

MEMO

TO: Northwest Region Workforce Investment Board,
Chief Elected Officials, & Interested Parties

FROM: Lisa McGhee, WIB Chair
Becky Steele, WIB Director

DATE: August 13, 2009

RE: Workforce Investment Board Meeting
Tuesday, September 1, 2009
Christopher S. "Kit" Bond Science and Technology Incubator
St. Joseph, MO

The Northwest Workforce Investment Board will hold a meeting on Tuesday, September 1 at the Christopher S. "Kit" Bond Science and Technology Incubator located just west of the Missouri Western State University (MWSU) campus. The address is 4221 Mitchell Avenue in St. Joseph.

Directions to Christopher S. "Kit" Bond Science and Technology Incubator:

If coming from the east on Highway 36, take the S Riverside Road exit and turn right. Turn left on Mitchell Avenue and drive past the MWSU campus. The Christopher S. "Kit" Bond Science and Technology Incubator will be on your right just after the I-29 overpass.

If coming from the north on I-29, take the Frederick Blvd exit (#47) and turn right. Turn left on Woodbine and left again on Mitchell Ave. The Christopher S. "Kit" Bond Science and Technology Incubator will be on your left just before the I-29 overpass.

The Executive and Program Oversight Committees will meet in joint session at 5:00pm, as will the AEL Advisory Committee.

We hope all members can attend the Board meeting. In order to plan the meal service, we must have an accurate count prior to the meeting. **Please contact our office by noon on Wednesday, August 26** to indicate if you will be in attendance at the meeting. You may call 1-800-794-3535 or email jwhitney@mail.ncmissouri.edu.

Through partnership with each local community, it is our vision that every employer will maintain a qualified, productive workforce; and that every job-seeker will have education and training opportunities throughout their lifetime, which lead to lasting, living-wage jobs commensurate with their abilities and goals.

Northwest Workforce Investment Board Meeting
Tuesday, September 1, 2009
Christopher S. "Kit" Bond Science and Technology Incubator

5:00 – Executive Committee / Program Oversight Committee

5:00 – Adult Education & Literacy Advisory Committee

6:00 – DINNER

6:30 – Gary E. Clapp, Ph.D.

*Institute for Industrial and Applied Life Sciences
Missouri Western State University*

6:45 – BUSINESS MEETING

Roll Call/ Establish Quorum

A. Consent Agenda

1. Minutes of Previous Meeting – June 2, 2008 (*attached*)
2. Expenditure Report (*attached*)
3. WIA Performance Report (*attached*)
4. CAP (Career Assistance Program) Report (*attached*)
5. Adult Education & Literacy Program Update (*attached*)

B. Committee Reports

1. Executive / Program Oversight
American Recovery & Reinvestment Act of 2009
-Bio-technology / Pharmaceutical Technician Proposal - \$25,000 (*to be distributed at meeting*)
-Next Generation Jobs Team Summer Program (*attached*)
2. Advisory Committee for Adult Education & Literacy

C. Partner Reports

1. One-Stop Operator Report (*attached*)
2. Unemployment Report (*attached*)
3. Youth Council Report (*attached*)
4. WIRED Update

D. Other

1. Letter of Support for Nursing Mobile Skills Lab (*attached*)
2. 2nd Reading of Proposed By-Laws Revision
To add under Article VIII, Committees...
8.1.i. Adult Education & Literacy (AEL) Advisory Committee
There may be an AEL Advisory Committee composed of individuals residing in Putnam, Sullivan, Linn, Livingston, Grundy, Mercer, Harrison, Daviess, or Caldwell counties who have an interest in, and commitment to, literacy and general education services. At least two members of the Advisory Committee shall be members of the Northwest Workforce Investment Board; the Board shall receive at least an annual report regarding the financial and programmatic accomplishments.
3. Inventory Disposal Approval
Per approved policy, WIB staff will submit an inventory listing for which we request disposal approval. The list will be emailed to Board members no later than three days prior to the meeting.
4. Audit Report – Mid-City Excellence
After repeated attempts, we are unable to acquire a required audit report from Mid-City Excellence for the year ending June 30 2007; during which time the Northwest WIB provided funds for the TREC (Traveling the Roads Exploring Careers) program. We request that the Board conclude the pursuit of this audit, but with the provision that there will not be future contractual or vendor relationships.
5. Nominating Committee Report – Board Elections

Next Meeting – December 1 – Maryville

Workforce Investment Board

Meeting Minutes

June 2, 2009

Shae's Place in Gallatin, MO

The Northwest Region Workforce Investment Board (WIB) met Tuesday, June 2, 2009, at Shae's Place in Gallatin, MO. There were eighteen (18) Board members, one (1) Presiding Commissioner, twelve (12) guests and six (6) WIB staff present. Those present included the following:

Board Members

Rick Gronniger	Don Gitthens	Danielle Smith	Penny Adams
Darold Hughes	Randy Railsback	Deb Trautloff	Debbie Heldenbrand
Deb Vandevender	Peggy Ellis	Kent Osborn	Dr. Neil Nuttall
Lisa McGhee	Priscilla Whitt	Kim Rardon	Richard Kirkpatrick
Scott Long	Tom Bliss		

Presiding Commissioner Eva Danner, Livingston County
Chair – Chief-Elected Officials Coordinating Committee

Guests

Susan Litton, DWD -SJ	Kim Mildward, NWRCOG	Heather Swymeler, GHCAA
Connie Epperson, DWD -C	Cathryn Foust, GHCAA	Sharon Sims, GHCAA
Licha Kelley-King, GHCAA	Tawnya Jones, GHCAA	Linda Murphy, AEL
Phylliss Dible, AEL	Theresa Figg, AEL	Mike Palmer, prospective Board member

WIB Staff

Becky Steele	Jeanie Whitney	Lisa Hostetter
Cathie Chalfant	Miranda Brummett	Connie Key

Prior to dinner, a joint session of the Executive and Program Oversight Committees was held. In addition to the topics forwarded with recommendations to the full Board, the Committees discussed the likely minimum training expenditure requirement to be mandated by DWD.

After dinner, but prior to the business session, Dr. Neil Nuttall provided an overview of the partnership and progress in alternative energies development in Northwest Missouri – particularly wind energy. Northwest Missouri State University and North Central Missouri College are collaborating with Crowder Community College and Metropolitan Community College to develop a western Missouri network for alternative energy training. Technical schools in the region – NS Hillyard, Northwest Technical, Grand River Technical, and Brookfield Career Center will be invited to participate as curriculum development progresses.

