

**REGION VI WORKFORCE INVESTMENT BOARD**  
**Full Board Meeting**  
**Marion County Convention & Visitors Bureau, WV**  
**March 10, 2022 10:30 AM – 12:00 PM**

**1. CALL TO ORDER**

**2. INTRODUCTIONS (Guests)**

**3. APPROVAL of December 9<sup>th</sup>, 2021 FULL BOARD MINUTES-**VOTE****

**4. Conflict of Interest Statements – Handout**

**5. OLD BUSINESS**

- A. One Stop Operator – Update – New MOU and Region VI Career Clothing Closet
- B. Supplemental Nutrition Assistance Program Employment & Training Update (SNAP E&T) – Update
- C. Tri-State Energy & Advanced Manufacturing Consortium (TEAM) – Update – Shifting gears
- D. Governor’s Blue Ribbon Task Force – Final Recommendations – Combined Plan

**6. NEW BUSINESS**

- A. Board Renewals – (Penny Brown, Mike Callen, Ben Guillow, Leroy Hunter) - **VOTE**
- B. WV Rural Water Association Apprenticeship – Current Activity
- C. Google Career Certificate Scholarships-100
- D. WV State Plan Modification/Change from Unified to Combined Plan
- E. Recapture of PY21 Funds - update
- F. Staff Reports
  - a. Executive Director Report – Statewide ARC Grants, New Website
  - b. Financial Report – **Handout**
  - c. Rapid Response Staff Report– **Handout**
  - d. On-The- Job/Incumbent Worker Training Report– **Handout**
  - e. Performance Report – **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  
March 10, 2022**

**Meeting was called to order at 10:30 by Chair, Nancy Vandergrift.**

**WELCOME/ROLL CALL:**

Members attending in person were Nancy Vandergrift, Janie Lou White, Leroy Hunter, Robert Mollohan, Diane Heldreth, Frank Jarman, Kathy Wagner, and Annetta Johnson. Members attending by conference call were Mike Callen, Lori Turner, Stephanie Westfall, and Anne Mezzanotte. LEO Liaison Commissioner Tony Veltri was present. Guest present by conference call was Jason Roberts. Board members absent were Ben Guillow, Michael Manypenny, Robert Morris, Rick Rock, Mike Bombard, Penny Brown, Anthony Hancock, and Gregory Hefner. Workforce Development Board staff present were Maria Larry and Kathi Waters. Maria introduced Annetta Johnson as the newest board member representing Community Based organizations from the Northern West Virginia Council for Independent Living.

**INFORMATION PROVIDED TO EACH MEMBER PRESENT:**

Agenda for March 10, 2022  
December 9, 2021 Full Board Meeting Minutes  
Conflict of Interest Statements  
Region VI Career Clothing Closet Flyer and Partner Guidelines  
Tri-State Energy & Advanced Manufacturing Consortium Press Release  
Governor's Blue Ribbon Task Force Combined Plan Final Recommendations  
Google Certificate Scholarships Flyer  
WV State Plan Modification/Change from Unified to Combined Plan Documents  
Recapture of PY21 Funds Charts  
Financial Report through February 28, 2022  
On-the-Job/Incumbent Worker Training Reports through March 8, 2022  
Performance Report 2<sup>nd</sup> Quarter PY21  
Youth Program Update February 2022  
Unemployment Data for January 2022  
Schedule of Meetings for PY21  
WIOA Flyer

**APPROVAL OF MINUTES-VOTE**

Robert Mollohan motioned to approve the minutes for the December 9, 2021 board meeting as presented. Frank Jarman seconded. **Motion carried.**

Conflict of Interest Statements-Handout: Board members needing to sign a Conflict-of-Interest Statement received one as they came into the meeting. All others will be mailed.

