



Michael (Mike) Deggendorf
Chair

Missouri Workforce Investment Board

Spring Quarterly Board Meeting Minutes
Strategic Planning Committees - Conference Calls
April 23, 2010

A. Chairs Meeting – 9:00a.m.

Members Present: Mike Deggendorf, Matt Aubuchon, John Gaal, Gil Kennon, Len Toenjes

Members Absent: none

Other Attendees: MoWIB Staff: Nia Ray, Glenda Terrill and Monica Craig

Board Chair Mike Deggendorf called the meeting to order at 9:08a.m. with all members present. He outlined the goals each Committee Chair should achieve in working through the Strategic Plan. Executive Director Nia Ray added that at present, the Plan draft only serves as a “working document,” but will be considered for execution once a quorum is reached. She’s hopes to have a full board in place by September, 2010.

Chairman Deggendorf wished everyone well on their calls and reminded them of the 1:30p.m. meeting. Teleconference concluded at 9:37a.m.

B. Alignment Committee – 10:00a.m.

Members Present: John Gaal (Committee Chair), Reggie Hoskins, Deborah Price, Tom Quinn (obo Chris Nicastro), Larry Rebman and Robert Stein

Members Absent: Neal Boyd, Tom Dempsey, Wayne Feuerborn, Keith Gary, and David Kerr

Other Attendees: Julie Gibson, Division of Workforce Development (DWD) and Nia Ray, Missouri Workforce Investment Board (MoWIB) Staff

Chairman Gaal called the teleconference to order at 10:05a.m., following a roll call executed by Nia Ray. Ms. Ray confirmed five committee members were present on the call. Chairman Gaal welcomed the members and provided the meeting’s purpose and anticipated goals. Referencing Strategy 1, Action 4, Number 1, he discussed the establishment of a survey, via an online vendor such as Survey Monkey or Zoomerang, to identify the industry stakeholders and their needs. After lengthy discussion, Julie Gibson stated that the Missouri Economic Research and Information Center (MERIC), who works very closely with DWD, is currently conducting research along these lines that may address this action step. She promised to keep the committee informed of any future developments, via email communication.

Other changes agreed upon by the Alignment Committee:

Strategy 1, Action 4, Item 4: Meet with MERIC to find out what survey work is currently underway. Some information may already be available or in the works.

Strategy 1, Action 5, Item 1: Proposed language modified to read: “Work with DWD and post-secondary education deliverers to obtain more information in Industry Training (Customized Training, New Jobs Partnerships and Job Retention Training Program, Jobs for Missouri Graduates). Note: This revised wording from the Alignment Committee will be used throughout the Strategic Plan for consistency.

Strategy 1, Action 7, Item 1: Proposed language modified to read: “Identify curricular alignment currently existing from DHE and DESE with/between post-secondary education deliverers, as well as any other training providers. Requesting curricular alignment agreements in place from DHE and DESE. Note: this revised wording from the Alignment Committee will be used throughout the Strategic Plan for consistency.

Strategy 2, Action 1, Item 1: TBD through Survey and resource matrix. Begin work to obtain information from Missouri state departments to determine the amount of funding by program in our state and recipients of the funding. Our intent is to provide an update to a survey conducted a few years ago through the University of MO.

Ms. Ray clarified to the committee that the Strategic Plan provisions in red were additional in nature and reflect staff products, not language approved by the board.

Chairman Gaal concluded the meeting by thanking Tom Quinn and Robert Stein for their valued service and commitment to the Board as they both prepare to leave their respective positions in June, 2010.

Being there was no further business or questions raised, a motion was moved and seconded to adjourn the teleconference. Upon thanking the committee members for their time and input, Chairman Gaal ended the teleconference at 10:50a.m.

C. Access Committee – 10:00a.m.

Members Present: Matt Aubuchon (Committee Chair), Mariann Atwell (obo George Lombardi), Martha Ellen Black, Don Cook, Zelema Harris, Byron Hill, Cheryl Thruston, Damion Trasada (obo Ron Levy), Steve Coffman (DESE Resource) and Tim Gallimore (DHE Resource)

Members Absent: Tim Flook, Rick Gronniger,

Other Attendees: Mike Deggendorf, MoWIB Chair and Glenda Terrill, MoWIB Staff

Chairman Aubuchon called the teleconference to order at 10:05a.m., following a roll call executed by Glenda Terrill. He welcomed the members and overviewed the meeting’s purpose and anticipated goals. Recognizing Board Chairman Deggendorf was on the call,

he offered Mr. Deggendorf the opportunity to make remarks. Chairman Deggendorf shared his gratitude for everyone's participation and remarked that once a quorum is reached, the Board will be in a position to take official action.

