

**WORKFORCE DEVELOPMENT BOARD
MEETING MINUTES**

Wednesday, August 28, 2019

BOARD MEMBER PRESENT

Business Majority: Kevin Whirley–Chair, Caroline Battles, Vanessa Parker-Lewis, Lee Metcalf, John Frederick, Gwen Mizell, Elliott Henry, Jeffrey Taylor

Required Representative: Jason Archer, Mary Abbey, Lydia Mitchell

Labor & Workforce Reps: Carolyn Seward,

Optional Members: John Gaal

BOARD MEMBERS ABSENT

Business Majority: Melissa Miller, Patrick Murphy, Reginald Scott

Required Representatives: Mary Grott, Elizabeth Perkins, Mardy Leathers

Labor & Workforce Reps: Mark Bethell, Frederick Searcy, Michael McMillan, Cenia Bosman

Optional Members: Don Willey

ST. LOUIS COUNTY EXECUTIVE REPRESENTATIVE

Sam Page, County Executive
Andrea Jackson-Jennings, Director of Human Services

ST. LOUIS COUNTY STAFF MEMBERS

Adriann Adams-Gulley, Tiffany Manning, Robert Lee, Michelle Smart, Loris Williams, Tanisha Travis, Brandon Bryant

GUESTS PRESENT

Tamara Wilgers, Director, Office of Technology Commercialization & Economic Development - University of Missouri–St. Louis

- I. CALL TO ORDER** - Kevin Whirley-Chair called the meeting to order at 7:32a.
- II. ROLL CALL** – Roll call was conducted at 7:33a. There was a quorum present
- III. APPROVAL OF MINUTES**
A motion was made and seconded to approve the May 29, 2019, minutes as written. A motion was made and seconded and the minutes were approved with no changes or revisions.
- IV. CHAIRMAN’S REPORT**
 - Welcome & Introduction of County Executive Page.

- County Executive acknowledged the recent completion of 100 days in office.
 - Recognized the impact of Workforce Development.
 - Acknowledged new jobs with Bayer / Monsanto merger.
 - Has been meeting with all 88 mayors in St. Louis County about communication and anticipating opportunities to work together.
 - Has met with Governor and Mayor of St. Louis City and anticipating a lot of opportunities for regional collaboration.
 - Cornerstone of County Executive office is equity and inclusion, a new office has been established to address it.
 - Jobs Fair at UMSL on September 18th.
- Welcome and introduction of new Board member Mary Abbey
 - Update from Finance and Governance Committee meeting on August 2, 2019.
 - Dislocated Worker funds were all expended and no funds will be returned.
 - Final report from the Programmatic Monitoring Review (PMR) conducted by Missouri Division of Workforce Development, there were no findings. The three areas of concern were addressed and the findings were forwarded to the State in a timely manner. No further actions or concerns to review.
 - Discussion about merger with Higher Education and Missouri Division of Workforce Development, which will now be called Department of Higher Education and Workforce Development (DHEWD).
 - Deputy Director announced the Leadership visit announcing the kickoff for the merger. The order to change the name will be signed today.
 - Each department that DWD used to advocate for will now fall up under each local Workforce Development Board.
 - Training will be provided by Family Support Services for fiscal and compliance activities because they are different than DWD.

V. DEPUTY DIRECTOR'S REPORT

- NGA conducting a study on Diversity and Inclusion, which is good news because it opens the door to include the population that the Job Center services.
- Governor's Conference September 4th, 5th, and 6th in St. Charles Missouri Conference Center.
- All welcome to come to the State Board meeting at the Conference Center.
- Welcome and Introduction of Guest speaker Tamara Wilgers, Director, Office of Technology Commercialization & Economic Development - University of Missouri–St. Louis

Tamara Wilgers presented on the Innovation Interchange of Greater St. Louis Missouri & Southern Illinois. The Innovation Interchange helps put the regional economy on a higher-growth trajectory that brings more innovative products to market, facilitates the creation of new ventures and jobs, and increases productivity and prosperity. The Interchange is an online portal coupled with human resources that augments and closes gaps in the St. Louis region's commercialization and entrepreneurship ecosystem. This initiative is built on the concept of strengthening industry-academia relationships and increasing collaborations. Industry partners can use the Interchange in various ways to bolster their research and product development efforts: presenting research challenges to a large swath of high-caliber investigators from all disciplines, searching for consulting expertise, and exploring new lines of research to diversify product lines and markets. Some expected outcomes from this initiative:

