



1021 Kingsway Drive, Suite 1
Cape Girardeau, MO 63701
Phone: 573.334.0990

www.job4you.org

January 22, 2024

Ms. Julie Carter, Director
Office of Workforce Development
P.O. Box 1087
Jefferson City, MO 65102-1087

Subject: FY2024 Dislocated Worker Funding Plan Modification 2020-2024

A proposed modification to the Workforce Development Board of Southeast Missouri's (WDBSE) local plan for WIOA will be available for review beginning January 22, 2024. Interested parties may review the proposed modification at the WDBSE administrative office located at 1020 Kingsway, Suite 1, Cape Girardeau, MO 63701, between the hours of 8am-4:30pm Monday through Friday or by accessing the WDBSE website at www.job4you.org

The purpose of this modification is to move \$165,500.00 from WIOA Dislocated Worker funds to WIOA Adult funds. This adjustment in funding will allow us to meet the needs of the customers using WIOA services. This adjustment is needed for proper allocation and obligations.

Attached is the budget summary for FY2024 WIOA Dislocated Worker.

The WDBSE is comprised of the following 13 county area: Bollinger, Cape Girardeau, Dunklin, Iron, Madison, Mississippi, New Madrid, Pemiscot, Perry, St. Francois, Ste. Genevieve, Scott and Stoddard Counties.

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Valada Harp

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WDBSE Board Chair

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Bretchen Morse

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WDBSE President/COO, Compliance Manager

PY23/FY24 Dislocated Worker - 4002/4003			
	Budget	Will transfer	New DW Budget
Admin	45,532.40		45,532.40
Program Salary/Fringe	198,000.00	92,500.00	105,500.00
Program Other Staffing Costs	47,874.96	11,000.00	36,874.96
Indirect	-		-
ITA	116,099.48	30,000.00	86,099.48
OJT	6,750.00	4,000.00	2,750.00
WBL Activities	1,800.00	-	1,800.00
Work Experience	-	-	-
Case Manager Expense	34,267.16	28,000.00	6,267.16
Supportive Services	5,000.00	-	5,000.00
Total Dislocated Worker	455,324.00	165,500.00	289,824.00

36.35% Budget transfer percentage

FY24 Dislocated Worker - 4003			
	Budget	Transfer	New DW Budget
Admin	35,713.10		35,713.10
Program Salary/Fringe	160,000.00	(92,500.00)	67,500.00
Program Other Staffing Costs	32,850.74	(11,000.00)	21,850.74
Indirect	-		-
ITA	85,000.00	(27,732.84)	57,267.16
OJT	5,000.00		5,000.00
Work Experience	-		-
WBL Activities	1,800.00		1,800.00
Case Manager Expense	34,267.16	(34,267.16)	-
Supportive Services	2,500.00		2,500.00
Total Dislocated Worker	357,131.00	(165,500.00)	191,631.00
FY24 Dislocated Worker Transferred to Adult			
Program Salary/Fringe	-	85,000.00	85,000.00
Program Other Staffing Costs	-	11,000.00	11,000.00
ITA	-	58,500.00	58,500.00
Supportive Services	-	11,000.00	11,000.00
Total Dislocated Worker transferred to Adult	-	165,500.00	165,500.00

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CPR

Data Entry for the month of
January 2024
Southeast

Back



\$ 165,500

\$0.00

Title 1-B Dislocated
Worker - PY23/FY24

Original
Allocation
\$357,131.00

Non-Administrative Transfer from Title 1-B

**Dislocated Worker - PY23/FY24 to Adult -
PY23/FY24**

Formula Funds

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Dislocated Worker

Transfer from Dislocated Worker

Amended Budget	Budget		
Program			
Program Sal/Frng	\$160,000.00	\$ 92,500.00	\$67,500.00
Program Other Staffing Costs	\$32,850.74	\$ 11,000.00	\$21,850.74
Indirect Program	\$0.00	\$ 0.00	\$0.00
WBL activities and Training-Related EPs	\$1,800.00	\$ 0.00	\$1,800.00
Individual Training Account	\$85,000.00	\$ 27,732.84	\$57,267.16
On the Job Training	\$5,000.00	\$ 0.00	\$5,000.00
Pre-Apprenticeship	\$0.00	\$ 0.00	\$0.00
Registered Apprenticeship	\$0.00	\$ 0.00	\$0.00
Workforce Preparation Activities	\$0.00	\$ 0.00	\$0.00
Transitional Jobs	\$0.00	\$ 0.00	\$0.00
Customized Training	\$0.00	\$ 0.00	\$0.00
Incumbent Worker Training	\$0.00	\$ 0.00	\$0.00
Internships	\$0.00	\$ 0.00	\$0.00
Work Experience	\$0.00	\$ 0.00	\$0.00
Supportive Services	\$2,500.00	\$ 0.00	\$2,500.00
Pay for Performance	\$0.00	\$ 0.00	\$0.00
Case Manager Expenses	\$34,267.16	\$ 34,267.16	\$0.00
Total Requested:	\$321,417.90	\$165,500.00	\$155,917.90

