge grant, and providing customized job search assistance through the Columbia Job Center to members.

Partnering with the Jefferson City Area Chamber of Commerce and the Jefferson City Regional Economic Partnership, and co-chairing its Workforce Coalition. The coalition has identified key workforce issues it will attempt to tackle through Action Teams involving area businesses and community partners.

Working with the Callaway Chamber of Commerce to provide a connection center to customers at the chamber office in Fulton.

Partnering with MU Extension to provide a connection point at the Extension Office in the Maries County Courthouse;

Amy Sublett recognized CWDB staff and thanked them for their work.

Chairman's Report

T.R. Dudley congratulated Amy Sublett, the Board, Commissioner Jungermann, Dr. Leathers, Yvonne Wright, Julie Carter, and CWDB staff for their efforts and support to become current on the CWDB audits. The letter from Dr. Leathers removing CWDB from corrective action status was presented.

Ray Crouch has agreed to chair the Youth Committee and his involvement is appreciated.

T.R. Dudley reported how well the Finance Committee works and how it has been instrumental in the CWDB becoming financially sound and in good standing.

The Job Centers of the Future initiative was promoted as a way to improve access to employment opportunities, improve the alignment to workforce needs and modernize the system to serve citizens better.

Moving forward, in-person meetings will be encouraged; the virtual option will still be available.

The location of the May meeting is to be determined and the Board was asked if they would like to host the meeting at their place of business or other venue.

The June meeting will be a year-end celebration to which the caucus will be invited.

Chief Elected Official Report

Commissioner Jungermann thanked T.R. Dudley and Amy Sublett for their hard work and leadership. He has been involved with the Board since 2011 and feels that the CWDB is in a strong position.

We all have to work hard to strengthen the workforce and find new ways to recruit and retain employees.

T.R. Dudley made a motion to adjourn. Motion made by Kathy Groves, seconded by Dewey Thompson. Discussion was entertained; there was none. All in favor, none opposed, the meeting was adjourned at 1:10 p.m.