



Agenda

Planning and Oversight Committee

July 21, 2026

11:30 AM

Missouri Job Center
1660 N Campbell Ave
Springfield, MO 65803

REVISED

Join Zoom Meeting:

<https://us06web.zoom.us/j/84895827086?pwd=RFU8FhllV8raZjNiiRrt7Ftdnr2ti8.1>

Meeting ID: 848 9582 7086

Passcode: 619853

1. **Call to Order**
2. **Approval of Minutes**
 - 2.1. May 26, 2026 Minutes, Planning and Oversight Committee
3. **New Business**
 - 3.1. Selective Service Exemption Policy
4. **Reports**
 - 4.1. Annual Sub-State Monitoring Report (*Karen Dowdy*)
 - 4.2. One-Stop Operator Monitoring Report (*Karen Dowdy*)
 - 4.3. Performance (*Karen Dowdy*)

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In accordance with Americans with Disabilities Act (ADA) guidelines, if you need special accommodations when attending any Department of Workforce Development meeting, please notify the Executive Secretary at 417-841-3346 as soon as possible to ensure our ability to accommodate your needs.

5. Adjournment

Call to Order			
	A regular meeting of the Ozark Region Workforce Development Board’s Planning and Oversight Committee was held via Zoom on Thursday, January 22, 2025. The meeting convened at 10:41 a.m., with Committee Chair Dan Montgomery presiding.		
Attendance			
☒ Notes in attendance: * Notes Board Member			
Committee Members	☒ Dan Montgomery*, Chair*	☒ Dr. Abby Benz*	☐ Steve Morrow*
	☐ Kevin McGill*	☒ Saul O’Dell*	☒ Charlyce Ruth
	☐ Pat Shay*		
Guests in Attendance	Karen Dowdy, Robert Hansen, Tracy Keithley, Cindi Koenneker, Maddy MacNeill, Carmen May, Katherine Proctor, Ericka Schmeeckle, Bill Skains		
Approval of Minutes			
January 22, 2026 & May 26, 2026 Planning & Oversight Committee Meeting Minutes	Mr. Montgomery asked for any adjustments to the minutes. Outcome: The Committee agreed to table the minutes until the next meeting.		
New Business			
Substate Monitoring Policy	Ms. Karen Dowdy presented the revised Substate Monitoring Policy. The state's review of the regional plan required additional specific language incorporating TEGL 23-15 regarding the proper administrative channels for reporting fraud and abuse to the Employment and Training Administration (ETA) and the Office of Inspector General (OIG). Ms. Dowdy confirmed that while the state never maintained a formal requirement to be notified directly, the local board will continue to receive immediate internal notification of any reports. A brief discussion ensued regarding explicit reporting timelines (e.g., 72 hours). Ms. Dowdy noted that while the state's plan guidance did not mandate a fixed hour-based window in this revision, the underlying board notification procedures remain vital. Motion to Approve: Dr. Abby Benz Second: Charlyce Ruth Outcome: Unanimously approved as presented.		
Business Service & Outreach Plan	Ms. Dowdy introduced clerical updates to the Business Services and Outreach Plan. The adjustments correct staff roles to reflect direct coordination with the OWD Rapid Response Coordinator rather than the regional house support team. This designation guides local response protocols for major employment dislocations and Worker Adjustment and Retraining Notification (WARN) thresholds exceeding 50 employees.		

