



1021 Kingsway, Suite 1
Cape Girardeau, MO 63701

www.job4you.org

Phone: 573.334.0990, Relay 711
Fax: 573.334.0335

**WORKFORCE DEVELOPMENT BOARD OF SOUTHEAST MISSOURI
BOARD MEETING MINUTES
October 28, 2022**

- Time & Location:** The meeting was called to order at 12:30 p.m. by Tom Greminger at the VFW Legion Hall in Cape Girardeau, MO.
- Members Present:** Sherry Vance, Todd Cruets, Valada Harp, Scott Sattler, Lisa Cook, Tom Greminger, Kevin Gruenwald, Latricia Fennell, Stan Beel, David Bova, Ron Huber, JJ Lane, Steve Pinkley, Stephen Gray, Jonathan Crowley, Valerie Moore, Stacey Snider
- County Commissioners Present:** Garry Nelson, Mike Sauer
- Staff Present:** Gretchen Morse, Allysia Long, Tammy Tankersley
- Guests Present:** Linda Fitzgerald – One-Stop Operator; Samantha Terry – EDSI Missouri Regional Coordinator; Donna Smith-Fiscal Manager, Central

**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 vote of the private members present.

Topic: Southeast WDB Quarterly Full Board Meeting
Time: Oct 28, 2022 12:30 PM Central Time (US and Canada)
Join Zoom Meeting
<https://us06web.zoom.us/j/5453734333?pwd=OXZFRUE3dJnSHRPWXpYRFhqM05PdZ09>
Meeting ID: 545 373 4333
Passcode: qV678G

The Southeast Workforce Development Board is an equal opportunity program/employer.
Auxiliary aids and services are available upon request.
This information can be translated into another language if requested.
Esta información se puede traducir a otro idioma si se solicita.

CONSENT AGENDA – TOM GREMINGER

A motion was made by Todd Cruets to accept the following consent agenda item:

- Approval of Minutes July 22, 2022, meeting

With a second from Scott Sattler all members approved, motion carried.

ELECTION OF OFFICERS – TOM GREMINGER

A motion was made by Scott Sattler to accept Valada Harp as WDB Chair with a second from Todd Cruets all members approved, motion carried.

A motion was made by Stacey Snider to accept Todd Cruets as WDB Vice Chair with a second from Gary Nelson all members approved, motion carried.

A motion was made by Mike Sauer to accept Scott Sattler as WDB Secretary with a second from Lisa Cook all members approved, motion carried.

WDB REVIEW OF CHANGES EDSI – TAMMY TANKERSLEY

The WDB Fiscal Manager, David Davis resigned. The same day had a meeting with two OWD state staff who made the announcement that they were removing their endorsement for the WDB to operate programs and this was effective immediately. An emergency procurement request for proposal was created and approved by OWD state staff to secure a subcontractor for the programs in the region. Educational Data Systems, Inc. (EDSI) was contacted about their interest of accepting an emergency contract for 10/01/22-6/30/23. EDSI did accept the contract and began as the regions subcontractor 10/01/22. EDSI was already operating programs in two other Missouri regions and they operate programs in nine states across the US. All WDB staff that chose to stay were hired by EDSI and EDSI covered each staff persons Cobra during the first month of their employment. EDSI has been great to work with, well equipped to handle this contract, and so far is a great partnership.

WDB staff Allysia Long and Gretchen Morse have stepped up to learn as quickly as possible to assist with the changes resulting in Mr. Davis' resignation and with the emergency contract beginning October 1st, 2022.

BUDGET UPDATE – DONNA SMITH

With the resignation of Mr. Davis, it was discovered that some areas in the fiscal department were behind and in need of attention. It was identified that there were training contracts for participants from spring 2022 that were never paid to some schools and was a lengthy list in which we did not have the funds to cover. Additional funding in the amount of \$108,000.00 was requesting from OWD to cover these participant training contracts and they granted the region the funds. It was identified that infrastructure costs for the region in the amount of \$15,000.00 had not been paid since March 2022, discussions with OWD regarding these funds are in progress. Allysia, Gretchen and Donna have been working evenings and weekends to assist. OWD state staff have been assisting the region with some fiscal cleanup as well as other WDB Directors and Fiscal Managers. Donna has done a tremendous job helping the region with clean up.

Bank statement reconciliations were not done since March 2022. No concrete bottom line on funding due to this. Main goal to get reconciliations done through June 2022 then complete July 2022-October 2022. Also focusing on getting missing fiscal data entered into financial system caught up. It is confirmed that there is no embezzlement, no misappropriations of funds, and does not appear to be any disallowed costs.

The Southeast Workforce Development Board is an equal opportunity program/employer.

Auxiliary aids and services are available upon request.

This information can be translated into another language if requested.

Esta información se puede traducir a otro idioma si se solicita.

Audit from last year did show some deficiencies but no findings or disallowed costs. The audit for this year most likely will have findings due to the financial areas that were of concern. January 2023 meeting should have budget numbers ready.

CPA, Patrick Kintner will be reviewing financial areas monthly.

WDB staff went from 22 employees to 3 employees which will help with the financial aspect. Communication between WDB Chair and President/COO consistently ongoing.

EDA GRANT UPDATE –TOM GREMINGER/TAMMY TANKERSLEY

Southeast Region as well as Central Region and the South Central Region were to be a sub-recipient as part of an EDA grant with the City of Springfield. City of Springfield received a \$17.5 million grant for a total of 3 years. The goal of the EDA grant is to serve customers who do not meet WIOA eligibility for training services. With the current climate of the Southeast Region and the fact that the lead director from the City of Springfield abruptly resigned, the Southeast Region decided to pull out as a sub-recipient. Central Region is going to absorb the funds that would have come to Southeast and they will serve the customers who are interested in services from Southeast.

SUB-STATE MONITORING SUMMARY/SE QPR – SAMANTHA TERRY

The annual Sub-State Report is required to be put out by June 30th of each year. A review of the newest OWD QPR issued by OWD. The region is showing some continuation with comments and having comments removed and added. Overall, we are in the risk category based on this review. For more information, please see the Quarterly Program Review issued September 2022.

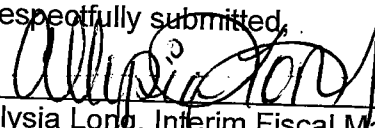
AUDITOR REQUEST FOR PROPOSALS – TAMMY TANKERSLEY

A motion was made to approve Stanley, Dirnberger, Hopper, & Associates, LLC as independent auditor in the amount of \$9,000.00 for fiscal year ending June 30th, 2022 by Scott Sattler, second provided by Steve Pinkley. Motion passed.

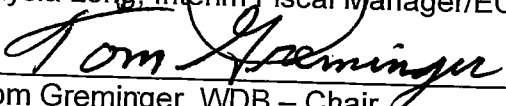
PUBLIC COMMENT AND ADJOURNMENT – TOM GREMINGER

With no further business, a motion to adjourn was made by David Bova and seconded by Gary Nelson. Motion carried.

Respectfully submitted,



Allysia Long, Interim Fiscal Manager/EO Officer



Tom Greninger, WDB – Chair