

**South Central Region  
Workforce Investment Board  
Executive/Finance Committee Meeting  
SCWIB Office – Conference Room  
July 12, 2011 – 1:00 PM**

**Attendees:** Bill Reeves, Donna Frey, Johnny Murrell and David Morrison.

**Board members attending via telephone conference call:** Bill Kennon.

**Committee members not in attendance:** Garland Barton, Brian Polk, and Steve Halter.

**WIB Staff in attendance:** Melissa Robbins, Executive Director, and Amanda Grigsby, Special Projects Coordinator.

**Guests in attendance:** Lisa Roark, Ozark Action, Inc., and Annie Williams, Poplar Bluff Career Center Functional Leader.

**Approval of Minutes:** Johnny Murrell made a motion to recommend the April 12, 2011 meeting minutes be approved as presented. Donna Frey seconded the motion. All in favor – motion passed.

**WIB/CLEO Agreement:** Ms. Robbins explained the WIB/CLEO Agreement and the roles of each group.

**Attendance Policy:** Ms. Robbins explained in the bylaws it states that any board member who misses three regular meetings in a row will have their position brought to the Board for vote for removal. Letters were sent to those who had missed last three meetings, asking if they wanted to remain on the Board. Scott Hurt and Bob McKiernan called to express their interest in staying on the Board. Donna Clark and Mitch Terry did not respond. Johnny Murrell made a motion to recommend Donna Clark and Mitch Terry be removed from the Workforce Investment Board. David Morrison seconded the motion. All in favor – motion passed.

**Bylaws:** Ms. Robbins pointed out two major proposed changes in the bylaws: to increase the private sector membership to ensure a 51 percent majority, and to reorganize the committee structure to combine committees that have duties that overlap, and to add new committees of importance. Bill Kennon suggested an even number of Proposal Evaluation Committee members with equal representation between the six eastern and six western counties. Ms. Robbins said it could be added and would be considered for each committee. David Morrison made a motion to recommend the adoption of the bylaws with the changes mentioned in discussion. Johnny Murrell seconded the motion. All in favor – motion passed.

**Local Plan (Industry Projections):** Ms. Robbins reported the Missouri Workforce Investment Board (MoWIB) has developed a new accountability committee and has gathered data through

Missouri Economic Research and Information Center (MERIC). Ms. Robbins questioned the committee on the information provided by the MoWIB on the South Central Region Industry and Employment projections. Committee members agreed that the industries presented in the report were not a good representation of the region.

**Approved Training Programs:** Ms. Robbins explained there are some programs where coursework being taught is outdated which makes the participant unemployable, or participants are graduating from programs and aren't able to find jobs because their training program isn't a highly employable industry in the region. She explained the Approved Training Programs criteria would be set for approving programs in the region that will be beneficial to participants in helping them obtain self-sustaining employment. Committee members proposed changing the occupation rating to a "B" or better on the MERIC ratings, adding the provision that ratings below a B can be considered with approval from the SCWIB Executive Director, and changing the entered employment rate of pay to \$8 or above. Johnny Murrell made a motion to recommend the adoption of the approved training programs criteria with the proposed changes by the committee. David Morrison seconded the motion. All in favor – motion passed.

**NGCC Manual:** Ms. Robbins explained the changes made to the NGCC Manual that are being recommended, including supportive services and classroom training. David Morrison made a motion to recommend the adoption of the NGCC manual as presented. Johnny Murrell seconded. All in favor – motion passed.

**Drug Testing:** Because the WIB is now the employer of record for work experience, State Parks Youth Corps program and Disaster Recovery Jobs Program, Ms. Robbins said they want to make sure the WIB is covered for workers compensation and that having drug testing in place can lower the workers compensation rates. She noted that other regions around the state are requiring drug testing for both work experience and training, but felt it was best for the region to start with employees only. Johnny Murrell made a motion to recommend all employees of the WIB, including administrative staff and clients, be required to complete pre-employment drug testing. Donna Frey seconded. All in favor – motion passed.

**Budget:** Ms. Robbins explained the budget and recommended expenditures for PY11-FY12. David Morrison made a motion to accept the PY11-FY12 budget as presented. Johnny Murrell seconded the motion. All in favor – motion passed.

**New Board Members:** Ms. Grigsby informed the committee of the board member nominations that will be brought to the CLEOs for approval at the July 26 WIB meeting.

**Disaster Recovery Jobs Program:** Ms. Robbins explained the National Emergency Grant for flooding of which South Central Region is receiving \$2.5 million. The WIB is working with counties, schools, state parks and other public entities that need disaster recovery assistance. Eligible dislocated workers will be employees of the WIB and be placed at a worksite to work for 1,040 hours.

**Adjournment:** David Morrison made a motion to adjourn the meeting. Donna Frey seconded the motion. All in favor – motion passed.