BUSINESS MEETING – Roll call was taken and a quorum was established.

CONSENT AGENDA

Motion to approve minutes from the March meeting was made by Darold Hughes, seconded by Kent Osborn
Motion passed by voice vote.

Becky Steele asked Board members to note that supplemental materials regarding WIA performance and CAP Work Participation were provided. With the addition of supplemental data (WRIS and self-employment), the Northwest Region met or exceeded all performance measures for WIA Adult, Dislocated Worker, and Youth, as well as Wagner Peyser and Trade Act. Congratulations were offered to subcontractor and DWD staff for their efforts. The Northwest CAP Work

Participation Rate has increased significantly - in fact doubled, since actual hours have been recorded in September 2008. The Northwest region's monthly gains mirrors the Statewide goal progression.

Motion to approve consent agenda was made by Dr. Neil Nuttall, seconded by Peggy Ellis. Motion passed unanimously.

COMMITTEE REPORTS – Executive/ Program Oversight

1. On behalf of the Executive/ Program Oversight Committees, *Kent Osborn made a motion to approve four subcontractors for the Next Generation Jobs Team (NGJT) Summer Youth Program.* This approval ratifies two prior actions – one by the full Board in March allowing WIB staff to initiate contracts with existing youth subcontractors for the NGJT Summer Youth Program, and approval by the Executive Committee (6/7) for a philanthropic marketing internship project.
The NGJT subcontractors are:
Green Hills Community Action Agency
Community Services, Inc.
Community Action Partnership of Greater St. Joseph
Heartland Foundation
Darold Hughes seconded the motion. Motion passed with two abstentions.
2. After discussion regarding the plans for wind turbine technician training, *Don Githens made a motion to invest up to \$200,000 of the ARRA Adult and Youth funds with North Central Missouri College for development of alternative energy curriculum – including electrical pre-requisites and wind turbine technician training.* *Scott Long seconded the motion. Motion passed with one abstention.*
3. Chairperson McGhee asked Board members to review the recommended By-laws revision included in their Board mailing. The change would include the AEL Advisory Committee for the nine Green Hills counties as an official committee of the Board and would require that at least two members of the Committee be Board members. This is considered the first reading of this proposed By-Laws revision; the Board will be asked to vote on this revision at the September meeting.

PARTNER REPORTS:

Partner reports were provided in writing as part of the WIB agenda mailing:

One-Stop Manager Report
Unemployment Report
Business Services Report
Business Retention Services Report
Youth Council Report

OTHER:

1. Chairperson McGhee announced the appointment of a Nominating Committee who will provide a nominative slate of officers/ Executive Committee members for consideration at the September Board meeting. Nominating Committee members are; Darold Hughes, Don Githens, Deb Vandevender, and Lisa McGhee.
2. The Career Centers' Business Plans have recently been through annual review and approved by the Missouri Career Center System Team. The most relevant modifications are related to the Center goals – which were included in the Board mailing. Discussion was held regarding goals – particularly those around WorkKeys assessments. It was agreed that Board members would like to experience a "practice test" at a future Board meeting. *Priscilla made a motion to approve the Career Centers' Business Plans, seconded by Kim Rardon. Motion passed unanimously.*

3. Board members were encouraged to review the supplemental material regarding audit reports. Jeanie Whitney stated that the following audits have been reconciled and are recommended for approval:

- Community Services, Inc.
- St. Joseph Chamber of Commerce
- Community Action Partnership
- Green Hills RPC
- Northwest Regional Council
- South Harrison R-2 School District
- Green Hills CAP
- North Central Missouri College

A motion to approve the audit reports was made by Penny Adams, seconded by Dr. Neil Nuttall. Motion passed with two abstentions.

4. The WIB Administrative Budget was reviewed, with two items noted:

- the CAP administrative funds are estimated since CAP allocations have not yet been provided, and
- there is the possibility of an additional \$30,000 for continuation of LiLA pilot.

Motion to approve the Administrative Budget was made by Rick Gronniger, seconded by Kent Osborn. Motion passed with one abstention.

5. The Board was provided a list of the modifications to be made to our Local Plan – both those made in April for the ARRA funds as well as those to be submitted by the end of June for PY09. *Scott Long made a motion to approve these plan modifications and authorize WIB staff to submit them to the State. Motion was seconded by Don Githens. Motion passed unanimously.*

6. Included in the supplemental information for all Board members is a proposed revision to the WIA Scope of Work. This would revise the time requirements for opening a service in ToolBox relative to service provision. Currently, we ask the subcontractors to ensure the service is open PRIOR to providing the service. The State has advised us that we could allow the service to be opened within 30 days of service. *Darold Hughes made a motion to approve this revision to the Scope of Work effective July 1, 2009; seconded by Rick Gronniger. Motion passed with two abstentions.*

