

REGION VI WORKFORCE INVESTMENT BOARD
Full Board Meeting
Marion County Convention & Visitors Bureau, WV
December 9th, 2021 10:30 AM – 12:00 PM

1. CALL TO ORDER

2. INTRODUCTIONS (Guests)

3. APPROVAL of September 9th, 2021 FULL BOARD MINUTES-VOTE****

4. Conflict of Interest Statements – Handout

5. OLD BUSINESS

- A. Maher Duessel –Audit Draft Report
- B. One Stop Operator – Update
- C. Supplemental Nutrition Assistance Program Employment & Training Update (SNAP E&T) – Update
- D. Tri-State Energy & Advanced Manufacturing Consortium (TEAM) – Update
- E. Governor’s Blue Ribbon Task Force - Update

6. NEW BUSINESS

- A. New Appointment to Board – (Annetta Johnson – NWVCIL – replaces Willis McCollam) **VOTE**
- B. Board Renewals – (Robert Mollohan and Mike Mannypenny) - **VOTE**
- C. Request to Transfer \$300,000 Adult Expenditures to Dislocated Worker Expenditures – **VOTE**
- D. Governor’s Letter Certifying the Local Board for another 2 year term.
- E. WV Executive Magazine Article – WV Regional Workforce Boards
- F. Staff Reports
 - a. Executive Director Report – PY20 Annual Newsletter – Morgantown One-Stop Moving
 - b. Financial Report – **Handout**
 - c. Rapid Response Staff Report– **Handout**
 - d. On-The- Job/Incumbent Worker Training Report– **Handout**
 - e. Performance Report – Shelly McCauley – **Handout**
 - f. Youth Program Update – **Handout**
 - g. Unemployment Data – **Handout**
- G. Other Items – Meeting Schedule for July 1, 2021 – June 30, 2022

7. COMMENTS FROM THE FLOOR

8. ADJOURNMENTS

REGION VI
WORKFORCE DEVELOPMENT BOARD
FULL BOARD MEETING MINUTES
December 9, 2021

Meeting was called to order at 10:36 by Chair, Nancy Vandergrift.

WELCOME/ROLL CALL:

Members attending in person were Nancy Vandergrift, Janie Lou White, Leroy Hunter, Robert Mollohan, Chad Oleksa, Diane Heldreth, and Penny Brown. Members attending by conference call were Mike Callen, Gregory Hefner, and Anne Mezzanotte. Serving as proxy was Nancy Ligus for Anthony Hancock, Janie White for Lori Turner, and Gregory Hefner for Kathy Wagner. Guest present was Rhett Dusenbury. Board members absent were Ben Guillow, Michael Manypenny, Robert Morris, Rick Rock, and Stephanie Westfall. Workforce Development Board staff present were Maria Larry and Kathi Waters.

INFORMATION PROVIDED TO EACH MEMBER PRESENT:

Agenda for December 9, 2021
Conflict of Interest Statements
September 9, 2021, Full Board Meeting Minutes
Governor's Letter Certifying the Local Board for another 2-year term
PY20 Annual Newsletter
Financial Report through November 30, 2021
On-the-Job/Incumbent Worker Training Reports through December 2, 2021
Performance Report 1st Quarter PY21
Youth Program Update November 2021
Unemployment Data for October 2021
Schedule of Meetings for PY21

APPROVAL OF MINUTES-VOTE

Penny Brown motioned to approve the minutes for the September 9, 2021 board meeting as presented. Chad Oleksa seconded. **Motion carried.**

Conflict of Interest Statements-Handout: Everyone needing to sign a Conflict-of-Interest Statement will receive it by mail.

OLD BUSINESS

Maher Duessel;-Audit Draft Report: The draft has not been received to date. There is no indication of problems. Or recommendations. The 990 is still being prepared. When the final copy is received it will be emailed to the Board members.

One-Stop Operator-Update: The Morgantown One-Stop office is moving to Westover on the weekend of 1-14-22. The office will open again on 1-18-22. The Workforce Development Board has a cubicle that is used to meet with SNAP E&T participants. The space used for them will also be relocated to the Westover location.
Career Closet: Maria met with Pierpont C&TC (PC&TC) last month. PC&TC no longer has space for a Career Closet. They asked the WDB if they would be interested in hosting the closet. This has been something Maria has wanted to do for quite a while. The One-Stop Operator was able to secure space in their current location at Veterans Square. The space will be considered an in-kind contribution. Shelving for the clothing may be obtained from the Meadowbrook Mall from empty store space. A policy is being written to establish rules/criteria. Initially the Career Closet will be open by appointment only. If it is successful, it may open two days per month. The participants will have to be referred to the Career Closet. Partners may be asked to volunteer time to meet participants for their appointments and this will be considered an in-kind contribution. FirstEnergy has made a large

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donation of professional clothing each year and are prepared to make a donation this year on December 15th. If anyone knows of any other organizations that would like to donate professional clothing, please let Maria or April Pierson know. The goal is to open the Career Closet in January of 2022. In the future there may be a section dedicated to scrubs for those entering the medical profession.

