

**REGION VI WORKFORCE INVESTMENT BOARD**  
**Full Board Meeting**  
**Marion County Convention & Visitors Bureau, WV**  
**September 12, 2024 10:30 AM – 12:00 PM**

1. **CALL TO ORDER**
2. **INTRODUCTIONS (Guests)**
3. **APPROVAL of June 13, 2024 FULL BOARD MINUTES-VOTE**
4. **Conflict of Interest Statements – Handout**
5. **OLD BUSINESS**
  - A. One Stop Operator – Update – Mobile AJC in Barbour County (Cupcake Festival – 9/7/24)
  - B. Supplemental Nutrition Assistance Program Employment & Training Update (SNAP E&T) – Update
  - C. Statewide Compliance Monitoring by Maher Duessel - Update
  - D. State Workforce Board - Update – New Policy regarding Training Services Requirement
  - E. Strategic Planning/Local Planning – Update – State Sector Strategy In-Person Training 9/9/24
  - F. Governor’s Regional Board Certification – Signed Letter Included
  - G. Opioid Grant Submission – Update
  - H. WIOA Reauthorization – Stronger Workforce for America Act - Update
6. **NEW BUSINESS**
  - A. Board Renewals – None
  - B. Local Board Bylaws, MOU, Etc. need updated due to new State Board Policy re: local board membership
  - C. Region VI Supportive Services for Adult & Dislocated Workers – Revision - **VOTE**
  - D. Region VI Conflict of Interest Statement – Revised due to new State Board Policy - **VOTE**
  - E. HRDF, Inc. Career Planners (Adult, DW & Youth) – Plan of Improvement
  - F. Staff Reports
    - a. Executive Director Report – REACH (Regional Engine for Atlantic Clean Hydrogen), State Policy Group Activity, and WV Workforce Association Update.
    - b. Community Outreach Report - **Handout**
    - c. Financial 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**
  - G. Other Items – Meeting Schedule for July 1, 2024 – June 30, 2025
7. **COMMENTS FROM THE FLOOR**
8. **ADJOURNMENTS**

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

September 12, 2024

**The meeting was called to order at 10:33 A.M. by Chair, Seneca Raines.**

**INTRODUCTIONS (Guests):** Maria introduced Dr. Joni Gray from Pierpont C&TC that is attending in place of Dr. Michael Waide.

**WELCOME/ROLL CALL:**

Members attending in person were Mike Bombard, Jason Fridley, Brian Greynolds, Annetta Johnson, Robert Mollohan, Seneca Raines, Jason Roberts, Kathy Wagner, and Joseph Second. Board members attending by video conference were Mike Callen, Diane Heldreth, Stephanie Westfall, and Stacy Downey. Kathy Wagner was proxy for Anne Mezzanotte. Board members absent were Rick Rock, Michael Ruffing, Brandon Tenney, and Terri Vilain.

A quorum was established.

**INFORMATION PROVIDED TO EACH MEMBER PRESENT:**

Agenda for September 12, 2024  
June 13, 2024, Full Board Meeting Minutes  
State Workforce Board-Update-New Policy regarding Training Services Requirement  
Governor's Regional Board Certification-Signed Letter  
WIOA Reauthorization-Stronger Workforce for America Act-letter to Senator Sanders and Ranking Member Cassidy  
Region VI Supportive Services for Adult & Dislocated Workers-Revision  
Region VI Conflict of Interest Statement-Revision  
Community Outreach Report through August 14, 2024  
Financial Report July 1, 2023, through August 31, 2024  
Rapid Response Report for August 2024  
On-the-Job/Incumbent Worker Training Reports through September 10, 2024  
Performance Reports for PY23 Quarter 4 (Rolling 4 quarters)  
Youth Program Monthly Reports for August 2024  
Unemployment Data for July 2024  
Schedule of Meetings for PY24

**APPROVAL OF MINUTES-VOTE**

Jason Fridley motioned to approve the minutes for the June 13, 2024 board meeting as presented. Mike Bombard seconded. **Motion carried.**

Conflict-of-Interest Statements-Handout: Conflict-of-Interest Statements have been revised due to a new State Board policy and all members will be asked to sign a new one after approval by the Board. There is a Conflict-of-Interest statement in each member's folder. Those attending by videoconference received one electronically.