Next Meeting – September 1 – St. Joseph, MO

Expenditures through 6-30-09

	Adult - 80%			Dislocated Worker - 85%			Youth - 80%			CAP/TANF - 100%		
	Budget	Expenses	% Exp.	Budget	Expenses	% Exp.	Budget	Expenses	% Exp.	Budget	Expenses	% Exp.
St. Joe CAP - Carryover	32,847.53	32,847.53	100%	N/A	N/A		5,286.71	5,286.71	100%	-	-	
New PY 08/FY 09	248,921.00	248,921.00	100%	N/A	N/A		264,043.00	234,072.09	89%	307,227.00	307,227.00	100%
Plus Accruals	-	-		N/A	N/A		-	-		-	-	
TOTAL	281,768.53	281,768.53	100%	N/A	N/A		269,329.71	239,358.80	89%	307,227.00	307,227.00	100%
MOKAN - Carryover	N/A	N/A		19,122.48	19,122.48	100%	N/A	N/A		N/A	N/A	
C/O w/ New Funds	N/A	N/A		1,427.40	1,427.40	100%	N/A	N/A		N/A	N/A	
New PY 08/FY 09	N/A	N/A		353,634.00	291,109.44	82%	N/A	N/A		N/A	N/A	
Plus Accruals	N/A	N/A		-	-		N/A	N/A		N/A	N/A	
TOTAL	N/A	N/A		374,183.88	311,659.32	83%	N/A	N/A		N/A	N/A	
GHCAA- Carryover	24,286.45	24,286.45	100%	N/A	N/A	N/A	18,878.03	18,878.03	100%	N/A	N/A	
New PY 08/FY 09	159,309.00	127,845.97	80%	N/A	N/A	N/A	168,987.00	152,859.24	90%	N/A	N/A	
Plus Accruals	-	-		N/A	N/A	N/A	-	-		N/A	N/A	
TOTAL	183,595.45	152,132.42	83%	N/A	N/A	N/A	187,865.03	171,737.27	91%	N/A	N/A	
GHRPC -Carryover	N/A	N/A	N/A	4,999.12	4,999.12	100%	N/A	N/A	N/A	-	-	
New PY 08/FY 09	N/A	N/A	N/A	226,326.00	219,533.25	97%	N/A	N/A	N/A	153,614.00	153,614.00	100%
Plus Accruals	N/A	N/A	N/A	-	-		N/A	N/A	N/A	-	-	
TOTAL	N/A	N/A	N/A	231,325.12	224,532.37	97%	N/A	N/A	N/A	153,614.00	153,614.00	100%
CSI - Carryover	6,167.12	6,167.12	100%	N/A	N/A		985.43	985.43	100%	N/A	N/A	
New PY 08/FY 09	89,755.02	89,755.02	100%	N/A	N/A		95,055.00	95,055.00	100%	N/A	N/A	
Plus Accruals	-	-		N/A	N/A		-	-		N/A	N/A	
TOTAL	95,922.14	95,922.14	100%	N/A	N/A		96,040.43	96,040.43	100%	N/A	N/A	
NW - Carryover	N/A	N/A		2,098.93	2,098.93	100%	N/A	N/A		-	-	-
New PY 08/FY 09	N/A	N/A		127,308.00	122,436.27	96%	N/A	N/A		51,205.00	51,205.00	100%
Plus Accruals	N/A	N/A		-	-		N/A	N/A		-	-	
TOTAL	N/A	N/A		129,406.93	124,535.20	96%	N/A	N/A		51,205.00	51,205.00	100%
WIB New PY 08/FY 09	84,428.00	74,563.10	88%	119,945.00	109,296.42	91%	89,558.00	43,152.51	48%	56,893.00	56,893.00	100%
TOTAL	84,428.00	74,563.10	88%	119,945.00	109,296.42	91%	89,558.00	43,152.51	48%	56,893.00	56,893.00	100%
Total Carryover	63,301.10	63,301.10	100%	26,220.53	26,220.53	100%	25,150.17	25,150.17	100%	-	-	
Total PY 08/FY 09	582,413.02	541,085.09	93%	828,640.40	743,802.78	90%	617,643.00	525,138.84	85%	568,939.00	568,939.00	100%
NW TOTAL(all funds) w/o accruals	645,714.12	604,386.19	94%	854,860.93	770,023.31	90%	642,793.17	550,289.01	86%	568,939.00	568,939.00	100%
NW TOTAL (all funds) w/accruals	645,714.12	604,386.19	94%	854,860.93	770,023.31	90%	642,793.17	550,289.01	86%	568,939.00	568,939.00	100%

= Carryover funds - must be 100% spent by

= New funds - PY/FY together must be 80%/85% spent

100% of Year

WIA Performance Report
Year End - PY 08
Northwest Region

Measures	Actual	LWIA Plan	%LWIA Achieved
Exiters (Adult)	6,938		
Served (Adult)	13,822		
Adult Entered Employment	86.6%	80%	108.2%
Adult Retention	87.9%	82%	107.2%
Adult Average Earnings	\$12,255	\$9,811	124.9%
Exiters (Dislocated Worker)	60		
Served (Dislocated Worker)	377		
Dislocated Worker Entered Employment	91.2%	88%	103.6%
Dislocated Worker Retention	91.1%	90%	101.2%
Dislocated Worker Average Earnings	\$13,284	\$11,967	111.0%
Exiters (Youth)	64		
Served (Youth)	208		
Youth Placement	85.7%	62%	138.2%
Youth Attain Degree	57.1%	43%	132.9%
Literacy/Numeracy Gain (waived this year)	28.6%	35%	81.6%

CAREER ASSISTANCE PROGRAM (CAP)

September 2009

The WIB has recently received notification that we will receive level funding for CAP for Program Year 2009. After considerable discussion, the State of Missouri decided to leave this program with the Division of Workforce Development to contract with the Workforce Investment Boards (WIB) for this next year. Prior to June 30, 2010, the program will be evaluated and a decision will be made as to where and how this program should be administered in the future. Among other possible scenarios is the option to return the Family Support Division to a more hands-on role.

In pursuit of identifying those administrative and program issues that threaten the success of the program, a statewide group of front-line staff will be meeting regularly. Currently, Missouri's work participation rate is 14.7%; however, federal regulations mandate a 50% rate for single-parent families. This deficiency is the result of program definitions, (i.e. only one year of training counts toward "work participation" for the individual), legislative and political barriers (i.e. Missouri is one of only a few states to not use "full family sanction" as an enforcement tool) and the current economic conditions (i.e. tight job market means there are many experienced and qualified applicants with which this population must compete.) The PY08 report on Work Participation Rates in Missouri is attached.

