# Agenda

## ORWDB Meeting

| April 2, 2025 | 9:00 AM | Missouri Job Center<br>1660 N Campbell Ave<br>Springfield, MO 65803 |
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Join Zoom Meeting
https://zoom.us/j/97410390563?pwd=0KwgyeW2OzIShJYjWB8kpp6ErCHSV1.1

Meeting ID: 974 1039 0563
Passcode: 440235

**1. Call to Order**

**2. Roll Call**

**3. Reminder to Declare any Conflict of Interest**

**4. Approval of WDB Consent Agenda**

4.1. Minutes of February 5, 2025, ORWDB Meeting

4.2. Minutes of February 21, 2025, ORWDB Meeting

4.3. Review of ORWDB Bylaws

4.4. ORWDB Candidate
*(approval pending letter from Greene County)*

**5. Directors Report**

**6. New Business**

6.1. Finance Report

***The Ozark Region Missouri Job Center is an equal opportunity employer/program. Auxiliary aides and services are available upon request to individuals with disabilities. Mo TTY users may call 800-735-2966 or contact Missouri Relay at 7-1-1.***

***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.***

6.2. Missouri Association for Workforce Development Annual Conference

6.3. National Association of Workforce Development Professionals Annual Conference

6.4. New Member Training

6.5. Consultant Fudning Update

**7. Reports**

7.1. Performance Report (Karen Dowdy)

7.2. One-Stop Operator Report (Katherine Proctor)

7.3. ORWDB's Consultant's Report (Bill Skains)

**8. Adjournment**

## *Call to Order*

A regular meeting of the Ozark Region Workforce Development Board was held hybrid with a Zoom option on Wednesday, February 5, 2025. The meeting convened at 8:32 a.m., with Board Chair Andrea Sitzes presiding.

## *Attendance*

Ms. MacNeil called Roll and indicated a quorum.

*(Z) indicates attendance via Zoom*

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| *Board Members in Attendance* | Dr. Abby Benz | Andrea Sitzes | Barbara Williams *(Z)* |
| | Dan Montgomery *(Z)* | Diane Rozier *(Z)* | Jason Ray |
| | Jennifer Olson *(Z)* | Kami Rush *(Z)* | Linda Whipple *(Z)* |
| | Pat Shay *(Z)* | Rachel Munday *(Z)* | Robin McHugh |
| | Susan Johanson *(Z)* | Thomas Douglas *(Z)* | |

*Guests in Attendance*

Bill Skains *(Z)*, Amanda Ohlensehlen, Cindi Koenneker *(Z)*, Cody Naeger *(Z)*, Cynthia Collins, Erick Schmeeckle, Haley Jones-Sides *(Z)*, Jody Vernon *(Z)*, Katherine Proctor *(Z)*, Laura Vales *(Z)*, Maddy MacNeil, Commissioner Nick Plummer *(Z)*, Toby Stevenson *(Z)*, and Tracy Keithley *(Z)*

## *Reminder to Declare any Conflict of Interest*

Ms. Sitzes gave a reminder to declare any conflict of interest.

## *Approval of WDB Consent Agenda*

WDB Consent Agenda

*At this time, questions and clarifications will be addressed, and items may be removed from the consent agenda for further discussion by the Board.*

- Minutes of November 21, 2024
- Minutes of December 11, 2024
- Minutes of December 17, 2024
- Stipend Policy

*A motion was made by Abby Benz and seconded by Thomas Douglas to approve the WDB Consent Agenda.* ***Motion carried.***

## *Directors Report*

Ms. Schmeeckle gave the Directors Report:

- A report regarding the local layoffs was to be sent out. Local Rapid Response outreach had been conducted for Big Lots, Party City, Timken, Cosmic Fish, and ROI. Ideas and funding opportunities were being reviewed. To respect employers and their processes regarding the layoffs, staff were planning a hiring event to specifically focus on those affected by the layoffs.
- The memo regarding the freeze of funding had been rescinded. OMB had issued a spreadsheet of all grants that would be under review, and WIOA was included in that spreadsheet.
- Two proposals were locally chosen to present at the Missouri Association for Workforce Development Conference (MAWD).

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| | ○ Cody, a Senior Workforce Development Specialist with the WIOA programs, had a session about AI.<br>○ The Pathway APPLIE team had a session about Forging Pathways for Felons in the Workforce.<br>• An updated board report from the previous meeting was to be sent out, including the participants served per county.<br>Mr. Ray asked if the proposed hiring event would only be for those laid off or open to anyone. Ms. Schmeeckle responded that it would be open to anyone, but it would be targeted to those being laid off. Mr. Ray asked if there would be support for potential Federal Employee layoffs. Ms. Schmeeckle stated that staff would support those who met the eligibility requirements.<br>Ms. Sitzes inquired about MJC partners' pre- and post-move and rental rates. Ms. Schmeeckle responded that she would work with Mr. Stevenson to get that information distributed. |
| ***New Business*** | |
| *Finance Report* | Mr. Stevenson gave the finance report as of December 2024.<br>• FY23 RESEA was fully expended. The state was contacted about additional funding. The state responded that the funding for FY23 was not available, but contracts for FY25 were underway.<br>• The new PY24 E.O. funding was expended at 6.35%.<br>• For the PY23/FY24 Adult and Dislocated Worker programs:<br>○ PY23 Dislocated Worker program was fully expended.<br>○ FY24 Dislocated Worker program was fully expended.<br>○ PY23 Adult program was fully expended.<br>○ FY24 Adult program was fully expended.<br>○ The final operating-to-participant cost ratio was 63% to 37%, respectively.<br>○ A total of 67 Adult and Dislocated worker participants were being reported on for the current reporting cycle.<br>Mr. Stevenson noted that a request had been made to note the total number of participants to date.<br>Mr. Shay inquired about the ability to include the performance, dollars per participant, and success rate in the report. Ms. Rozier questioned if the report was to be in the finance report. Mr. Shay asked if the information needed to be included in the Performance Report. Ms. Rozier suggested having the total dollars spent, total percentage of operations vs. participants, number of participants, and cost per participant included in one of the reports. Mr. Stevenson responded that Ms. Dowdy and himself could work to add the requested information. Mr. Shay stated he would also like to see a breakdown of funding per county. Ms. Schmeeckle noted that most performance measures were reported based on participants from previous program years. Ms. Schmeeckle suggested that staff draft a |

report to present at the Planning & Oversight Committee meeting. Ms. Sitzes inquired as to a timeline for the draft. Ms. Schmeeckle stated that she could send out a timeline after looking further into the information.

- For the PY23 Youth program:
  - PY23 Youth program was expended to 97.34%.
  - PY23 had an obligated 20% WEP.
  - A total of 24 Youth participants were being reported on for the current reporting cycle.
- For the PY24/FY25 Adult and Dislocated Worker programs that:
  - PY24 Dislocated Worker program was fully expended.
  - FY25 Dislocated Worker program was 30.77% expended.
  - PY24 Adult program was just over 50% expended.
  - FY25 Adult program was expended to 8.2%.
  - The final operating-to-participant cost ratio was 83% to 17%, respectively.
  - A total of 67 Adult and Dislocated worker participants were being reported on for the current reporting cycle.
- For the PY24 Youth program:
  - PY24 Youth program was expended to 16.19%.
  - PY24 had an obligated 4% WEP.
  - A total of 24 Youth participants were being reported on for the current reporting cycle.
- Board Budget:
  - Summary
    - FY23 was $19,446.33
    - FY24 was $18,597.61
    - Total of 38,043.94
    - $7,096.84 was expended
    - There were $18,088.00 expected expenditures.
    - $12,859.10 was remaining after expenditures and expected expenditures.
  - Expenditures line item breakdown to date
    - $5,700 – Consulting
    - $107.70 – Food Supplies
    - $487.00 – Insurance Premium
    - $15.00 – Membership Dues
    - $149.90 – Non-Capital Computer
    - $629.00 – Other Professional Services
    - $8.24 – Postage
  - Expected Line Item Breakdown
    - $1,500 – Consulting (Bill)
    - $588 – Insurance Premium
    - $1,800 – DADCO invoice
    - $9,800 – DADCO invoice

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| | ▪ $4,400 – DADCO invoice<br>Mr. Stevenson stated that Mr. Shay had inquired about the allocations for the following program year. Mr. Stevenson stated that for the State, there was roughly a 15% increase for both the Adult and Youth programs, and the Dislocated Worker programs received an approximate 10% decrease. Mr. Stevenson noted that the state allocations were sent before the rescinded funding freeze memo and was not certain of any implications there might be to the budgets.<br>Ms. Rozier asked for the net dollars between the programs. Mr. Stevenson stated that the State was receiving an approximate 1.5 million dollar increase for the Youth program, a 1.4 million dollar increase for the Adult program, and a 1 million dollar decrease for the Dislocated Worker program. Mr. Stevenson noted that the state's allocations did not correlate to the region's funding allocations.<br>Mr. Skains noted the lag between funding and the number of layoffs.<br><br>*A motion was made by Pat Shay and seconded by Diane Rozier to approve the finance report as presented. Barbara Williams and Robin McHugh abstained.* ***Motion carried.*** |
| *Consultant's Phase Funding Report* | Ms. Sitzes shared updates on funding.<br>• At the recommendation of the Taney County Commission, the Taney County Partnership pledged $5,000 toward the Workforce Improvement Initiative. She noted an invoice had been sent. The new amount of pledged funds totaled $59,600.<br>• The Table Rock Chamber funds were received.<br>• $7,500 of the pledged $10,000 had been received from the Springfield Business Development Corporation (SBDC).<br>• Outstanding pledges for the CFO account were $2,500 from SBDC and $5,000 from Taney County Partnership.<br>Ms. Sitzes noted that the Board previously approved using up to $27,900, and with the funding received and pledged, the new anticipated amount needed to be used dropped to $22,900. She noted that the payments were being processed but had been stalled. She shared that she had been informed that the documentation was under review and had been sent to the state for review. She noted that she was going to request CFO to use as much funding as available in the account to get the balance with DACO current. She noted that until the invoices were made current with DADCO, Phase Four would not begin.<br>Mr. Skains inquired about the reasoning behind asking the State for a review. Ms. Sitzes responded that the original response she received was that the procurement was outside of the procurement policy. Ms. Sitzes noted that there had been further email exchanges discussing the situation. Mr. Douglas |

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| | asked if the reasoning behind the procurement falling outside the procurement process was known. Ms. Sitzes stated she did not know the specific reason but had communicated with Ms. Vernon. Mr. Skains expressed wanting to know what had fallen outside of standard procedures. Dr. Benz stated she believed the Board had worked directly with the City to determine the procurement process. Ms. Sitzes responded that the contract's aggregate amount triggered the City's procurement process. Ms. Sitzes asked Ms. Vernon if clarification could be given regarding what fell outside of the procedures and if an update from the state had been received. Ms. Vernon stated that a response from the state had been received, essentially saying the decision to proceed with payment was at the discretion of the fiscal agent. Ms. Vernon shared that since the Board conducted the procurement, the department was reviewing all of the documentation to protect the City, the Board, and the CLEO from the risk of questioned costs or audit findings. Ms. Vernon explained that if the determination were made that payment could be made, then payment would be processed with expediency, but due diligence in reviewing all of the documentation was necessary.<br>Mr. Douglas asked for a timeline for the review to be completed. Ms. Vernon replied that she did not have a timeline at the moment. She added that typically, payments were processed once per week, but if the review was cleared and the processing deadline had passed for the week, there would be a priority check run so that the payment did not wait an additional week. Mr. Shay noted the uniqueness of the delay in payment and documentation review. Ms. Vernon shared that the City did not want to hold up payment, which was part of the reason for contacting the state for a review.<br>Mr. Shay asked Ms. Vernon to communicate regularly, either daily or weekly, with Ms. Sitzes as to the status of the payment and review.<br>Mr. Ray asked for clarification on whether part of the concern related to the procurement process was due to the need to adhere to the most stringent procurement policy. Ms. Ohlensehlen confirmed that Mr. Ray's question was part of the concern.<br>Ms. Sitzes and Ms. Munday inquired if any policies or state statutes required payment to be made within a designated amount of time. Ms. Vernon responded that she was unaware of a specific state statute, but being two weeks from when all documentation was received was not out of the ordinary. Ms. Munday asked if all the necessary documentation was received. Ms. Vernon responded that based on the documentation she had seen, it appeared that all requested documentation had been received.<br>Mr. Shay asked if, in the worst-case scenario, the City did not approve payment, had there been enough funding to pay the outstanding balance. Ms. Sitzes stated yes.<br>Ms. Sitzes asked for clarification as to why the state had been contacted for a review. Ms. Vernon explained that with the Board handling the procurement and the history of the relationship, the City wanted to proactively err on the side of caution by having an independent review. |

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| | Ms. Sitzes asked for the state response to be forwarded to Commissioner Dixon and herself. Ms. Vernon agreed to do so.<br>Mr. Shay inquired about the process of reviewing the documents. Ms. Vernon explained that Mr. Stevenson and his team review the documents and submit them to accounts payable for review and to issue payments. She explained that there was not a committee that reviewed documents but that if a question was raised during the review of documents, the question was further examined.<br>Ms. Sitzes asked when the accounts payable team received the documents from Mr. Stevenson and his team. Ms. Vernon responded she did not know the exact date but could find out.<br>Ms. Sitzes expressed concerns about the reasoning given for the independent review.<br>Ms. Johanson shared that an email from a city staff member was forwarded by Mr. Stevenson to Ms. Sitzes, Mr. Skains, Mr. Shay, and herself on June 25, 2024, listing the requirements for the release of Board funds; a formal advertised solicitation if the contract was to exceed $20,000, a contract between the Board and the awardee, a requestion for a PO to be issued for the awardee and if the awardee was not in the oracle database then a vendor set-up form would need to be submitted so that purchase order and payment could be issued. Ms. Johanson noted that until January 14, 2025, she was unaware of any other required documentation. She expressed disappointment and frustration with the process.<br>Ms. Rozier expressed the need for the process to move quickly and to support the community.<br>Ms. Sitzes asked if Ms. Ohlensehlen or Ms. Schmeeckle had followed up with the Department of Finance regarding the payment status. Ms. Ohlensehlen responded that the situation was unique, but they were in regular communication regarding the status. Ms. Sitzes asked when Ms. Ohlensehlen or Ms. Schmeeckle had been made aware of the request to the state. Ms. Ohlensehlen responded they had been made aware of the request when it was sent out.<br>Ms. Sitzes recapped, asking for regular communication from the fiscal agent regarding the status of payment, including an update with a timeline for completing a review by the end of the week.<br><br>*No action was taken.* |
| *Grant Opportunities* | Ms. Schmeeckle explained that she had shared information on the ABA2 funding opportunity (MO-STAR) in the Executive Committee meeting and that proposals were due January 31. She noted that after further conversation with the state, the amount applied for was just below $500,000.<br>Ms. Schmeeckle explained the Department of Labor had an opportunity for the Pathways Home 6 grant. She shared the opportunity planned to award $25,000,000 to approximately 20 awardees, with the projects having a limit of $4,000,000. The purpose of the grant was to provide eligible incarcerated |

