

REGION VI WORKFORCE INVESTMENT BOARD
Full Board Meeting
Marion County Convention & Visitors Bureau, WV
March 9, 2023 10:30 AM – 12:00 PM

1. **CALL TO ORDER**
2. **INTRODUCTIONS (Guests)**
3. **APPROVAL of December 8, 2022 FULL BOARD MINUTES-VOTE**
4. **Quorum Established**
5. **Conflict of Interest Statements – Handout**
6. **OLD BUSINESS**
 - A. One Stop Operator – Update
 - B. Supplemental Nutrition Assistance Program Employment & Training Update (SNAP E&T) – Update
7. **NEW BUSINESS**
 - A. New Board Member Appointments
 - Brian Greynolds – Intl. Union of Bricklayers– replacing Leroy Hunter Jr. – **VOTE**
 - Robbie Skinner – Upshur County Economic Development – replacing Jennifer Bastian – **VOTE**
 - B. New Youth Standing Committee Member – Leah M. Hall, Youth Build North Central - **VOTE**
 - C. Full Board Committee Updates
 - D. Request to transfer FY23 Dislocated Worker funds to Adult (\$750,000) – **VOTE**
 - E. Request approval from Board Chair and LEO Chair of future transfer requests -**VOTE**
 - F. Assessment and Case Management Services Proposal Approval - **VOTE**
 - G. In-School/Out-of-School Youth Services Proposal Approval - **VOTE**
 - H. Staff Reports
 - a. Executive Director Report – **3rd Party Monitoring June 15th – 16th – POWERNOTES, DOL Youth Nomination, Workforce WV Policies**
 - b. Financial Report – **Handout**
 - c. Community Outreach Report - **Handout**
 - d. Rapid Response Staff Report– **Handout**
 - e. On-The- Job/Incumbent Worker Training Report– **Handout**
 - f. Performance Report – **Handout**
 - g. Youth Program Update – **Handout**
 - h. Unemployment Data – **Handout**
 - I. Other Items – Meeting Schedule for July 1, 2022 – June 30, 2023
8. **COMMENTS FROM THE FLOOR**
9. **ADJOURNMENTS**

**REGION VI
WORKFORCE DEVELOPMENT BOARD
FULL BOARD MEETING MINUTES**

March 9, 2023

Meeting was called to order at 10:37 by Vice Chair, Kathy Wagner.

WELCOME/ROLL CALL:

Members attending in person were Michael Bombard, Seneca Raines, Jason Roberts, Annetta Johnson, Leroy Hunter, Jr., Michael Ruffing, Robert Mollohan, and Nancy Vandergrift. LEO Liaison Commissioner Tony Veltri was also present. Board member attending by conference call were Michael Callen, Graham Godwin, Anne Mezzanotte, Kathy Wagner, Michael Waide, and Janie White. Kathy Wagner was proxy for Diane Heldreth and Stephanie Westfall. Guests present was Sydney Estep from WV Division of Rehabilitation Services and Brian Greynolds from the International Union of Bricklayers. Board members absent were Jason Fridley, Gregory Hefner, Michael Manypenny, and Rick Rock. Workforce Development Board staff present were Maria Larry and Kathi Waters.

A quorum was established.

INFORMATION PROVIDED TO EACH MEMBER PRESENT:

Agenda for March 9, 2023
December 8, 2022 Full Board Meeting Minutes
Conflict of Interest Statements
DOL Youth Nomination
WorkForce WV Letter to Local Elected Officials
Financial Report July 1, 2022 through January 31, 2023
Community Outreach Report for February 2023
Rapid Response Report for February 2023
On-the-Job/Incumbent Worker Training Reports through March 3, 2023
Performance Reports for PY22 Quarter 2 (4 rolling quarters)
Youth Program Monthly Report for February 2023
Unemployment Data for December 2022
Schedule of Meetings for PY22

APPROVAL OF MINUTES-VOTE

Michael Waide motioned to approve the minutes for the December 8, 2022 board meeting as presented. Leroy Hunter, Jr. seconded. **Motion carried.**

Conflict of Interest Statements-Handout: Conflict-of-Interest Statements were handed out to members needing to sign one and all others will be mailed out to those not present.

OLD BUSINESS

One-Stop Operator-Update: The Mobile AJC has been well received in the counties already visited including Tucker, Braxton, and Gilmer. The goal is to reach the outlying counties first. All partners are invited to participate. Upcoming locations include Taylor County and a place to set up is being looked for in Doddridge County. Board members are welcome to make suggestions for locations to set up.

Supplemental Nutrition Assistance Program Employment & Training (SNAP E&T) Update: The waiver is still in place for the work requirement but will be lifted soon. Some participants have continued to work and take advantage of training during this period.