Transfer to Adult

Program - Program Sal/Frng	\$ 85,000.00
Program - Program Other Staffing Costs	\$ 11,000.00
Program - Indirect Program	\$ 0.00
Program - Individual Training Account	\$ 58,500.00
Program - On the Job Training	\$ 0.00
Program - Pre-Apprenticeship	\$ 0.00
Program - Registered Apprenticeship	\$ 0.00
Program - Workforce Preparation Activities	\$ 0.00
Program - Transitional Jobs	\$ 0.00
Program - Customized Training	\$ 0.00
Program - Incumbent Worker Training	\$ 0.00

Program - Internships	\$	0.00
Program - Work Experience	\$	0.00
Program - Supportive Services	\$	11,000.00
Program - Pay for Performance	\$	0.00
Program - WBL activities and Training-Related	\$	0.00
EPs		
Program - Case Manager Expenses	\$	0.00
Total:		\$165,500.00



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**WORKFORCE DEVELOPMENT BOARD OF SOUTHEAST MISSOURI
BOARD MEETING MINUTES
January 19, 2024, 1:00pm-2:30pm Virtual Only**

- Time & Location:** The meeting was called to order at 1:11p.m. by Valada Harp. Meeting was held virtually via Zoom.
- Members Present:** Lisa Cook, Kristen Daniel, Stephen Gray, Sherry Hamby-Vance, Valada Harp, Ron Huber, Diana Salazar, JJ Lane, Stacy Snider, Latricia Fennell, Scott Sattler, Brock Crowley, Valerie Moore
- County Commissioners Present:** Vice CLEO, Charlie Herbst
- Staff Present:** Gretchen Morse, Allysia Long, Sarah Wilson, Danise Clay, Cathy Trentham
- Guests Present:** Samantha Terry, EDSI; Patrick Kintner, Stanley Durenberger & Hopper.

Please Note – These are DRAFT Minutes until Board vote and approval in April 2024

**The Workforce Development Board reserves the right to go into closed (Session 610-021, 610-023, RSMo Discussion of Personnel or Contracts) with a majority vote of the private members present.

The Southeast Workforce Development Board is an equal opportunity program/employer.
Auxiliary aids and services are available upon request.
This information can be translated into another language if requested.
Esta información se puede traducir a otro idioma si se solicita.

CONSENT AGENDA – VALADA HARP

A motion was made by Scott Sattler to accept the consent agenda item: Approval of meeting minutes, with a second from Stephen Gray, motion carried.

FINANCIAL COMMITTEE UPDATE – SCOTT SATTLER/SARAH WILSON

Committee met on January 17th, 2024. Mr. Sattler and Ms. Wilson provided update on current financials. WIOA expenditures are all within the required percentages of 10% admin, 60% program and 40% participant. Special program expenditures are level based on expended amounts and remaining amounts for the first half of the program year. No financial concerns at this time. No vote required.

Due to WIOA Dislocated Worker being under spent, a transfer of funds will need to take place for services to continue under WIOA Adult. WIOA Dislocated Worker funds are under spent due to lack of employer layoffs within the region and the lack of dislocated workers seeking services. Only WIOA Dislocated Worker funds can be transferred to WIOA Adult. A motion was made by Scott Sattler to move \$165,500.00 from WIOA Dislocated Worker funds to WIOA Adult funds with a second from Lisa Cook, motion carried.

Patrick Kintner with Stanley, Dirnberger, & Hopper provided report on the financial audit year ended June 2022. No significant deficiency identified on financial statements nor on Federal awards. The audit is considered “qualified” due to the lack of previous internal controls. The organization has made a concerted effort to ensure that all Federal and State program reporting meets compliance standards. The organization has changed reporting and processing procedures that has improved overall internal controls. A motion to approve audit as presented made by Scott Sattler with a second by Stacy Snider, motion carried.

WORKFORCE SYSTEM NETWORK COMMITTEE – STACY SNIDER

Committee met on January 5th, 2024. Ms. Snider shared performance information on the most recent data. PY23 Quarter 1 (7/01/23- 9/30/23) for WIOA Adult, Dislocated Worker, and Youth. Performance looks good for the first quarter. Areas of focus for WDBSE staff and subcontractor are adult credential, adult skills gain, youth employment and youth measureable skills gain as these areas are not at the 90% of the goal. WDBSE Compliance Manager will continue to work with subcontractor’s Program Manager to review data in these areas to ensure increased performance.

Enrollments for the region are steady but should see an increase of more enrollments throughout the next several months. Youth enrollments for Ste. Genevieve County and Perry County are still being watched closely. Subcontractor has a new WIOA Youth Case Manager who is working in these two counties to increase awareness of WIOA Youth program and working with partner agencies which will provide referrals.