**OLD BUSINESS**

One-Stop Operator-Update-New MOU and Region VI Career Clothing Closet: The current MOU with the partners expires on June 30, 2022. The new one will include a few changes or additions in partners, infrastructure and shared costs budget and reconciliation. It will be effective July 1, 2022. Each required partner is being asked to offset the cost of the One-Stop Operator contract such as salary, travel, outreach, supplies, etc.

A ribbon cutting ceremony was held on March 4<sup>th</sup> for the Region VI Career Clothing Closet. The information in board members' folders included a flyer outlining the participant requirements and the guidelines for the partners. Donations were made by Mon Power employees, Savvy Consignment of Fairmont, Adult Ed/Spokes,

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Meadowbrook Mall, and Walmart. The space for the closet was provided for free in Veterans' Square Plaza in exchange for some light janitorial duties.

Supplemental Nutrition Assistance Program Employment & Training (SNAP E&T) Update : 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 and will be in place at least until June 30, 2022. Some participants are still voluntarily fulfilling the work requirement. Case managers are still helping participants with job searches, partner referrals, resume assistance, etc. There may be an uptick in the voluntary work requirement because of the State's Job Jumpstart program. To qualify for this one-time stipend ABAWD's will be required to work 32 hours per week for eight consecutive weeks.

Tri-State Energy & Advanced Manufacturing Consortium (TEAM)-Update-Shifting Gears: The Beaver County, PA plant is slated to open in the spring of 2022 and may be open now. The focus is shifting to also include the clean energy sector. In December of 2021 the ARC (Appalachian Regional Commission) Power Grant was awarded. The purpose is to hire three full-time managers to educate employers and job seekers about skills needed, potential employment opportunities and includes funds for marketing in the tri-state area. The TEAM Director has been approached by the Alliance facilitated by IN-2-Market to assist in coordinating stakeholders on a shared vision for a low-carbon and hydrogen industrial hub in Ohio, PA, and WV that can be a national model for sustainable energy and production systems. (A press release was included in the board members' folders.) The TEAM Consortium is also looking towards another opportunity to join a higher education taskforce with Pitt. Pitt is working on a Dept. of Energy grant to do training for energy cybersecurity and reached out to TEAM to partner with them.

Governor's Blue Ribbon Task Force-Final Recommendations-Combined Plan: A copy of the Task Force's final recommendations to the Governor is included in each member's folder. This and a copy of SB #582 was emailed to board members, staff, LEO's and other state WDB Directors prior to this meeting. Executive Director, TJ VanMeter, from Region VII and his assistant spoke before the Legislative Workforce Committee on February 2nd to educate them on what a workforce development board's roll is in the community and state. One of the recommendations to the Governor was for the State Workforce to develop a combined state plan.

**NEW BUSINESS**

Board Renewals-(Penny Brown, Mike Callen, Ben Guillow, Leroy Hunter)-VOTE: Janie white motioned to approve the renewals as presented. Kathy Wagner seconded. **Motion carried.**

WV Rural Water Association Apprenticeship-Current Activity: At the October 2021 ICT meeting the WV Rural Water Association gave a presentation on the need for water operators in the state of WV. They have a nationally recognized apprenticeship. They requested assistance from the regional workforce development boards in helping them get individuals certified to become water and wastewater operators. The water sector is expected to lose between 30% and 50% of their workforce in the next 10 years due to retirement. To date \$400,000 in OJT funds have been obligated to help the Towns of Beverly, Elkins, and Huttonsville.

Google Career Certificate Scholarships-100: NAWB (National Association of Workforce Boards) offered the scholarships to workforce development boards across the nation. A minimum of 100 certificates had to be requested. The training prepares individuals for employment in IT Support, User Experience Design, Data Analytics, IT Automation with Python, and Project Management. Eligibility criteria is focused on underrepresented individuals including minorities, veterans, low income, etc. The participants will be registered in the data system so their progress can be tracked. Each participant will have six months to complete the training and the scholarship is good for one year from date of sign-on. When received, marketing materials will be sent to partners in case they have any clients that qualify for them.

