

Attachment 6



LOCAL WORKFORCE DEVELOPMENT BOARD MEMBERSHIP CERTIFICATION/NOMINATION DOCUMENTATION CHECKLIST

For individuals already seated on the Local Workforce Development Board (WDB) (a current member) and previously certified, provide the industry sector or organization for each person and:

- The attestation/certification form, shown in *Attachment 2*, completed with all information, signed by the Local Workforce Development Area's (LWDA) Chief Elected Official (CEO), or the CEO Consortium Chair, whichever may be applicable. This will be a CEO attestation that the previously approved certification for each member is current and still approved. (*See Attachment 2*)

For individuals not on the Local WDB at the previous certification or recertification (a new member), provide:

- In the case of a business-sector representative, the Federal Employer Identification Number (FEIN) for the business represented by the appointee.
- The letter of nomination to the CEO, from the appropriate nominating source, documenting the nomination.
- The letter from the CEO, addressed to the Director of the Division of Workforce Development, appointing each new Local WDB member. (This may be done collectively for multiple appointees in one letter).
- The attestation/certification form, shown in *Attachment 2*, completed with all information, signed by the LWDA's CEO, or CEO Consortium Chair, whichever may be applicable.

Please submit all documents by April 30, 2021, to yvonne.wright@dhewd.mo.gov or **Missouri Office of Workforce Development**

Attn: Yvonne Wright, Deputy Director
P.O. Box 1087
Jefferson City, MO 65102-1087

Missouri Office Workforce Development

OWD Issuance 11-2020, Change 1

ATTACHMENT 1

For information about [Missouri Office of Workforce Development](#) services, contact a [Missouri Job Center](#) near you. Locations and additional information are available at jobs.mo.gov or 1-(888)-728-JOBS (5627).

Missouri Office of Workforce Development is an [equal opportunity](#) employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Missouri Relay Services at 711.



Matrix of Minimum Membership Requirements for WIOA Local Workforce Development Board (Local WDB)

WIOA Local Workforce Development Board	Members	
Business (51% majority of total Local WDB membership)	51+%	14
Labor/Workforce (at least 20% of total Local WDB membership—minimums: 2 Labor; 1 Apprenticeship); However, total must be equal or exceed 20%, so to these three add two more “representatives of the workforce.”	20+%	5
Adult Education and Literacy (AEL)	1	1
Vocational Rehabilitation (VR)	1	1
Wagner-Peyser (Labor Exchange Services—OWD)	1	1
Higher Education (individual nomination from among other area institutional representatives)	1	1
Economic Development	1	1
Temporary Assistance for Needy Families/Missouri Work Assistance Program – MWA	1	1
Notes: <ul style="list-style-type: none"> • Only need one Economic Development rep. under WIOA. • WIOA Higher Education rep. must be nominated from among other institutions. [Special Rule: WIOA Sec. 107(b)(6)]. • At least 20% of Local WDB membership must include 2 members from labor and 1 from an apprenticeship program, if it exists in the local area. Other “representatives of the workforce.” • The State of Missouri allows Local WDB members (except within the business category) to represent more than one required category, per WIOA implementing regulations [20 CFR 679.320(h)]. • This information is a guide and nothing should be construed to prevent optional member additions, as long as compliance with content from the other categories exists. 		
Total Members		25

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Local Workforce Development Board New Member Certification and Biennial Board Recertification Form

Name of Local Workforce Development Board: Southeast Region

(Attach additional copies of this page, as needed, to list additional board members. For a board recertification submission, report all current board members (including ex officio non-voting members) not just the members added since the last reporting.)

Appointee's name & title*	Membership category†	Nominating organization	Appointee's company or organization, mailing address, phone #, fax #, and email address	FEIN ‡ (for Business nominees only)	Member being replaced (if applicable)
Stan Beel Chief Operating Office	Business	Bollinger Chamber of Commerce & Bollinger County Commission	Crader Distributing Company 808 Hwy 34W, Marble Hill, MO 63764 Ph: 573-238-2675 beels@cdestihl.biz	43-0979048	
David Bova Store Manager	Business	Ste. Genevieve Chamber of Commerce & Ste. Genevieve County Commission	Kohl's Department Stores, Inc. 1504 Stonybrook Trail, Ste. Genevieve, MO 63670 Ph: 636 579-9256 davidbova@sbcglobal.net	13-3357362	
Lisa M Cook CEO	Small Business	Chaffee Chamber of Commerce and Scott County Commission	S&W Cabinets 490 Cummins Drive, Chaffee, MO 63740 Ph: 573-887-3100 lcook@swcabinets.com	43-1090653	
Todd R Cruts HR Director	Business	Cape Girardeau Chamber of Commerce	The Lutheran Home 12825 Bloomfield Road, Cape Girardeau, MO. 63703 Phone: 573-335-0158 ex 443 tcruts@lhcape.com	43-0897411	
Mark Hulshof	Business	Stoddard County Chamber of Commerce	MC Machine, LLC 13313 Lakeview Dexter, MO 63641 mcmachine@nwcable.net	46-2640816	
Kristen Daniel Corporate Human Resources	Business	SHRM of Southeast Missouri	HAVCO Wood Products LLC P.O. Box 1342 Cape Girardeau, MO 63702 Phone: 573-332-2522, Fax: 573-334-6500 kdaniel@havco.com	51-0416600	
Stephen Gary Owner	Other	Bollinger Chamber of Commerce & Bollinger County Commission	Attorney at Law, 303 High St., Marble Hill, MO 63764 Ph: 573-238-2641 spgray@bigrivertel.net	43-1700711	