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| | individuals in prisons, county, or local jails with the services before release and afterward. She shared that the division operated the Pathways Home 2 grant. A request was made for a letter of support from the Board for the division in its application for the grant.<br>Mr. Skains inquired about the likelihood that the grant funding would be released. Ms. Schmeeckle shared that the guidance with other funding sources was to remain steady. She noted that it did not appear the opportunity went against the new directives or executive orders.<br>Ms. Sitzes expressed delight at the recidivism rate from the Pathways Home 2 grant. Ms. Schmeeckle shared that the state recidivism rate was just above 40%, and the Pathway Home 2 grant had a recidivism rate of 9.8%.<br>Ms. Sitzes asked for a deadline. Ms. MacNeil shared that the grant's deadline was March 14, 2025.<br>Ms. Sitzes suggested addressing the letters at a potential special meeting.<br><br>*No action was taken.* |
| *Renewal of Agreements (Youth, OSO, Fiscal, Administrative)* | Ms. Sitzes explained that the Board had approved short-term extensions of the agreements. She noted the agreements were set to expire at the end of February 2025.<br>Mr. Shay suggested extending the agreements through the remainder of the fiscal year.<br>Ms. Sitzes shared that Commissioner Dixon had noted the CLEO would likely not move forward until the payment status was decided. She shared that June seemed reasonable but also had concerns.<br><br>*The motion was made by Susan Johanson and seconded by Diane Rozier to table the renewal of the agreements until invoices had been paid.*<br><br>Mr. Shay expressed his concern about the timeline of the consultant's work and the RFP in comparison to the time of the fiscal year.<br>Ms. Sitzes noted that the RFPs were not required for the fiscal agent and were RFPs for recommendation.<br>Ms. Rozier expressed concerns with the timeline as well.<br>Mr. Skains expressed concerns about the issuance of an RFP with the status of the WIOA programs at the federal level unknown.<br><br>*Barbara Williams and Robin McHugh abstained.* ***Motion carried.*** |
| ***Reports*** | |
| *Performance Report* | *No report was given.* |
| *OSO Report* | *No report was given.* |
| *ORWDB Consultant's Report* | *No report was given.* |
| ***Adjournment*** | |
| | The meeting was adjourned at 10:01 a.m. |

Notes taken by: Maddy MacNeil, Executive Secretary

Next Meeting: April 2, 2025

## *Call to Order*

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| | A special meeting of the Ozark Region Workforce Development Board was held hybrid with a Zoom option on Friday, February 21, 2025. The meeting convened at 3:03 p.m., with Board Chair Andrea Sitzes presiding. |

## *Attendance*

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| | Ms. Rozier called Roll and indicated a quorum. | | |
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| *Board Members in Attendance* | Andrea Sitzes | Dan Montgomery | Diane Rozier |
| | Jennifer Olson | Jeremy MacLaughlin | Kami Rush |
| | Kevin McGill | Linda Whipple | Lyndall Fraker |
| | Pat Shay | Rachel Munday | Robin McHugh |
| | Susan Johanson | Tambra Bates | Thomas Douglas |
| *Guests in Attendance* | Bill Skains, Commissioner Bob Dixon, Brandon Jenson, Cheri, Cynthia Collins, Debi Phelps, Dennis Wiggins, Ericka Schmeeckle, Haley Jones-Sides, Jack McGee, Jody Vernon, Jordan Paul, Karen Craigo, Katherine Proctor, Laura Vales, Mam, Marta Miez, Toby Stevenson, and Tracy Keithley | | |

## *Reminder to Declare any Conflict of Interest*

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| | Ms. Sitzes gave a reminder to declare any conflict of interest. |

## *Old Business*

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| *Ozark Region Workforce Improvement:* | *No action was taken.* |
| *Ozark Region Workforce Improvement: Phases 1-3 Invoices* | Ms. Sitzes explained that the fiscal agent had decided not to proceed with payment. She explained that pledges had been received for $16,000. The Board had previously approved using up to $27,900 of WIOA funds; there were $16,000 in outstanding invoices. She noted that the Board had agreed to use WIOA funds as a last resort, and the invoices had been sent before pledged donations were received. Ms. Sitzes recommended rescinding and paying the invoices with the received donations.<br><br>*A motion was made by Pat Shay and seconded by Thomas Douglas to officially rescind the official requests of the invoices and to pay the $16,000 of invoices with the pledged funds.*<br><br>Mr. Douglas and Mr. Shay expressed dissatisfaction with the process.<br>Mr. McGill inquired about the report, detailing that 10 out of 16 of the requirements to allow the expenditure of federal funds had been met, and 6 of them had not. He asked if the role of the fiscal agent was to ensure that all the requirements were being met to avoid the misspending or loss of funds. Ms. Sitzes confirmed that was the role of the fiscal agent. Ms. Sitzes shared that she believed misinterpretations were made.<br>Ms. Ohlensehlen explained that representatives from the City were on the call and would be able to assist in answering questions from the Board. |

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| | Ms. Johanson expressed the need for the information at the beginning of the process to avoid potential conflicts.<br>Mr. Douglas expressed dismay at the difference in requirements and the City's procurement process. Ms. Vernon elaborated on some of the background that led to the conclusion not to proceed with payment. Mr. Shay echoed Mr. Douglas' dismay at the process.<br>Ms. Sitzes clarified that the use of WIOA funds toward the work of a consultant was allowable; the question came from the process used. She noted that all parties should identify and address concerns as soon as possible.<br>Mr. Stevenson elaborated on where concerns with the process occurred on the timeline.<br>Ms. Sitzes recapped the motion on the floor and expressed frustrations surrounding the question of whether the procurement process was followed. She noted that the solution to rectify the situation was to pay the invoices, make the balance current, and use raised funds instead of WIOA funding.<br>Ms. Schmeeckle shared insights on how the misunderstandings may have occurred.<br>Ms. Rozier restated the motion to rescind the request for payment from the City and proceed with private funds.<br><br>*Robin McHugh abstained.* ***Motion carried.*** |
| *Ozark Region Workforce Improvement: RFP to Provide Recommendations to the CLEO for Administrative, One-Stop-Operator, Fiscal, and Youth Services* | Ms. Sitzes explained that one of the goals of the 2023 retreat was to have an RFP. She asked if the Board still wanted to proceed with the process. Ms. Rozier and Mr. Douglas both expressed support for moving forward with the RFP process.<br><br>*A motion was made by Thomas Douglas and seconded by Susan Johanson to reaffirm the Board's desire to move forward with the RFP process to provide recommendations to the CLEO for the Administrative, One-stop-operator, Fiscal, and Youth Services.*<br><br>Mr. Shay expressed his discomfort with voting on the motion without discussing how the Board planned to proceed with the RFP process. Mr. Douglas shared that the motion was for the Board to reaffirm its goal of continuing with the process, and if the board agreed to proceed, the process would then be discussed further. Mr. Douglas suggested voting on reaffirming the goal and then voting on the process afterward as a separate action.<br>Mr. McGill inquired if the Board had all the information necessary to proceed with an RFP. Ms. Sitzes responded that the RFP Committee, established in a previous closed meeting, would handle it.<br>Mr. Shay further explained his concerns about reaffirming the goal without a path forward. Ms. Sitzes shared that, through conversations with Board members, she was aware of three potential paths forward. Those potential paths were for the Board to do the RFP, to continue raising funds, or to reissue an RFP for a consultant to assist in the RFP process. |

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| | *A motion was made by Diane Rozier and seconded by Thomas Douglas to reaffirm, as a Board, to move forward with the RFP process. Robin McHugh abstained.* ***Motion carried.***<br><br>Ms. Sitzes explained that interested investors had reached out to support the work of the Board. She shared there was a potential to have the remainder of the funding needed to proceed raised by the end of the first quarter. She expressed support for raising private funds, depending on time, as being the first option for moving forward. She shared that Ms. Munday and Mr. Ray had previous experiences with RFPs and may be able to assist the Board in an RFP process. She noted the third option of reissuing an RFP for a consultant to assist in the RFP process for the services would be done in collaboration with the fiscal agent.<br>Mr. Shay asked for clarification on potentially raising private funds for the fourth phase. Ms. Sitzes explained that the remainder of the needed funds, $23,700, to finish the original scope of work was potentially, not officially, raised. Mr. Douglas asked for clarification that if the needed private funding were raised, the Board would be able to move forward with the existing process. Ms. Sitzes confirmed that was correct. Mr. Shay expressed favoritism of the route of raising funds, if time efficient.<br>Mr. Shay inquired as to Ms. Munday's Mr. Ray's ability to help with an RFP, if needed. Ms. Munday responded that she was not able to commit to an RFP but would revisit the idea if private funding was not an option. Mr. Ray said he would need more information regarding the policies and requirements.<br>Ms. Sitzes asked for input regarding a timeline. She suggested that the Board consider the other options if the funding was not raised by the end of March.<br>Mr. Shay asked for clarification on the process of issuing a new RFP using WIOA funds. Ms. Sitzes responded that the Board would work with the fiscal agent step by step to ensure the process was followed without confusion.<br>Mr. Shay and Mr. Douglas both expressed the need to proceed with expediency as the end of the fiscal year was approaching. Mr. Douglas suggested seeking private funding while also working with the fiscal agent to outline the required steps to achieve the appropriate outcome if funding was not raised by the end of March. Mr. Shay suggested that in addition to Mr. Douglas' suggestion, a member of the fiscal agent attends the open Board meetings to assist in expediting the process. Mr. Shay asked if the fiscal agent would be allowed to sit in on those meetings or if it would be a conflict of interest. Ms. Sitzes responded that having the fiscal agent attend those meetings was within the role of the fiscal agent. Ms. Sitzes added that the RFP would be a consultant and, therefore, not a conflict of interest for the city to be a part of.<br><br>*A motion was made by Kevin McGill and seconded by Pat Shay to continue to work toward obtaining the private funds in the amount $23,700 to move* |

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| | *forward with CFO paying for phase four of the agreement with DADCO while working with the City of Springfield to obtain an executive summary detailing everything that would be required in the event that the Board needed to utilize Board funds to pay for phase four. In addition, the Board requested the City of Springfield to have a specialist from the Finance Department present during the meetings to review the process.*<br>*Robin McHugh abstained.* ***Motion carried.***<br><br>Mr. Shay inquired as to whether the RFP or the Taskforce committee would handle the RFP, if necessary. Ms. Sitzes responded that the Taskforce Committee would oversee the RFP for a consultant, if necessary, as the desire was to keep the RFP committee that was created at the closed session anonymous to avoid any conflicts of interest.<br><br>Mr. Shay inquired if the City could submit a proposal to the RFP for services in the absence of a city manager. Ms. Ohlensehlen responded that the city had an interim city manager, and staff would be prepared to submit a proposal to a potential RFP. Ms. Ohlensehlen shared that she did not have a timeline for filling the city manager position. |
| *Agreements (Youth, OSO, Fiscal, Administrative, Firewall)* | Ms. Sitzes explained that the most recent fully executed agreements were sent out. She noted that the Firewall Policy was only signed by the Board Chair. Mr. Stevenson shared that a previous Board decision had been made to remove the City as a required signature for the Firewall Policy.<br>Ms. Sitzes explained that the most recent agreements were through the end of February 2025, which was one week away. She added that the Board had been approving 120-day extensions. She recommended that the Board move to a month-to-month agreement, honoring the notice cycles that were in the agreements. She noted that the change would remove the need to call special meetings to approve new agreement extensions.<br>Ms. Rozier asked for clarification that the suggestion was to move to a month-to-month contract with a 30-day or 120-day notification of termination. Ms. Sitzes explained that some of the agreements stated 30 days, and some stated 120 days.<br>Mr. McGill suggested giving a one-year extension to allow the new city administrator and other current changes to occur, to see what became of those changes, and to review the partnership at that time. He noted that he had found that part of the Board's concerns stemmed from previous city leadership. Mr. Shay agreed that previous city leadership had been part of the reasoning for the process. Ms. Rozier responded that the month-to-month would allow the ORWDB to maintain the status quo without needing to revisit the renewal of agreements every 120 days. Ms. Rozier added that the month-to-month allowed the Board to monitor the status through the changes while also allowing flexibility with an RFP on the horizon.<br>Ms. Johanson noted that a 120-day notice in the agreements was for continuity of services. |

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| | Mr. Shay and Mr. Douglas both expressed support for the rollover month-to-month option.<br><br>*A motion was made by Thomas Douglas and seconded by Pat Shay to approve the Youth, One-Stop-Operator, Fiscal, and Administrative agreements and Firewall Policy on an auto-renewal month-to-month until a 120-day notice was given.*<br><br>Mr. Stevenson noted that the programs affected over 20 staff, and many had raised concerns when the agreements were moved to every three months. He expressed concerns about the human element related to decisions and the likelihood that month-to-month would worry staff.<br>Mr. Skains expressed concerns about the unknown concerning allocations and budget or program cuts. He noted the unknown allocations and future of the programs may limit responses to an RFP. He urged the Board to proceed with caution. Ms. Sitzes thanked Mr. Skains for his input and reiterated the need to diversify funding.<br>Mr. Shay noted that the Board was not attempting to cause concerns by pursuing the consultant and an RFP but to review the region's interests.<br>Ms. Schmeeckle inquired for clarification on the agreements' month-to-month renewal regarding the term to give notice. Ms. Sitzes shared that the way she understood the motion was that the agreements would automatically renew every month until a 120-day notice was given or an agreement's language needed to be updated.<br>Mr. Skains asked if he needed to continue working with staff to update the agreements. Ms. Sitzes suggested leaving the services status quo for the moment.<br><br>*Robin McHugh abstained.* ***Motion carried.***<br><br>Ms. Sitzes asked staff to update the agreements and bring them before the CLEO. Ms. Schmeeckle responded, yes. Ms. Sitzes asked for a timeline. Ms. Schmeeckle and Ms. Ohlensehlen replied that they would have the agreements drafted by the end of the day on Wednesday.<br>Commissioner Dixon shared that he had spoken with Ms. Schmeeckle and was working to convene a CLEO meeting the following week, at a commissioner-required training. |
| ***Adjournment*** | |
| | Ms. Sitzes confirmed that Ms. Schmeeckle would have the agreements sent by the end of the day the following Wednesday.<br>Ms. Sitzes inquired who from the city would provide the executive summary of the procurement policy. Ms. Ohlensehlen responded that the person would likely be from the city's Finance Department. Ms. Vernon answered that she would submit the executive summary. Ms. Sitzes asked for a date when the executive summary would be received. Ms. Vernon asked for clarification |

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| | that the ask was for an executive summary outlining the steps in the event the Board wanted to pursue the RFP process. Ms. Sitzes responded, yes. Ms. Vernon responded that she would have the summary submitted by the end of the day on Thursday the following week.<br><br>*A motion was made by Thomas Douglas and seconded by Diane Rozier to adjourn.* ***Motion carried.***<br><br>The meeting was adjourned at 4:12 p.m. |

Notes taken by: Maddy MacNeil, Executive Secretary

Next Meeting: April 2, 2025

# OZARK REGION WORKFORCE DEVELOPMENT BOARD, INC.

## A MISSOURI NONPROFIT CORPORATION 501c3

# BYLAWS

Created October 2021

# Ozark Region Workforce Development Board, Inc.
# Bylaws

## ARTICLE I - NAME, LOCATION AND PURPOSE

### Section 1. NAME

The name of this organization shall be the Ozark Region Workforce Development Board ("Board" or "ORWDB"), a private nonprofit public benefit corporation formed pursuant to the Workforce Innovation and Opportunity Act of 2014, P.L. 113-128 ("WIOA") serving the counties of Christian, Dallas, Greene, Polk, Stone, Taney, and Webster.

### Section 2. LOCATION

The principal office of the Board shall be located at ~~2900 East Sunshine Street~~1660 N. Campbell, Springfield, Missouri, 6580~~4~~3. The Board may have offices at other places as the Executive Committee may from time to time determine or as the affairs of the Board may require.