June 2009: Received 8/2/9

**Missouri Family Support Division (FSD) TANF Work Participation Report
By DWD Region and County**

Region	County	Overall Family Meeting Reqs	Percentage		Two- Parent Family Meeting Reqs	Percentage Two- Family Meeting Work Reqs (Work Participation Rate)
			Overall Family Meeting Reqs	Overall Family Meeting Work Reqs (Work Participation Rate)		
State (Total of All Regions)		24277	3567	14.7%	2866	8.9%
Region 1: Northwest						
2	ANDREW	24	3	12.5%	4	0.0%
3	ATCHISON	9	1	11.1%	3	0.0%
11	BUCHANAN	479	66	13.8%	44	6.8%
13	CALDWELL	34	7	20.6%	10	0.0%
25	CLINTON	44	3	6.8%	6	0.0%
31	DAVISS	21	3	14.3%	1	0.0%
32	DEKALB	18	3	16.7%	3	0.0%
38	GENTRY	8	1	12.5%	1	0.0%
40	GRUNDY	35	3	8.6%	6	33.3%
41	HARRISON	19	5	26.3%	7	14.3%
44	HOLT	11	1	9.1%	2	50.0%
58	LINN	30	2	6.7%	2	0.0%
59	LIVINGSTON	54	6	11.1%	8	12.5%
65	MERCER	5	0	0.0%	1	0.0%
74	NODAWAY	36	6	16.7%	8	0.0%
86	PUTNAM	11	3	27.3%	2	0.0%
105	SULLIVAN	15	3	20.0%	1	0.0%
113	WORTH	3	0	0.0%	2	0.0%
TOTAL		856	116	13.6%	111	7.2%
Region 2: Northeast						
1	ADAIR	37	7	18.9%	4	25.0%
23	CLARK	7	1	14.3%	0	#DIV/0!
52	KNOX	7	0	0.0%	2	0.0%
56	LEWIS	21	3	14.3%	2	0.0%
57	LINCOLN	173	22	12.7%	22	27.3%
61	MACON	29	9	31.0%	3	0.0%
64	MARION	136	21	15.4%	16	0.0%
70	MONTGOMERY	16	2	12.5%	2	0.0%
69	MONROE	40	10	25.0%	14	0.0%
82	PIKE	51	13	25.5%	12	0.0%
87	RALLS	25	4	16.0%	2	0.0%
88	RANDOLPH	114	13	11.4%	18	5.6%
98	SCHUYLER	8	0	0.0%	0	0.0%
99	SCOTLAND	4	1	25.0%	2	0.0%
102	SHELBY	13	1	7.7%	1	0.0%
109	WARREN	114	22	19.3%	31	9.7%
TOTAL		795	129	16.2%	131	9.2%

Region 3: KC & Vicinity

19	CASS	252	53	21.0%	28	5	17.9%
24	CLAY	477	62	13.0%	66	6	9.1%
48	KANSAS CITY	2498	278	11.1%	146	7	4.8%
83	PLATTE	142	23	16.2%	20	3	15.0%
89	RAY	80	15	18.8%	16	3	18.8%
TOTAL		3449	431	12.5%	276	24	8.7%

Region 4: West Central

7	BATES	46	5	10.9%	11	1	9.1%
8	BENTON	78	10	12.8%	26	6	23.1%
17	CARROLL	31	3	9.7%	9	0	0.0%
20	CEDAR	68	11	16.2%	12	3	25.0%
21	CHARITON	17	4	23.5%	2	1	50.0%
42	HENRY	107	17	15.9%	29	4	13.8%
43	HICKORY	26	7	26.9%	8	2	25.0%
51	JOHNSON	125	25	20.0%	24	2	8.3%
54	LAFAYETTE	127	19	15.0%	15	0	0.0%
80	PETTIS	181	24	13.3%	33	4	12.1%
93	ST CLAIR	93	15	16.1%	10	1	10.0%
97	SALINE	43	6	14.0%	17	0	0.0%
108	VERNON	80	17	21.3%	10	0	0.0%
TOTAL		1022	163	15.9%	206	24	11.7%

Region 6: St. Louis City

115	ST LOUIS CITY	3805	615	16.2%	220	9	4.1%
TOTAL		3805	615	16.2%	220	9	4.1%

Region 7: Southwest

5	BARRY	151	16	10.6%	20	1	5.0%
6	BARTON	46	6	13.0%	16	3	18.8%
29	DADE	29	2	6.9%	3	0	0.0%
49	JASPER	475	62	13.1%	83	9	10.8%
55	LAWRENCE	124	14	11.3%	24	1	4.2%
60	MCDONALD	98	8	8.2%	13	1	7.7%
73	NEWTON	170	22	12.9%	24	0	0.0%
TOTAL		1093	130	11.9%	183	15	8.2%

Region 8: Ozark

22	CHRISTIAN	176	26	14.8%	36	1	2.8%
30	DALLAS	88	7	8.0%	19	1	5.3%
39	GREENE	1018	127	12.5%	139	13	9.4%
84	POLK	125	14	11.2%	39	3	7.7%
104	STONE	71	9	12.7%	13	3	23.1%
106	TANEY	162	20	12.3%	29	5	17.2%
112	WEBSTER	112	16	14.3%	29	0	0.0%
TOTAL		1752	219	12.5%	304	26	8.6%

Region 9: Central

4	AUDRAIN	110	11	10.0%	17	2	11.8%
10	BOONE	583	90	15.4%	62	7	11.3%
14	CALLAWAY	140	29	20.7%	24	3	12.5%
15	CAMDEN	104	28	26.9%	17	2	11.8%
26	COLE	328	44	13.4%	36	3	8.3%

27	COOPER	57	17	29.8%	20	3	15.0%
28	CRAWFORD	132	27	20.5%	18	7	38.9%
33	DENT	64	17	26.6%	9	4	44.4%
37	GASCONADE	22	3	13.6%	1	0	0.0%
45	HOWARD	31	5	16.1%	5	0	0.0%
53	LACLEDE	128	23	18.0%	43	6	14.0%
63	MARIES	18	1	5.6%	4	1	25.0%
66	MILLER	112	11	9.8%	13	1	7.7%
68	MONITEAU	39	3	7.7%	6	0	0.0%
71	MORGAN	80	11	13.8%	18	0	0.0%
76	OSAGE	16	2	12.5%	5	3	60.0%
81	PHELPS	190	45	23.7%	29	9	31.0%
85	PULASKI	126	28	22.2%	14	2	14.3%
110	WASHINGTON	135	22	16.3%	37	2	5.4%
TOTAL		2415	417	17.3%	378	55	14.6%

Region 10: South Central

12	BUTLER	329	46	14.0%	62	5	8.1%
18	CARTER	25	7	28.0%	7	0	0.0%
34	DOUGLAS	64	7	10.9%	26	2	7.7%
46	HOWELL	202	20	9.9%	47	4	8.5%
75	OREGON	48	2	4.2%	12	1	8.3%
77	OZARK	51	5	9.8%	11	1	9.1%
90	REYNOLDS	29	2	6.9%	5	0	0.0%
91	RIPLEY	105	14	13.3%	26	2	7.7%
101	SHANNON	29	6	20.7%	8	2	25.0%
107	TEXAS	94	18	19.1%	26	5	19.2%
111	WAYNE	56	11	19.6%	17	1	5.9%
114	WRIGHT	119	11	9.2%	22	1	4.5%
TOTAL		1151	149	12.9%	269	24	8.9%

