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**WORKFORCE DEVELOPMENT BOARD OF SOUTHEAST MISSOURI  
BOARD MEETING MINUTES  
July 19<sup>th</sup>, 2024, 9:00am-11:00am Virtual Option Only**

**Time & Location:** The meeting was called to order at 9:06am by Valada Harp. Meeting was held virtually only via Zoom.

**Members Present:** Lisa Cook, Todd Cruets, Kristen Daniel, Valada Harp, Ken Rinehart, Angela Wilson, Vance Read, Kevin Gruenwald, Stacy Snider, Latricia Fennell, Scott Sattler, Valerie Moore.

**County Commissioners Present:** Charlie Herbst, Vice CLEO and Danny Tetley

**Staff Present:** Gretchen Morse, Allysia Long, Sarah Wilson, Danise Clay

**Guests Present:** Samantha Terry, EDSI; Linda Fitzgerald, EDSI; Debra Thompson, EDSI; Sandra Cabot, DED; Cathy Harris, EDSI

**Please Note – These are DRAFT Minutes until Board vote and approval in November 2024**

\*\*The Workforce Development Board reserves the right to go into closed (Session 610-021, 610-023, RSMo Discussion of Personnel or Contracts) with a majority (51%) vote of members present.

The Southeast Workforce Development Board is an equal opportunity program/employer.  
Auxiliary aids and services are available upon request.  
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### **CONSENT AGENDA – VALADA HARP**

Motion to approve May 3<sup>rd</sup>, 2024 meeting minutes by Todd Cruts, with a second from Scott Sattler, all in favor, motion carried.

### **FINANCIAL COMMITTEE UPDATE – SCOTT SATTLER/SARAH WILSON**

Committee met on July 16<sup>th</sup>, 2024. Committee reviewed the Booth Management Consulting financial monitoring report for PY23. There was one finding and it was resolved with no response necessary. The report was very good. Sarah Wilson conducted subcontractor internal fiscal review for PY23 on EDSI. There was only one area of concern which was corrected. EDSI's overall risk assessment was determine to be low. EDSI is doing a good job in the area of financial requirements.

Financial reports for PY23 show 100% obligated with good expenditures of all program funding. PY23 funding had a split of 60/40. Based on decrease of PY24 funding a 65/35 split will be needed to maintain financial operations. Planning budget summaries were reviewed and discussed. Committee Chair shared that the board has a great crew and doing a great job. Coming from where we were a couple of years ago, we're in a very good place now.

Motion to approve PY24 planning budget summaries for WIOA Adult, WIOA Dislocated Worker, and WIOA Youth made by Scott Sattler, seconded by Lisa Cook, all in favor, motion carried.

### **WORKFORCE SYSTEM NETWORK COMMITTEE – STACY SNIDER**

Committee met on July 10<sup>th</sup>, 2024. Ms. Snider provided discussion points on the One-Stop Operator PY23 final report, shared update on WIOA reauthorization and the impact of upcoming presidential election, overview on the One-Stop Operator PY24 strategic plan, EDSI program enrollments for PY23 were met and funding for PY24 was discussed. Ms. Snider emphasized the significance of the recent mental health awareness training that was provided to all job center staff and board staff. PY23 performance for the state and the region was presented. Performance was as of May 2024 data. Southeast is meeting all measures which is very good for the citizens and the region but will make PY24 and PY25 negotiations a little harder.

OWD completed their program monitoring for PY23. The review resulted in no findings and two areas of concern. One area of concern that needed a response was lack of case management and issues with employment plans. Board staff provided a written corrective action plan outlining case management and timeline of training to be conducted by board staff and subcontractor staff.

Sub-state program monitoring was completed by board staff for PY23. There were three areas of concern identified; referral processes, employment plans and participant engagement/case management. The areas of concern have been shared with subcontractor staff and there is a plan in place for additional training.

### **PRESIDENT'S REGIONAL REPORT – GRETCHEN MORSE**

- We have just completed PY23! This past year has been one of extraordinary success and growth. We have faced challenges; however, our collective efforts have yielded impressive results as you have just heard through the committee reports. As we move into PY24, we are poised to build on our successes with continued determination. We are committed to embracing new challenges, innovation, and collaboration.
  - I want to thank the board and the county commissioners for all the support this past year
  - I also want to thank all the EDSI staff and the OWD staff for their hard work

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- Last but not least, I want to thank each of the board staff for their unwavering dedication to our team! It's much appreciated
- One-Stop Operator report for PY23 emailed in packet. Contains very good information regarding regional events, WIOA enrollments, and number of job seekers served in the job centers along with employer information. Please take a moment to read over.
- On June 24<sup>th</sup> four of my counter-parts and myself was part of a panel session at the Missouri Economic Development Council's annual conference in Branson. The session subject was "Economic Development Partnerships with Workforce Boards". Each board director shared information on the different programs, services, and success stories that positively affects economic development across the state of Missouri. Pictured is Lori Myers-St. Charles, Sherri Rhuems-Southwest, Erica Schmeackle-Ozark, Gretchen, and Jodi James-South Central.



