

## Central Workforce Development Board

Minutes of January 25, 2023

Capital City Job Center  
3600 Country Club Dr.  
Suite 2004, Room 100  
Jefferson City, MO 65109  
and  
Zoom Conferencing

Chairperson Kathy Groves called the meeting to order at 10:30.

Amy Sublett took roll call attendance.

CWDB members in attendance were Kathy Groves, T.R. Dudley, Ray Crouch, Matt Hurley, Katrina Lambrecht, Jessica Crum, Betty Jo Sydenstricker, Dewey Thompson, Elizabeth Perkins, Paula Benne, David Miller, Suzanne Absheer, Jennifer Taylor, Loreli Wilson, Jerrell Morton, Curtis Lilly, Charisa Lee, and Patrick Kelly.

CWDB members absent were Jeremy Porter, Mark Maasen, Curtis Koelling, Tamara Tateosian , Jimmy Rogers, John Butz, and Alice Whalen.

Others in attendance were Trish Rogers, Tony Bryan, Keri McKee, Jason Verslues, and Roger Brisley.

CWDB staff in attendance were Amy Sublett, Donna Smith, Kevin Stadler, Lisa Elrod, Korin El, and Sundi Jo Graham.

Caucus members in attendance were Gary Jungermann.

### **Introduction of New Board Members:**

New Board members Curtis Lilly and Charisa Lee were introduced.

Curtis Lilly is the Director of Dining and Nutrition Services, MU Healthcare.

Charisa Lee is the Team Lead, Talent Acquisition – U.S Operations, for Brunswick – Lowe Boats based in Lebanon.

### **Approval of Consent Agenda**

Kathy Groves entertained a motion to approve the consent agenda. The agenda included November 16, 2022 minutes and the Central Ozarks Private Industry Council report.

Motion made by Dewey Thompson, seconded by Matt Hurley. Discussion was entertained; there was none. All in favor, none opposed, the consent agenda was approved as presented.

### **Finance Committee Report**

T.R. Dudley reported that the Finance Committee met virtually on January 23, 2023. All of the financials were reviewed with no issues found. T.R. Dudley recommended approval of the financial report by the full Board following Donna Smith's presentation of the report.

### **Financial Report**

Donna Smith presented the financial report for the period of July 1, 2022 to December 31, 2022 and asked if there were any questions.

Amy Sublett stated that the report presented to the Board is high-level in terms of expenditures. The finance committee is provided more detailed information, including bank statements and staff costs. Those reports are available to the Board if they would like to review them. The Finance Committee consisting of T.R. Dudley, Kathy Groves, and David Miller review all of the reports prior to every Board meeting. Kathy Groves stated that financial oversight has come a long way from the previous process.

Kathy Groves entertained a motion to approve the financial report. Motion made by Matt Hurley, seconded by T.R. Dudley. Discussion was entertained; there was none. All in favor, none opposed, the financial report was approved as presented.

### **Introduction of Board Staff**

One of the suggestions made at the last Board meeting was having an opportunity to meet the CWDB staff. Moving forward, a staff person will be introduced and provide a brief bio at each meeting. Kevin Stadler introduced himself and provided a brief background.

### **Job Center Certification**

Kevin Stadler provided an overview of the Job Center certification process for the Comprehensive Job Centers in Columbia, Lebanon, Jefferson City, and Rolla. The process is required to be completed every three years according to the Workforce Innovation and Opportunity Act. Kathy Groves will lead the review team that has been assembled based on specified criteria, however, any Board member who wishes to participate is welcome to do so.

### **Missouri Workforce Board Update**

Tony Bryan provided an update on the State Workforce Board including information on the ARPA grant. There is not much new information; the next State Workforce Board meeting will be on January 26, 2023.

### **Introduction to Cybersecurity**

Tony Bryan provided an informative overview on cybersecurity. Cybersecurity poses a serious risk to businesses and individuals. There are increased risk with personal devices, increased phishing attempts, and off-network communications. Basic precautions should include checking current company policies re: devices, providing employees with basic security knowledge, and having employees check their home network security. Verifying that all software/programs are patched and using two-factor authentication are very important precautions. Tony's presentation to Board members is available upon request.

Discussion was held on the CyberUp apprenticeship program.

### **Office of Workforce Development Update**

Amy Sublett provided an update on new OWD initiatives on behalf of Jennifer Taylor who was providing assistance in the job center.