Supplemental Nutrition Assistance Program Employment & Training Update (SNAP E&T): The approval for this year is from October 1, 2021, through September 30, 2022. The amount of the grant has decreased slightly. Able-Bodied Adults Without Dependents (ABAWD's) are required to work paid or unpaid for 20 hours per week to continue qualifying for benefits. The requirement is being waived presently because of COVID-19. Some participants are still working and turning in timesheets.

Tri-State Energy & Advanced Manufacturing Consortium (TEAM)-Update: The consortium is starting its fourth year and momentum has increased. The Pennsylvania plant is slated to open in early 2022. The focus is shifting to also include the clean energy sector. The consortium was formed to design programs for advanced manufacturing and other occupations centered around the cracker plant located in Beaver County, PA and future plants in Ohio and West Virginia. Grant funds applied for will provide for three full time project managers, one for each state, to educate employers and job seekers about skills needed, potential employment opportunities and includes funds for marketing in the tri-state area. A goal of the TEAM Consortium is to expand geographically from 27 counties to 45 counties. MIT prepared a report for the federal government and the TEAM Consortium was mentioned twice in the report as a model to imitate.

Governor's Blue Ribbon Task Force-Update: The most recent meeting was held on December 3rd. The final meeting will be held on December 17th. Each sub-committee will present a list of recommendations to the Governor. To date the Employer Engagement Sub-committee has prepared a report. The Integration and Co-location Sub-committee that Maria serves on will meet Monday, December 13th to discuss their report to determine how all partners can work together collaboratively. The sub-committees that will also present a report to the Governor are Data sharing, Cross trainings, and Co-enrollment. A combined report of recommendations will be presented to the Governor. After the recommendations, it appears the state will recommend a combined plan with Workforce, Education and possibly TANF and SNAP.

NEW BUSINESS

New Appointment to Board-(Annetta Johnson-NWVCIL-replaces Willis McCollam) VOTE: Penny Brown motioned to accept the appointment of Annetta Johnson to complete the term of Willis McCollam, ending 12-13-23. Janie White seconded. **Motion carried.**

Board Renewals-(Robert Mollohan and Mike Manypenny)-VOTE: Leroy Hunter motioned to reappoint Robert Mollohan and Mike Manypenny to another three-year term ending 1-31-25 and 1-13-25 respectively. Seconded by Penny Brown. **Motion carried.**

Request to Transfer \$300,000 Adult Expenditures to Dislocated Worker Expenditures-VOTE: Dislocated Worker funds make up the bulk of the funding. Most of those served in our area are Adults. There will more than enough DW funds left over, even with the proposed transfer. There are 73 openings in this region for Wastewater Treatment Operators. The training may be funded using WIOA dollars. Four levels need to be completed for certification. Amy will be going to Elkins to meet with seven potential candidates that may qualify for WIOA funding. The majority of these individuals will probably fall under Adult funding and not Dislocated Worker. Robert Mollohan motioned to approve the transfer of Adult expenditures to Dislocated worker expenditures as presented. Leroy Hunter seconded. **Motion carried.**

Governor's Letter Certifying the Local Board for another 2-year term: The WDB's must be certified every two years. The certification letter was received from the Governor on 12-1-21. The certification took effect 7-1-21.

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WV Executive Magazine Article-WV Regional Workforce Boards: All seven WDB's contributed statistics to the article to highlight what the boards accomplish. The statistics provided showed how many job seekers were served along with success stories. Also included in the article are the business resources available to employers.

Staff Reports: Maria referred the board members present to the following reports in their folders and reviewed them all.

- Executive Director Report-PY20 Annual Newsletter-Morgantown One-Stop Moving-The annual newsletter describes how many were served, success stories, etc. The Morgantown One-Stop will be moving the weekend of January 14, 2022 and will reopen on January 18, 2022.
- Financial Report-Handout-All were referred to the reports in their folders. The report reflects activity July 1, 2021, through November 30, 2021.
- Rapid Response Staff Report-No report was included since there has been no activity since the last meeting.
- On-the-Job/Incumbent Worker Training Report-Handout-The report reflects activity through December 2, 2021.
- Performance Report-Shelly McCauley-Handout-All were referred to the report in their folders. The report is for PY21 1st Quarter.
- Youth Program Update-Handout-The report reflects activity from HRDF, Inc. for November 2021, including the number of youth served, meetings, events, etc.
- Unemployment Data-Handout-The report reflects the unemployment rate in each county for October 2021. The average unemployment rate for the state is 2.9% for October 2021.

Other Items-Meeting Schedule for July 1, 2021-June 30, 2022: The next meeting is scheduled for March 10, 2022.

COMMENTS FROM THE FLOOR: None.

ADJOURNMENT: Penny Brown motioned to adjourn the meeting at 11:48 am. Seconded by Janie White.
Motioned carried.

BOARD MEMBER APPROVAL: _____

DATE: _____