MISSOURI
DEPARTMENT OF ECONOMIC DEVELOPMENT

Matt Blunt
Governor

Gregory A. Steinhoff
Director

Division of Workforce Development

Roderick Nunn
Director

MEMORANDUM

TO: Local Equal Opportunity Officers

C: Workforce Investment Board Chairs, Workforce Investment Board Directors, Division of Workforce Development Administrative Group, Division of Workforce Development Central Office Managers, Division of Workforce Development Regional Managers

FROM: Roderick Nunn, Director

DATE: April 7, 2006

SUBJECT: Local Workforce Investment Act Equal Opportunity Officer Meeting

A lot is happening with Equal Opportunity (EO) initiatives and still much more is being planned for Local Workforce Investment Act EO Officers. During the first quarterly meeting held in Jefferson City, we had an opportunity to review the role of the local EO Officer, as well as, examine existing documents to determine components for improvement. We also planned a schedule for professional development that will take us through the remainder of 2006 and into the first quarter of 2007.

To better communicate policies and other equal opportunity and nondiscrimination expectations for the Missouri One-Stop delivery system, we've developed an equal opportunity Web site (http://ded.mo.gov/wfd/eo.htm) that we invite you to explore. The goal is to increase awareness, through useful resources, thus improving the effectiveness of service delivery by ensuring equal access to all individuals.

The next scheduled meeting is Tuesday, April 25, 2006, at 10:00 a.m. to 3:00 p.m., at the Governor's Office Building (GOB) Room 460, 200 Madison Street, Jefferson City. Please come prepared to review the policy guidance around the issue of serving customers with Limited English Proficiency. As before, we will include on the agenda an opportunity for open discussion.

We look forward to your participation and as always, your effort is greatly appreciated. We request you confirm your attendance by April 20, 2006, and do not hesitate to contact Juanita Davis Reynolds at (573) 751-2428 or email juanita.reynolds@ded.mo.gov with questions or concerns.

Workforce Investment Act Local Equal Opportunity Officer Quarterly Meeting

AGENDA
April 25, 2006

10:00 am	Welcome
10:15 am	Old Business

- State's EO Website (new)
- Dates Established for Quarterly Meetings
- Discrimination Complaint Form/Complaint and Grievance Guide (revised)
- Complaint Log Quarterly/Yearly (revised)

11:00 am	Limited English Proficiency/Overview
11:45 am	Wrap Up/Discussion
12:00 noon	Lunch
1:00 pm	Limited English Proficiency/Overview

- Missouri's Plan

2:30 pm	Wrap Up/ Discussion

- Ideas for future sessions