TO BE APPROVED BY THE FULL BOARD ON JUNE 8, 2023

NEW BUSINESS

New Board Member Appointments-VOTE: Michael Waide motioned to approve the appointment of Brian Greynolds to complete the term of Leroy Hunter, Jr. who is retiring and Robbie Skinner to complete the term of Jennifer Bostian who accepted a new position out of state. Mr. Hunter's term expires 2-28-25 and Ms. Bostian's term expires 3-31-24. Michael Bombard seconded. **Motion carried.**

New Youth Standing Committee Member-Leah M. Hall, Youth Build North Central-VOTE: This item was stricken from the meeting because Ms. Hall is no longer employed at Youth Build North Central.

Full Board Committee Updates: The following committees have openings: Executive, Finance, and One-Stop committees. Michael Callen agreed to fill the opening on the Executive Committee. The Finance Committee should preferably be filled with someone from the business sector. There is no preference which board member fills the opening on the One-Stop Committee. Any board members that are interested can call or email Maria.

Request to transfer FY23 Dislocated Worker funds to Adult (\$750,000)-VOTE: There are more DW funds available, but the majority of the population served are Adults. The Adult funds include Incumbent Worker Training, On-the-Job Training and Apprenticeships. Documents justifying the transfer request along with a letter signed by the Full Board Chair, LEO Chair, and the Executive Director will be sent to the state for approval. Janie White motioned to approve the request to transfer funds as presented. Michael Callen seconded. **Motion carried.**

Request approval from Board Chair and LEO Chair of future transfer requests-VOTE: After some discussion, this item was tabled.

Assessment and Case Management Services Proposal Approval-VOTE: Request for Proposal was sent out and only one proposal was received, HRDF, Inc. The proposal was reviewed by some of the board members and recommend that the Full Board accept the proposal. Janie White motioned to accept the proposal. Annetta Johnson seconded. **Motion carried.**

In-School/Out-of-School Youth Services Proposal Approval-VOTE: One proposal was received, HRDF, Inc. Some of the board members reviewed the proposal and also the Youth Standing Committee met to discuss the proposal. Both recommend the Full Board accept the proposal. Leroy Hunter, Jr. motioned to accept the proposal. Michael Waide seconded. **Motion carried.**

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

- Executive Director's Report-**3rd Party Monitoring June 15th-16th-POWERNOTES, DOL Youth Nomination, Workforce WV Policies.** The state has contracted with a company called POWERNOTES to conduct the annual audit. The Acting Commissioner sent a letter to LEO's to request they attend training so they will be aware of what their responsibilities are, and this also includes Full Board members. A list of the locations and times will be sent to the Full Board and LEO Board members. A youth was nominated by Region VI and the USDOL has asked the youth to participate in a video that highlights the success of participating in the workforce system. Workforce WV will be updating policies. Two have been forwarded to board members for their review. The public comment period is two weeks. The state board will vote on the policies on 3-22-23. The Region VI WDB Policy Committee will need to meet before the June 2023 Full Board meeting to review some policies. The Executive Directors from all seven regions have been meeting and discussing the possibility of forming an association.
- Financial Report-Handout-All were referred to the report in their folders. The report reflects activity through January 2023.
- Community Outreach Report-This reflects activity for the month of February 2023.
- Rapid Response Report-The report reflects activity through February 2023.
- On-the-Job/Incumbent Worker Training Report-Handout-The report reflects activity through March 3, 2023.

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- Performance Report-Handout-All were referred to the reports in their folders. The report is for PY22 2nd Quarter (4 rolling quarters). All performance measures have been met or exceeded.
- Youth Program Update-Handout-The report reflects activity from HRDF, Inc. for February 2023, including the number of youth served, certificate acquisitions, meetings, events, etc.
- Unemployment Data-Handout-The report reflects the unemployment rate in each county for the month of December 2022.

Other Items-Meeting Schedule for July 1, 2022-June 30, 2023: The next meeting is scheduled for June 8, 2023.

COMMENTS FROM THE FLOOR: Commissioner Veltri asked if any of the WIOA funds could be used to approach new industries coming into Region VI to offer OJT funding? The Executive Director stated yes if the funding is available. Vice Chair Kathy Wagner advised the Longhorn Steak House opened recently. 80 people were hired and 500 applied for those positions. There are some businesses opening up in the near future. They are Menards and Boscov's. Menards will need 100 people and Boscov's will need 200 workers year round and 250 seasonal workers.

ADJOURNMENT: Michael Bombard motioned to adjourn the meeting at 12:01 pm.

BOARD MEMBER APPROVAL: _____

DATE: _____