



## Executive Committee Meeting Minutes July 24, 2017

Members: Brad Baker, Bert Johnson, Teddy Steen, Rhonda Stafford, Mark Turnbull; Staff: Sherri Rhuems, Leslie Abram

Topic	Discussion	Action
Meeting to called to order		Brad Baker
WIB Legal Business Name	Discussion and agreement that the business name should be Workforce Investment Board of the Southwest Region, Inc. WIB is in good standing with the Secretary of State filing.	Next Biennial Registration Report is due by 8/31/17. Registered Agent needs to be changed from Jasen Jones to Sherri Rhuems. Sherri will review by-laws for recommended changes to the by-laws by the Aug. 15 meeting. Report to Board Aug 15 on action items.
Board Member Recruitment	Review of the required categories. Missing five responses to survey request. Individual contact will be made. Bert Johnson is leaving the Board March 30, 2018. His recommendation for replacement is Alan Brady. Additional suggestions for new board members include Claudia Camarillo with Windsor Foods and Gary Turner with Sarcoxie Economic Dev Suggested sectors Healthcare, location Newton/McDonald Co.	Brad suggested a Drop Box document where board member suggestions could be added for all board members to see and contribute. Recommendations will be made for 5 missing responses discussed at Exec meeting with either a) confirmation of individual's interest to remain WIB Bd member and commitment to attend future Bd meetings or b) recommendation of a specific replacement for position
Planning Budget Summary	A review of budget summaries for FY17 to FY18 and from PY16 to PY17 was discussed. The planning budget summary needs to be presented and approved at the Aug. 15 board meeting. Brad requested a "one-sheeter" listing items to show offset of budget cuts and additional funding. Request from the board to have input on how regional allocations are calculated by the State. More detail is needed from the State. The planning budget summary due to State by Aug 1.	Bert -motion to send the planning budget summary documents by the deadline indicating date of Board meeting is August 15. Rhonda seconded. Once the full board has approved the final planning budget summary, it will be sent to the state.
Local Plan Modification	Plan Modification will be presented to the Board for approval once the Planning Budget Summary is approved.	
Closed Session	WIB Employee Performance Evaluations	Teddy - Motion to go into closed session to discuss employee evaluations. Rhonda Seconded. Bert motion to go out of closed session. Teddy seconded
Adjourn	Motion to Adjourn was made by Rhonda, seconded by Bert	

Teddy Steen, WIB Secretary