WV State Plan Modification/Change from Unified to Combined Plan: As part of the recommendations to the Governor's Blue Ribbon Task Force, the state workforce will move from a unified to a combined plan. The combined plan will add Title II, III and IV partners to the plan. The current plan runs through 2023. All of the

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changes will be in effect at the end of June. A copy of the modified Combined State Plan is on the [workforcewv.org](http://workforcewv.org) website under Announcements and Events. Region VI will modify our plan to match the state's plan in the coming weeks and will send a copy of the modification to all board members via email for comments.

Recapture of PY21 Funds-Update: In the past we have discussed the possibility of the state recapturing funds if they are not at least 80% obligated by the end of the first year and spend 100% of that allotment by the end of the second year. The state issued Policy #01-21 in response to the recapture of unobligated funds. An excerpt of the policy is included in each member's folder. Also attached are copies of information that explain what is and what is not an obligation and copies of graphs/charts that explain what has been spent in Region VI for PY20 and PY21 funds through January 2022. The board members will be updated on the recapture of funds. One contributing factor to not getting as many in training the past couple of years is the pandemic when many training providers shut down, including our number one Truck Driver Training Program, and no one was able to go into training. If the training picks up and funds have been recaptured, a request can be made for additional funds from the state.

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

- Executive Director Report-State ARC Grants, New Website: Executive Director Maria Larry has been asked to be a part of an advisory committee for the ARC Power Grant received by Glenville State College called Cybersecurity and Safety Workforce Development Initiative. Region IV has also been invited to be part of the advisory committee. The goal is to fill jobs in the high demand field of cybersecurity and attract new sources of investment to address safety and security in the region. Counties targeted in Region VI are Barbour, Braxton, Doddridge, Gilmer, Harrison, Lewis, and Upshur. The cyber security certificates component will train 301 individuals leading to 524 certificate and will create a state of the art simulation experience for 200 professionals and trainees in cybercrimes and security. Another initiative Region VI has offered support and outreach to is the Monongalia County Adult Workforce Retraining Scholarship through YCF (Your Community Foundation) of NCWV. Criteria includes proof of employment in Monongalia County as of March 2020 and experience a work disruption but do not have to be a resident of Monongalia County. The scholarship provides funds for tuition, books, and fees. For assistance call 304-296-3433 or email [info@ycfwv.org](mailto:info@ycfwv.org). The Region VI WDB website is being redesigned and will hopefully be ready for rollout on April 6<sup>th</sup>. It will be more user friendly for job seekers, employers, and those looking for training.
- Several staff members have been sitting in on a virtual academy provided by the National Association of Workforce Development Professionals. Some staff members will be attending a conference in Washington, DC sponsored by NAWB in April. There will be several USDOL representatives that will be present for technical assistance and question and answer sessions. One staff member will be attending a conference in Las Vegas in May sponsored by NAWDP.
- Financial Report-Handout-All were referred to the reports in their folders. The report reflects activity July 1, 2021 through February 28, 2022.
- 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 March 8, 2022.
- Performance Report-Handout-All were referred to the report in their folders. The report is for PY21 2<sup>nd</sup> Quarter.
- Youth Program Update-Handout-The report reflects activity from HRDF, Inc. for February 2022, including the number of youth served, meetings, events, etc.
- Unemployment Data-Handout-The report reflects the unemployment rate in each county. The average unemployment rate for the state is 4.4% for January 2022.

Other Items-Meeting Schedule for July 1, 2021-June 30, 2022: The next meeting is scheduled for June 9, 2022.

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**COMMENTS FROM THE FLOOR:** Commissioner Veltri suggested hiring additional staff to reach out to the youth while still in school about training opportunities.

**ADJOURNMENT:** Frank Jarman motioned to adjourn the meeting at 12:01 pm. Seconded by Kathy Wagner.  
**Motioned carried.**

**BOARD MEMBER APPROVAL:** \_\_\_\_\_

**DATE:** \_\_\_\_\_