- Streamlined access to researchers for companies of any size to address research challenges, find expertise, and explore new research and development directions;
- Increased industry funding to the region for applied research.
- More technologies developed in the region’s universities to fill industry pipelines, increase products on the market, and create new startups and jobs;
- Enhanced student experimental learning as part of academic research teams;
- Reduced barriers, both perceived and real, around industry-academia collaboration helping universities work at the speed of market;

St. Louis County Workforce Development is one of the partners on the initiative and has an active role on the advisory committee.

- End of Year presentations from Partners.
 - Cynthia Wilson presented for Urban League.
 - Shared photos from STEM Program Summer Camp with the Danforth Plant Life Center.
 - 28 students to graduate and 11 have been accepted into area colleges or Armed Forces.
 - Deborah Stovall presented for Family Workforce Centers of America.
 - Out-of-School Youth - developed a Summer Workforce Academy in partnership with University City School District. This year 40 youth entered the program, 20 youth completed the program, and 20 moved on to work experience earning \$15 an hour.
 - Through a partnership with Ritenour School District, there is a WIOA mandate that all individuals who go through the Ritenour AEL program and who meet the program criteria for the Out-of-school Youth program will be dually enrolled starting this year, which will afford them work opportunities.
 - Adult and Dislocated worker program –the W.K. Kellogg Foundation funded a pilot program to enhance families economic well-being. The approach FWCA uses in the Family Centered model which focuses on assessing the entire family’s needs. The Missouri St. Louis County Job Center is the platform utilized to identify families and use these assessment tools to determine barriers to employment.

Results:

	Goal	Actual	Obtainment Rate
Enrollment	38	46	121%
Skill Training	30	39	130%
Credential Attainment	28	30	107%
Employment	30	38	127% with \$13.70 hourly wage

- Chelsea Hand presented for International Institute.
 - Limited English Proficiency – working with newly arrived individuals or individuals who have been in the region for a short time, taking a more long term approach to help them identify opportunities. Assisting individuals with getting training as well as individuals arriving with foreign degrees or skills earned abroad that need to be translated over for recertification in the United States. Working in Career Pathways and career advancement programming to assist individuals with opportunities internally and externally in the community to reengage in their field. Helping individuals to connect with positions so that they

- are able to navigate within their field. Provide coaching and soft skills teaching to assist with difference in cultural dynamics in their career fields.
- Dr. Tiffany Manning presented for St. Louis County Workforce Development Compliance Unit.
 - PY18 End of the Year highlights.
 - Six Performance Measures that the Board is accountable for: Employment 2nd Quarter after exit, Employment 4th Quarter after exit, Median Earnings 2nd Quarter after exit, Credential Attainment, Measurable skills gained, and Effectiveness of Serving Employers. Only four of the measures are negotiable at this time.
 - Although there are six measures that the Board is accountable for, they are broken down and measured by program.
 - Adult & Dislocated worker programs: Occupational Training, On-the-Job Training, Pre-Apprenticeships, and Apprenticeships.
 - In-School & Out-of-School Youth programs: Work experiences, Internships, Occupational Training, Apprenticeships, and Pre-Apprenticeships.
 - Performance for end of PY17 and PY18:
 - Adult program was 106% of negotiated rate; employment 4th quarter was 99%; and credential attainment was 62.2%
 - Dislocated Worker program was 100% of negotiated rate, employment 4th quarter was 99%, and credential attainment was 100%
 - Youth program was 86% of negotiated rate; almost 100% for employment 4th quarter and credential attainment was 90%
 - Wagner Peyser program: employment 2nd quarter was almost 100%, employment 4th quarter was 99%, and median earnings was 114%.