Region 11: Southeast

9	BOLLINGER	43	12	27.9%	13	2	15.4%
16	CAPE GIRARDEAU	280	74	26.4%	30	6	20.0%
35	DUNKLIN	271	39	14.4%	45	4	8.9%
47	IRON	38	9	23.7%	13	0	0.0%
62	MADISON	47	13	27.7%	12	1	8.3%
67	MISSISSIPPI	141	30	21.3%	10	1	10.0%
72	NEW MADRID	147	24	16.3%	25	4	16.0%
78	PEMISCOT	195	25	12.8%	23	2	8.7%
79	PERRY	67	11	16.4%	7	1	14.3%
100	SCOTT	310	70	22.6%	28	0	0.0%
94	ST FRANCOIS	316	45	14.2%	69	8	11.6%
95	STE GENEVIEVE	32	5	15.6%	17	1	5.9%
103	STODDARD	112	22	19.6%	13	1	7.7%
TOTAL		1999	379	19.0%	305	31	10.2%

Region 12: East Jackson County

48	JACKSON	1498	184	12.3%	156	6	3.8%
TOTAL		1498	184	12.3%	156	6	3.8%

Region 13: St. Louis County

96	ST LOUIS COUNTY	3297	440	13.3%	173	9	5.2%
TOTAL		3297	440	13.3%	173	9	5.2%

Region 14: St. Charles County

92	ST CHARLES	466	110	23.6%	36	2	5.6%
TOTAL		466	110	23.6%	36	2	5.6%

Region 15: Jeff/Frank

36	FRANKLIN	186	21	11.3%	40	4	10.0%
50	JEFFERSON	493	64	13.0%	78	5	6.4%
TOTAL		679	85	12.5%	118	9	7.6%

Adult Education & Literacy (AEL)

September 2009

On Friday, July 10, 2009, the Annual AEL Graduation Ceremony was held in the Ketcham Community Center on the campus of North Central Missouri College. There were 66 individuals receiving their GED; 19 in attendance at the Graduation Ceremony. Our guest speaker was student, Kathryn Boulting.

Summer is always a slower time for Adult Education classrooms, but we have two classrooms that are currently out of operation completely. One is in Milan where we have a staff vacancy and the other is at Bridewell Detention Center in Bethany, where the inmate population was recently transferred. Both situations will be carefully considered as we attempt to implement a more focused program with structured enrollment.

The Fall AEL Directors Conference will be held at Tan-Tar-A Resort on October 7-9. This event allows AEL Directors in Missouri to network with State Staff and hear about administrative policies and innovative approaches to program design and classroom instruction.

*The AEL program is in the process of acquiring a list of substitute teachers for AEL. If you know of anyone that is certified in the K-12 education system and would be interested, please contact Courtney Whitney at 660-359-3622 ext. 12 or at cwhitney@mail.ncmissouri.edu .

ARRA Expenditures through 6-30-09

	ARRA Adult			ARRA Dislocated Worker			ARRA Youth 85%			ARRA Youth 15% Gov.		
	Budget	Expenses	% Exp.	Budget	Expenses	% Exp.	Budget	Expenses	% Exp.	Budget	Expenses	% Exp.
St. Joe CAP	104,158.00	8,047.87	8%	N/A	N/A		236,142.00	56,465.33	24%	110,923.00	29,075.45	26%
Plus Accruals	-	-		N/A	N/A		-	-		-	-	
TOTAL	104,158.00	8,047.87	8%	N/A	N/A		236,142.00	56,465.33	24%	110,923.00	29,075.45	26%
MOKAN	N/A	N/A		199,466.00	-	0%	N/A	N/A		N/A	N/A	
Plus Accruals	N/A	N/A		-	-		N/A	N/A		N/A	N/A	
TOTAL	N/A	N/A		199,466.00	-	0%	N/A	N/A		N/A	N/A	
GHCAA	66,661.00	-	0%	N/A	N/A	N/A	151,131.00	37,518.17	25%	50,352.00	17,078.76	34%
Plus Accruals	-	-		N/A	N/A	N/A	-	-		-	-	
TOTAL	66,661.00	-	0%	N/A	N/A	N/A	151,131.00	37,518.17	25%	50,352.00	17,078.76	34%
GHRPC	N/A	N/A	N/A	127,658.00	-	0%	N/A	N/A	N/A	N/A	N/A	
Plus Accruals	N/A	N/A	N/A	-	-		N/A	N/A	N/A	N/A	N/A	
TOTAL	N/A	N/A	N/A	127,658.00	-	0%	N/A	N/A	N/A	N/A	N/A	
CSI	37,497.00	14,453.64	39%	N/A	N/A		85,011.00	29,514.02	35%	28,323.00	14,842.35	
Plus Accruals	-	-		N/A	N/A		-	-		-	-	
TOTAL	37,497.00	14,453.64	39%	N/A	N/A		85,011.00	29,514.02	35%	28,323.00	14,842.35	52%
NW	N/A	N/A		71,808.00	-	0%	N/A	N/A		N/A	N/A	
Plus Accruals	N/A	N/A		-	-		N/A	N/A		N/A	N/A	
TOTAL	N/A	N/A		71,808.00	-	0%	N/A	N/A		N/A	N/A	
HEARTLAND	N/A	N/A		N/A	N/A		N/A	N/A		46,593.20	3,278.03	7%
Plus Accruals	N/A	N/A		N/A	N/A		N/A	N/A		-	-	
TOTAL	N/A	N/A		N/A	N/A		N/A	N/A		46,593.20	3,278.03	7%
NCMC AE	50,000.00	-	0%	N/A	N/A		150,000.00	-	0%	N/A	N/A	
Plus Accruals	-	-		N/A	N/A		-	-		N/A	N/A	
TOTAL	50,000.00	-	0%	N/A	N/A		150,000.00	-	0%	N/A	N/A	
WIB	30,861.00	-	0%	44,325.00	-	0%	69,968.00	11,103.27	16%	30,811.00	12,835.37	42%
TOTAL	30,861.00	-	0%	44,325.00	-	0%	69,968.00	11,103.27	16%	30,811.00	12,835.37	42%
Total Carryover	289,177.00	22,501.51	8%	443,257.00	-	0%	692,252.00	134,600.79	19%	267,002.20	77,109.96	29%
NW TOTAL(all funds) w/o accruals	289,177.00	22,501.51	8%	443,257.00	-	0%	692,252.00	134,600.79	19%	267,002.20	77,109.96	29%
NW TOTAL (all funds) w/accruals	289,177.00	22,501.51	8%	443,257.00	-	0%	692,252.00	134,600.79	19%	267,002.20	77,109.96	29%

