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**WORKFORCE DEVELOPMENT BOARD OF SOUTHEAST MISSOURI  
BOARD MEETING MINUTES  
January 16<sup>th</sup>, 2026, 10:00am-11:30pm  
Virtual Meeting Only – via Zoom**

**Time & Location:** The meeting was called to order at 10:03 a.m. by Scott Sattler. Meeting was held virtually via Zoom.

**Members Present:** Stan Beel, Matt Crabtree, Kristen Daniel, Sherry Hamby-Vance, Scott Sattler, Ron Huber, Ken Rinehart, Diana Salazar, Genny Asher, Krystal McLane, Stacy Snider, Latricia Fennell, Sandra Cabot, Brock Crowley, Jerri Bowles

**County Commissioners Present:** Mike Sauer

**Staff Present:** Gretchen Morse, Allysia Long, Sarah Wilson, Danise Clay

**Guests Present:** Linda Fitzgerald, EDSI; Samantha Terry, EDSI; Cathy Harris, EDSI; Sharrie Berowski, OWD;

**Please Note – These are draft minutes until board vote and approval in April 2026**

**\*\*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 – SCOTT SATTLER**

A motion was made by Sandra Cabot to accept the following consent agenda item: Approval of October 17<sup>th</sup>, 2025 meeting minutes, seconded by Brock Crowley, all in favor, motion carried.

### **WORKFORCE SYSTEM NETWORK COMMITTEE – STACY SNIDER**

Committee met on 1/9/26 to review the regions workforce system. Stacy Snider summarized the One-Stop Operator report from Linda Fitzgerald, which indicated a 0.4% job increase and emphasized the job centers' proactive community engagement. Scott Sattler raised concerns about employer participation in the work-ready community re-evaluation, to which Linda Fitzgerald responded positively. Stacy Snider also acknowledged the efforts of job centers in within the smaller counties.

Stacy Snider highlighted the program's solid performance, with positive results in WIOA Dislocated Worker and WIOA Adult including strong median earnings. However, there are concerns about the WIOA Youth's measurable skills gain. Though there were concerns about the measurable skills gain and credential attainment, both measures are being closely monitored and addressed through ongoing case management and monthly data review. WIOA enrollment numbers for the region were shared with no concerns.

Stacy Snider presented data on the OJT program, noting that the Southeast region has shown strong performance, serving 36.36% of statewide participants in PY24. Challenges include a preference for paid classroom training from participants and difficulties in aligning participants with employer needs. Jerri Bowles mentioned an upcoming meeting to analyze the long-term impact of OJTs on employment outcomes. Both speakers acknowledged the need for continued promotion of OJT opportunities.

### **FINANCIAL COMMITTEE UPDATE – SCOTT SATTLER/SARAH WILSON**

Due to the absence of Lisa Cook, the financial committee chair, Scott Sattler, board chair provided the committee update. The committee met on 1/13/26 to review the current expenditures and obligations. The financial committee's review was reported, noting that expenditures for WIOA Adult programs are at 62%, WIOA Dislocated Worker programs at 47%, and WIOA Youth programs at 72%. Additionally, it was mentioned that there will be a transfer of funds from WIOA Dislocated Worker program to the WIOA Adult program by March 2026. The unspent storm grant funds will be sent to a different region for recovery efforts. Motion to approve financial report made by Scott Sattler, seconded by Stacy Snider, all in favor, motion carried.

### **PRESIDENT'S REGIONAL REPORT – GRETCHEN MORSE**

Experiences from the National Association of Workforce Development Professionals (NAWDP) Youth Symposium were recounted, noting a focus on leadership and the necessity for partnerships to assist young adults with significant barriers.

The Job Center Certification process for the Park Hills, Cape Girardeau, and Kennett Job Centers are set to begin, requiring board member participation to evaluate each centers' effectiveness and accessibility. Gratitude was expressed to Ms. Stacy Snider, Ms. Latricia Fennell, & Ms. Jerri Bowles for accepting to be part of the certification review team. The final determinations are due to OWD by 5/30/26.

OWD conducted their annual PY24 Equal Opportunity monitoring on each region across the state. This annual review ensures that programs, services, and employment practices are non-discriminatory. The areas reviewed were the monitoring responsibilities, complaint process procedures being followed, recordkeeping, affirmative outreach, assurances, EO Officers, communication, and data collection/maintenance. Here in Southeast Region the review was very good, there were no findings or concerns identified. The monitoring letter can be found on the board website or requested from Gretchen Morse.

Plans for legislative outreach at the Missouri Capitol was outlined, where local senators and representatives will be met by 5-6 Board Directors from across the State to discuss the significance of local Workforce Development Boards.

Gretchen Morse and Linda Fitzgerald, the regions One-Stop Operator are working closely with Southeast Missouri State University (SEMO) to bring a "Steelmaking Bootcamp" to the SEMO campus in Kennett, MO. This Bootcamp would be short-term certified training for material handlers, warehouseman training, OSHA forklift training & power industrial licensure. There are multiple employers on board to hire when individuals complete training (SRG Global, Delta Peanut, Associated Electric, Orgill and Lakeland Logistics). These would be in-demand jobs with an average starting annual wage of \$40k. More details to come!

Insights about the board's website were shared, noting it had 394 unique visitors in October, November, and December 2025.

Board members were invited to volunteer for one of the two committees, the Financial Committee or the Workforce System Network committee, with an explanation that participation offers deeper insights into board operations. Board members to contact Gretchen Morse if interested in serving.

The 2024-2028 two-year plan modification for 2026 was reviewed by several board members in early January 2026 and was then sent to full board prior to meeting for review. Motion to approve the 2026 two-year plan modification to the four-year plan was made by Ken Rinehart, seconded by Jerri Bowles, all in favor, motion carried.

### **CLOSED SESSION-DISCUSSION OF CONTRACTS**

Motion to move into closed session made by Matt Crabtree, seconded by Genny Asher, all in favor, motion carried, time 10:50am. Roll call completed by Allysia Long. Quorum maintained.

Stacy Snider provided recommendation from the Workforce System Network Committee. The committee did vote to extend EDSI's contract for PY26 noting that EDSI is meeting the contractual expectations and performing effectively. Motion made by Stacy Snider to extend EDSI contract for one more year, seconded by Kristen Daniel, all in favor, motion carried.

Motion to move out of closed session made by Matt Crabtree, seconded by Jerri Bowles, all in favor, motion carried, time 10:54am.

**PUBLIC COMMENT AND ADJOURNMENT – SCOTT SATTLER**

With no further business, a motion to adjourn was made by Stacy Snider, seconded by Kristen Daniel, all in favor, motion carried.

Respectfully submitted,

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Scott Sattler, WDB – Chair

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Gretchen Morse, President/COO

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