VI. COMMITTEE REPORTS

Financial Report – Adriann Adams-Gulley

- Expenditure report for period summary state as of August 14, 2019, by are really through July 31.
- All of PY17-FY18 funds have been expended.
- All of PY17-FY18 Dislocated Worker funds have been expended.
- PY18-FY19 has currently expended almost 50% of grant dollars, within 7 months all dollars are expected to be fully expended. A reevaluation will be done in January to verify that all dollars are on track to be expended by June 30.
- The sub-recipients are on track to fully expend the funds from the September 30 extension contracts, all dollars are expected to be expended by September 30.
- Plan to extend SkillUp TANF through September 30, beyond the May 30 end date.

There were 10 funding issues presented that required Board approval:

- a. Accept revised program dates for SkillUp program. **A motion was made and seconded to accept the revised program dates for SkillUp program. Vote taken – 10 approved; 2 abstention.**
- b. Allow staff to accept the funds and begin the work required for FSD SkillUp program with the understanding that the particulars of the grant will be provided at the November Board meeting.

A motion was made and seconded to allow staff to accept the funds and begin the work required for FSD SkillUp program with the understanding that the particulars of the grant will be provided at the November Board meeting. Vote taken - 10 approved; 2 abstentions.

- c. **Accept the ratified amount for the Youth Summer Jobs program. A motion was made and seconded to accept the ratified amount for the Youth Summer Jobs program. Vote taken – 10 approved; 2 abstentions.**
- d. **Allow the staff to accept the funds and begin the work required for the FSD Youth Summer Jobs program with the understanding that the particulars of the grant will be provided at the November Board meeting. A motion was made and seconded to allow the staff to accept the funds and begin the work required for the FSD Youth Summer Jobs program with the understanding that the particulars of the grant will be provided at the November Board meeting. Vote taken – 10 approved; 2 abstentions.**
- e. **Allow the Board to act as the Fiscal Agent for the YouthBuild grant from the state. A motion was made and seconded to allow the Board to act as the Fiscal Agent for the YouthBuild grant from the state. Vote taken – Unanimously approved.**
- f. **Approve the allocations for all of the PY19-FY20 WIOA programs; WIOA Adult Program for \$559,862.00, WIOA Dislocated Worker Program for \$412,635.00, WIOA In-School Youth Program for \$266,177.00, WIOA Out-of-School Youth II Program for \$427,780.00, WIOA Out-of-School Youth – Promise Zone for \$641,670.00, and WIOA Adult Limited English Proficiency (LEP) for \$123,809.00. A motion was made and seconded to approve the allocations for all of the PY19-FY20 WIOA programs; WIOA Adult Program for \$559,862.00, WIOA Dislocated Worker Program for \$412,635.00, WIOA In-School Youth Program for \$266,177.00, WIOA Out-of-School Youth II Program for \$427,780.00, WIOA Out-of-School Youth – Promise Zone for \$641,670.00, and WIOA Adult Limited English Proficiency (LEP) for \$123,809.00. Vote taken – 10 approved; 2 abstentions.**
- g. **Accept the WIOA PY18/FY19 program funds in the amount of \$16,618.00. A motion was made and seconded to accept the WIOA PY18/FY19 program funds in the amount of \$16,618.00. Vote taken – 10 approved; 2 abstentions.**
- h. **Accept the funds designated for the EO in the amount of \$25,000.00. A motion was made and seconded to accept the funds designated for the EO in the amount of \$25,000.00. Vote taken – 10 approved; 2 abstentions.**
- i. **Accept the revised Incentive Policy. A motion was made and seconded to accept the revised Incentive Policy. Vote taken – Unanimously approved.**
- j. **Allow the staff to begin the RFP process including posting for the PY20 WIOA program service provider. A motion was made and seconded allow the staff to begin the RFP process including posting for the PY20 WIOA program service provider. Vote taken – Unanimously approved.**

Disability Resource Committee

No report given

Career Pathway Committee

No report given

Youth Council

No report given

One-Stop Operator

No report given

Compliance Unit

No report given

VII. NEW BUSINESS

VIII. OLD BUSINESS

IX. PUBLIC COMMENT

No public comments were offered

X. ADJOURNMENT – The meeting was adjourned at 9:27a.

THE NEXT MEETING:

November 20, 2019

7:30 am (Doors open at 7:00)

715 Northwest Plaza Drive

St. Ann, MO 63074

Minutes prepared by Tanisha Travis