



www.job4you.org
1021 Kingsway, Suite 1
Cape Girardeau, MO 63701
Phone: 573.334.0990

**WORKFORCE DEVELOPMENT BOARD OF SOUTHEAST MISSOURI
BOARD MEETING MINUTES
July 17th, 2026, 10:00am-11:30pm
Virtual Meeting Only – via Zoom**

Time & Location: The meeting was called to order at 10:01 a.m. by Scott Sattler. Meeting was held virtually via Zoom.

Members Present: Matt Crabtree, Kristen Daniel, Sherry Hamby-Vance, Scott Sattler, Christian Johnson, Jennifer Barnett, Diana Salazar, Angela Wilson, Genny Asher, Krystal McLane, JJ Lane, Stacy Snider, Latricia Fennell, Sandra Cabot, Brock Crowley, Jerri Bowles

County Commissioners Present: Charlie Herbst, Vice CLEO

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

Guests Present: Linda Fitzgerald, EDSI; Cathy Harris, EDSI; Sharrie Berowski, OWD; Sonya Fuller, OWD

**Please Note – These are draft minutes until board vote
and approval in October 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.
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CALL TO ORDER – SCOTT SATTLER

Meeting began with welcome, pledge of allegiance led by Matt Crabtree, roll call, introductions of new Board members, introductions of guests and Board staff.

CONSENT AGENDA – SCOTT SATTLER

A motion was made by Sandra Cabot to accept the following consent agenda item: Approval of April 17th, 2026 meeting minutes, seconded by Genny Asher, all in favor, motion carried.

WORKFORCE SYSTEM NETWORK COMMITTEE – STACY SNIDER

Committee met on July 14th, 2026. Stacy Snider introduced the Workforce System Network Committee materials and urged members to read the reports Gretchen Morse sends, highlighting the one-stop operator report, award recognitions for Cathy Harris and Gretchen Morse, and a local excellence award for the Southeast Missouri STEM apprenticeship partnership. The committee summarized job center activities, praised One-Stop Operator, Linda Fitzgerald's detailed reporting and regional presence, and discussed customer service feedback and apprenticeship initiatives.

Attendees reviewed WIOA enrollment data for July 1, 2025–June 30, 2026, explaining county enrollment columns, lower June 2026 enrollments as typical year-end activity, and active caseload snapshots, noting EDSI surpassed contractual enrollment targets. The committee examined draft WIOA performance indicators, observed strong Adult and Dislocated Worker performance, and flagged red indicators for Youth. Final performance data due August 15th, 2026. The committee reviewed the PY25 sub-state compliance monitoring report and clarified the difference between compliance findings and areas of concern, emphasizing that findings require corrective action plans and that there were no compliance findings in this review. The discussion identified three areas of concern—objective assessments/individual service strategies, youth performance outcomes, and case note consistency—and noted Compliance Manager, Danise Clay's monitoring work and the development of an improvement strategy with EDSI management.

The Office of Workforce Development regulatory program compliance report showed strong program compliance with no significant concerns and highlighted positive practices including dual enrollments, effective grading of workforce services, partner collaboration, and proactive barrier support for clients observed during job center visits. The committee will begin RFP planning in early fall, with the intent to have a proposal ready for board consideration in January, so a selected subcontractor can start in July 2027; board staff will prepare documents, involve committee to develop timelines, and aim for a January 2026 board vote based on committee recommendation.

FINANCIAL COMMITTEE UPDATE – MATT CRABTREE

Committee met on July 15th, 2026. Financial updates were provided by Matt Crabtree. Committee reviewed financials, praised staff for internal audit work, reported no findings from the state monitoring audit or the internal monitoring. The executive committee had previously extended the independent auditor contract, approved allocations for PY26/FY27, and a PY25 one-time employee merit.

Motion to approve financial committee report made by Matt Crabtree, seconded by Stacy Snider, all in favor, motion carried.

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PRESIDENT'S REGIONAL REPORT – GRETCHEN MORSE

Gretchen Morse reported on the MAWD conference attendance and key takeaways. Information for the upcoming Build My Future event on October 13th, 2026 was shared. The board has two grant submissions (Delta Regional Authority and Upward Momentum with Prosperity Connections), hoping to hear something soon. Continuing to work on the STEM apprenticeship pilot project in Cape Girardeau area. The region received \$2,500 LEAP award during the MAWD conference. The Training & Employment Administrators of Missouri (TEAM) will be sending two directors to the National Association of Workforce Boards "Workforce Summit" in Washington DC later this year to advocate for the nation's only public workforce system. The Missouri Governor's Conference hosted by MEDC will be held mid-September in Kansas City. The MO Board Directors (TEAM) will give a presentation at the conference and hosting a hospitality room. Board members were encouraged to volunteer to serve on one of the Board's committees. It was emphasized that committee participation provides members with the opportunity to make a meaningful impact on workforce development throughout the region by sharing their knowledge and expertise. Board members who are interested in serving on a committee were asked to contact Gretchen Morse.

Danise Clay shared two recent success stories if participants served under WIOA and the impact the program made in their lives. These individuals' journeys remind us that the purpose of our workforce system is to meet people where they are, help them overcome barriers, and support them as they build brighter futures.

PUBLIC COMMENT AND ADJOURNMENT – SCOTT SATTLER

Scott Sattler thanked participants, encouraged committee involvement, announced the next in-person board meeting is planned for October 2026 with Gretchen Morse arranging date and time.

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

Respectfully submitted,

Scott Sattler, WDB – Chair

Gretchen Morse, President/COO

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