Sherry Hamby-Vance Benefit and Wellness Administrator	Business	Farmington Chamber of Commerce	US Tool Group 2000 Progress Drive Farmington, MO 63640 Ph: 573-431-3856 Ext 7451 sherry.vance@ustg.net	43-0760175	
Thomas Greminger Industry and Community Relations Coordinator	Business	Ste. Genevieve Chamber of Commerce & Ste. Genevieve County Commission	Sainte Genevieve Industries, Inc. 10929 Industrial Drive Ste Genevieve, MO 63670 Ph: 573-883-7432 tgreminger@att.net	51-0200666	
Valada Harp Human Resource Director	Business	Scott City Commission	Burch Food Services, Inc. 108 Stallcup, P.O. Box 1667, Sikeston, MO 63801 Ph: 573-471-3003 vharp@burchfoodservices.com	43-0921802	
Steven Medlin CEO	Business	New Madrid Chamber of Commerce	Guardian Home Health Care LLC 202 Main Street, Suite B New Madrid, MO 63869 Ph: 573-621-3126 medlisg@yahoo.com	82-0922341	
Ron Huber Owner	Small Business	Malden Chamber of Commerce	Huber Accounting & Income Tax Services, LLC 109 Cedar Street, P.O. Box 77 Malden, MO 63863 573-276-2288 Huber.accounting@att.net	81-1055496	
Ken W Rinehart Human Resource Manager	Business	Industrial Dev Authority of Stoddard County & County Commission	WW Wood Products, Inc., P.O. Box 50, Dudley MO. 63936 Phone 573-614-4765 Ken.rinehart@wwinc.com	43-1125202	
Diana L Salazar Personnel Manager	Business	Perry County Economic Development	Gilster-Mary Lee Corporation, 519 Old St Mary's Road, Suite B, Perryville, MO 63775 P: 573-547-7290 Ext.2515	37-0951425	
Kathy Teachout Human Resource Director	Business	SHRM of Southeast Missouri	Century Casino Caruthersville 1777 East 3rd Street Caruthersville, MO 63830 Phone 573-333-6018, Fax: 573-333-1551 Kathy.teachout@cnty.com	36-4335059	
Charles Dierks	Other	Dunklin County Commission & Chamber of Commerce	City of Malden, P.O. Box 294, Malden, MO 63863 Ph: 573-276-4502, charliedierks@att.net	43-6002147	
Janet Childers District Supervisor	VR & Workforce (double hatted)	Vocational Rehabilitation & Representatives of employees	State of Missouri-Division of Vocational Rehabilitation,3102 Blattner Dr., Suite 103, P.O. Box 1087, Cape Girardeau, MO 63702 Ph:573-290-5788 janet.childers@vr.dese.mo.gov		
Kevin Roy Gruenwald Juvenile Officer	Workforce	State of Missouri 32 nd Judicial Circuit	32nd Circuit Juvenile Division 2137 Rust Avenue, Cape Girardeau, MO 63703 Phone: 573-334- 6001 Kevin.gruenwald@courts.mo.gov		
JJ Lane Labor Rep	Labor (Workforce)	Missouri AFL-CIO	Missouri AFL-CIO, 471 North Spring Cape Girardeau MO 63701 Ph: 573-335-3014 iilane77@yahoo.com		

Steve Pinkley Business Rep	Labor & Apprenticeship (Workforce)	St. Louis/Kansas City Carpenters Regional Council	St. Louis/Kansas City Carpenters Regional Council, 815 Enterprise St., Cape Girardeau, MO 63703 Phone: 573-334-3744 soinklev@carpdc.org		
Stacy Snider Cape Girardeau AEL Coordinator	AEL & Workforce (double hatted)	Adult Education & Literacy State Director	Unitec Career Center 7163 Raider Road Bonne Terre, MO 63628 Ph : 573-431-3300 ext 7 ssnider@ncsd.k12.mo.us		Pamela Riehn
Latricia Fennell	TANF/MWA	Missouri Department of Social Services			Letitia Ursery
Scott Sattler Director Perry County EDA	Economic Development	Perry County EDA and Perry County Commission	Perry County EDA, 112 W. Saint Maries, Suite 5, Perryville, MO 63775 Ph: 573-547-1097 perrvedasattler1mnmail.com		
Jonathan "Brock" Crowley	Higher Education		Cape Career & Tech Center 1080 S Silver Springs Rd. Cape Girardeau MO 63703 Ph: 573-334-0826 Ext. 6556 crowleyj@capetigers.com		Dr. Libby Gulliams
Julie Carter	OWD/Employment	Office of Workforce Development	Office of Workforce Development, P.O. Box 1087, Jefferson City, MO 65101 Ph: 573-526-8241 Julie.carter@dhewd.mo.gov		

* Include the names of all ex officio, non-voting members of the board appointed to the board by the CEO.

†Categories include Business, Small Business, Workforce (Labor/Apprenticeship/Employees-Workforce), AEL, VR, Wagner/Peysler (OWD), Higher Education, Economic Development, TANF/MWA, or OTHER additional categories designated by the Chief Elected Official. If "OTHER," specify the category or reason for the appointment. If a member is "double hatting" (representing two board categories) list both categories that person represents.

‡Use the Federal Employer Identification Number (FEIN) issued by the U.S. Internal Revenue Service for the business the nominee represents, not a personal FEIN.

ATTESTATION

I, _____, the undersigned Chief Elected Official (CEO) or CEO Consortium Chair (as applicable) of the
(PLEASE PRINT OR TYPE)

_____ Local Workforce Development Area, hereby attest that the information provided within this Local Workforce Development Board certification application is complete and accurate to the best of my knowledge. I also certify that all applicable provisions of the Workforce Innovation and Opportunity Act, federal regulation, and any additional requirements by the state of Missouri have been followed in the selection process of the appointee(s) listed above.

(CEO or CEO Consortium Chair signature)

(Date)

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