### Section 3. PURPOSE

Consistent with its Articles, the purpose of the corporation, in partnership with the Council of Local Elected Officials (CLEO) of the seven-county region consisting of Christian, Dallas, Greene, Polk, Stone, Taney and Webster counties, shall be consistent with those purposes that are identified for a regional Workforce Development Board under the Workforce Innovation and Opportunity Act of 2014 and amendments thereto in accordance with public law. The corporation shall be responsible for strategic planning, policy development and oversight of the local workforce investment system. The corporation is organized exclusively for charitable, education or scientific purposes, within the meaning of Section 501(c)3 of the Internal Revenue Code. Notwithstanding any other provisions of these Bylaws, the corporation shall not carry on any other activities not permitted to be carried on by a corporation exempt from Federal Income Tax under Section 501(c)3 of the Internal Revenue Code of 1954, as amended.

The purpose of the Board shall be consistent with those purposes and duties that are identified for a Local Workforce Development Board under the WIOA, Sec. 107(a) and (d) as amended, or any subsequently enacted statutory authority.

The Board is formed to implement and operate exclusively for charitable and educational purposes to:

A. Carry out its vision and mission in the local four (4) year Plan.

B. Increase access to and opportunities for the employment, education, training, and support services needed by the residents and citizens serving the counties of Christian, Dallas, Greene, Polk, Stone, Taney, and Webster, particularly those with barriers to employment, to succeed in the labor market.

C. Support the alignment of the workforce and economic development systems together with our education partners to foster a comprehensive, accessible, and high-quality workforce development system in the ORWDB workforce development area.

Improve workforce development area workers' skills and credentials necessary to secure self-sustaining wages while providing the ORWDB employers with skilled workers thereby increasing the prosperity of workers and employers in the workforce development area**.**

## ARTICLE II - MEMBERSHIP

### Section 1. COMPOSITION OF THE BOARD

The Board shall **consist of a minimum of twenty-three (23) members,** unless the exception in Section l(I) of these bylaws is met, who meet the qualifications and requirements set forth in Sec. 107(b)(2)(A) and (B) of WIOA and any additional criteria required by the Governor. Specifically, the members shall be individuals with optimum policy-making authority within the entities that they represent, the members shall represent entities that provide business employment opportunities in in-demand industry sectors or occupations, as defined in WIOA sec. 3(23), and the members shall satisfy the criteria for the entity that they represent as provided in Art. II, Sec l(A)-(G) of these bylaws.

A. *Business Representatives* -The majority (at least 51%) of Board membership, or **no less than twelve (12) members,** must be representatives of business in the local area and in good standing with the Secretary of State of Missouri. The business representatives shall include owners of businesses, chief executives or operating officers of business or other business executives, including small businesses, business organizations, or human resource executives. At a minimum, two (2) members must represent small business as defined by the U.S. Small Business Administration. Efforts will be made to include broad representation of businesses throughout the Region, consisting of both large and small employers. Small business representatives must be employers of a minimum of three (3) employees in accordance with State of Missouri policy governing local workforce development boards.

B. *Workforce Representatives* -At least twenty percent (20%), or a minimum of **five (5) Board members,** shall be workforce representatives as follows:

(1) Two (2) or more Board members shall be representatives from labor organizations, where such organizations exist in the local area.

(2) One (1) or more Board members shall be representatives of a joint labor management, or union affiliated, registered apprenticeship program within the area who must be a training director or a member of a labor or organization. If no union affiliated registered apprenticeship programs exist in the area, a representative of a registered apprenticeship program with no union affiliation will be appointed, if one exists.

(3) Composition of the Board *may* include one (1) member or more who is a representative of community-based organizations that have demonstrated experience and expertise in addressing the employment, training or education needs of individuals with barriers to employment, including organizations that serve veterans or provide or support competitive integrated employment for individuals with disabilities.

(4) Composition of the Board *may* include one (1) member or more who is a representative(s) of organizations that have demonstrated experience and expertise in addressing the employment, training, or education needs of eligible youth, including representatives of organizations that serve out-of-school youth.

C. *Local Educational Entities* -At least **one (1) Board member** shall represent an eligible training provider administering adult education and literacy activities under WIOA Title II; and at least **one (1) Board member** shall be a representative from an institution of higher education providing workforce investment activities, including community colleges.

D. *Economic and Community Development Entities* -At least **one (1) Board member** shall represent an economic and community development entity serving the local area.

E. *Wagner-Peyser*-At least **one (1) Board member** shall represent the State Employment Service office under the Wagner-Peyser Act (29 U.S.C. 49 et seq.) serving the ORWDB local workforce development area.

F. *Rehabilitation*-At least **one (1) Board member** shall represent programs carried out under Title I of the Rehabilitation Act of 1973, other than sec. 112 or part C of that title.

G. *Temporary Assistance for Needy Families ("TANF")* -At least **one (1) Board member** shall be a representative of the TANF program serving the ORWDB.

H. The membership of the Board may include individuals or representatives of other appropriate entities in the local area. If additional members are added, then requirements regarding minimum percentages for representation of the business and workforce categories shall be adjusted to meet WIOA legislative representation requirements on the local workforce development board.

I. A member of the Board may serve as a representative of more than one category of membership if the member meets all of the criteria of both categories of membership. If a member(s) meets all of the criteria of more than one category, then the Board may have less than 23 members.

J. The composition of the Board shall be subject to certification by the Governor.

**Section 2. NOMINATION**

A. Business representatives shall be nominated by local business organizations or business trade associations. Individuals representing small businesses shall be from a business with at least three full-time employees.

B. Labor representatives shall be nominated by local labor federations or, if employees are not represented by local labor organizations in the local area, then by other organizations or representatives of employees.

C. For adult education and training the Department of Elementary and Secondary Education's (DESE) Division of AEL, as a core partner under WIOA, shall nominate this representative in consultation with the Local WDB prior to submitting the name to the Council of Local Elected Officials ("CLEO").

D. The Wagner-Peyser representative shall be nominated by the Missouri Division of Workforce Development, in consultation with the Board, prior to submitting the name to the CLEO.

E. The Division of Vocational Rehabilitation ("DVR"), in consultation with the Board, shall nominate the Rehabilitation representative prior to submitting the name to the CLEO.

F. The Department of Social Services shall nominate this representative, in consultation with the Board, prior to submitting the name to the CLEO.

G. All other members of the Board shall be nominated by the organization or entity they represent.

**Section 3. APPOINTMENT AND REMOVAL**

A. Upon receipt and consideration of nominations and pursuant to the WIOA and applicable State criteria, CLEO shall make all appointments to the Board.

B. The Board may make recommendations to the CLEO for appointment of members. This does not preempt the rights or obligations of the CLEO to retain the power to appoint members on his or her own recommendation.

C. The Board may make recommendations to the CLEO for removal of a member for failure to perform the duties of a Board member. This does not preempt the rights or obligations of the CLEO to retain the power to remove members on his or her own recommendation. Recommendation for removal may be based on the following:

(1) Three (3) consecutive unexcused absences from regularly scheduled meetings of the Board without excuse from the Chairperson may constitute a de facto resignation of the Board member. A member may satisfy the requirements of this paragraph by sending notice of their inability to attend in person or by phone by contacting the Executive Director of the ORWDB.

(2) Should a Board member cease to represent the category to which he/she was appointed to fill on the Board through change in status, they shall tender their written resignation to CLEO and Board's Chair within thirty (30) days of the date that they ceased to represent the membership category to which they were appointed so that the CLEO may make a new appointment.

(3) In the event that a Board member becomes unable to perform his/her duties on the Board.

(4) In the event a Board member is declared of unsound mind by a Court of Competent Jurisdiction or is convicted of a felony or crime of moral turpitude, their term of office as a Member shall be immediately terminated and a notice shall be provided to the CLEO so that a new appointment may be made to fill the vacated seat.

**Section 4. TERM OF APPOINTMENT**

A. The Members of the Board shall serve staggered terms and of those members initially appointed, twelve (12) members shall serve two (2) years, and eleven (11) members shall serve one year. Thereafter, members appointed to the Board shall serve two (2) year terms, without any limitation on the number of terms served, except vacancy appointees who shall serve the remaining term of their predecessor. Notwithstanding, all members serve at the pleasure of the CLEO.

B. A Member who desires to be reappointed may be considered for appointment and shall not be required to go through the nomination process to be reappointed. If approved, the member may be reappointed. However, if the Member's term has expired and the Member has not been replaced or reappointed, he or she may continue to serve on the Board until his or her successor is appointed.

**Section 5. RESIGNATION**

When members deem it necessary to resign from their appointment to the Board, they shall tender their written resignation to the CLEO with copies to the Chair of the Board and to the Executive Director. Said member will be considered an active member until replaced by another individual. The CLEO shall appoint another individual to serve, for the remainder of the unexpired term, in accordance with Section 3 of this Article. If the Chair resigns, the Vice Chair shall serve as Acting Chair until a new Chair is elected by the Board.

**Section 6. VACANCY**

In the event of a vacancy, the Chair, through the Executive Director, shall notify the CLEO in writing as soon as possible, but not more than five business days after notification of a vacancy.The CLEO shall appoint another individual to serve. Members appointed to fill a vacancy shall serve the remainder of the unexpired term, in accordance with Section 3 of this Article.

**Section 7. COMPENSATION**

Members of the Board shall not receive compensation for their services.

## ARTICLE III- FUNCTIONS AND DUTIES OF THE BOARD

The Board shall perform the functions and duties set forth in the agreement between the Board and the CLEO.

## ARTICLE IV - OFFICERS

**Section 1. OFFICERS**

The Officers of the Board shall be the Chair, Vice-Chair, Secretary and Treasurer (if needed). If the Board determines that additional officers are necessary, then it may do so after an amendment to the bylaws.

**Section 2. ELECTION**

The Officers shall be elected every three years by a majority vote of all Board members present during the Annual meeting. Officers shall be selected according to the qualifications set forth under Section 4, below. The Officers shall take office immediately following vote. If for some reason the election is delayed, then the election shall take place at the next the regularly scheduled meeting and the Officers shall continue to hold their office until a successor is duly elected.

**Section 3. VACANCIES**

Any vacancy of an officer, either as a result of resignation or removal or death, may be filled by election at any regularly scheduled meeting of the Board and the vacancy shall be filled for the unexpired portion of the term.

**Section 4. QUALIFICATIONS AND DUTIES OF THE OFFICERS**

A. The Chair of the Board shall be selected from among the private sector business members on the Board. The Chair may sign, with any other proper officer of the Board thereunto authorized by the membership, any instruments which the Board has authorized to be executed; and in general, shall perform all the additional following duties:

(1) Preside over all regular, special, and Executive Committee meetings of the Board;

(2) Serve as Chair of the Executive Committee of the Board;

(3) Provide information for the preparation of the agenda for the Board meetings in consultation with the Board's Executive Director;

(4) Appoint all committee Chairs and committee members;

(5) Notify the CLEO when there is a vacancy or resignation of a Board member so that the CLEO may appoint a new member which notification may be delegated to the Executive Director.

(6) Assign and delegate responsibilities from time to time; and

(7) Represent the Board as appropriate at local, state, or national meetings at which the Board is required to be represented as appropriate.

B. The Vice Chair of the Board shall be selected from among the private sector members of the Board. In the absence of the Chair or the Secretary, or in the event of their inability to act, the Vice Chair will perform the duties of the Chair, and when so acting, shall have all the powers of and be subject to all the restrictions upon the Chair. The Vice Chair shall perform such other duties as from time to time may be assigned by the Chair or the Board.

C. The Secretary shall be elected from any category of the Board's membership and shall be responsible for coordinating with staff to ensure that the Board's business is properly recorded, attendance at each meeting recorded, and that the agenda and minutes for each meeting is posted on Board's website pursuant to the Sunshine Act. The Secretary shall perform such other duties as from time to time may be assigned by the Chair or the Board.

D. The Treasurer shall be elected from any category of the Board's membership and shall be responsible for coordinating with staff to ensure that the Board's finances are properly recorded.

E. The Officers shall serve a term of three years, which shall be renewable for additional three-year terms.

## ARTICLE V – MEETINGS

### Section 1. REGULAR MEETING TIME AND PLACE

Regular Board meetings shall be held a minimum of six times per fiscal year. Meetings shall be open to the public, publicly noticed, and posted twenty-four hours in advance in accordance with the Missouri Sunshine Law. Copies shall be available to the public that attends the meeting.

The Agenda of any meeting shall be included with the notice and shall be posted pursuant to Federal, State, and local laws on the City's public meeting webpage and the Board's website.

### Section 2. SPECIAL MEETINGS

Special meetings may be called by the Chair or by a majority of the Executive Committee, or a majority of the members of the Board for such purposes as identified within the notice of the meeting. Notice of all special Board meetings shall be given at least three days previous thereto, by written communication, delivered personally or electronically to each member at his/her business address. The agenda of any meeting shall be included with the notice and shall be posted pursuant to Federal, State and local laws on the City of Springfield (COS) public meeting webpage.

### Section 3. ANNUAL MEETINGS

The Annual Meeting shall count as one of the six (6) meetings held per fiscal year. The Annual Meeting shall be for the purpose of electing officers, making appointments to the Executive Committee and any other business that may arise.

**Section 4. QUORUM**

A. A simple majority of the members shall constitute a quorum for the transaction of all Board business. Board member meeting attendance may be facilitated through the use of conference calls or teleconferences and members attending via teleconference shall be included in the count when determining whether a quorum has been seated. Board minutes shall reflect those members on conference calls or teleconferencing. A meeting at which a quorum is initially established may continue to transact business or to discuss business if the quorum is not maintained due to the withdrawal or departure of members. Requirements of the Sunshine Law regarding open meetings shall be met at all times including when members attend by teleconference.

B. For purposes of conducting standing or ad hoc committee meetings a quorum will consist of at least three ORWDB members.

**Section 5. MANNER OF VOTING**

Each member of the Board shall be entitled to one vote on an action. No member of the Board shall cast a vote on which he or she has a conflict of interest, as provided under the conflict of interest and ethics paragraph of these bylaws. Action brought before the Board shall be resolved by a vote of a simple majority of the members voting, provided a quorum is present at the beginning of the meeting.

A. Voice Voting. Voice voting shall be used at all times to decide ORWDB questions with the exception of the roll call voting. Upon the "Call-to-Question" the Chair will have those Board members who wish to vote for passage to say "Aye" and those who wish to vote for non-passage to say "Nay." The majority will decide the question.

B. Roll Call Voting. At the discretion of the Chair or when required by law, roll call voting may be required. Upon the "Call-to-Question," after a motion and second, the Secretary shall "Call the Roll" by individually naming those Board members present. A Board member, upon hearing his or her name, shall cast his or her vote by saying "Aye" for passage, "Nay" for no passage, or "Abstain" for no vote. The Secretary will record and certify the votes on an appropriate record and report the outcome of the vote to the Chair.

C. Conference Calls. When using a conference call option discussed above, the vote cast by those members not in the meeting room shall be identified and included within the minutes as in Roll Call Voting.

D. Proxy. Voting by proxy is permitted at any meeting. Proxy must be given to the Board Chair in writing prior to any vote or meeting.

**Section 6. CONFLICT OF INTEREST**

A. WIOA Conflict of Interest Provisions. Board members and members of a Standing Committee or Ad Hoc Committee of the Board are subject to WIOA Sec. 107(h), which prohibits conflicts of interest. Specifically, a member of a local Board or a member of a standing committee may not:

(1) Vote on a matter under consideration by the local board-

(a) Regarding the provision of services by such member (or by an entity that such member represents regardless of whether the member or organization they represent will realize a pecuniary benefit); or

(b) That would provide direct financial benefit to such member or the immediate family of such member; or

(2). Engage in any other activity determined by the Governor to constitute a conflict of interest as specified in the State Plan.