PRESIDENT’S REGIONAL REPORT – GRETCHEN MORSE

- One-Stop Operator report emailed in packet-please take time to read over. Contains good data to show the number of job seekers being served in the job centers.

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- OWD annual statewide summit held in St. Louis October 25th and 26th. The focus was bringing together 13 directors/presidents and compliance together with the OWD supervisors. Sessions on WIOA program compliance and board policies. Also, opportunity for regional directors to meet with OWD management team for planning.
- Booth Financial Group held statewide meeting with each regions fiscal staff. OWD has contract for 3 years with Booth to monitor each regions financials-11/7/23 & 11/8/23 Jefferson City- Sarah Wilson and Allysia Long attended.
- Danise Clay conducted Region-Wide program case management training on 11/17/23 with subcontracted staff, EDSI. The training went very good!
- February-March 2024 annual inventory of WDB owned equipment will be completed. WDBSE staff review each office and check that all electronic equipment owned by the WDBSE is accounted for.
- WDBSE staff, EDSI staff and OWD staff are working together on employer engagement planning-includes: outreach/marketing planning and strategies, planning hiring events, services to employers, tailored services to targeted sectors, etc.
- Gretchen Morse will attend pre-meeting at the CCAM Annual Training. CCAM training is in February 2024 at Lake of the Ozarks- 6 regions presenting to their respective commissioners. Subjects to be presented on will be local board functions, regional planning, WIOA funding, compliance, performance, workforce system as a whole, responsibilities, etc.
- Gretchen Morse shared experience from the OWD Summit last October 2023. Modern Warrior Live Video-This production was held live at the summit. Very moving, very powerful. Modern Warrior Live was created in 2017, they have held 125 live productions nationwide, and they have reached over 10,000 Veterans, 30,000 civilians, and connected over 4,000 Veterans to mental health services.
 - ✓ Non-profit organization-travel nationwide-
 - ✓ Mission to break down societal barriers that leave Veterans feeling alone.
 - ✓ Autobiographical live production. Immersive narrative and music with meaningful conversation about mental health, post-traumatic growth, resiliency and the Veteran experience.
 - ✓ The production shared a personal & emotional journey of military service & what Veterans face when they return home.

SOUTHEAST LOCAL PLAN 2024-2028 – GRETCHEN MORSE

The Southeast Local Plan 2024-2028 was sent to the full board prior to the meeting to allow members to review. Ms. Morse provided details on the importance of the local plan 2024-2028, the timeline of submission of the plan along with the procedures. A motion to approve the local plan 2024-2028 with minor edits was made by Scott Sattler with a second by Lisa Cook, motion carried.

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PUBLIC COMMENT AND ADJOURNMENT – VALADA HARP.

With no further business, a motion to adjourn was made by Kristen Daniel and seconded by Stacy Snider. Motion carried.

Respectfully submitted,

Valada Harp, WDB – Chair

Gretchen Morse, President/COO

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and approval in April 2024**

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public posting - WDBSE
1/22/24 Website BM

Home About Programs Job Centers Resources Equal Opportunity Board Meetings Local Plan 2020-2024

WDBSE
WORKFORCE DEVELOPMENT BOARD
OF SOUTHEAST MISSOURI

**A non-profit dedicated to creating
a stronger workforce for Southeast
Missouri.**



Public Notice --1/22/24-2/5/24
WIOA plan modification 2020-2024. Transfer of FY2024 WIOA Dislocated Worker funds to WIOA Adult funds. For public comment and/or questions please call or email Gretchen Morse at 573-334-0990 ext. 307/gmorse@jobbyou.org. Budget summary and official letter can be found by clicking the link below:
[Plan Modification 1/22/24-2/5/24](#)

RETURNSTRONG
HELPING MISSOURIANS SKILL UP
AND GET BACK TO WORK

Shen/Ne/Shony
RECOVERY PLAN

2/6/24

Public posting taken down.

GMM

The screenshot shows a Wix website editor interface. At the top, there are navigation links: Home, About, Programs, Job Centers, Resources, Equal Opportunity, Board Meetings, and Local Plan 2020-2024. The main content area features a dark blue background with the following text:

wdb
WORLDWIDE DEVELOPMENT BOARD
OF SOUTHEAST MISSOURI

**A non-profit dedicated to creating
a stronger workforce for Southeast
Missouri.**

Public Notice
**Quarterly Workforce Development Board of Southeast Missouri will
be held in April 2024. For additional information please contact
Gretchen Morse at 573-334-0990, ext. 301 or via email gmorse@job4you.org
Thank you for your support!**

At the bottom left, there is a circular logo featuring a stylized figure. The Wix logo is visible in the bottom right corner of the editor interface.