Next Generation Jobs Team

September 2009

Through the American Recovery and Reinvestment Act that President Obama signed on February 16, 2009, funds were made available for a summer work experience program. In Missouri, the summer work experience was named Next Generation Jobs Team (NGJT). The NGJT program is designed for participants to gain work readiness skills during the time period of May 1 through September 30, 2009. Participants must meet three eligibility requirements:

1. Age (between the ages of 14-24)
2. Low-Income
3. Possess some type of barrier to employment (lack of work experience is a common barrier)

The Northwest Region received referrals through the NGJT website which included 651 applicant referrals and 124 worksite referrals. Of those, we were able to serve 141 applicants and 70 worksites. Each participant is allowed to work between 240-320 hours. We continue to back-fill any positions that are vacated by participants. Worksites were chosen by matching the participants' prior work experience, interest or occupation they desire with available work sites. The participants are gaining invaluable work readiness skills and are being exposed to work that may guide their career choices in the future. A few of the participants have already been hired by the company or have obtained full-time work at another business due to the work experience through this program.

The Division of Workforce Development monitored a sampling of our NGJT participant files, interviewed worksites and participants on August 3-5, 2009. The monitors did not find any items of concern with our files. From the worksite and participant interviews the monitors were very impressed with the Heartland Foundation participants and are deeming them as a best practice in the State.

Technical Assistance was provided by Miranda Brummett and Cathie Chalfant for each youth contractor in July. The WIB has begun our NGJT compliance monitoring and Miranda Brummett will be reviewing all of the hard copy files and Toolbox 2.0 records. The monitoring must be completed by September 30, 2009.

The subcontractors for the NGJT program are Community Action Partnership of Greater St. Joseph, Green Hills Community Action Agency in Trenton, Community Service, Inc. in Maryville, and Heartland Foundation in St. Joseph.

One Stop Report September 2009

Missouri Career Centers

St. Joseph

May: 3843, June: 4530, July: 4464

Hiring: Corrections officers, MODOT, Cryovac, Census Bureau, City of St. Joseph, Kmart, Eagle Communications, IMKO, Land O Lakes, Sears, CINTAS, Ferrellgas, Renzenberger

Layoffs: Albaugh – 37, Community Health Plan – 25, Wire Rope – 21, Nodaway Glass – 3, Harley Davidson (KC) – 400 (about 150 from St. Joseph, MWSU – 6, La Dolce Vita - 25

Chillicothe

May: 1278, June: 1416, July: 1450

Hiring – Gear for Sports, Premium Standard Farms, Farmland Foods, and Green Hills Community Action Agency.

Lay offs – J.D. Steel, Landmark Manufacturing, Donaldson Company and WireCo.

Maryville

May: 967, June: 742, July: 1013

Hiring: Taco Bell (To open in August), Wal-Greens (To Open in October), Carobolytic Materials Company (CMC), Worth County Convalescent Center, Golden Living Center, Maryville Public Library, Northwest Missouri Regional Council of Governments, Parkdale Manor, OPAA Foods, Aramark, Sem Applications, Inc., Community Hospital Association, St. Gregory's Church, Head Start, Nodaway Nursing Home, Exide Technologies, Casey's General Store, Suddenlink, Kentucky Fried Chicken, Kelly Services, Northview Manor, Dollar General, NW Medical Center, Maryville School District

Layoffs: Nodaway Glass -Closed 3 individuals affected, Looks Salon-Closed approximately 10 individuals affected, American Walnut in Grant City- 13 Full-time employees. Employer plans to recall.

LaClede Chain-1 permanent employee; brings them up to 19.