B. Additionally, members who are selected as business representatives cannot be an employee for a governmental entity or a public sector organization.

C. All Board and committee members may be subject to other State and local conflict of interest laws.

These provisions should not be construed to prohibit ORWDB members from training or employing WIOA participants.

D. Conflict of Interest Notice Procedure/Voting Abstention. When an Agenda item arises with which any Board or Committee member has a conflict, the member shall declare their conflict and refrain from participating in any discussion related to that item and shall abstain from voting on issues and matters that will result in a real or apparent conflict of interest. Abstentions and the reasons of the conflict should be duly recorded in the minutes of the meeting.

**Section 7. ETHICS**

Members of the Board are expected to avoid unethical behavior in the course of performing their official duties. Members are expected to not only avoid any impropriety, but also to avoid the appearance of impropriety whether or not any actually exists. Members must avoid using their position for private gain, giving preferential treatment to any person or entity, losing their independence or impartiality in making decisions or acting in any way that might erode public confidence in the integrity of the Board.

**Section 8. RECORDKEEPING**

The Board shall maintain, at its principal office, permanent records of the minutes of all formal meetings of the Board and its committees, a record of all actions taken by the Board without a meeting, and a record of all actions taken by standing and special committees of the Board.

## ARTICLE VI- STANDING AND SPECIAL COMMITTEES

Any member of the Board can attend any committee meeting and their presence and vote shall count towards meeting the quorum requirements.

**Section 1. CREATION OF STANDING COMMITTEES**

The standing committees of the Board shall be the Executive Committee, the Workforce Strategic Planning & Oversight Committee, Finance Committee, Marketing/State of the Workforce Committee, and the Youth Committee. The CLEO and the Board may create special committees, ad hoc committees, task forces, or similarly designated groups as deemed necessary or desirable. Any Committee so appointed shall have the powers and authority as is explicitly delegated by the Board in these Bylaws or by the Chair as described below.

**Section 2. GENERAL COMMITTEE RULES**

The following rules shall apply to all standing and ad hoc committees of the Board:

A. The Board's Chair shall appoint committee chairs and the members of each standing committee. Committee Chairs shall be selected from any sector of the Board. The Board's Chair shall serve as the Chair for the Executive Committee. Committee co-chairs may be from any category of board membership.

B. In addition to appointed members, any Board member may serve on any committee. All Board members shall select a committee following their Board orientation meeting.

C. Committee membership shall include private sector business and public-sector, representatives and may include individual who are not Board members who the Chair or the CLEO determines have appropriate experience and expertise. All members of a committee shall be afforded voting privileges for that committee. Board members shall constitute the majority of committee members.

D. Committees may move any matter before their committee so long as three (3) members are present of which two (2) shall be Board members.

**Section 3. EXECUTIVE COMMITTEE**

The Executive Committee membership shall consist of the Chair, the Vice Chair, the Secretary, the Treasurer (if needed), Executive Director, the Chair of each standing committee, the immediately past two (2) board chairs if they are still on the Board, and two-voting members as nominated and elected by the full Board. The Executive Committee shall be responsible for making recommendations to the Board on policies necessary to address the workforce issues in the Workforce Development Area. The Executive Committee shall be authorized to conduct matters of routine minor business for the WDB when it is not feasible for the full WDB to be convened, not to include contracts or awarding of funds. The Executive Committee shall also identify potential nominees on an on-going basis for current and future Board vacancies, assist the Executive Director and Board's Chair in setting the Board's meeting agenda as well as delegate specific program funds to go under specific committee oversight.

In general, all matters should first be presented to the Executive Committee for their recommendation prior to being heard by the Board except where time is of the essence and the matter did not come up prior to the Executive Committee meeting immediately preceding the Board meeting.

**Section 4. THE WORKFORCE STRATEGIC PLANNING & OVERSIGHT COMMITTEE**

The Workforce Strategic Planning & Oversight Committee shall:

A. Provide policy recommendations concerning all employment training services including supportive services, etc. including youth and employer services;

B. Provide oversight over local performance measures, and monitor performance outcomes;

C. Consider Eligible Training Provider Applications including courses of training prior to submission to the Executive Committee and Board for approval;

D. Address policies related to skills gaps, education, and credential needs of the workforce system participants for incorporation into Board policy;

E. Consider and review one-stop, one-stop operator, and youth provider performance outcomes, and make recommendations to the Executive Committee, the Board, and the CLEO to continue applicable agreements, one-stop and one-stop operator models, and new applicable agreements based on recommendations from Request for Proposal review committees;

F. Make recommendations to the Executive Committee, Board and CLEO with respect to program policies required to be approved by the Board or the Board and the CLEO;

G. Review and recommend acceptance of the four (4) year Plan and any intermediate modifications by the Executive Committee, Board, and the CLEO, including the conduct of hearings as a part of the Plan submission process for State approval; and

H. Such other business as assigned by the Board Chair.

**Section 5. FINANCE COMMITTEE**

The Finance Committee shall:

A. Conduct fiscal oversight of the Board in conjunction with the CLEO by reviewing all internal, external, State, and federal monitoring reports along with the corrective action taken with respect to findings and observations and recommend acceptance to the Executive Committee, Board, and the CLEO.

B. Consider and recommend acceptance of the annual 2 CFR 200 Part F audit to the Executive Committee, the Board, and the CLEO.

C. Consider and recommend acceptance of the COS annual budget to the Executive Committee, the Board and the CLEO.

D. Consider and make recommendations to the Executive Committee, Board and CLEO regarding:

1. Requests to transfer funds from the WIOA Dislocated Worker Funding stream to the Adult Funding stream and from the Adult Funding Stream to the Dislocated Worker Funding Stream;

2. Infrastructure Agreements related to the one-stop memoranda of understanding;

3. Quarterly reviews of actual vs. budgeted expenditures; and

4. Policies applicable to competing for discretionary grant funds.

E. Such other matters as may be assigned by the Chair or the CLEO.

**Section 6 Youth Committee**

A. This committee has primary responsibility for the development and oversight of WIOA-funded youth activities operating within the Ozark Region. At least one committee member shall be from a Community Based organization

**Section 7 Marketing Committee/State of the Workforce**

A. Assignments as determined by the WDB Chair.

B. State of the Workforce has primary responsibility for development of the annual Momentum survey and planning associated event.

C. Responsible for public relations and marketing plan for the Workforce Development Board.

**Section 8. AD HOC COMMITTEES**

Committees appointed by the Chair for specific tasks shall be considered dismissed as soon as final action is taken by the Board or until the Chair determines that that the Committee is dismissed. The Board's Nominating Committee shall be convened as necessary for the election of WDB officers.

## ARTICLE VII- PROCUREMENT

To accomplish its procurement responsibilities under WIOA, the Board shall follow 2 CFR 200.318 through 200.326 and any other applicable Federal or State regulations.

## ARTICLE VIII -NON-DISCRIMINATION

The Board shall not discriminate against any employee, agent or provider of consulting or contract services, or applicant for employment, agency or consulting or contract services on the basis of race, color, religion, gender, age, national origin, disability, or veteran status. It shall be the policy and practice of the Board to comply fully with federal and state laws, regulations, and requirements in respect of non-discrimination, affirmative action, equal employment and civil rights.

## ARTICLE IX - AMENDMENTS

These bylaws may be amended at any regular meeting of the Board with prior written notice having been given to all members of the Board at least five (5) days in advance. Approval of any amendment to the bylaws requires the affirmative vote of two-thirds of the members present and voting at a meeting at which a quorum is present and the approval by the CLEO.

## ARTICLE X - SEVERABILITY

If any provisions of these bylaws shall be found void or unenforceable for whatever reason by any court of law or equity, it is expressly intended that such provision(s) be severable, and the remainder of the bylaws shall remain in full force and effect.

## ARTICLE XI - PARLIAMENTARY PROCEDURE

The rules contained in the current edition of Robert's Rules of Order shall govern the Board in all cases to which they are applicable and in which they are not inconsistent with these by-laws and any statutes applicable to this Board.

## ARTICLE XII - INDEMNIFICATION

A. Indemnification in Third Party Proceedings. The Board shall indemnify any person who was or is a party or is threatened to be made a party to any threatened, pending or completed action, suit or proceeding, whether civil, criminal, administrative or investigative (other than an action by or in the right of the Board) by reason of the fact that he/she is or was a representative of the Board, or is or was serving at the request of the Board as a representative ofanother Board, Board, partnership, joint venture, trust or other enterprise, against expenses (including attorneys' fees), judgments, fines and amounts paid in settlement actually and reasonably incurred by him/her in connection with such inaction, suit or proceeding if he/she acted in good faith and in a manner reasonably believed to be in, or not opposed to, the best interest of the Board, and, with respect to any criminal action or proceeding, had no reasonable cause to believe his/her conduct was unlawful. The termination of any action, suit or proceeding by judgment, order, settlement, conviction, or upon a plea of nolo contendere or its equivalent, shallnot of itself create a presumption that the person did not act in good faith and in a manner which he/she reasonably believed to be in, or not opposed to, the best interests of the Board, and, with respect to any criminal action or proceeding, had reasonable cause to believe that his/her conduct was unlawful.

B. The Board shall indemnify any person who was or is a party or is threatened to be made a party to any threatened, pending or completed action or suit by or in the right of the Board to procure a judgment in its favor by reason of the fact that he/she is or was a representative of the Board, or is or was serving at the request of the Board as a representative of another against expenses (including attorneys' fees) actually and reasonably incurred in connection with the defense or settlement of such action or suit if he/she acted in good faith and in a manner he/she reasonably believed to be in, or not opposed to, the best interests of the Board; except that no indemnification shall be made in respect of any claim, issue or matter as towhich such person shall have been adjudged to be liable for negligence or misconduct in the performance of his/her duty to the Board unless and only to the extent the Court having jurisdiction over the matter or such other court shall deem proper.

C. Mandatory Indemnification. Notwithstanding any contrary provision of these By-laws, to the extent that a representative of the Board has been successful on the merits or otherwise in defense of any action, suit or proceeding referred to in either paragraph A or B immediately above, he/she shall be indemnified against expenses (including attorneys' fees) accurately and reasonably incurred by him/her in connection therewith.

D. Indemnification of Former Representatives. Each such indemnity may continue as to a person who has ceased to be a representative of the Board and may inure to the benefit of the heirs, executors, and administrators of such person.

E. Each person who shall act as an authorized representative of the Board shall be deemed to be doing so in reliance upon the rights of indemnification provided by this Article.

F. Insurance - The Board shall have the power to purchase and maintain on behalf of any person who is or was a Director, employee or agent of the Board or is or was serving at the request of the Board as a Director, Officer, employee or agent of another Board, partnership, joint venture, trust or other enterprise against any liability asserted against such person and incurred by such person in any capacity or action rising out of such person's status as such, whether or not the Board would otherwise have the power to indemnify such person against such liability.

## ARTICLE XIII - DISSOLUTION

Upon the dissolution of the corporation, the Board shall, after paying or making provisions for the payment of all the liabilities of the corporation, dispose of all assets of the corporation exclusively for the purposes of the corporation in such manner, or to such organization or organizations organized and operated exclusively for charitable, education, religion or scientific purposes as shall qualify as an exempt organization or organizations under Section 501 (c) (3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law), as the Board shall determine. Any such assets not so disposed of shall be disposed of by the circuit court of the county in which the principal office of the corporation is then located, exclusively for such purposes or to such organization(s), as said court shall determine, which are organized and operated exclusively for such purposes.

## ARTICLE XIV -ADOPTION AND EFFECTIVE DATE

These Bylaws shall become effective immediately upon the adoption by the Board.

Date ORWDB Chair

Date ORWDB Vice-Chair

Revision approval date 08/02/2023

Matt Morrow
*President*

Springfield Area Chamber of Commerce

"Everywhere Should Be Like This"

March 21, 2025

Andrea Sitzes, Chair
Ozark Region Workforce Development Board
Missouri Career Center
1660 N. Campbell Ave.
Springfield, MO 65803

Dear Andrea:

I am pleased to recommend Saul O'Dell to serve on the Workforce Development Board. I believe Saul's expertise and perspective would add significant value to the board in many ways.

Saul is a skilled and experienced professional with over two decades in the construction industry in southwest Missouri. From starting as a union carpenter to his current role as lead project manager, Saul has gained invaluable insight into the workforce needs of the trades. His personal journey—from taking a one-way ticket to New Orleans to pursue a trade, to leading major projects—demonstrates his dedication, work ethic, and deep understanding of the opportunities available in the trades. Saul is passionate about giving back to the community where he was raised and where his family continues to grow. He is eager to mentor and encourage youth considering careers in the trades and to offer his unique perspective on community development initiatives.

The Springfield Area Chamber of Commerce is proud to continue promoting the efforts of the Missouri Career Center and the Ozark Region Workforce Development Board, and I am confident Saul will be a true asset to the board.

Sincerely,

Matt Morrow
President & CEO

John Q. Hammons Enterprise Center • 202 South John Q. Hammons Parkway • PO Box 1687 • Springfield, Missouri 65801-1687
417.862.5567 • fax: 417.862.1611 • email: matt@springfieldchamber.com • www.springfieldchamber.com • @matt_morrow

# Workforce Development – Ozark Region

Financial Report as of February 2025

# Current Funding Budget & Expenditures

| 2022/2023/2024 Programs | FY23 ACTUAL | PY23 ACTUAL | FY24 ACTUAL | PY24 ACTUAL | FY25 ACTUAL | TOTAL ACTUAL | TOTAL BUDGET | % EXPENDED | Prior Year Funding | Variance | Variance Percentage |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **Workforce Innocation Opportunity Act Funds** | | | | | | | | | | | |
| PY23 - ADULT | | $128,198.00 | | | | $128,198.00 | $128,198.00 | 100.00% | 104572 | $23,626.00 | 23% |
| FY24 - ADULT | | | $523,631.00 | | | $523,631.00 | $523,631.00 | 100.00% | 467314 | $56,317.00 | 12% |
| PY24 - ADULT | | | | $126,214.00 | | $126,214.00 | $126,214.00 | 100.00% | 128198 | -$1,984.00 | -2% |
| FY25 - ADULT | | | | | $116,885.10 | $116,885.10 | $515,799.00 | 22.66% | 523631 | -$7,832.00 | -1% |
| **TOTAL ADULT** | | | | | | **$778,043.00** | **$778,043.00** | 100.00% | | | |
| PY23 - YOUTH | | $824,894.22 | | | | $824,894.22 | $849,196.00 | 97.14% | 732475 | $116,721.00 | 16% |
| PY24 - YOUTH | | | | $218,363.11 | | $218,363.11 | $834,511.00 | 26.17% | 849196 | -$14,685.00 | -2% |
| **TOTAL YOUTH** | | | | | | **$732,475.00** | **$1,683,707.00** | 43.50% | | | |
| PY23 - DISLOCATED WORKER | | $94,356.00 | | | | $94,356.00 | $94,356.00 | 100.00% | 97761 | -$3,405.00 | -3% |
| FY24 - DISLOCATED WORKER | | | $343,173.00 | | | $343,173.00 | $343,173.00 | 100.00% | 388383 | -$45,210.00 | -12% |
| PY24 - DISLOCATED WORKER | | | | $106,552.00 | | $106,552.00 | $106,552.00 | 100.00% | 94356 | $12,196.00 | 13% |
| FY25 - DISLOCATED WORKER | | | | | $160,521.94 | $160,521.94 | $387,736.00 | 41.40% | 343173 | $44,563.00 | 13% |
| **TOTAL DISLOCATED WORKER** | | | | | | **$704,602.94** | **$931,817.00** | | | | |
| FY23 - UI RESEA | $45,000.00 | | | | | $45,000.00 | $45,000.00 | 100.00% | | | |
| PY24 - SAEF 2 | | | | $7,000.00 | | $7,000.00 | $117,256.00 | 5.97% | | | |
| PY24 - 25% DW-RR BUSINESS SERVICES | | | | $0.00 | | $0.00 | $80,000.00 | 0.00% | | | |
| PY24 - EQUAL OPPORTUNITY OFFICER | | | | $3,779.56 | | $3,779.56 | $30,000.00 | 12.60% | | | |

