



**Executive Committee
Meeting Minutes
June 4, 2019**

Committee Members Attending: Brad Baker, Stephanie Howard, Rhonda Stafford, Mark Elliff

Staff Attending: Sherri Rhuems, Leslie Abram, Rob Copher

Guest Attending: John Bartosh, Jasper County Commissioner

Topic	Discussion	Action
Meeting called to order		Brad Baker called the meeting to order at 1:56 p.m.
Finance: PY19 Funding Allocations/Operations Plan	Sherri Rhuems presented data on the federal funding allocations for the program year that begins July 1, with additional explanation of the allocations to different programs by Rob Copher. Sherri also reviewed the Operations Plan that included new requirements for spending categories required by the Division of Workforce Development. Several cost-saving changes will be made to achieve the new spending requirements. (See Operations Plan for list of changes.)	<ul style="list-style-type: none"> ● Motion to approve the Operations Plan: Stephanie Howard ● Second: Rhonda Stafford ● Motion Passed
Finance: Program Budget	Sherri presented the program budget summary, which included categories of how the funding allocations and additional grants will be expended. (See attachment)	<ul style="list-style-type: none"> ● Motion to approve the program budget: Mark Elliff ● Second: Stephanie ● Motion Passed
Finance: Plan Modification	The region will request that funds be transferred from the dislocated worker category to the adult category to meet current participant needs. This will cause a need to modify the region's WIOA Plan.	<ul style="list-style-type: none"> ● Motion to approve the transfer of funds from dislocated worker program to the adult program: Mark Elliff ● Second: Rhonda ● Motion Passed
WIOA/One-Stop Requirements: One-Stop Operator Contract	Sherri presented the contract for one-stop operator. (See attachment)	<ul style="list-style-type: none"> ● Motion to approve the one-stop operator contract: Mark ● Second: Rhonda ● Motion Passed

<p>WIOA/One-Stop Requirements: WIOA Program Staffing Contracts</p>	<p>Sherry presented the contracts for WIOA program staffing. (See attachment)</p>	<ul style="list-style-type: none"> ● Motion to approve the one-stop operator contracts: Mark ● Second: Stephanie ● Motion Passed
<p>Board Membership: Officer election and Board Certification</p>	<p>Leslie Abram reviewed the current roster of members and gave an update on potential new members to fill all category requirements for a full board. Due to some board members' terms ending without replacements ready to take their places, the committee discussed changing the board's by-laws to provide an option to keep board members until their replacement is found and the nomination/ membership process is completed. Brad recommended that local chambers of commerce be contacted for suggestions to fill board membership positions. Mark Elliff agreed to serve as incoming board chair if elected by board membership and Rhonda Stafford agreed to be the next board secretary if elected by the full board.</p>	<p>Proposed wording for item 3.3 of Article III of the Workforce Investment Board of Southwest Missouri By-Laws:</p> <p>"WIB Board members shall serve a three-year term, renewable for one additional three-year term and/or until the member's replacement is nominated and approved."</p> <ul style="list-style-type: none"> ● Motion to approve the change to item 3.3 of the WIB By-laws: Mark ● Second: Rhonda ● Motion Passed
<p>Adjourn</p>		<p>Brad adjourned the meeting at 3:52 p.m.</p>

Teddy Steen, WIB Secretary