	Typographical errors concerning local Job Center staffing notations were also flagged for correction. Motion to Approve: Dr. Abby Benz Second: Dan Montgomery Outcome: Unanimously approved as presented.
Reports	
<i>Performance</i>	Ms. Dowdy walked the committee through current workforce benchmarks, utilizing the state's traffic-light metric system (Green = Meeting/Exceeding; Yellow = Within 90% of Goal; Red = Failing). Adult Program: Trending in Yellow for Q2 Employment and Median Earnings, but achieving Green in credential and measurable skill gains (currently at 86% of the annual target). Dislocated Worker Program: Reflecting Green across all core performance streams. Active training participation has scaled up significantly compared to prior cycles. Youth Program: Achieving Green in credentials and skill gains. Earning metrics sit at Yellow (75% of the negotiated goal) due to part-time tracking variables. Wagner-Peyser: Stabilized within normal Yellow and Green operational boundaries. Statistical Adjustment Model (SAM): Ms. Dowdy highlighted how the federal SAM framework—which models economic baselines and participant barriers—successfully adjusted the region's final adult calculations. This adjustment formally brought an initially lagging Employment Quarter 4 metric into total compliance for the performance year. Training & Work Experience: A total of 68 individuals participated in active classroom or vocational training this program year. Youth work experiences (28 participants) successfully moved to the mandatory \$15.00 per hour baseline using Penmac as the employer of record to manage workers' compensation liabilities.
<i>Monitoring</i>	Ms. Dowdy summarized findings from routine internal monitoring of adult, dislocated worker, and youth case files. No questioned costs or major compliance violations were identified. Corrective action and technical assistance sessions were completed with line staff to address minor clerical issues, including missing system checkboxes for Individual Training Accounts (ITAs), incomplete case notes for labor market inquiries, and ensuring Equal Opportunity (EO) routing buttons are selected within the MoJobs system.
<i>Workforce Update</i>	Ms. Ericka Schmeeckle delivered updates regarding regional workforce development funding and infrastructure:

	Local Allocations: Following an influx of over \$4 million to the state, the Ozark Region will see a net allocation increase of roughly \$400,000 compared to last year. This net gain fully absorbs expected cuts to the dislocated worker funding stream. Business Service Funding: Regional funding levels for Business Service Representatives will remain flat, though future allocations will be split between standard WIOA funds and state Apprenticeship Expansion funding, introducing new apprenticeship metrics. One-Stop Certification & Construction Timeline: The formal comprehensive evaluation dates have been shifted to June 9th and 10th to account for current facilities construction. Staff continue to successfully deliver full-service case management and resource navigation out of the Springfield public library network. One-Stop Operator RFP: Due to a review of state timelines, the formal Request for Proposals (RFP) is required to be posted by December 2026 rather than July. An internal committee will review the framework this fall. Personnel Announcement: Effective May 31st, Mr. Robert Hansen will formally step into the role of Executive Secretary.
Adjournment	
	The meeting was adjourned at 11:35 am.

Notes taken by: Robert Hansen, Administrative Assistant

Next Meeting: July 21, 2026

Selective Service Exemption Policy

Background

Men who were born on or after January 1, 1960, are required to register with Selective Service within 30 days of their 18th birthday. This includes

- Citizens of the U.S.
- Non-citizens, including illegal aliens, legal permanent residents, seasonal agricultural workers, and refugees, who take up residency in the U.S. before their 26th birthday; and or
- Dual nationals of the U.S. and another country regardless of whether they live in the U.S.

For U.S. citizens, Selective Service registration is not required if the man falls within one of the following categories:

- Men who are serving in the military on full-time active duty;
- Men attending the service academies;
- Disabled men who are continually confined to a residence, hospital, or institution; and/or
- Men who are hospitalized, institutionalized, or incarcerated are not required to register during their confinement; however, they must register within 30 days after being released if they have not yet reached their 26th birthday.

For non-U.S. citizens, Selective Service registration is not required if the man falls within one of the following categories:

- Non-U.S. male who came into the country for the first time after his 26th birthday. Acceptable forms of supporting documentation include:
 1. Date of entry stamp in his passport;
 2. I-94 with date of entry stamp on it; or
 3. Letter from the U.S. Citizenship and Immigration Services (USCIS) indicating the date the man entered the United States presented in conjunction with documentation establishing the individual's age.
- Non-U.S. male who enters the U.S. illegally after his 26th birthday. Must provide proof that he was not living in the U.S. from age 18 through 25.
- Non-U.S. male on a valid non-immigrant visa.