# PY23, FY24 DWP Programs (July 2023-June 2025)

| FUND | P&G | DESCRIPTION | ACCOUNTS | ACTUAL | MONTHLY | BUDGET | BUDGET VARIANCE | % EXPENDED |
|---|---|---|---|---|---|---|---|---|
| 24100 | | DISLOCATED WORKER PY23 ADMIN | SALARY/FRINGE/OTHER | 9,435.60 | 0.00 | 9,435.60 | 0.00 | |
| 24100 | | DISLOCATED WORKER PY23 PROGRAM | SALARY & FRINGE | 42,697.54 | 0.00 | 40,300.87 | -2,396.67 | |
| 24100 | | DISLOCATED WORKER PY23 PROGRAM | PROG OTHER STAFFING COSTS | 10,884.32 | 0.00 | 19,143.40 | 8,259.08 | |
| 24100 | | DISLOCATED WORKER FY23 PROGRAM | INDIVIDUAL TRAINING ACCOUNT | 2,731.00 | 0.00 | 0.00 | -2,731.00 | |
| 24100 | | DISLOCATED WORKER PY23 PROGRAM | ON THE JOB TRAINING | 7,611.82 | 0.00 | 7,238.41 | -373.41 | |
| 24100 | | DISLOCATED WORKER PY23 PROGRAM | SUPPORTIVE SERVICES | 0.00 | 0.00 | 1,809.60 | 1,809.60 | |
| 24100 | | DISLOCATED WORKER PY23 PROGRAM | CASE MANAGER EXPENSES | 20,995.72 | 0.00 | 16,428.12 | -4,567.60 | |
| | | | TOTAL | **94,356.00** | **0.00** | **94,356.00** | **0.00** | **100.00** |
| | | | | | | | | |
| 24100 | | DISLOCATED WORKER FY24 ADMIN | SALARY/FRINGE/OTHER | 34,317.30 | 0.00 | 34,317.30 | 0.00 | |
| 24100 | | DISLOCATED WORKER FY24 PROGRAM | SALARY & FRINGE | 179,526.63 | 0.00 | 146,574.37 | -32,952.26 | |
| 24100 | | DISLOCATED WORKER FY24 PROGRAM | PROG OTHER STAFFING COSTS | 39,113.28 | 0.00 | 69,624.58 | 30,511.30 | |
| 24100 | | DISLOCATED WORKER FY24 PROGRAM | INDIRECT PROGRAM | 0.00 | 0.00 | 0.00 | 0.00 | |
| 24100 | | DISLOCATED WORKER FY24 PROGRAM | INDIVIDUAL TRAINING ACCOUNT | 15,028.91 | 0.00 | 0.00 | -15,028.91 | |
| 24100 | | DISLOCATED WORKER FY24 PROGRAM | ON THE JOB TRAINING | 14,987.75 | 0.00 | 0.00 | -14,987.75 | |
| 24100 | | DISLOCATED WORKER FY24 PROGRAM | PRE-APPRENTICESHIP | 0.00 | 0.00 | 0.00 | 0.00 | |
| 24100 | | DISLOCATED WORKER FY24 PROGRAM | INCUMBENT WORKER TRAINING | 0.00 | 0.00 | 0.00 | 0.00 | |
| 24100 | | DISLOCATED WORKER FY24 PROGRAM | WORK EXPERIENCE | 0.00 | 0.00 | 0.00 | 0.00 | |
| 24100 | | DISLOCATED WORKER FY24 PROGRAM | SUPPORTIVE SERVICES | 195.00 | 0.00 | 32,907.63 | 32,712.63 | |
| 24100 | | DISLOCATED WORKER FY24 PROGRAM | CASE MANAGER EXPENSES | 60,004.13 | 0.00 | 59,749.12 | -255.01 | |
| | | | TOTAL | **343,173.00** | **0.00** | **343,173.00** | **0.00** | **100.00** |

# PY23, FY24 Adult Programs (July 2023 – June 2025)

| FUND | P&G | DESCRIPTION | ACCOUNTS | ACTUAL | MONTHLY | BUDGET | BUDGET VARIANCE | % EXPENDED |
|---|---|---|---|---|---|---|---|---|
| 24090 | | ADULT PY23 ADMIN | SALARY/FRINGE/OTHER | 12,819.80 | 0.00 | 12,819.80 | 0.00 | |
| 24090 | | ADULT PY23 PROGRAM | SALARY & FRINGE | 83,182.05 | 0.00 | 54,755.29 | -28,426.76 | |
| 24090 | | ADULT PY23 PROGRAM | PROG OTHER STAFFING COSTS | 10,630.95 | 0.00 | 26,009.43 | 15,378.48 | |
| 24090 | | ADULT PY23 PROGRAM | INDIVIDUAL TRAINING ACCOUNT | 4,999.00 | 0.00 | 0.00 | -4,999.00 | |
| 24090 | | ADULT PY23 PROGRAM | ON THE JOB TRAINING | 0.00 | 0.00 | 9,834.56 | 9,834.56 | |
| 24090 | | ADULT PY23 PROGRAM | SUPPORTIVE SERVICES | 753.03 | 0.00 | 2,458.64 | 1,705.61 | |
| 24090 | | ADULT PY23 PROGRAM | CASE MANAGER EXPENSES | 15,813.17 | 0.00 | 22,320.28 | 6,507.11 | |
| | | | TOTAL | 128,198.00 | 0.00 | 128,198.00 | 0.00 | **100.00** |
| | | | | | | | | |
| 24090 | | ADULT FY24 ADMIN | SALARY/FRINGE/OTHER | 52,363.10 | 0.00 | 52,363.10 | 0.00 | |
| 24090 | | ADULT FY24 PROGRAM | SALARY & FRINGE | 201,243.14 | 0.00 | 223,650.71 | 22,407.57 | |
| 24090 | | ADULT FY24 PROGRAM | PROG OTHER STAFFING COSTS | 67,799.89 | 0.00 | 106,236.76 | 38,436.87 | |
| 24090 | | ADULT FY24 PROGRAM | INDIVIDUAL TRAINING ACCOUNT | 108,213.36 | 0.00 | 0.00 | -108,213.36 | |
| 24090 | | ADULT FY24 PROGRAM | ON THE JOB TRAINING | 0.00 | 0.00 | 0.00 | 0.00 | |
| 24090 | | ADULT FY24 PROGRAM | PRE-APPRENTICESHIP | 0.00 | 0.00 | 0.00 | 0.00 | |
| 24090 | | ADULT FY24 PROGRAM | WORK EXPERIENCE | 0.00 | 0.00 | 0.00 | 0.00 | |
| 24090 | | ADULT FY24 PROGRAM | SUPPORTIVE SERVICES | 0.00 | 0.00 | 50,212.16 | 50,212.16 | |
| 24090 | | ADULT FY24 PROGRAM | CASE MANAGER EXPENSES | 94,011.51 | 0.00 | 91,168.27 | -2,843.24 | |
| | | | TOTAL | 523,631.00 | 0.00 | 523,631.00 | 0.00 | **100.00** |

| | | |
|---|---|---|
| AD & DW PY23/FY24 Operating | 635,077.80 | 63% |
| AD & DW PY23/FY24 Participant | 366,340.12 | 37% |

# PY23 Youth Program (April 2023 – June 2025)

| DESCRIPTION | ACCOUNTS | Actual | MONTHLY | Budget | BUDGET VARIANCE | % EXPENDED |
|---|---|---|---|---|---|---|
| YOUTH PROG PY23 ADMIN | SALARY/FRINGE/OTHER | 82,162.18 | 14,178.14 | 84,919.60 | 2,757.42 | |
| YOUTH PY 23 PROGRAM IN SCHOOL | SALARY & FRINGE | 29,036.12 | -3,356.66 | 72,541.41 | 43,505.29 | |
| YOUTH PY 23 PROGRAM IN SCHOOL | PROG OTHER STAFFING COSTS | 13,806.74 | -10,596.54 | 34,457.99 | 20,651.25 | |
| YOUTH PY 23 PROGRAM IN SCHOOL | WORK EXPERIENCE | 0.00 | 0.00 | 5,914.07 | 5,914.07 | |
| YOUTH PY 23 PROGRAM IN SCHOOL | WORK EXPERIENCE STAFFING | 0.00 | 0.00 | 1,478.52 | 1,478.52 | |
| YOUTH PY 23 PROGRAM IN SCHOOL | IS ON THE JOB TRAINING | 0.00 | 0.00 | 3,257.25 | 3,257.25 | |
| YOUTH PY 23 PROGRAM IN SCHOOL | SUPPORTIVE SERVICES | 0.00 | 0.00 | 814.31 | 814.31 | |
| YOUTH PY 23 PROGRAM OUT SCHOOL | SALARY & FRINGE | 293,877.40 | -33,973.12 | 290,163.00 | -3,714.40 | |
| YOUTH PY 23 PROGRAM OUT SCHOOL | PROG OTHER STAFFING COSTS | 147,424.04 | -107,219.62 | 137,831.00 | -9,593.04 | |
| YOUTH PY 23 PROGRAM OUT SCHOOL | INDIVIDUAL TRAINING ACCOUNT | 110,853.00 | 110,853.00 | 0.00 | -110,853.00 | |
| YOUTH PY 23 PROGRAM OUT SCHOOL | WORK EXPERIENCE | 78,727.06 | 10,625.81 | 112,367.27 | 33,640.21 | |
| YOUTH PY 23 PROGRAM OUT SCHOOL | WORK EXPERIENCE STAFFING | 59,085.11 | 7,995.53 | 28,091.82 | -30,993.29 | |
| YOUTH PY 23 PROGRAM OUT SCHOOL | ON THE JOB TRAINING | 0.00 | 0.00 | 61,887.81 | 61,887.81 | |
| YOUTH PY 23 PROGRAM OUT SCHOOL | SUPPORTIVE SERVICES | 9,922.57 | 9,782.57 | 15,471.95 | 5,549.38 | |
| **TOTAL OBLIGATED EXPENDITURES =100%** | **TOTAL OBLIGATED WEP = 20%** | **824,894.22** | **-1,710.89** | **849,196.00** | **24,301.78** | **97.14** |

# PY24, FY25 DWP Programs (July 2024 – June 2026)

| FUND | P&G | DESCRIPTION | ACCOUNTS | ACTUAL | MONTHLY | BUDGET | BUDGET VARIANCE | % EXPENDED |
|---|---|---|---|---|---|---|---|---|
| 24100 | | DISLOCATED WORKER PY24 ADMIN | SALARY/FRINGE/OTHER | 10,655.19 | 0.00 | 10,655.19 | 0.00 | |
| 24100 | | DISLOCATED WORKER PY24 PROGRAM | SALARY & FRINGE | 53,406.63 | 0.00 | 44,751.36 | -8,655.27 | |
| 24100 | | DISLOCATED WORKER PY24 PROGRAM | PROG OTHER STAFFING COSTS | 15,710.98 | 0.00 | 22,251.36 | 6,540.38 | |
| 24100 | | DISLOCATED WORKER PY24 PROGRAM | INDIVIDUAL TRAINING ACCOUNT | 0.00 | 0.00 | 3,020.05 | 3,020.05 | |
| 24100 | | DISLOCATED WORKER PY24 PROGRAM | ON THE JOB TRAINING | 0.00 | 0.00 | 7,027.15 | 7,027.15 | |
| 24100 | | DISLOCATED WORKER PY24 PROGRAM | SUPPORTIVE SERVICES | 0.00 | 0.00 | 0.00 | 0.00 | |
| 24100 | | DISLOCATED WORKER PY24 PROGRAM | CASE MANAGER EXPENSES | 26,779.20 | 0.00 | 18,846.89 | -7,932.31 | |
| | | | TOTAL | **106,552.00** | **0.00** | **106,552.00** | **0.00** | **100.00** |
| | | | | | | | | |
| 24100 | | DISLOCATED WORKER FY25 ADMIN | SALARY/FRINGE/OTHER | 30,832.05 | 7,220.25 | 38,773.60 | 7,941.55 | |
| 24100 | | DISLOCATED WORKER FY25 PROGRAM | SALARY & FRINGE | 91,826.40 | 12,080.32 | 167,225.13 | 75,398.73 | |
| 24100 | | DISLOCATED WORKER FY25 PROGRAM | PROG OTHER STAFFING COSTS | 9,411.62 | 3,036.26 | 76,484.30 | 67,072.68 | |
| 24100 | | DISLOCATED WORKER FY25 PROGRAM | INDIRECT PROGRAM | 0.00 | 0.00 | 16,000.00 | 16,000.00 | |
| 24100 | | DISLOCATED WORKER FY25 PROGRAM | INDIVIDUAL TRAINING ACCOUNT | 0.00 | 0.00 | 15,645.92 | 15,645.92 | |
| 24100 | | DISLOCATED WORKER FY25 PROGRAM | ON THE JOB TRAINING | 0.00 | 0.00 | 0.00 | 0.00 | |
| 24100 | | DISLOCATED WORKER FY25 PROGRAM | PRE-APPRENTICESHIP | 0.00 | 0.00 | 0.00 | 0.00 | |
| 24100 | | DISLOCATED WORKER FY25 PROGRAM | INCUMBENT WORKER TRAINING | 0.00 | 0.00 | 0.00 | 0.00 | |
| 24100 | | DISLOCATED WORKER FY25 PROGRAM | WORK EXPERIENCE | 0.00 | 0.00 | 0.00 | 0.00 | |
| 24100 | | DISLOCATED WORKER FY25 PROGRAM | SUPPORTIVE SERVICES | 0.00 | 0.00 | 5,000.00 | 5,000.00 | |
| 24100 | | DISLOCATED WORKER FY25 PROGRAM | CASE MANAGER EXPENSES | 28,451.87 | 18,895.20 | 68,607.05 | 40,155.18 | |
| | | | TOTAL | **160,521.94** | **41,232.03** | **387,736.00** | **227,214.06** | **41.40** |