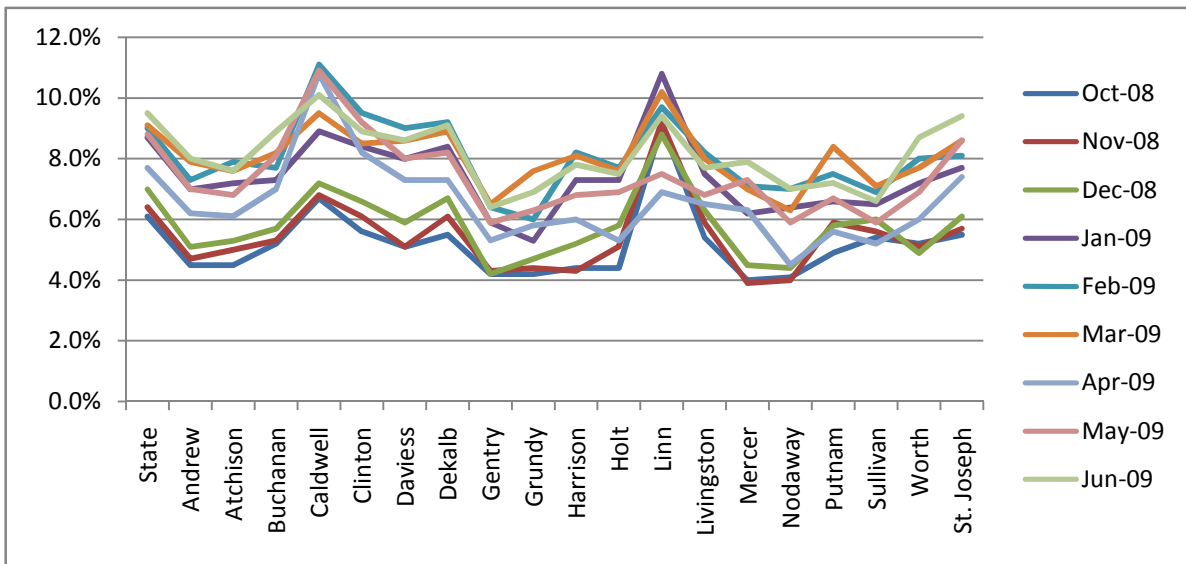
Traffic Count Comparison

Month	Chillicothe			Maryville			St. Joseph		
	2007	2008	Increase over last year	2007	2008	Increase over last year	2007	2008	Increase over last year
August	861	1025	19%	404	542	34%	2368	2856	21%
September	699	714	2%	357	448	25%	2411	3137	30%
October	714	1134	59%	443	481	9%	2441	3052	25%
November	691	792	15%	396	550	39%	2324	3159	36%
December	582	1204	107%	376	870	131%	1804	3836	113%
Month	2008	2009	Increase over last year	2008	2009	Increase over last year	2008	2009	Increase over last year
January	958	1504	57%	731	978	34%	3158	3843	22%
February	958	1340	40%	576	1092	90%	2844	3880	36%
March	883	1471	67%	533	1076	102%	2867	4871	70%
April	881	1421	61%	490	1005	105%	2874	4255	48%
May	666	1278	92%	461	967	110%	2241	3843	71%
June	832	1416	70%	503	742	48%	2605	4530	74%
July	857	1450	69%	686	1013	48%	3292	4464	36%
August	1025			542			2856		
September	714			448			3137		
October	1134			481			3159		
November	792			550			3052		
December	1204			870			3836		



Northwest
 Missouri
 Unemployment

	Oct-08	Nov-08	Dec-08	Jan-09	Feb-09	Mar-09	Apr-09	May-09	Jun-09	Jul-09	Aug-09	Sep-08
State	6.1%	6.4%	7.0%	8.7%	9.0%	9.1%	7.7%	8.8%	9.5%			
Andrew	4.5%	4.7%	5.1%	7.0%	7.3%	7.9%	6.2%	7.0%	8.0%			
Atchison	4.5%	5.0%	5.3%	7.2%	7.9%	7.6%	6.1%	6.8%	7.6%			
Buchanan	5.2%	5.3%	5.7%	7.3%	7.7%	8.2%	7.0%	8.1%	8.9%			
Caldwell	6.7%	6.8%	7.2%	8.9%	11.1%	9.5%	10.8%	10.9%	10.1%			
Clinton	5.6%	6.1%	6.6%	8.4%	9.5%	8.5%	8.2%	9.2%	8.9%			
Daviess	5.1%	5.1%	5.9%	8.0%	9.0%	8.6%	7.3%	8.0%	8.6%			
Dekalb	5.5%	6.1%	6.7%	8.4%	9.2%	8.9%	7.3%	8.2%	9.1%			
Gentry	4.2%	4.3%	4.2%	5.9%	6.4%	6.5%	5.3%	5.9%	6.4%			
Grundy	4.2%	4.4%	4.7%	5.3%	6.0%	7.6%	5.8%	6.3%	6.9%			
Harrison	4.4%	4.3%	5.2%	7.3%	8.2%	8.1%	6.0%	6.8%	7.8%			
Holt	4.4%	5.1%	5.8%	7.3%	7.7%	7.6%	5.3%	6.9%	7.5%			
Linn	9.1%	9.2%	8.8%	10.8%	9.7%	10.2%	6.9%	7.5%	9.4%			
Livingston	5.4%	5.9%	6.3%	7.5%	8.2%	8.0%	6.5%	6.8%	7.7%			
Mercer	4.0%	3.9%	4.5%	6.2%	7.1%	7.0%	6.3%	7.3%	7.9%			
Nodaway	4.1%	4.0%	4.4%	6.4%	7.0%	6.3%	4.5%	5.9%	7.0%			
Putnam	4.9%	5.9%	5.8%	6.6%	7.5%	8.4%	5.6%	6.7%	7.2%			
Sullivan	5.4%	5.6%	6.0%	6.5%	6.9%	7.1%	5.2%	5.9%	6.6%			
Worth	5.2%	5.1%	4.9%	7.2%	8.0%	7.7%	6.0%	6.9%	8.7%			
St. Joseph	5.5%	5.7%	6.1%	7.7%	8.1%	8.6%	7.4%	8.6%	9.4%			



Youth Council Meeting Minutes

Meeting was held July 23, 2009 at the Bank Midwest Building, Cameron, MO. Those attending were: Marilyn Kunzler, Goodwill, Maggie Reeve, CSI—Maryville, Sarah Wallace, CSI—Maryville, Heather Snyder—Green Hills Community Action Agency, Cathryn Campbell—Green Hills Community Action Agency, Licha Kelley-King, Green Hills Community Action Agency, Peggy Johnson—Job Corps, Brandi Dertsler—CAP, Joseph Sloan—CAP, Lynette Saxton—CAP, Kim Mildward—Regional Council of Governments, Debbie From—ACES, Yvonne Wright—Vocational Rehabilitation, Liz Jalbert—NW WIB, Tausha Taylor—Vocational Rehabilitation, Chris Turpin—Principal at Union Star

Liz hosted the meeting in absence of chair and Vice-Chair

No changes or corrections to last month's minutes.

Sub-contractors' Reports:

Liz emailed the report this morning. Maryville had a change in their placement rate, and this is reflected on the new report. All programs are doing very well. Literacy/Numeracy is new, but is still moving forward. Liz mentioned that this is our first full year's worth of reporting.

Strategic Planning committee updates: No report

New Members: We have 3 applications for new members. Chris Turpin is re-applying after leaving Heartland and representing Union Star in his new position. Debbie From from ACES serves 21 school districts, and will present on her program to the Council today. Patrick McGinnis works at Heartland Foundation and is running a summer youth program. Votes were held on each application; all were accepted as members. Liz will update the membership list and send this out to members.

Program Spotlight—ACES—Debbie From

Area Cooperative for Educational Support—21 member school districts. Has an alternative school, but this is only a part of what they do. Helps students to be successful in their school endeavors. Helps districts reduce their number of suspensions, increase graduation rates, increase attendance rates for students in alternative schools, provision of counseling and other support services, push toward students' successful completion of credits, and connect students with supportive mental health services. Will also have an autism consultant for the district. ACES has served over 200 students over the past 4 years of their operation. Operate mostly through grants and the school districts as well as some Medicaid billing. The ACES office is located in Maryville. Debbie could be contacted at (660)-582-3768.

