

**Meeting Minutes Format
Workforce Development Board
March 2, 2022**

Mission Statement:

The St. Charles County Workforce Development System is an alliance of public and private leaders dedicated to moving careers, companies and communities forward through workforce development that impacts local wages, economic development that impacts local business investment and community development that impacts the local tax base.

Attending Members: Jessica Bloch, Sonja Gholston-Byrd, Jeanna Caldwell, Julia Daugherty, Emma Jane Fox, Linda Haberstroh, Michael Hurlbert, Lauren Kolbe, Tim Lewin, Amanda Rose, Susan Sams, Chris Seyer, Amanda Sizemore, and Erin Williams

Guest Speakers: Kelley Lingle and Doris Lyons

Guests: Scott Drachnik, Kathy Duck, Bob Schnur, Donnie Wieland

Staff: Cindy Fulton, Lori Myers, Vicki Swartzenberg, and Jenny Warren

I. Welcome/Comments – Lauren Kolbe welcomed attendees.

II. Presentation: Talify by Kelley Lingle and Doris Lyons with Kiosite

Kelley and Doris provided an overview of the Talify program and covered how employers can utilize the program to assist with their recruitment needs.

III. Consent Agenda

Lauren entertained a motion to approve the consent agenda. A motion was made by Michael Hurlbert. Erin Williams seconded the motion. All were in favor. The motion was approved and carried.

IV. Vice-Chair's Report by Lauren Kolbe

- Employer Engagement Task Force
 - Lauren indicated that we are in need of additional board member volunteers to serve on the Employer Engagement Task Force. She asked those that are not currently serving on a task force/committee to consider serving on this task force. Anyone interested in serving should contact Lori.
- Vote on Increased Youth Wages
 - Lauren explained that the Executive Committee unanimously voted to approve an increase in our Youth Work Experience wages back in December 2021. The board's Bylaws allow for the Executive Committee to act on behalf of the full board but requires full disclosure at the next full board meeting. She entertained a motion to approve the increase of the Youth Work Experience wages from \$11 to \$12 per hour. A motion was made by Erin Williams. Jessica Bloch seconded the motion. All were in favor. The motion was approved and carried.

V. Director's Report

- Local Plan 2-Year Review

Lori indicated that we are at a 2-year review point with our current local WIOA plan. A link to the current version of the plan was sent to board members via email. Lori discussed some of the more significant changes in the plan. Next steps will be sending out the new draft plan to board members. Board members will have until the end of March to provide comments and ask questions. The plan will then be posted for public comment. Submission of the updated plan is due to OWD by April 30, 2022.
- Regional Plan 2-Year Review

Lori explained that the St. Charles Region is also included in the St. Louis Metro Region which has its own WIOA Regional Plan. This Regional Plan is also up for a 2-year review. The Regional Plan will be discussed at an upcoming Regional Directors meeting on 3/11/2022. No major updates are expected. This Regional Plan will also be shared with board members for their review and comment.

- Customer Survey Results
Customer survey results were sent to board members in the board meeting packet. Lori provided a summary review of the survey results.
- Performance Measures
Jenny discussed our standings with the current performance measures.
- Success Story
 - Jenny provided a Youth program success story.

VI. Final Announcements & Adjournment: Linda Haberstroh made a motion to adjourn the meeting. Michael Hurlbert seconded the motion. All were in favor and the motion carried.

Next Meeting: The next full board meeting will be June 1, 2022.