# PY24, FY25 Adult Programs (July 2024 – June 2026)

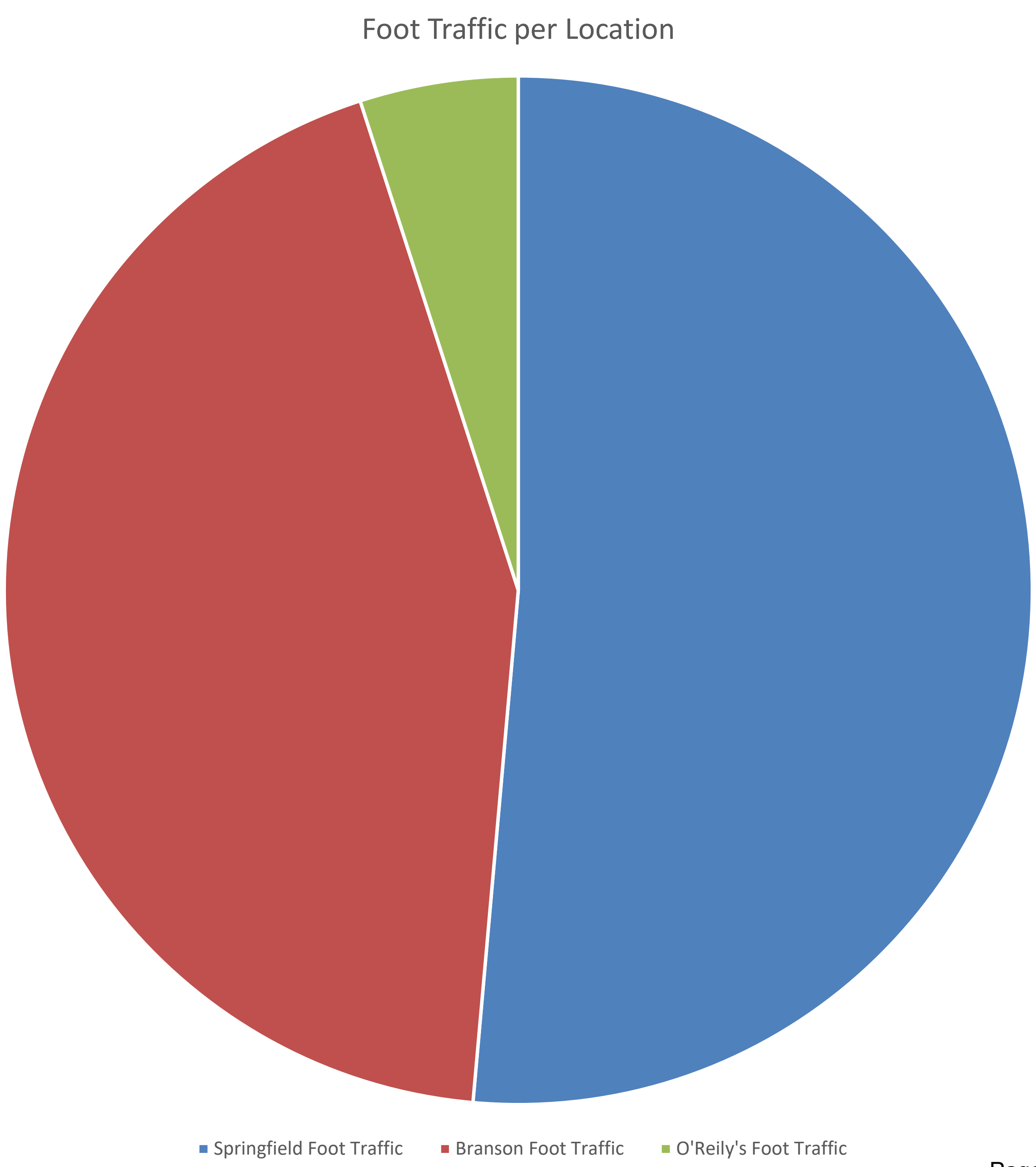
| FUND | P&G | DESCRIPTION | ACCOUNTS | ACTUAL | MONTHLY | BUDGET | BUDGET VARIANCE | % EXPENDED |
|---|---|---|---|---|---|---|---|---|
| 24090 | | ADULT PY24 ADMIN | SALARY/FRINGE/OTHER | 12,621.39 | 0.00 | 12,621.39 | 0.00 | |
| 24090 | | ADULT PY24 PROGRAM | SALARY & FRINGE | 82,575.87 | 55,249.22 | 53,132.27 | -29,443.60 | |
| 24090 | | ADULT PY24 PROGRAM | PROG OTHER STAFFING COSTS | 17,247.38 | 5,019.80 | 26,198.90 | 8,951.52 | |
| 24090 | | ADULT PY24 PROGRAM | INDIVIDUAL TRAINING ACCOUNT | 0.00 | 0.00 | 10,928.80 | 10,928.80 | |
| 24090 | | ADULT PY24 PROGRAM | ON THE JOB TRAINING | 0.00 | 0.00 | 0.00 | 0.00 | |
| 24090 | | ADULT PY24 PROGRAM | SUPPORTIVE SERVICES | 0.00 | 0.00 | 1,000.00 | 1,000.00 | |
| 24090 | | ADULT PY24 PROGRAM | CASE MANAGER EXPENSES | 13,769.36 | 2,785.82 | 22,332.64 | 8,563.28 | |
| | | | TOTAL | 126,214.00 | 63,054.84 | 126,214.00 | 0.00 | **100.00** |
| | | | | | | | | |
| 24090 | | ADULT FY25 ADMIN | SALARY/FRINGE/OTHER | 27,734.72 | 17,973.08 | 51,579.90 | 23,845.18 | |
| 24090 | | ADULT FY25 PROGRAM | SALARY & FRINGE | 43,467.57 | 10,936.60 | 222,135.76 | 178,668.19 | |
| 24090 | | ADULT FY25 PROGRAM | PROG OTHER STAFFING COSTS | 11,889.83 | 11,889.83 | 102,067.08 | 90,177.25 | |
| 24090 | | ADULT FY25 PROGRAM | INDIVIDUAL TRAINING ACCOUNT | 9,306.94 | 9,306.94 | 43,749.44 | 34,442.50 | |
| 24090 | | ADULT FY25 PROGRAM | ON THE JOB TRAINING | 0.00 | 0.00 | 0.00 | 0.00 | |
| 24090 | | ADULT FY25 PROGRAM | PRE-APPRENTICESHIP | 0.00 | 0.00 | 0.00 | 0.00 | |
| 24090 | | ADULT FY25 PROGRAM | WORK EXPERIENCE | 0.00 | 0.00 | 0.00 | 0.00 | |
| 24090 | | ADULT FY25 PROGRAM | SUPPORTIVE SERVICES | 0.00 | 0.00 | 5,000.00 | 5,000.00 | |
| 24090 | | ADULT FY25 PROGRAM | CASE MANAGER EXPENSES | 24,486.04 | 24,486.04 | 91,266.82 | 66,780.78 | |
| | | | TOTAL | 116,885.10 | 74,592.49 | 515,799.00 | 398,913.90 | **22.66** |

| | | |
|---|---|---|
| AD & DW PY24/FY25 Operating | 325,536.28 | 76% |
| AD & DW PY24/FY25 Participant | 102,793.41 | 24% |

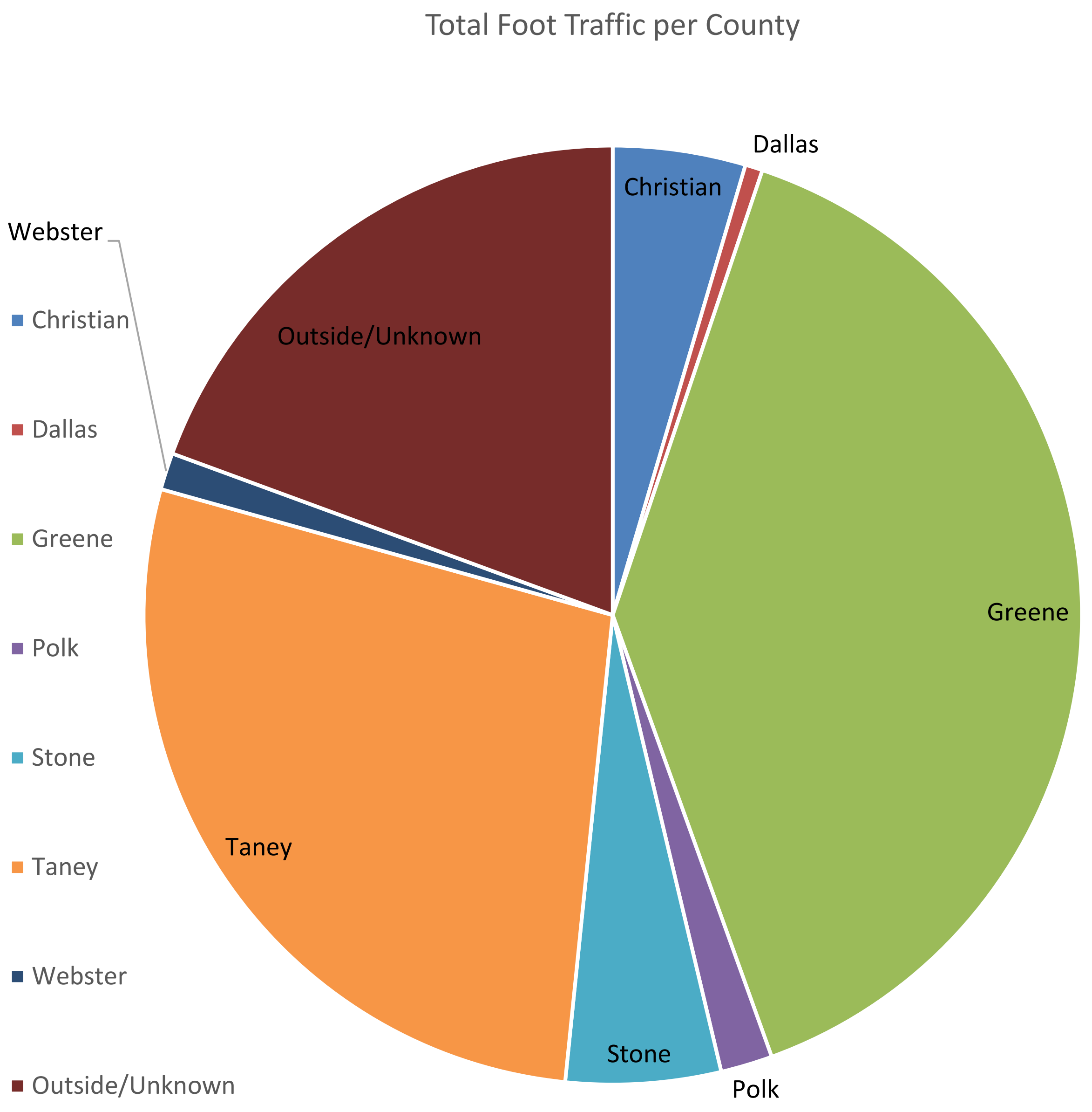
# PY24 Youth Program (April 2024 – June 2026)

| DESCRIPTION | ACCOUNTS | Actual | MONTHLY | Budget | BUDGET VARIANCE | % EXPENDED |
|---|---|---|---|---|---|---|
| YOUTH PROG PY24 ADMIN | SALARY/FRINGE/OTHER | 1,638.55 | 1,638.55 | 83,451.10 | 81,812.55 | |
| YOUTH PY 24 PROGRAM IN SCHOOL | SALARY & FRINGE | 12,219.62 | 5,974.86 | 35,011.45 | 22,791.83 | |
| YOUTH PY 24 PROGRAM IN SCHOOL | PROG OTHER STAFFING COSTS | 1,396.92 | 990.99 | 17,263.71 | 15,866.79 | |
| YOUTH PY 24 PROGRAM IN SCHOOL | WORK EXPERIENCE | 0.00 | 0.00 | 3,376.24 | 3,376.24 | |
| YOUTH PY 24 PROGRAM IN SCHOOL | WORK EXPERIENCE STAFFING | 0.00 | 0.00 | 7,269.94 | 7,269.94 | |
| YOUTH PY 24 PROGRAM IN SCHOOL | SUPPORTIVE SERVICES | 0.00 | 0.00 | 2,500.00 | 2,500.00 | |
| YOUTH PY 24 PROGRAM IN SCHOOL | IS INDIRECT | 0.00 | 0.00 | 1,000.00 | 1,000.00 | |
| YOUTH PY 24 PROGRAM OUT SCHOOL | SALARY & FRINGE | 232,172.85 | 113,522.45 | 315,103.10 | 82,930.25 | |
| YOUTH PY 24 PROGRAM OUT SCHOOL | PROG OTHER STAFFING COSTS | 27,685.00 | 19,743.25 | 155,373.46 | 127,688.46 | |
| YOUTH PY 24 PROGRAM OUT SCHOOL | YOUTH INDIVIDUAL TRAINING ACCOUNT | 464.00 | 464.00 | 45,000.00 | 44,536.00 | |
| YOUTH PY 24 PROGRAM OUT SCHOOL | WORK EXPERIENCE | 0.00 | -1,872.92 | 63,127.62 | 63,127.62 | |
| YOUTH PY 24 PROGRAM OUT SCHOOL | WORK EXPERIENCE STAFFING | 1,999.17 | 1,999.17 | 75,929.64 | 73,930.47 | |
| YOUTH PY 24 PROGRAM OUT SCHOOL | SUPPORTIVE SERVICES | 250.00 | 250.00 | 25,104.74 | 24,854.74 | |
| YOUTH PY 24 PROGRAM OUT SCHOOL | OS INDIRECT | 0.00 | 0.00 | 5,000.00 | 5,000.00 | |
| **TOTAL OBLIGATED EXPENDITURES =0%** | **TOTAL OBLIGATED WEP = 10.4%** | **277,826.11** | **142,710.35** | **834,511.00** | **556,684.89** | **33.29** |

| | |
|---|---|
| Total Services | 13236 |
| Total Foottraffic | 10272 |
| Springfield Services | 7515 |
| Springfield Foot Traffic | 5557 |
| Branson Services | 5721 |
| Branson Foot Traffic | 4715 |
| O'Reily's Foot Traffic | 538 |
| Total Visits | 10810 |
| 2024-2025 Expenditures | $ 1,234,512.00 |
| Cost Per Participant | $114.20 |

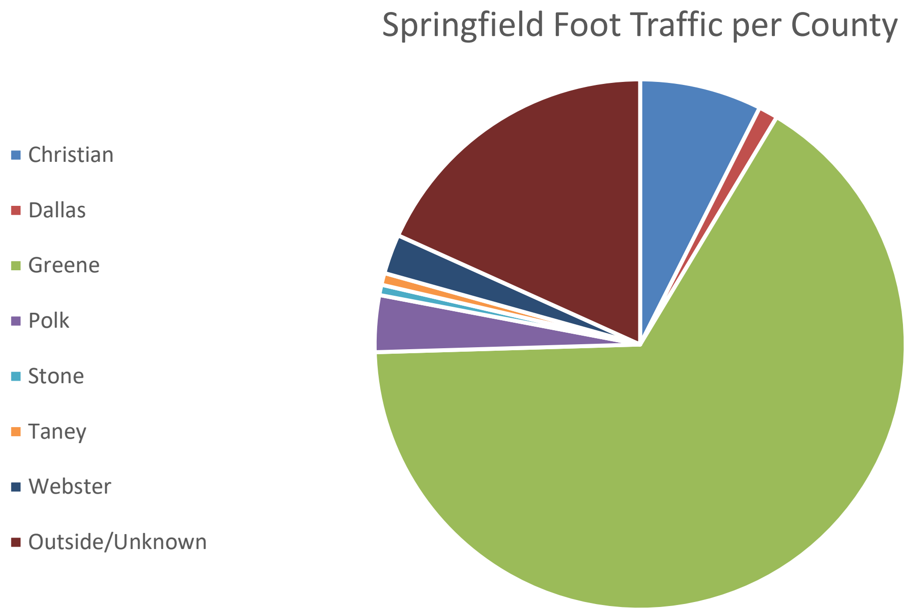


| | | |
|---|---|---|
| Christian | 494 $ | 56,414.80 |
| Dallas | 65 $ | 7,423.00 |
| Greene | 4251 $ | 485,464.20 |
| Polk | 193 $ | 22,040.60 |
| Stone | 577 $ | 65,893.40 |
| Taney | 2995 $ | 342,029.00 |
| Webster | 137 $ | 15,645.40 |
| Outside/Unknown | 2098 $ | 239,591.60 |



