

Meeting Minutes Format
Workforce Development Board
March 4, 2020

Mission Statement:

The St. Charles County Workforce Development System is an alliance of public and private leaders dedicated to moving careers, companies and communities forward through workforce development that impacts local wages, economic development that impacts local business investment and community development that impacts the local tax base.

Attending

Members: Ben Abbott, Jessica Bloch, Sonja Gholston-Byrd, Donny Carroll, Mark, Dalton, Emma Jane Fox, Linda Haberstroh, George Herina, Michael Hurlbert, Joseph Mueller, Amanda Rose, Susan Sams, Chris Seyer, and Amanda Sizemore

Guest Speakers: Ben Hebisen, Wentzville School District

Guests: Katherine Cronin, Scott Drachnik, Rose McCowan

Staff: Jennifer George, Dorothy Jones, Lori Myers, Vicki Swartzenberg, and Jenny Warren

I. Welcome/Comments - Ben Abbott, Workforce Development Board Vice-Chairperson

II. Roll Call

III. Special Presentation by Ben Hebisen from Wentzville School District's Whole Family Engagement Initiative

Pearce Hall Data (300-350 students)

ACEs

- 80% divorced or broken families
- 60% families where they did not feel supported or loved
- 55% humiliated and scared of being physically harmed
- 50% have an immediate family member in prison

This initiative involves 5 steps:

1. Identify current struggles/problems.
2. Review existing programs and research new approaches.
3. The Two Generation Approach which focuses on opportunities for and addressing the needs of both children and the adults in their lives simultaneously.
4. A Backbone Agency – assign a backbone agency to serve as the central organization and function as the agent of change among partners and ensure accountability.
5. Create a Pilot Program.

IV. Consent Agenda

Ben Abbott entertained a motion to approve the consent agenda. A motion was made and all were in. The motion carried.

Lori provided an update on unemployment data.

Lori reviewed the most current Job Center dashboard showing traffic numbers and enrollments.

V. Director's Report by Jennifer George

- Customer Survey Results – Lori reviewed job seeker survey results.
- Current Performance Measures – members were provided with a spreadsheet showing PY19 St. Charles Performance Measures (July 1, 2019 to December 30, 2019).
- Local/Regional Plan due March 2020 – Lori indicated that the Local and Regional Plans have been available for public comment for 30+ days. No comments have been received. These plans are ready to be submitted to the State. Lori asked if there were any questions about these plans. There was one question about the 5 target sectors. Lori indicated that although MOU/IFA negotiations are currently underway, the MOU/IFA are considered part of the local plan. There was a motion to approve submitting the Local and Regional Plans and all were in favor. The motion carried.
- MOU/IFA Agreement due June 1, 2020 – Lori indicated that the MOU/IFA are still under negotiations.
- One-Stop Certification due June 30, 2020 – Lori indicated that she has worked with Daryl to determine who will serve on the Certification Review Team. This team will meet in the near future and begin the process of review.
- Update on the Missouri Job Center of St. Charles County provided by Jennifer George
 - Interviews will be scheduled for a part-time Administrative Assistant.
 - Still looking for a Fiscal Manager.
 - Kim is now working primarily at the front desk. As a result, business services are significantly limited at this time.
 - The County's Public Health Department will move into their space on the east end of the building during the first week of April. This reduces the Job Center's rent by about \$30K per year.
 - One-Stop Operator
 - The One-Stop Operator contract is due to be re-bid later this year.
 - Current structure:
 - Workforce Development Board staff – St. Charles County
 - Fiscal – St. Charles County
 - One-Stop Operator: St. Charles Community College
 - Adult and Dislocated Worker services: St. Charles Community College
 - Youth Program: St. Charles County

VII. Adjournment

Ben entertained a motion to adjourn the meeting, it seconded it and all approved. Motion carries.

Next Meeting: The next full board meeting will be June 3, 2020 at 8:00 a.m.

Location... TBA