

**South Central Region
Workforce Investment Board
Executive/Finance Committee Meeting
SCWIB Office – Conference Room
April 12, 2011 – 2:00 PM**

Attendees: Bill Reeves, Donna Frey, and Johnny Murrell.

Board members attending via telephone conference call: Garland Barton, David Morrison, and Bill Kennon.

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

Approval of Minutes: Johnny Murrell made a motion to accept the minutes from the March 14, 2010 Executive/Finance Committee meeting. Bill Reeves seconded the motion. All in favor – motion passed.

Review of Financial Report: Ms. Robbins noted that from the last meeting, the financial report shows funds have been de-obligated by clients and staff members for those who did not use all the money allotted. Ms. Robbins said staff were working to get the funds spent or obligated and she had no worries about losing any funding. Donna Frey made a motion to recommend approval of the financial report. Bill Reeves seconded the motion. Bill Kennon abstained. All in favor – motion passed.

Review of Committees: Ms. Robbins explained some of the duties of the current committees overlap and would like to look at consolidate some committees and creating others to address the WIBs three major interests. Ms. Robbins said she'd like to add to the Executive Committee to include WIB officers and Chairs from all other committees. Ms. Robbins recommended consolidating committees to include the Executive and Youth Council, both required by law, and Economic Development Committee, Workforce Development Committee and Proposal Evaluation Committee. An additional ad hoc Ethics Committee would be nominated when needed. Mr. Barton requested a proposal of these committees be submitted to the Executive Committee for review and action at the next meeting.

Memorandum of Understanding: Ms. Robbins explained a Memorandum of Understanding must be signed with required partners and how services will be provided to clients between agencies. United Migrant Opportunity Services (UMOS) has not signed the WIB's umbrella MOU because UMOS wants to have their umbrella MOU signed by all the WIBs in Missouri. After extensive discussion, Bill Kennon made a motion to sign the Memorandum of Understanding with stricken paragraphs discussed. Bill Reeves seconded the motion. All in favor – motion passed.

De-obligated On-the-Job Training Funds: Ms. Robbins explained the region was awarded \$101,198.32 in On-the-Job Training funds which has been de-obligated. The funding can still be used in the region if contracts for On-the-Job training can be written.

Other business:

MAWD: Ms. Robbins announced the opportunity for Board members and CLEOs to attend the Missouri Association of Workforce Development conference on June 1st for training sessions for new Board members and CLEOs.

Cost Allocation Negotiation: Ms. Robbins said the cost allocation negotiation was completed with Division of Workforce Development and with her figures it looked like \$84,000 was saved this year and she projects over \$100,000 will be saved next year. These savings were passed onto the clients.

Program Operations Committee: Ms. Robbins noted that the committee will be meeting to discuss bids submitted for the Next Generation Career Center contract starting on July 1. Two agencies submitted bids that will be evaluated by the committee.

Adjournment: Johnny Murrell made a motion to adjourn. Donna Frey seconded the motion. All in favor – motion passed.