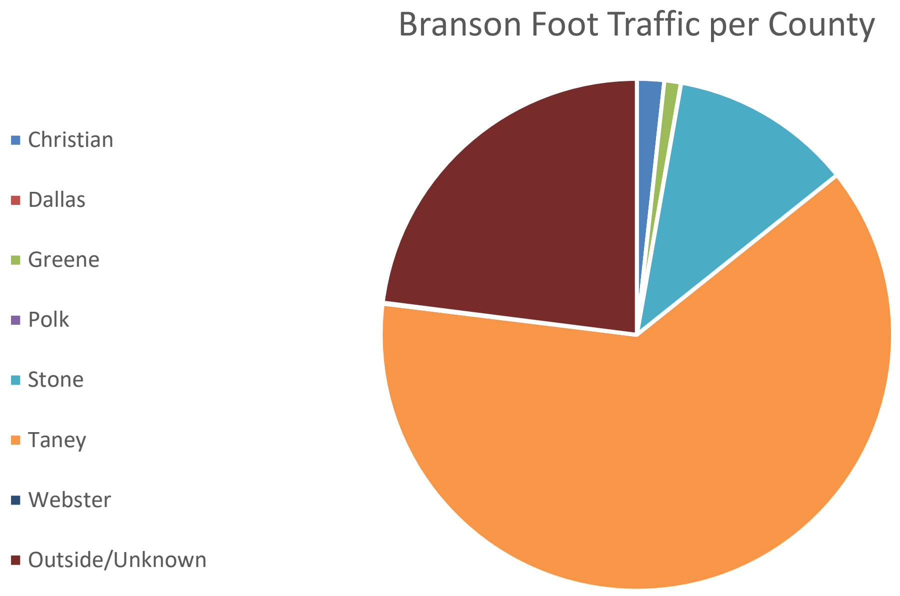
## Counties out of Springfield

| | |
|---|---|
| Christian | 413 |
| Dallas | 65 |
| Greene | 3664 |
| Polk | 192 |
| Stone | 35 |
| Taney | 40 |
| Webster | 134 |
| Outside/Unknown | 1014 |




## Counties out of Branson

| | |
|---|---|
| Christian | 81 |
| Dallas | 0 |
| Greene | 49 |
| Polk | 1 |
| Stone | 542 |
| Taney | 2955 |
| Webster | 3 |
| Outside/Unknown | 1084 |



# Board Budget

| | | |
|---|---|---|
| FY23 | $ | 19,446.33 |
| FY24 | $ | 18,597.61 |
| Total | $ | 38,043.94 |
| Expended | $ | 8,284.84 |
| Expected | $ | 900.00 |
| Remaining | **$** | **28,859.10** |

| Expended Line Item Breakdown | | |
|---|---|---|
| CONSULTING | | $6,300.00 |
| FOOD SUPPLIES | | $107.70 |
| INSURANCE PREMIUM | | $1,075.00 |
| MEMBERSHIP DUES | | $15.00 |
| NON-CAPITAL COMPUTER | | $149.90 |
| OTHER PROFESSIONAL S | | $629.00 |
| POSTAGE | | $8.24 |
| | | **$8,284.84** |

| Expected Line Item Breakdown | | |
|---|---|---|
| CONSULTING (Bill) | | $900.00 |
| | | **$900.00** |

# Review, Discussion, Questions

110 Park Central Square
Springfield, MO 65806

**PROFESSIONAL SERVICES CONTRACT**

| | |
|---|---|
| **CLIENT NAME:** Ozark Region Workforce Development Board | **CONTACT:** Andrea Sitzes, Chair |
| **ADDRESS:** 1661 N. Boonville Ave<br>Springfield, MO 65803 | **TELEPHONE NUMBER:** 1- 573-578-6608<br>**EMAIL:** asitzes@arvest.com |

**GENERAL CONTRACT INFORMATION**

**SMCOG (Contractor) CONTACT PERSONNEL:**

**Fiscal:** Morganza Byrd, Fiscal Manager
**Phone:** 1 (417) 836-3342
**Email:** MByrd@MissouriState.edu

**Administrative:** Jason Ray, Executive Director
**Phone:** 1 (417) 836-6977
**Email:** JasonRay@MissouriState.edu

**CONTRACT TITLE:** 2025 Workforce Development Investment Agreement – ORWDB

**CONTRACT PERIOD:** Upon execution to December 1, 2025

**MAXIMUM CONTRACT AMOUNT:** $23,700

**DEBARMENT CERTIFICATION:** The Client certifies that it and its principals are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal Department or Agency.

**DESCRIPTION OF SERVICES:** SMCOG agrees to provide financial support in the amount of $23,700 to ORWDB for the purpose of completing its strategic planning process. These funds are made available through a workforce development investment by Greene County, and SMCOG will work with ORWDB to identify opportunities for reimbursement of these funds through local, private, or other eligible resources.

**CONTRACT TERMS & PAYMENT SCHEDULE:**

1. **Disbursement of Funds:**
   - SMCOG shall disburse the $23,700 to ORWDB or its affiliates within **ten (10) days** of receiving the funds from Greene County.
   - ORWDB shall use these funds solely to pay DADCO Consulting Services, Inc. to complete the desired scope of work to include strategic planning and other workforce development support functions.
2. **Reimbursement Considerations:**
   - The parties acknowledge that the strategic planning and other services funded through this agreement will provide long-term benefits to the regional workforce system, including local governments, economic development organizations, and private employers. As additional contributions or investments are secured from other public entities, private sector partners, or regional stakeholders who also benefit from this effort, ORWDB agrees to pursue and allocate such funds to reimburse the amount provided by Greene County. This approach is intended to more equitably distribute the cost of the regional workforce development investment and recognize the shared value across the broader community.
   - ORWDB is working to secure additional private and local funding sources. SMCOG will assist ORWDB in identifying opportunities to offset or reimburse Greene County's investment through local resources.
   - Any funds secured by ORWDB for this purpose shall be directed to SMCOG to facilitate potential reimbursement to Greene County by December 1, 2025.

3. **Financial Responsibility**
    - ORWDB understands that this arrangement does not constitute a loan but is structured with the intent to offset the investment made by Greene County.
    - SMCOG assumes no financial liability beyond the funds received from ORWDB. If ORWDB is unable to secure sufficient resources for reimbursement, SMCOG will coordinate with Greene County and ORWDB to evaluate next steps but shall not be held liable for the unpaid balance.
4. **Use of Funds:**
    - The funds shall be used exclusively for the ORWDB to complete the desired scope of work with DADCO Consulting Services, Inc. for strategic planning and other workforce development support functions.
5. **Cancellation Policy:**
    - Either party may cancel this agreement with **30 days' written notice**. If cancellation occurs after funds have been transferred, all parties shall work in good faith to evaluate potential reimbursement opportunities.
6. **Legal Authority:**
    - Each party represents and warrants that it has the legal authority to enter into this Agreement and fulfill its obligations.
7. **Governing Law:**
    - This Agreement shall be governed by and construed in accordance with the laws of the State of Missouri.
8. **Entire Agreement:**
    - This Agreement constitutes the entire agreement between the parties and supersedes all prior agreements, whether written or oral. Any modifications must be made in writing and signed by both parties.

**APPROVED AND ACCEPTED:**

| **Southwest Missouri Council of Governments (SMCOG)** | **Ozark Region Workforce Development Board (ORWDB)** |
| --- | --- |
| ______________________ | ______________________ |
| **Signature** | **Signature** |
| ______________________ | ______________________ |
| **Title** | **Title** |
| ______________________ | ______________________ |
| **Date** | **Date** |

# Performance

PY 2024 Q2

# Program Year

- Program Year 24/25

A Program year runs from July 1 to June 30. Program Year 24/25 started on July 1, 2024 and will end on June 30, 2025.

- Quarters. Since the program year starts at July 1, the following are the quarters for performance:
  - July – September Quarter 1
  - October – December Quarter 2
  - January – March Quarter 3
  - April – June Quarter 4

# Measures

- The Workforce Innovation and Opportunity Act outlines the performance measures that must be followed.  They include:
  - Employment Quarter 2-Exiters
  - Employment Quarter 4-Exiters
  - Credential-Exiters
  - Skill Gains-Enrolled in training for the current year
  - Median Earnings-Exiters

# Employment & Median Earnings

- Obtained by matching the MOJobs system and the UI System
- Median Earnings
  - The median earnings value is the **wage in the middle of the rank order list**. Median = the middle value of a set of ordered data. If the list rank order of earnings contains an even number of values, sum the two middle values and divide by two.

# Exiters

- Participants who were enrolled and exited out of the program after 90 days of no services.

# When does the impact occur?

- [WIOA Performance Indicators - Definitions and Timing]

## Data status

| | |
|---|---|
| Current year: | PY24 |
| WIOA indicators calculated into: | PY24-Q2 |
| Current month: | PY24-Dec |
| Most recent registration: | 12/31/2024 |
| Most recent exiter date: | 12/19/2024 |
| Date site updated: | 02/18/2025 |
| Date file created: | 02/14/2025 |

# Performance PY 2024-2025 Q2

| | |
|---|---|
| Green | Meeting 100% or more in performance |
| Yellow | Meeting the 90% of goal |
| Red | Not meeting performance |

# Adult



Performance | Contribution

| Indicator | Actual | LWDB Plan | % Achieved | num | den |
|---|---|---|---|---|---|
| Employment Q2 | 64.71% | 71.50% | 90.50% | 22 | 34 |
| Employment Q4 | 60.00% | 71.00% | 84.51% | 102 | 170 |
| Credential | 66.67% | 76.00% | 87.72% | 8 | 12 |
| Skill Gains | 78.05% | 65.00% | 120.08% | 32 | 41 |
| Median Earnings | $6,255.15 | $6,600.00 | 94.77% | 22 | 0 |

Credential—Numerator is 8 and the Denominator is 12, resulting in 66.67%. 76% is the negotiated goal. 66.67% is 87.72% of the goal. If we obtained one more credential, that would put us at 75% or 98.6% of the goal. We must achieve at least 90% percent of the goal.

# Dislocated Worker

| Performance | Contribution |
|---|---|

| Indicator | Actual | LWDB Plan | % Achieved | num | den |
|---|---|---|---|---|---|
| Employment Q2 | 85.71% | 76.50% | 112.04% | 6 | 7 |
| Employment Q4 | 73.68% | 75.50% | 97.59% | 56 | 76 |
| Credential | 25.00% | 79.00% | 31.65% | 1 | 4 |
| Skill Gains | 72.73% | 55.00% | 132.23% | 8 | 11 |
| Median Earnings | $10,321.98 | $8,100.00 | 127.43% | 6 | 0 |

Dislocated Worker Credential—must achieve at least two more to make 94% of the goal.

# Youth



Performance | Contribution

| Indicator | Actual | LWDB Plan | % Achieved | num | den |
|---|---|---|---|---|---|
| Employment Q2 | 85.71% | 77.50% | 110.60% | 6 | 7 |
| Employment Q4 | 75.00% | 72.00% | 104.17% | 6 | 8 |
| Credential | 0% | 64.00% | 0% | 0 | 0 |
| Skill Gains | 30.77% | 47.00% | 65.47% | 4 | 13 |
| Median Earnings | $5,536.30 | $4,400.00 | 125.83% | 6 | 0 |

Credential is expected to meet performance in the third quarter as there will be one in the Numerator and one in the Denominator making it 100%.

To meet Skill Gains, we need at least two more in the numerator, to make 97.8% of the goal or 46%.

# Wagner-Peyser

| Performance | Contribution |
|---|---|

| Indicator | Actual | LWDB Plan | % Achieved | num | den |
|---|---|---|---|---|---|
| Employment Q2 | 70.04% | 73.00% | 95.95% | 1,190 | 1,699 |
| Employment Q4 | 73.54% | 69.00% | 106.58% | 1,826 | 2,483 |
| Credential | 0% | 0% | 0% | 0 | 0 |
| Skill Gains | 0% | 0% | 0% | 0 | 0 |
| Median Earnings | $7,695.71 | $7,000.00 | 109.94% | 1,190 | 0 |

We do not negotiate Wagner-Peyser numbers.

| Program | Measure | Goal | Quarter 1 | Quarter 2 | | Quarter 3 | Quarter 4 |
|---|---|---|---|---|---|---|---|
| Adult | Employment Quarter 2 | **71.5%** | 71.43% | 64.71% | 64.71% | | |
| | Employment Quarter 4 | **71%** | 58.52% | 60% | 60% | | |
| | Credential | **76%** | 83.33% | 66.67% | 66.67% | | |
| | Skill Gains | **54%** | 18.18% | 53.85% | 78.05% | | |
| | Median Earnings | **$6,600** | $6,482.21 | $6,255.15 | $6,255.15 | | |
| DW | Employment Quarter 2 | **76.50%** | 75% | 85.71% | 85.71% | | |
| | Employment Quarter 4 | **75.50%** | 72.22% | 73.68% | 73.68% | | |
| | Credential | **79%** | 25% | 25% | 25% | | |
| | Skill Gains | **60%** | 22.22% | 54.55% | 72.73% | | |
| | Median Earnings | **$8,100** | N/A | $12,417.70 | 10,321.98 | | |
| Youth | Employment Quarter 2 | **77.50%** | 100%* | 85.71% | 85.71% | | |
| | Employment Quarter 4 | **70%** | 100%* | 75.00% | 75.00% | | |
| | Credential | **64%** | 0** | 0** | 0** | | |
| | Skill Gains | **55%** | 0 | 15.38% | 30.77% | | |
| | Median Earnings | **$4,400** | N/A | $5,536.30 | $5,536.30 | | |

- *Only one in the numerator and denominator
- ** Nothing in the numerator or denominator

# What's Being Done

- Review Rosters
- Increased Outreach
- Constant Contact
- Signed Releases

# Rosters

| Participant ID | DOB | Report Date | den | num | reason code | Reason |
|---|---|---|---|---|---|---|
| 003125361750 | 19640807 | PY24-Q1-Jul | 1 | 1 | 0 | Included |
| 003125456553 | 19970301 | PY24-Q3-Jan | 1 | 1 | 98 | Pending Success |
| 003124669746 | 19821007 | PY25-Q3-Jan | 1 | 1 | 98 | Pending Success |
| 003123679964 | 19870108 | PY25-Q2-Dec | 1 | 0 | 99 | Pending |
| 003123215187 | 19730401 | PY25-Q2-Dec | 1 | 1 | 98 | Pending Success |
| 003125461077 | 19611226 | PY25-Q3-Feb | 1 | 1 | 98 | Pending Success |
| 003124315427 | 20031229 | PY24-Q1-Jul | 1 | 1 | 0 | Included |
| 003111796213 | 19900221 | PY25-Q3-Feb | 1 | 1 | 98 | Pending Success |
| 003124696241 | 19720124 | PY24-Q1-Sep | 1 | 1 | 0 | Included |
| 003125531610 | 19550708 | PY25-Q3-Jan | 1 | 1 | 98 | Pending Success |
| 003125492791 | 19800724 | PY25-Q2-Nov | 1 | 1 | 98 | Pending Success |
| 000012628667 | 19890116 | PY24-Q3-Feb | 1 | 0 | 99 | Pending |
| 003124125513 | 19950403 | PY24-Q4-May | 1 | 0 | 99 | Pending |
| 003100613415 | 19670917 | PY25-Q2-Oct | 1 | 0 | 99 | Pending |
| 003125414943 | 19800421 | PY24-Q2-Oct | 1 | 0 | 5 | Did not Attain Credential within 1 year of Exit |

# Training

- *59 Individuals actively participating in training
  - 40 Adult
  - 7 Dislocated Worker
  - 20 Youth**
- Tied to Credentials & Skill Gains
- 16 funded through WIOA
  - 9 Adult—Average cost $2,963 for tuition
  - 2 Dislocated Worker—Average Cost $1,219 for tuition
  - 10 Youth—Average Cost $11,131 for tuition**
- *Includes those co-enrolled, where WIOA did not necessarily pay tuition (payer of last resort)
- **Based on the Youth's fiscal year April 1, 2024 – March 30, 2025

# What’s Not Fully Counted

- Work Experience
- Supportive Services
- *Visits to the Job Center
- Intensive Case Management

*Those enrolled in services counted in Employment Quarter 2 & Employment Quarter 4

# Work Experience

- *15 youth have participated in work experience opportunities during the PY24/25 program year. Participants received at least minimum wage, which increased to $13.75 per hour in January. Participants can have up to 400 hours of work experience. Penmac serves as the employer of record and covers payroll and workman's compensation.

