

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

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

DATE: October 22, 2007

RE: Workforce Investment Board Meeting
November 6, 2007
Grand River Inn – Chillicothe, MO

The Northwest Workforce Investment Board will hold a meeting on Tuesday, November 6, 2007 at Grand River Inn in Chillicothe, MO. Grand River Inn is located just off of the intersection of Highway 36 & 65.

Prior to the dinner meeting, we would like to invite everyone to visit the newly renovated Missouri Career Center in Chillicothe located at 601 West Mohawk Drive – just north of the Green Hills Golf Course. From Highway 36, turn north onto Highway 65. Go approximately 4 miles before turning right on Mohawk Drive. The Career Center is immediately on your left. The Open House at the Career Center will be from 4 – 5 pm.

In order to plan the meal service, we must have an accurate count prior to the meeting. **Please contact our office by noon on Friday, November 2** to indicate if you will be in attendance at the meeting. You may call 1-800-794-3535 or email jwhitney@mail.ncmissouri.edu.

There will be Program Oversight and Executive Committee meetings prior to dinner. If you are a current member of either of those committees, please attend if possible. A committee roster is included as Attachment 1. If you are interested in serving on a committee and are not already listed, please contact bsteele@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.

Workforce Investment Board Meeting
Tuesday, November 6, 2007

4:00 – Chillicothe Career Center Open House

5:00 – Executive Committee
Program Oversight Committee

5:30 – DINNER

6:00 – ***“My Success Event”*** - Paula Overfelt, Area Health Education Center
Cyndra Lorey, St. Joseph Chamber of Commerce

6:30 – BUSINESS MEETING
Roll Call/ Establish Quorum

A. Consent Agenda

1. Minutes of Previous Meeting — October 2, 2007 - Attachment A1

B. Committee Reports

1. Executive

- Fiscal Monitoring of WIA Title 1 Subcontractors
- St. Joseph Career Center Facility – Attachments B1

2. Program Oversight

- Green Hills Community Action Agency
Improvement Plan Review – Attachment B2

3. By-Laws – Second Reading

Due to the contract award to United Migrant Opportunity Services for Migrant & Seasonal Farmworker Services, we have received a request for a representative to be seated on our Board. Since we modified our Board composition after the previous contractor, RMI, lost the contract; it will require a revision to our By-Laws to reinstate a seat for Migrant & Seasonal Farmworker programs. The revision is included as Attachment B3.

C. Partner Reports (narratives attached)

1. One-Stop Manager Report
2. Business Services Report
3. Business Retention Services Update
4. Youth Council Report
5. Spotlight³
 - Kim Rardon
 - Scott Long
 - Wendy Bradley

D. Next Meeting – February 5, 2008 – St. Joseph

Due to Great Northwest Day in Jefferson City on this same date, the Board may wish to consider the following options:

- Let the Board meeting date stand.
- Re-schedule their Board meeting for the preceding Tuesday. (January 29)
- Cancel the Board meeting and schedule an Executive Committee Session to handle the necessary work of the Board.