The Lebanon Job Center has seen the most traffic among the region's comprehensive job centers.

The State Office of Workforce Development has selected a platform to host virtual job fairs. This is still in the logistics stage and may take 30 to 60 days before it is operational.

*Ready for Industry* is another program available through the job centers. It is a web-based program that allows customers to explore occupations in IT, healthcare, construction, manufacturing and logistics. This will be available through August of 2023. Approximately 20 hours of on-line learning is available.

The Coursera training program will continue to be offered through June 30, 2023.

CompTIA training is no longer enrolling new customers; however, those already enrolled can complete the training.

Julie Carter is the interim director of the Office of Workforce Development, as of December 1, 2022.

### **Workforce Discussion**

Matt Hurley provided information on the Central Missouri Carpenters Training Center.

Programs include floor laying, millwright, cabinetry, and carpentry. Matt mostly works with carpentry, in the areas of bridgework, commercial, and residential, with an emphasis on commercial construction. In Matt's area, there are about 400 members and 60 contractors represented.

Applicants to the four-year apprenticeship program can choose what direction they want to go and will be set up with a contractor. Apprentices will attend class four times per year to cover things they may not learn on the job.

The carpenters union has very good benefits, particularly health insurance.

Another benefit of the program is that it is multi-employer, meaning that employees may work for different employers and retain their benefits.

### **Director's Update**

Amy Sublett presented the following information:

- Status of the Economic Development Agency (EDA) grant.  
The grant focused on training for truck driver (CDL), healthcare, and a warehouse certificate. There have been delays in the project, including a delay in CWDB receiving their contract from the City of Springfield, the grant recipient. CWDB is now beginning to work on their subcontracts with training providers.

- Central Missouri Labor Market/Economy Update –  
There have been significant layoffs beginning to occur in the Central Region. These have taken place in the last month; layoffs are also taking place on the national level. If we see an increase in the expenditure of Dislocated Worker funds, that will be an indication of the direction the economy is going.
- Legislative One-Pager.  
Julie Carter had asked Amy Sublett to provide a one-pager summarizing the work of the Central Region to help make state legislators aware of the work we do. This informational document was presented to the Board and provided to Julie Carter.
- Lake Ozark Regional Economic Development Agency (LORDEC)  
Amy Sublett participates with this agency, which represents the chambers from Camden, Miller, and Morgan counties. LORDEC is hosting a workforce round table from 8:00 – 12:00 on March 2, 2023 at the Exchange Venue in Camdenton. Amy CWDB member that would like to attend should contact Amy.
- Jefferson City Workforce Coalition Meeting  
Amy Sublett and Paula Benne are active with this group put together by the Jefferson City Chamber, which met prior to the Board meeting. Kathy Groves also attended the meeting. Current workforce issues are attraction, retention, childcare, housing, and transportation. Paula Benne, co-chair of the coalition, reported on the meeting held the morning of January 25. A *Partners in Education* program has been initiated to address the childcare issue. Businesses are partnering with/adopting childcare centers to find out what they need and how businesses can assist them. Through this, childcare centers are assisting each other, and other groups, such as churches are becoming involved. Mike Kehoe spoke at the meeting and is supportive of this initiative.

### **Chairwoman’s Report**

Kathy Groves commented on the Jefferson City Coalition meeting. The Lieutenant Governor addressed the lack of workers and reported that 1.5 billion dollars are sitting at home due to the lack of affordable and reliable childcare.

Kathy Groves presented the proposed meeting schedule for 2023, which was sent to the Board on January 3, 2023, and reported on the schedule survey results. Meetings will be held at the Jefferson City Job Center unless other arrangements are made. Members may propose hosting a meeting at a different location, providing the required technology is available.

### **Chief Local Elected Official Report:**

Commissioner Jungermann thanked Tony Bryan for his presentation on cybersecurity. The Commissioner thanked the Board for their work and is happy that we are a positive region.

The Be Pro Be Proud tractor- trailer will be in Callaway County the week of March 20, and all are invited to see it.

### **Adjournment**

Kathy Groves entertained a motion to adjourn. Motion made by Matt Hurley, seconded by T.R. Dudley. Discussion was entertained; there was none. All in favor, none opposed, the meeting was adjourned at 12:20 p.m.