

## **MINUTES OF THE C-WIB EXECUTIVE COMMITTEE**

October 24, 2012

Chairman Jim Dickerson called the Executive Committee to order at 11:14 a.m.

Executive Committee members present were Jim Dickerson, Betty Jo Brooks, T.R. Dudley, Harold Haldiman, Earl Horsefield, W.D. Hunter, Janet Kinnett, David Miller, and Tina Sooter. In order to establish a quorum John Vaughn was appointed to serve as an alternate for this meeting today.

C-WIB members in attendance were Mary Hughes, Patrick Kelly, and John Vaughn.

C-WIB staff in attendance included Executive Director Jan Vaughn, Alex Blackwell, Linda Gray, Jacque Moreland, and Kevin Stadler.

Other attendees included Joyce Davis, Deanne Stubblefield, and Judy Widner of Central Missouri Community Action (CMCA), Paula Curtman, and Joyce Dampier of Lake of the Ozarks Employment Services (LOES), Trish Rogers of Central Ozarks Private Industry Council (COPIC), and Robyn Smith.

Jim D. reported that all but one of the functional leaders are here today, and he is going to add a report at the end of the agenda to be given by all of them on how their career centers are going.

### **Special Personnel Committee**

The Special Personnel Committee meeting was cancelled due to no quorum.

### **NEG Disaster Grant Update**

Paula C. gave an update on Miller County. Currently there are still two crews operating on cleaning up debris on the roads. The workers are doing a good job. We are seeing some people go on to other jobs.

Trish R. gave an update on Washington County. We currently continue to do the same thing in Washington County with two crews working. We are seeing some of our people that completed their hours going on to other jobs, and haven't had any problems in the last month.

### **RFP's Update**

Jim D. reported the state has emailed Jan and I with a list of questions with what all we did in the RFP's process. Jim has answered all of those questions. Then this morning Jan and I received some more questions which I have not had a chance to answer yet.

The next problem is as of October 31, none of our contractors will have contracts. So I've enquired of the state, and asked them if they want us to enter another thirty day extension or what they wanted us to do. Their thing is until they get all their questions answered and look at everything they don't want us to award contracts. So he doesn't really have too much to report about it. We will probably answer this set of questions that came up this morning later on today or tomorrow.

Mary H. asked what is the state questioning about the process? Jim D. stated they are asking how we did it, who was involved, that type of thing. They haven't indicated to me yet that there is any problem, and they won't.

Mary H. asked when we put out an RFP do we describe what we want to happen and spell out what it is we want them to provide? Jim D. stated right. So that is where we are with that process.

### **LWIB Membership Recertification Update**

Jim D. stated we are working on the recertification. Jim asked Linda to give an update on the WIB recertification.

Linda G. reported she is working on the recertification process and we have been receiving the nomination forms. There are still about 6 people she is waiting on nomination forms from. She has emailed them again. She is waiting on some of the commissioners to send their letters of approval. The deadline from the state is January 15, 2013.

### **Monthly Reports**

Jim D. asked if there were any questions regarding the monthly reports. There were no questions or concerns.

Mary H. stated it would be easier to read if we had last year's numbers to compare to the total region served. This information would be helpful.

Earl H. stated since it is seasonal would we do that based on last year's same month? Jim D. stated he imagined so.

Mary H. asked if this is about a third as last year numbers? Jim D. stated it has been lower so far this year, and I have to say it is because of the economy. Our numbers across the region for several months now have been lower than what they were during our high water mark.

Jim D. stated we have people that are eighty years old that are drawing unemployment, but they want to work. Then we have some that are in their thirties and forty's and they don't want to work. There really are people that have been looking for work for months and they haven't been able to find anything in their field.

Mary H. stated that some people own their own home and the real estate market makes it hard to get their homes sold. Jim D. stated that one of the things we've seen is like some of the people who have lost their jobs at the Modine plant here in Camdenton. They own their home and you might say well they can sell their house and move somewhere else, but the real estate market like it has been around here lately makes it hard getting their house sold.

Jim D. asked if there were any further questions about the reports.

T.R. Dudley had a question on unemployment numbers. Are there any statistics that are compiled on people who take jobs that are part time or a minimum wage job that really aren't able to sustain their families, but they make those numbers come off of our numbers, yet are still a vital statistic?