- Danise and myself are preparing for WIOA performance negotiations this fall with OWD. This will be performance negotiations for PY24 & PY25. OWD did provide each regional director their local statistical data and adjustment factors to begin the negotiation process.
- The Southeast Region's 2024-2028 4-year plan was approved by OWD! All documents are placed on the board's website for public access.
- Allysia Long and Debra Thompson provided region-wide professional development on communication and customer service in June. Refreshers are always beneficial for all of us working in an environment of serving customers and building work relationships with co-workers. Debra and Allysia did an excellent job, well received by all attendees!
- Upcoming events
  - Missouri Statewide Partnership meeting August 22<sup>nd</sup> in Jefferson City
  - Southeast region-wide partnership meeting August 29<sup>th</sup>. Bringing all required WIOA partners together for sharing and discussion of infrastructure costs along with MOU recap.
  - Missouri State Board meeting September 4<sup>th</sup> in St. Louis
  - OWD Annual Statewide Summit October 23<sup>rd</sup>, 24<sup>th</sup>, & 25<sup>th</sup> in Osage Beach
  - WDB, EDSI, Cape Chamber & SEMO planning an open house at the Cape Job Center location. The hope is that this will increase the foot traffic at the Cape Job Center location.
  - WDB, EDSI, DSS, VR, & SEMO planning an "Employ Ability Summit" here in the region. Purpose is to educate and empower employers to adopt inclusive hiring practices by providing insights and practical strategies for hiring individuals with disabilities or criminal backgrounds.

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- Park Hills Job Center Success Story-Signed authorization from client on file to share story.

### Collaboration for Success!!

Chris Paroski was a successful business owner in Texas, but he wanted to find a way to give back and serve his home state of Missouri. He moved back to St. Francois County, Missouri area and became a Sheriff's Deputy in the St. Louis County area. During this time, his wife completed Dental Hygienist schooling. After a serious injury in the line of duty and multiple surgeries, Chris was no longer able to remain in law enforcement. He didn't want to give up, but he faced a hard decision...what do I do now, at this stage of my life? His wife inspired him to think about a Dental Hygienist career. He wanted to pursue this career path, but wasn't sure how or where to begin. His parent's told him he needed to go the Job Center, but he thought "that will just be a big waste of time". Then he thought about the many times his parents had advised him, and he thought it was a waste of time, but they turned out to be right....soooo, he decided he would check it out. The day he came to the Park Hills Job Center, he spent 15 minutes in the bathroom, sick to his stomach, thinking he wouldn't be accepted, or that he didn't belong. He gave himself a pep talk, splashed cold water on his face, and headed into the center, he was greeted by none other than Ms. Debbie Wilson, the most welcoming person you will ever meet. Debbie checked him in and got him set up to create his account on the computer. When he was finished, he met with Pam Carrow, who took the time to listen to his story! Pam introduced him to BJ Litton, the WIOA Case Manager at that time, (now OWD staff) and Becky Murphy, WIOA Lead. They listened closely to his story, and wanted to help. As it turned out, WIOA was able to get him approved for part of the funding, and Vocational Rehabilitation was able to assist with funding as well. Because there was a 2 year waiting list for the school in St. Louis, he was enrolled at Concord, in Kansas City. He and his wife moved to KC, where his parents assisted with their living expenses, while he went to school and his wife worked. He began school in 2022, completed in late 2023 and passed his State Boards. When BJ Litton made the move from WIOA to OWD, she provided a warm hand-off to her replacement, and Ms. Laura Hampton assisted in the process as well. He returned to the St. Francois County area and will begin his career on June 3<sup>rd</sup> at Aspen Dental, with a six figure starting salary.

Chris credits the entire team at the Park Hills Job Center, for helping him find a way to succeed and believing in him. "I tell everyone about this place!! I don't know where I'd be today without the help I received here." Chris stated. "I think I may have just given up, but I'm so glad I didn't!"



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**ADJOURNMENT – VALADA HARP.**

With no further business, a motion to adjourn made by Ken Rinehart and seconded by Stacy Snider, all in favor, motion carried.

Respectfully submitted,

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Valada Harp, WDB – Chair

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Gretchen Morse, President/COO

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