



September 9, 2019

Ms. Pamela Hunnicutt
Odle Management Group, LLC
33777 New Hope Road
Tecumseh, OK 74873

Dear Ms. Hunnicutt:

The purpose of this letter is to inform you of upcoming sub-state monitoring by the Workforce Investment Board of Southwest Missouri. The WIOA Adult and Dislocated Worker programs will be monitored for initial eligibility and activities in accordance with regulations issued by the United States Department of Labor and Missouri Division of Higher Education and Workforce Development along with relevant local WIB policies. Attached is the initial monitoring sample, due to the ongoing nature of the WIOA programs additional samples will be monitored throughout the program year.

After a sample is monitored, a report will be issued to you and Laura Kesler. Odle staff will have two weeks following the issue of the report to resolve any comments, concerns, or findings. If you have any questions, please feel free to call me at (417) 629-2139 or email at kbaldwin@sectorready.org.

Sincerely Yours,

Kris Baldwin
Operations Manager
Workforce Investment Board of Southwest Missouri