Jim D. stated he didn't know of any way to access that. We do know that when we have what we refer to as our exit meetings where we talk about which people to graduate out of our program essentially, and we do have a list of wages that we deal with and talk about. We have got a lot of people that are working part time. It makes it impossible for us to meet our wage target because they are not working full time.

Mary H. stated that she heard on the television that the average person takes some sort of a part time job whether it is in their field or not.

Earl H. stated he went out onto the DOL website and got some newsletters that I thought would help me with oversight and the BLS just came out with a report that 30 hours a week now is considered full time for the federal government, which is absolutely ridiculous. They are not getting benefits and I just don't see how they can justify changing the way they use statistics. They are trying to make their numbers look better for the government and that's not right.

Jim D. stated that something else they are dealing with right now is lower wage jobs with the price of gas you can't afford to drive too far to get to work. To take a job farther away it's going to have to pay pretty good in order to pay for them to travel that far.

Mary H. stated one of the problems is the lack of public transportation. Some people can't get to work without public transportation.

Jim D. stated that in most areas we have the OATS system. But in a lot of our smaller communities the OATS doesn't go there every day, so it can't be regarded as a reliable form of transportation for somebody to go to work.

### **Functional Leader Report**

The Functional Leaders gave a report on their respective career centers.

Joyce D. is not a functional leader, but reported that on the transportation issue and one thing they are trying to promote is riding the bus. They don't have a bus everywhere but in Columbia for a lot of their clients it is kind of a complicated system. They are having classes at the career center on riding the bus and actually taking them on the bus and teaching them how to do it. Deanne Stubblefield stated the bus only runs to certain places in Columbia and stops after a certain time. It is complicated and not customer friendly.

Joyce D. reported they have also hired an OJT coordinator which is through this special pot of money that we got from the state. She started a couple of weeks ago and she will be traveling the whole eight county area to try and work with employers and develop some OJT sites.

Deanne S. reported that in Columbia they are still very busy. We still have a lot of EUC extended benefits folks still coming through the office. The two staff that we have primarily are seeing somewhere between 18-20 people per day. Those folks are really pleased with the services they are getting.

Our workshops are increasing as far as the number of attendants and the number of workshops that we are putting on. We had three workshops yesterday and just in our resume class we had 13 people. The learning to ride the bus class has been very well received. People are interested in trying to figure out our bus system, including our staff as well as the

customers. We are working with a couple of the new businesses that are opening and trying to get OJT going with them. We are working very closely with a company that is called "Beyond Meats". They make a soy based chicken. Joyce D. stated they are in conjunction with the University and they are out of California. They are opening up a factory here but it was something that was developed at the University of Missouri. By this time next year they are looking to employ about eighty people.

Earl H. stated he would like to see some effort in getting more customers to use the opinion meter survey machine.

Deanne S. stated that since we are extremely short staffed people are waiting lengthy times and find it inconvenient.

Joyce D. reported we are down to two DWD staff in Columbia. We have a veteran's person but he doesn't deal with the customers, only the veterans. We are very short staffed. We have lost three positions in the last year and they have not filled any of them.

Judy W. reported on the Jefferson City career center. They are also shorthanded with staff, and have been kind of struggling the last three weeks. The majority of their staff has been out, some on vacation. We are still seeing a lot of people coming in. We try and encourage them to come in before or after the lunch hour so we at least have enough of our staff there. We are still offering classes and it seems to be going better these last few weeks, and I think it is because a lot of those EUC people are coming to the classes.

We did have Alan Galindo come down and do a career options workshop. There were about 12 or 13 people and we really had rave reviews about how it really helped them. We are still trying to encourage the NCRC class, we have a lot of testing going on. We have a new OJT person in our area and I think she is going to do a wonderful job. We have had a couple of employers that are interested.

There was a water issue in Jefferson City yesterday. They closed a majority of the state offices yesterday but they did not close the career center because they said it was a priority office because of the people, yet they were going to send all of the DWD people home and leave all of our career center staff there working. Jim D. called them and talked them into having at least one DWD person stay. They had no water so they didn't have bathrooms. We thought that was an unacceptable thing.