Discussion—Barriers to youth success—Liz asked how the NGJT program was going. Each region reported in: Maryville—2 students got permanent employment, everyone they started with is still working. 23 total served. They are actually looking for a few more students to enroll, particularly in nursing assistants. Maggie reported that they have to stay on top of the students keeping up their attendance. Green Hills started with 43 kids, 1 has gotten full time employment, 1 is now in Job Corps, and 1 did not successfully complete. All other kids are still working. Barriers have included the lack of

self-motivation. St. Joseph---Lynette, Joe and Brandi reported that there has been a lot of variety in the folks they have worked with. Varies from those who need to work on soft skills to one who is working on a Masters degree and just needed some actual work experience in the field. St. Joe has served 53 and is still enrolling more. Have lost 3 due to no-call, no-show. Maggie also mentioned that they would like to spend more time getting more jobs that are in-demand for the future as well. This is a barrier they hope to address with future endeavors. Heather also mentioned that the time frame of getting things started by May 1 and then other guidance that had come in on how to do the program did cause them to have to back track and work on paperwork after the fact. Earlier guidance would have been helpful. Brandi also mentioned that the website was confusing to youth and companies who were applying.

WIB Updates—Liz, Kim and Lynette and others are working on getting a bio-tech class going in St. Joseph. Will require a silver Work Keys level. Will hopefully be ready by September.

Other updates: No More Stares conference will be October 29, 2009. Tausha brought pamphlets to distribute. This is a one-day, very affordable conference.

Liz is going to check into having someone speak on the new BioTech program at our next meeting.

Next meeting is October 22, 2009, upstairs at the Bank Midwest Building.

We still need new members from the Green Hills area. Some ideas were discussed.

Meeting adjourned at 12:50 pm.



Workforce Investment Board

Northwest Region

www.nwwib.org

North Central Missouri College

912 Main Street
Trenton, MO 64683
660-359-3622
660-359-3082 Fax
1-800-794-3535

E-mail: (1st initial last
name)@mail.ncmissouri.edu

Staff:

Becky Steele
Jeanie Whitney
Lisa Hostetler
Cathie Chalfant
Courtney Whitney
Elizabeth Jalbert
Miranda Brummett
Connie Key

Members:

Penny Adams
David Bell
Tom Bliss
Wendy Bradley
Bill Caldwell
Terry Campbell
Gary Carlson
Anita Coulter
Virgil Davison
Gene Dinwiddie
Peggy Ellis
Don Gitthens
Jason Grayson
Rick Gronniger
Lisa Hecker
Debbie Heldenbrand
Darold Hughes
Kim Ireland
Dwight Jones
Richard Kirkpatrick
Lee Langerock
Mike Laurence
Dave Leyland
Scott Long
Lisa McGhee
Kirk Nicholson
Dr. Neil Nuttall
Kent Osborn
Randall Railsback
Kim Rardon
Ned Seymour
Danielle Smith
Debbie Vandevender
Mary Kay Vochatzer
Kim Warren
Priscilla Whitt
Daisy Workman
Yvonne Wright
John Zelif

U.S. Department of Labor, Employment and Training Administration
Division of Federal Assistance
Attention: Donna Kelly, Grant Officer
SGA/DFA PY 09-01
200 Constitution Avenue, NW Room N4716
Washington, DC 20210

September 1, 2009

RE: DOLETA American Recovery and Reinvestment Act of 2009 Grant Application

North Central Missouri College is submitting an application under the American Recovery and Reinvestment Act of 2009 SGA/DFA PY 09-01 to acquire an Allied Health Mobile Skills Laboratory. The Allied Health expansion project is very much a partnership between the college and the community; the capital campaign has been highly successful precisely because it has involved such a wide cross-section of the region.

The resources which could be made available through this grant offering would enable the College to maximize this collective investment through the delivery of high-quality training for high-demand occupations at the point of need. Our region's highest-growth industry where demand far outweighs our current ability to supply skilled workers is health care. The proposed Allied Health Mobile Skills Laboratory will serve the area with a state-of-the-art mobile laboratory to provide a hands-on vehicle for clinical instruction throughout the 16-county region.

The Skills Gap Analysis that the Northwest Workforce Investment Board conducts on a periodic basis combines three relevant factors; volume of job openings, expected growth, and occupational wages. In this manner, we are able to "grade" occupations. Over the past decade, Registered Nurses have qualified as Grade A in all three factors. This occupation represents both our highest demand and offers the highest return on investment when comparing average wages to average training expenses.

We are pleased to offer our support and extend our assistance in providing WIA Individual Training Accounts (ITA) to qualified candidates who enroll in this program of study. Based on our past experience, we would estimate approximately \$465,000.00 in tuition assistance would be provided to allied health students through Workforce Investment Act funds over the life of this grant.

Sincerely,

Becky Steele, Director
Northwest Workforce Investment Board

**US Department of Labor
Employment and Training Administration (DOL ETA)
Funding Opportunity
SGA/DFA PY 09-01; CFDA Number 17.275**

On July 21, 2009 the Department of Labor Employment and Training Administration (DOL ETA) published a Notice of Availability of Funds and Solicitation for Grant Applications for Health Care and other High Growth and Emerging Industries under the American Recovery and Reinvestment Act of 2009 (ARRA).

PURPOSE: The DOL ETA will promote economic recovery by supporting the training needs of workers and employers in health care and high growth and emerging industries and assisting individuals impacted by the recession by providing training and placement into employment. Efforts will lead program participants to job placement while leveraging other Recovery Act investments intended to create jobs and promote economic growth.

North Central Missouri College (NCMC), in partnership with the Northwest Workforce Investment Board (NW WIB), proposes to solicit DOL ETA for funds to purchase an Allied Health Mobile Skills Laboratory.

The purpose for the Mobile Skills Lab is to provide outreach to the region's Allied Health Sciences schools and their workforce partners with the shared opportunity it allows for on-site, state-of-the-art training capabilities. The potential for outreach via the Mobile Skills Lab is limitless with the capacity to take the laboratory to any point of need. The Mobile Skills Lab will be utilized to meet and exceed the needs of the healthcare industry, as well as meeting the needs of students.

Costs for the Mobile Skills Laboratory are quoted from a motor coach company (with assistance from Laerdal) to design a state-of-the-art Mobile Lab at an estimated cost of \$490,134.00.

The deadline for application is October 5, 2009; a letter of support from the Workforce Investment Board (and other stakeholders) is required by DOL ETA.

August 7, 2009