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**WORKFORCE DEVELOPMENT BOARD OF SOUTHEAST MISSOURI
BOARD MEETING MINUTES
April 17th , 2026, 10:00am-11:30pm
Douglas C Greene Center for Innovation & Entrepreneurship
Cape Girardeau, MO
Virtual Option – via Zoom**

Time & Location: The meeting was called to order at 10:05 am by Scott Sattler. Meeting was held at the Douglas C. Greene Center for Innovation & Entrepreneurship, Cape Girardeau, MO with virtually option via Zoom.

Members Present: Stan Beel, Matt Crabtree, Sherry Hamby-Vance, Scott Sattler, Christian Johnson, Diana Salazar, Genny Asher, Krystal McLane, Stacy Snider, Latricia Fennell, Sandra Cabot, Jerri Bowles

County Commissioners Present: Mike Sauer, Danny Tetley

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

Guests Present: Linda Fitzgerald, EDSI; Samantha Terry, EDSI; Cathy Harris, EDSI; Sharrie Berowski, OWD; Sonya Fuller, OWD; Dan Pression, SEMO

Please Note – These are draft minutes until board vote and approval in July 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 called to order by Board Chair, Scott Sattler at 10:06am. Pledge of Allegiance lead by Matt Crabtree. Roll call conducted by Allysia Long confirming a quorum. Scott Sattler led the introductions of guest and board staff. Scott Satter introduced new board member, Christian Johnson.

CONSENT AGENDA – SCOTT SATTLER

A motion was made by Stacy Snider to approve the consent agenda, including the January 16, 2026 meeting minutes. Motion was seconded by Matt Crabtree. Motion carried.

WORKFORCE SYSTEM NETWORK COMMITTEE – STACY SNIDER

The committee met on April 8, 2026. Updates included:

- Completion and approval of One Stop Job Center certifications with positive feedback on job center staff customer service during site visits
- Highlights of the One Stop Operator quarterly report for PY25Q3 shared
- WIOA enrollments and number served shared confirming year-to-date targets have been met
- Lower March WIOA enrollments attributed to seasonal trends and YouthBuild co-enrollment impacts
- WIOA preliminary performance for PY25Q2 shared and discussed. Subcontractor staff and board staff actively reviewing system rosters to address gaps.

FINANCIAL COMMITTEE UPDATE – MATT CRABTREE

The committee met on April 15, 2026. Key points included:

- Approximately 70% of WIOA funds spent
- Under-spending identified in business services but expected to be fully spent
- Matt Crabtree named financial committee chair
- Discussion on strategies to increase employer engagement in OJTs
- Sarah Wilson provided additional details on funding allocations and program expenditures ending March 2026
- Independent financial audit ending June 2025 was completed with no findings, material weaknesses, or deficiencies.

A motion to approve the financial report was made by Matt Crabtree, seconded by Sandra Cabot. Motion carried.

MISSOURI LABOR EXCHANGE SYSTEM – JERRI BOWLES

Jerri Bowles presented updates on the Missouri Labor Exchange System, scheduled to go live July 1, 2026. Key points:

- System built on Talify Plus platform
- Integration with current case management system
- Features include resume hosting and job search tools
- 26-member advisory board established across regions and roles
- Multiple advisory meetings completed with additional sessions planned
- Stakeholder feedback collected via web form

MISSOURI DEPARTMENT OF ECONOMIC DEVELOPMENT – SANDRA CABOT

Sandra Cabot from the Missouri Department of Economic Development provided an overview of their services and programs, including Missouri Works and Missouri OneStar initiatives

PRESIDENT’S REGIONAL REPORT – GRETCHEN MORSE

Gretchen Morse shared several updates, including that the Two-Year Board Plan Modification was submitted on March 19, 2026, and is currently awaiting state approval. The Job Center Certification was submitted on April 6, 2026, and remains under state review.

Plans are in place for Gretchen Morse and Scott Sattler to attend the MAWD Annual Conference. Additionally, work continues on an EDA Tech Hub application focused on critical minerals and workforce development, which could potentially bring \$10 million over five years to the region through partnerships with education and workforce entities.

The “Build My Future” construction career event is scheduled for the fall in Cape Girardeau at the Show-Me Center. A STEM Career Pathway Apprenticeship pilot has also been launched with 20 partners, focusing on disability-inclusive apprenticeship opportunities.

Partnerships with SEMO REDI and SEMO WORKS continue to strengthen employer-led apprenticeship programs and workforce pipelines. Board members were encouraged to participate in the Financial Committee and Workforce Systems Network Committee. A reminder was also provided regarding submission of board member and commissioner mileage reimbursement forms. Gretchen concluded by expressing appreciation for the board’s continued support and engagement.

PUBLIC COMMENT AND ADJOURNMENT – SCOTT SATTLER

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

Meeting adjourned at 11:30 AM.

Respectfully submitted,

Scott Sattler, WDB – Chair

Gretchen Morse, President/COO

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