Jim D. stated what made it worse was they explained they were closing those facilities not because of the bathrooms, but because the sprinklers wouldn't work and they said it was a safety issue. The Governor is the one who has to close the career center not DWD.

Jim D. stated he wasn't too worried about the sprinklers where the career centers are concerned, it's not like you're dealing with a multi-story building, but I was pretty concerned about the bathrooms.

Judy W. stated that about 3:30 they called and said they could use the bathrooms again.

Mary H. asked if there were any jobs that volunteers could do at the career centers? Jim D. stated that is kind of tough there is not many volunteers that way and you walk a real fine line with a volunteer because the career center staff deal with a lot of confidential information.

Joyce D. stated we do use the experience works clients. We have one at both of the offices in Jefferson City and Columbia. We also use the MWA TANF recipients people. We try and take advantage of as many volunteers as we can. We do have some sometimes from the University. We have them do a confidentiality test like everyone else.

Judy W. reported that they have an individual in Jefferson City right now who is going to Job Point to take the classes and he is working there as an aid work experience and has worked out very well. He is an older gentleman who can't do factory work anymore, so he is trying to get into something else. He is going to be with us for about 4 weeks. He is very good with the clients and has been very helpful to us.

Joyce Dampier reported that Lebanon remains very busy. Although the traffic count looks like it's down we are seeing a large number of people with reduced staff. The unemployment rates in Laclede county was at 9.1 tied with Washington County.

We do have some jobs to offer in Lebanon, however they are skilled positions, and unfortunately the population we are seeing in Lebanon is a very, very needy population. They are unskilled population and they have to look for work but really don't want to go to work, so they are very hard to work with, other than that we are doing the very best we can with what we have to work with. There has been a day or two that Janet and I will look at each other and we are the only staff in the career center, what with illness and other situations that have come up. With a reduction in staff it has put a strain on us.

Jim D. stated and we haven't got the state to fill one position. They told me after we lost the last position in Columbia, that they would be able to fill Mexico, and then they backed up and said "no" we are not going to do that.

Paula C. reported that it is basically everything the other girls said. At the Lake area the layoff is part of the season, and we are starting to see more customers. We also have a new OJT coordinator. Jim D. stated in that case Paula hired a veteran.

Trish R. reported that in Rolla we have been very busy, although our EUC extended benefit traffic is down substantially, that's a good thing. Our OJT's are going well. She has written five contracts so far this month and she has already sent me a text today with other possibilities.

I am pleased with our wages, we have stayed above the \$10.50/hr. We have written some \$12/hr and \$14/hr contracts.

They tell me we have met 51% of our COPIC placements for Youth. We did over 300 in our workshops last month. The majority of those people were in the resume class and the computer class although we've seen an increase in our networking.

We have an employer there today who is going to be interviewing for the next two days for the people to go to work for the railroad system. That employer has been in other areas as well. I've been listening and what I would really like you to know about Rolla is that we still have a large number of people that are unemployed. People are very anxious to find employment. We've seen a change in the last month or two that people are really wanting to go to work, and are looking for work, but wages have not been high. I know when you think about \$10/hr being a pretty high wage, but if you have to drive 25-35 miles with the gas as expensive as it is it's

tough, but people have been coming in and trying to better their chances of employment. I think we are seeing more people who were hesitant to come in before and now they are as a result of the EUC program. We have been averaging 12-15 per workshop. Things are going pretty well. I would just love to have a couple of employers hire about 250 people. I do want to make a comment about Washington County. T.R. has been working with work connection staff there as well as Commissioner Wright. Washington County is in the process of applying to become the work ready community. Which is a wonderful opportunity. We started doing the remediation classes in that office to help people increase their reading and math and locating information levels so they have a better opportunity to pass the certification for the National Career Readiness. Staff noticed there that a large number of people were coming back after visiting the career center and they were saying we failed that test. It's really tough to pass that test the first time out, especially if you're not prepared for it, so the remediation has helped and we are going to continue to monitor the results of that because I think we are going to see a growth in that community of Washington county people that receive that Career Readiness certification. It is Nationally recognized, and they can take that to any employer.