Other changes agreed upon by the committee:

Strategy 1, Action 2, Item 1a: Request MERIC presentation at the July meeting on current economic conditions/trends, need to synthesize the data; what are the jobs, where are they, are we steering people towards in-demand jobs? Any focus on a livable wage? What is the actual path for a person coming into the Career Center for employment or training?

Strategy 1, Action 2, Item 1b: Every high school student should have access to career and job training information. Include with Communication Plan for Awareness Committee. DESE will provide information on Missouri Connections.

Strategy 2, Action 2, Item 1: Many of the State's Incentives come through the Department of Economic Development (DED). DED is working on a new strategic plan. MoWIB will need to see that plan and the direction DED/Governor's Office is taking with regard to business incentives before we can address this issue.

Strategy 3, Action 1a: *Training for Tomorrow* grant award letters were received by the Community Colleges in February. A presentation from DED is requested in July on the initiative to include: background, grant recipients and amount, expectations and accountability.

Strategy 3, Action 1b: At the end of the grant period, expected to be one year, MoWIB wants to hear back from DED and the Colleges on the results from the grants.

Strategy 3, Action 1.2: Proposed language modified to read: "Support certificates, industry-based credentials and post-secondary education deliverers leading to employment." Note: this revised wording from the Alignment Committee will be used throughout the Strategic Plan for consistency.

Strategy 4, Actions 1 & 2, Barrier Notes:

Ms. Black emphasized how traveling is an on-going external barrier to Missourians in rural areas. She stressed that while the information listed in the matrix (Attachment C1) is valuable, it does not resolve this issue. Ms. Terrill suggested anyone having additional comments or possible improvements to traveling barriers, forward to her for further research and consideration. Ms. Black also stated that there are rural areas in MO without any public transportation and in working with the LWIB transportation was found for individuals wanting to attend GED classes in Cape Girardeau.

Mr. Trasada mentioned that the Department of Social Services (DSS) is currently working on assisting low-income people with barriers through a Career Assistance Grant developing an RFP for case management to serve worker training needs of people on TANF. DSS will be working with the LWIBs to partner with those awarded the contracts.

Strategy 4, Actions 3, Item 1: Some Best Practices will be identified from the LWIB presentations or reports to MoWIB and recipient results from the *Training for Tomorrow* grants. Others TBD.

Strategy 4, Action 4, Item 2: MoWIB cannot go further with this action until the Strategic Plan is implemented. Additional information will be obtained on the Next Generation Career Center's monitoring and accountability systems.

Chairman Aubuchon concluded the meeting by thanking the members for their participation and announcing next meeting dates. He will continue working with Ms. Terrill to revise the Access section of the Plan based on today's outcome and anticipates final review by the July 29th MoWIB meeting date. Nia Ray added the Staff is currently exploring recruitment efforts to fill seven business industry vacancies. She hopes to have a full quorum in place by the September meeting.

Chairman Aubuchon ended the teleconference at 11:02a.m.

D. Accountability Committee – 12:00p.m.

Members Present: Len Toenjes, (Committee Chair), Garland Barton, David Cramp, Neil Nuttall and Jeanette Prenger

Members Absent: Brenda Wrench,

Other Attendees: Nia Ray, MoWIB Staff

Chairman Toenjes called the teleconference to order at 12:07p.m., following a roll call executed by Nia Ray. He welcomed the members and overviewed the meeting's purpose and anticipated goals.

Other changes agreed upon by the committee:

Strategy 1, Action 1: Chairman Toenjes proposed creating a sub-committee of the Alignment Committee, possibly named *Service WIB Task Force*, comprised of 12-15 individuals, geographically dispersed. Membership to represent: Accountability committee, LWIB Directors, LWIB Chairs, Service Providers, DWD and MERIC. Chairman Toenjes recommended soliciting nominations to fill these positions and offered his continued support in defining its role.

In anticipation of a sub-committee several actions were assigned to this group:

- a. Include assessments of new clients and any changes in performance to indicate developmental activities for the LWIBs. (formerly action 4)

- b. List of services should also be provided per individual LWIB dependent on the demographic and economic situation in each local area. (formerly Action 2) Resource: Roger Baugher
- c. Task to include development of a consistent terminology of services. (formerly included with action 2) Resource: Roger Baugher
- d. Develop a Scorecard based upon Next Generation Career Center (NGCC) integration model performance measures. (formerly action 6)

Strategy 1, Action 1, Item 2: Ms. Ray stated that she is currently working with Gene Gorden, Director of the St. Louis County Workforce Investment Board (WIB) in developing a method of communication between the MoWIB and the 14 Local Workforce Investment Boards (LWIBs). As it progresses, she will keep the committee abreast of the outcome.