Process

An individual who did not register with Selective Service by the age of his 26th birthday shall be required to document the reason for the failure to register. ~~This can be done by requesting a Status of Information Letter, which can be accessed at <http://www.sss.gov/PDFs/infoform.pdf>~~

Selective Service Exemption Policy

If the individual was required but failed to register with Selective Service as ~~determined by the Status of Information Letter or~~ by his own acknowledgment, the individuals may only receive services if he can establish by a preponderance of the evidence that the failure to register was not knowing and willful.

For the exemption, a Selective Service Exemption form must be completed with the case manager. It must document fully the reason for not registering with Selective Service. It may require additional sheets to document the justification. This form must be submitted to the Assistant Director/Designee for review, determination, approval/non-approval, and signature.

Evidence must be presented may include evidence of Service in Armed Forces and Third Party Affidavits from parents, teachers, employers, doctors, etc.

To be considered:

- Was the individual aware of the requirement to register?
- If the individual knew about the requirement to register, was he misinformed about the applicability of the requirement to him?
- On which date did the individual first learn he was required to register?
- Where did the individual live when he was between the ages of 18 and 26?
- ~~Does the status information letter indicate that Selective Service sent letters to the individual at that address and did not receive a response?~~

Also considered

- Was the failure to register done deliberately and intentionally?
- Did the individual have the mental capacity to choose whether or not to register and decided not to register?
- What actions, if any, did the individual take when he learned of the requirement to register?

If it is determined that the individual did not Knowing and Willful fail to register, then services can be provided to the individual. ~~If the Director determines that the Status of Information Letter is needed prior to determination, then no services can be provided until this documentation is received.~~

Approved by the WDB 4/5/2023

Approved by the CLEO 4/13/2023



One-Stop Operator Report

2025/2026

Role of the One-Stop Operator

1. serve as an intermediary to public one-stop partners, engaging them to provide access to their services through the public, one-stop-delivery system;
2. know and understand the one-stop partner programs and the program services available through each partner as well as their performance requirements;
3. work with one-stop partners on continuous improvement of the one-stop system;
4. maintain a good working relationship with partners;
5. maintain familiarity with the State of Missouri's Office of Workforce Development's ("OWD's") one-stop certification criteria;
6. assure compliance with the Ozark Region's Job Center standards;
7. assist in developing and implementing the required WIOA Memorandum of Understanding with one-stop partners as directed by the Board;
8. maintain a thorough understanding of federal Department of Labor (DOL) regulations and OWD Issuances;
9. not establish practices that create disincentives to providing services to individuals with barriers to employment who may require longer-term services, such as intensive employment, training, and education services;
10. as a sub-recipient of Federal funds, follow the federal Uniform Guidance at 2 CFR Part 200;



Assignment of One-Stop Operator

The City of Springfield, Public Information and Civic Engagement Department, was selected as the One-Stop Operator (OSO) through a competitive bidding process in 2022 and the Department was once again selected. The OSO is in the process of being rebid.

One Stop Coordinator

The One-Stop operator has assigned the duties to a One-Stop Coordinator, Katherine Proctor. Ms. Proctor leads partner meetings to discuss various topics including infrastructure agreements and the Memorandum of Understanding. An attempt was made to have a partner meeting every quarter; however, limitation due to construction/remodeling at the Springfield Center had an impact on this.

Ms. Proctor has become more active in the operations of the Centers and has been a valuable resource in providing the Region with updates on the status of the Springfield Center.

Ms. Proctor provides reports on the One-Stop at the regularly scheduled Workforce Development Board meetings. These reports include activities, events, and statistics for the Region.

Monitoring

A review was conducted of the One-Stop Operator and finalized on June 29, 2026. There were no significant findings.

Areas of Concern

1. Partner attendance at the Partner meetings continues to be limited.
2. Due to remodeling, some of the required posters are not as prominent as needed and accessibility is limited.

Report provided by:

Karen Dowdy, Compliance Coordinator