T.R. Dudley commented there is several components of representation that need to be attained within that certification process and he will be the workforce board representative. Michelle is helping with that out of that facility there and I think it is going to be a real good initiative for the county.

Jan V. reported that you would find in front of you a sheet that states Customized Training. That is a little different than what we normally hand out, but we have been getting from the state their customized training dollars information, and how they are spending it and how many they are going to serve. I thought you might be interested in noting that the state hands this money out and to which companies.

So over \$600,000 out of state dollars they've given to these different industries, and how many people they are going to serve training is being served by the college that is closest to them. It either comes to their on-site location and provides training or in some cases they could go to the college site but that's not normally how it's done.

On the right hand side it shows you which college is working with those different employers and so we provide this to our subcontractors and hopefully they have got the copy of this because this is the new one for this year. It is current and includes from July 1 up to this point in time. They need to know this because when they are doing OJT's they have to make sure they are not in conflict with what the state's offering.

Jan V. reported that today on behalf of all the employment and training folks she is going to Jefferson City where she will meet with Governor Nixon and receive an award for Quality and Productivity for Efficiency Process Improvement Award. All of our TEAM members will be there as well as the state parks and together jointly we are going to be receiving this award for the work that goes on out in the field by our subcontractors and their staff for the youth that are served. So as the administrator I get the honor and pleasure of getting to receive this award on their behalf.

John V. stated he has a question about the customized training, he noticed that all of these institutions are community colleges, and asked is there any reason why the four year colleges are not included. She knows that in most cases the community colleges are the ones that offer training programs versus the four year college.

Jan V. stated it is usually the college and the business that work together in getting this filled out and getting it awarded. There was a point in time that all of this customized training came through us and I think it was along about the time when WIA went into effect that the state decided they would take this over, which is their right, and they give the money to the colleges and businesses.

Earl H. stated that for our future benefit, President Obama made an announcement of \$50 million to the community colleges and I am hoping that we get our congress people to fund that through us because that's our money. Federal money that comes to the state is supposed to go to the WIB's according to WIA. If it doesn't we really need to start writing letters. Jan V. stated that is true, thank you.

T.R. Dudley stated that the community colleges have more of an advanced manufacturing technology.

Jan V. stated she wanted to mention that last week she attended a meeting with the TEAM which is our Training Employment Administrators of Missouri, as well as State TEAM and we worked on our strategic plan which I would like to share with you probably the next time we come together or possibly December, I am not sure which. I think it would be of interest to all of you to see that we are really striving to increase our communication efforts, and to work together more closely than we've ever done in the past. So we are making several strides there, and we work very diligently. Our TEAM has worked on this three or four times, but with the state we all came together as a large group, and I think that we will have a lot more cooperation possibly both ways. Communication is increasing from what it's been in the past, which is a major plus for all of us.

Earl H. asked when and where is our next full board meeting and will the special personnel committee need to meet again? Jim said the committee will really need to meet again. We've got those two sets of minutes listed for approval and in fact we've got to make some revisions in them in the process of approving them. The next full board meeting will be held November 14th in Columbia because of Thanksgiving.

Jan V. stated she thought everyone knew Kevin Stadler except maybe Patrick. We are fortunate and very pleased to have Kevin back with us. The UCC and Mobile Lab have been returned to the CWIB, so Joe who had taken over Kevin's duties will now be in charge of those, and Kevin will be in charge of his contracts like he was previously. Kevin will also be the backup person for Joe on the Mobile Lab, the UCC, and also the Rapid Response program, so we are going to keep him super busy.

Kevin S. stated he is happy to be back and to work with Jan and the C-WIB staff, board, and the subcontractors.

Earl H. asked Jim D. if we will have to do anything again with the RFP's? Jim D. stated they haven't said anything to me yet that indicates the evaluation committee will have to do anything. Now one of the questions they asked in the email this morning was did the full board approve what the committee had recommended? Jim stated "well no, because we were being told by the state that they wanted to review everything and make sure it was being done right before we awarded contracts, so I am not going to ask the board for permission to award contracts if we don't even know if the state is going to go along."

Janet K. made a motion to adjourn the meeting, and T.R. Dudley seconded the motion, and there were no objections; the Executive Committee adjourned at 11:55 p.m.