*Some may have started before July 1, 2024.

# Cost

- Youth Work Experience Expenditures
  - $62,810.04
  - Average of $4,187.34 per person

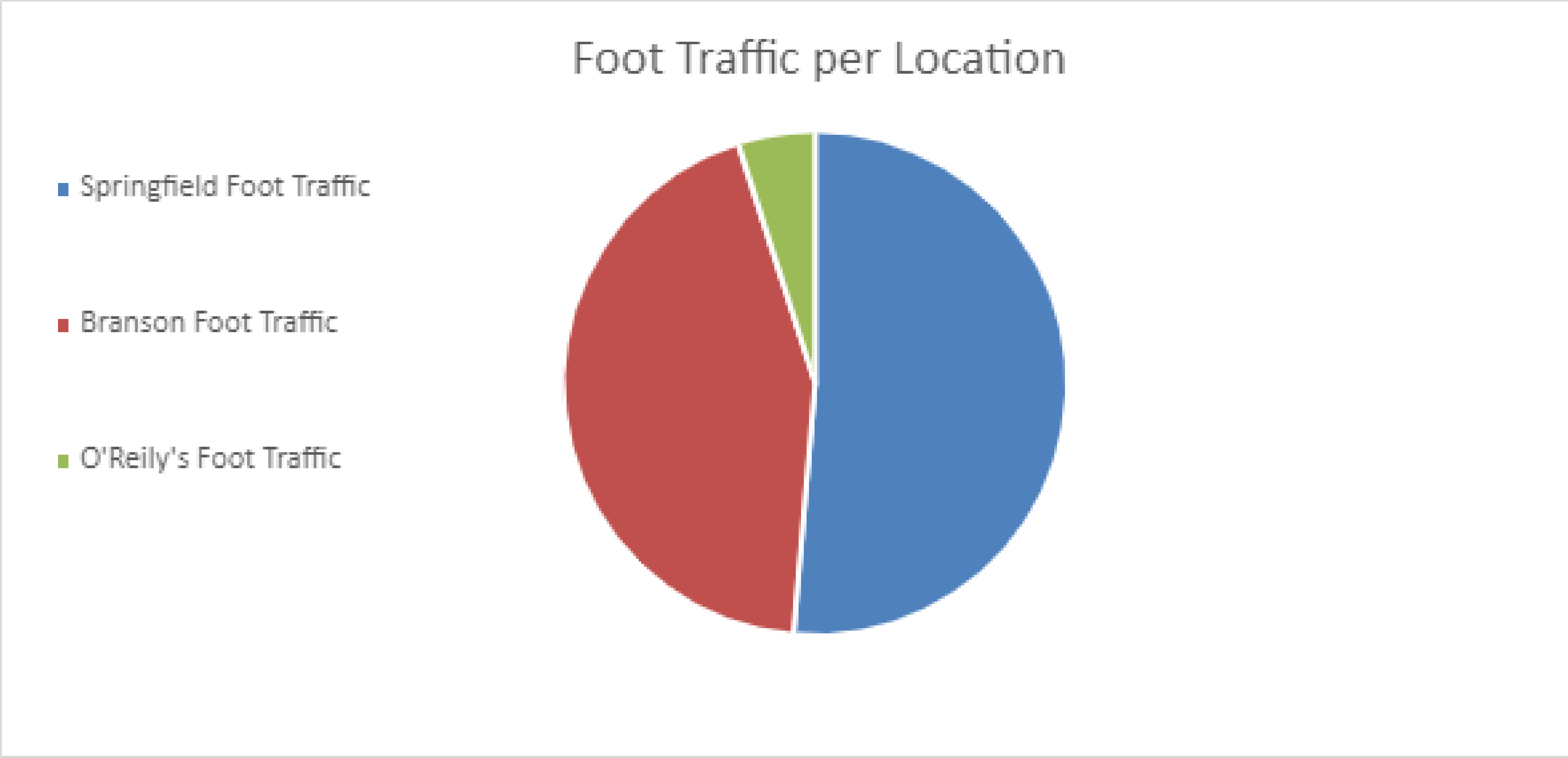
# Supportive Services

- 17 individuals have been assisted with Supportive Services with a total of 54 supportive services.
  - Supportive services include transportation assistance (gas cards and bus passes) and work related assistance such as apparel for work.
  - Total cost for supportive services =$10,172.57
  - Average cost per individual =$598.39

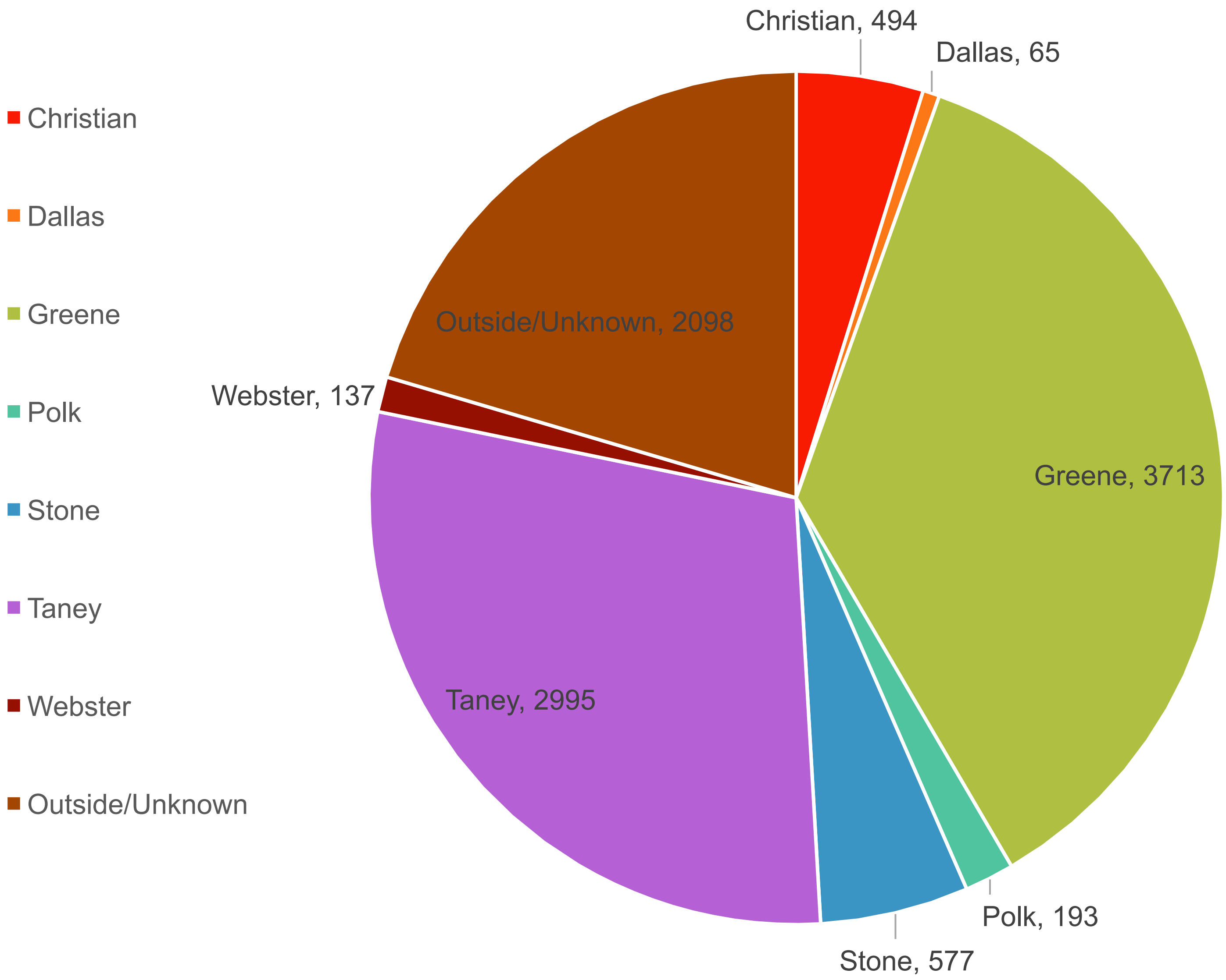
# Visits to the Job Center July 1 – February 28

- 5,557 have been assisted by staff in Springfield
- 4,715 have been assisted by staff in Branson
- 538 Visitors were recorded for the North Office

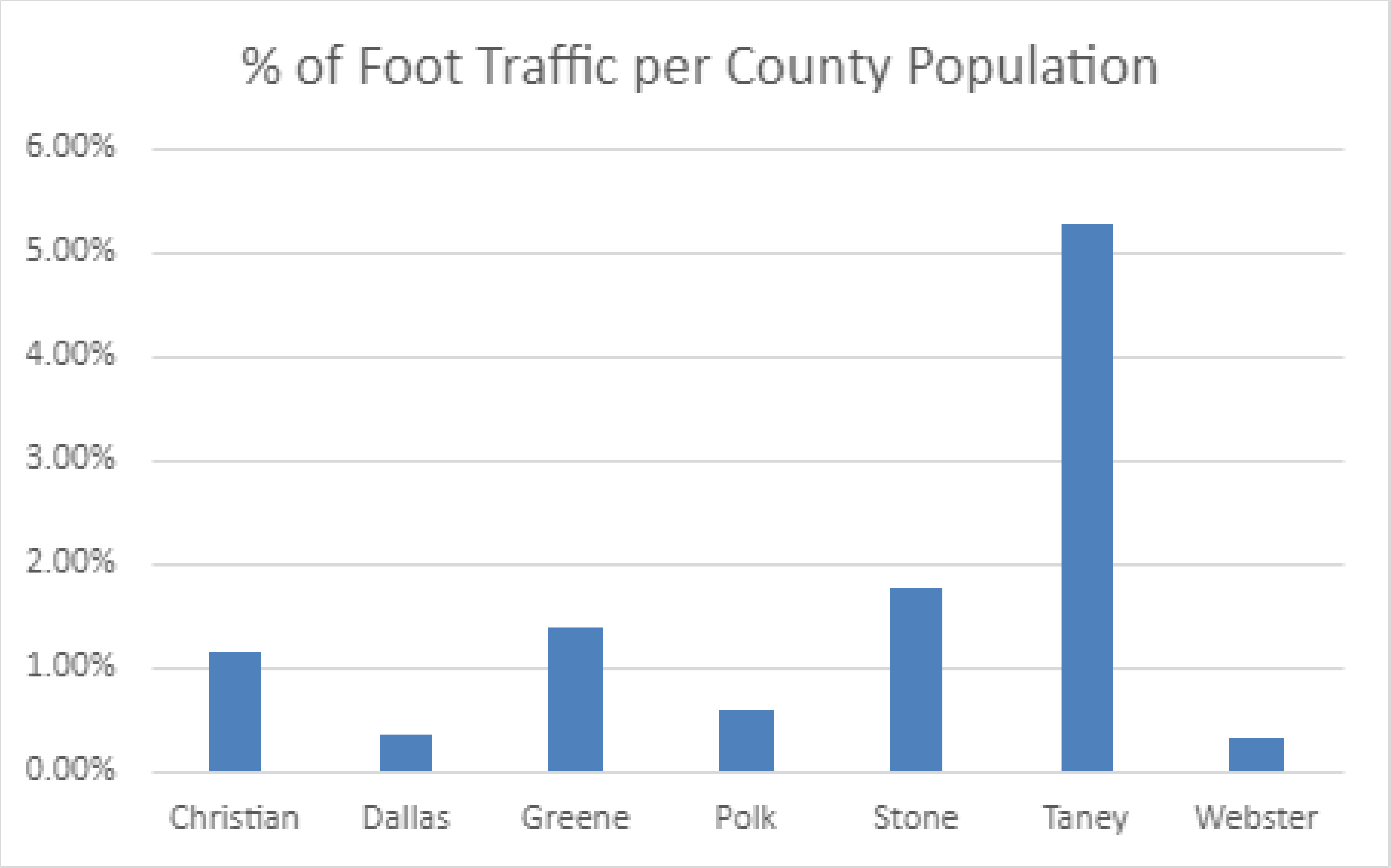
- Total of 10,810


Foot Traffic per Location
Springfield Foot Traffic
Branson Foot Traffic
O'Reily's Foot Traffic

# Total Foot Traffic per County



| Counties Total | |
|---|---|
| Christian | 494 |
| Dallas | 65 |
| Greene | 4251 |
| Polk | 193 |
| Stone | 577 |
| Taney | 2995 |
| Webster | 137 |
| Outside/Unknown | 2098 |


% of Foot Traffic per County Population
6.00%
5.00%
4.00%
3.00%
2.00%
1.00%
0.00%
Christian
Dallas
Greene
Polk
Stone
Taney
Webster

County Populations

| County | County Population | County Foot Traffic | % of Pop. |
|---|---|---|---|
| Christian | 42422 | 494 | 1.16% |
| Dallas | 17768 | 65 | 0.37% |
| Greene | 304611 | 4251 | 1.40% |
| Polk | 32780 | 193 | 0.59% |
| Stone | 32658 | 577 | 1.77% |
| Taney | 56775 | 2995 | 5.28% |
| Webster | 41472 | 137 | 0.33% |

# Intensive Case Management

- Working with individuals on their barriers
- Consistent contact and follow-up

# Cost Per

- 2024-2025 Expenditures $1,234,512
- 10, 810 visits
- Cost Per $114.20

# Percentages

| | | | |
|---|---|---|---|
| AD & DW PY23/FY24 Operating | 635,077.80 | | 63% |
| AD & DW PY23/FY24 Participant | 366,340.12 | | 37% |
| | | | |
| AD & DW PY24/FY25 Operating | 325,536.28 | | 76% |
| AD & DW PY24/FY25 Participant | 102,793.41 | | 24% |

**One-Stop Operator Report**
**April 2, 2025**

For the April 2025 Ozark Region Workforce Board Meeting.

## Community Outreach & Hiring Events

1. On Feb. 25, the Branson office hosted a Jobapalooza Hiring Event & Veteran Resource Fair. There were 16 employers and 7 resource providers who participated along with 63 job seekers. Another event is being planned for mid-June.
2. Plans are being made for the first Multi-Industry Hiring Event at our new location. The event will be April 30 from 9:30 – 12:30. Employer invitations will be going out this week. We hope to have between 25-30 employers participate.
3. Build My Future is coming up on April 16 at the Fairgrounds. To date 3,500+ students and over 300 adults have registered to attend.
4. New Infrastructure Agreements for the upcoming fiscal year will be sent to partners in the next few weeks. We are currently waiting on bids for a new cleaning contract to be completed. Once we know the new cost, we will be able to figure shared costs for partners for FY25-26.

Respectfully submitted,
Katherine Proctor