Strategy 1, Action 2, Item 1: Ms. Ray offered initially meeting with Mary Bruton, MERIC, to further discuss this action item; then later convening Chairman Toenjjes.

Strategy 1, Action 3: Identify criteria for “pay for performance” was replaced by “LWIB recognition for high performance” and incorporated into the new strategy. (a) Once data received would come back to the Accountability Committee to analyze and decide what actions to take; (b) LWIB recognition for high performance from MoWIB.

Chairman Toenjjes concluded the teleconference at 1:05p.m.

E. Awareness Committee – 12:00p.m.

Members Present: Gil Kennon (Committee Chair), Fred Bronstein, Cara Canon, Curtis Chick, Patrick Lynn (obo Margaret Donnelly), LeRoy Stromberg and Kelly Walters

Members Absent: Wes Shoemyer and Joshua Tennison

Other Attendees: Glenda Terrill, MoWIB Staff

Chairman Kennon called the teleconference to order at 12:09p.m., following a roll call executed by Glenda Terrill. He welcomed the members and overviewed the meeting’s purpose and anticipated goals.

Other changes agreed upon by the committee:

Strategy 1, Action 1: Chairman Kennon began by complimenting the MoWIB Staff on their efforts in creating and disseminating the quarterly e-Newsletter publication. Fred Bronstein recommended exploring online social networking methods, such as Facebook, Twitter, blogs, etc. as alternative forms of communication. Chairman Kennon commented this had not been previously discussed but thinks may be an opportunity; also added that Mike Waltman, DWD Marketing Manager, would be a resource for us in this area.

Strategy 1, Action 1: From Access Committee, Strategy 1, Action 2, Item 1b., need Awareness Committee to include in Communication Plan providing career and job training (post secondary career information) to high school students, such as information provided through DESE’s *Missouri Connections*.

Strategy 1, Action 2: Branding initiative. Ms. Terrill offered the possibility of DWD presenting the *Next Generation Career Centers* (NGCC) module to the board at the July 29th meeting for better clarification.

Strategy 1, Action 4: Proposed language modified to read: “Support certificates, industry-based credentials and post-secondary education deliverers leading to employment.” Note: this revised wording from the Alignment Committee will be used throughout the Strategic Plan for consistency.

Strategy 1, Action 5: As part of the best practice recognition for the LWIBs showcase successes on the MoWIB website or provide a link re-directing to the individual LWIBs website. Continue to provide successes in the MoWIB e-News.

Strategy 2, Action 1, Item 1a: When opportunity presents meet with your legislators to promote the workforce system.

Strategy 2, Action 3, Item 1: Added “stakeholders” to target audiences.

Strategy 2, Action 3, Item 4: Scorecard—being developed through the Accountability Committee; once developed Awareness will assist with marketing.

Strategy 3, Action 1, Item 1: Written reports/updates, combined with some presentations to MoWIB, on results/best practices/lessons learned.

Strategy 3, Action 1, Item 2a: LWIB liaison has been identified and will be introduced at the July Board meeting.

Strategy 3, Action 2, Item 1: Chairman Kennon recommended the matrix be presented at the July board meeting, including any newly received information.

Chairman Kennon requested any final comments or questions from the committee. Curtis Chick thanked the Board Staff for promptly providing the meeting materials being that he was recently appointed to the Board. Chairman Kennon concluded the teleconference at 12:51p.m.

F. Policy Committee – 1:30p.m.

Members Present: Mike Deggendorf, John Gaal, Gil Kennon, Nia Ray, Glenda Terrill and Len Toenjies

Members Absent: Matt Aubuchon

Other Attendees: Monica Craig, MoWIB Staff

Executive Director, Nia Ray, called the meeting to order at 1:34p.m. and welcomed everyone back on the call to provide a summary of each committee's meeting outcome. John Gaal reported on the Alignment Committee's progress in working through the action items, noting significant progress. In Matt Aubuchon's absence, Glenda Terrill provided the report for the Access Committee. Gil Kennon and Len Toenjes supplied reports for the Awareness and Accountability Committees, respectively. Chairman Deggendorf requested the Chairs strive to continue the momentum expressed on today's calls. Chairman Deggendorf also brought up the importance of the DED's Strategic Plan to MoWIB's Plan and that currently the Board has heard a broad framework. Ms. Ray reminded the group of the Special Meeting of the Executive Committee on May 21st to approve the modified State Plan Draft, slated for distribution to the full board on May 14th. Chairman Deggendorf thanked the MoWIB Staff and Committee Chairs for their efforts in ensuring today's successes.

Chairman Deggendorf concluded the teleconference at 2:07p.m.

Approved:

Michael (Mike) Deggendorf
Board Chair

Nia Ray
Executive Director