**OLD BUSINESS**

One-Stop Operator-Update-Mobile AJC in Barbour County (Cupcake Festival-9/7/24): The foot traffic was down from the previous year's festival. Tracey Kennedy and April Campbell attended on behalf of the Partner Network. The Mobile AJC will continue to be taken to outlying areas along with any partners that would like to attend.

Supplemental Nutrition Assistance Program Employment & Training (SNAP E&T) Update: The application has not been received from WV Department of Human Services yet. Hopefully, it will be received before services have to be stopped. The Case Manager that works in the Clarksburg office is retiring. The position will be filled once the grant is

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received. Employment will be through a temporary service. Please let the Region VI WDB know if any board members know of anyone that would like to apply.

State Compliance Monitoring by Maher Duessel-Update: The exit interview was conducted mid-June, but the report has not been received yet from the state Workforce office. There were some minor issues.

State Workforce Board-Update-New Policy regarding Training Services Requirement: The state passed the Training Services Requirement policy at the end of August and took effect September 1, 2024. It affects service to the adult and dislocated worker participants. The policy passed by the state is more restrictive than the versions passed by the senate and house. The WV state board policy requires that 40% of the Adult and DW funding be spent on direct training and does not include supportive services such as transportation assistance. Travel assistance to participants will be discussed later in the meeting today. Concerns about the new policy include: time spent on case management for participants will be monitored, and having to cut back on transportation assistance. The state has implemented a three-year plan if the 40% requirement is not met by the local workforce development boards. If goals are not met the first year the state will implement a plan of action for the local workforce development board to follow; the second year funds may be recaptured and/or reallocated; the third year the local workforce development board may be reorganized.

Strategic Planning/Local Planning-Update-Sector Strategy In-Person Training 9/9/24: This was a pre-planning meeting in which the state is exploring which occupations are in demand. For example, broad band needs to be expanded in the state in rural areas and this may be an in-demand occupation.

Governor's Regional Board Certification-Signed Letter Included: The certification letter was received and rescinded because of a new state policy. A new certification letter dated July 15, 2024 has been received. Because of the new policy the local board membership is out of compliance and must appoint two new members, one from the community and technical education sector and one from the business sector. Region VI WDB has been given until December 2024 to come into compliance. Because of the new policy this requires that bylaws, memorandum of understanding (MOU), orientation manual be revised.

Opioid Grant Submission-Update: Region VI WDB asked for just under \$1ml. Monongalia and other counties are considered hot spots. The state requested that more per hour be paid to those that will be trained as peer recovery coaches. The request has been increased to \$1.1ml. The state will submit the grant as one entity from all seven boards.

WIOA Reauthorization-Stronger Workforce for America Act-Update: Included in the packets was a letter addressed to politicians expressing concerns of the National Association of Workforce Boards (NAWB). The concerns were reviewed with the board members. WIOA funding has been dramatically reduced over the years. The state can be more restrictive than the federal government. Another point is that when the state receives WIOA funding, it takes 15% for administrative costs. The proposed re-authorization (if passed) will allow states to take an additional 10% before distributing funds to the local regional boards. This will further reduce the amount of WIOA funding available to those out in the local areas. Also, there is language in the draft reauthorization that could allow Governors the flexibility of redesignating regional boards and possibly reducing the local areas down to a single state entity.

### **NEW BUSINESS**

Board Renewals-None:

Local Board Bylaws, MOU, Etc. need updated due to new State Board Policy re: local board membership: Because of the new state policy, the Bylaws, MOU, and Orientation Manual will need to be updated. The board members will be asked to review and comment before being presented at the December 2024 board meeting for a vote. Also, two members will need to be added to the board; one from the community and technical education sector and one from the business sector.

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Region VI Supportive Services for Adult & Dislocated Workers-Revision-VOTE: Transportation assistance will have to be decreased to comply with the requirement that 40% of WIOA funding be spent on direct training. The highlights are that transportation will be reimbursed if the participant travels 10 miles or more per day for training, the maximum paid per week will be \$25.00 or \$5.00 per day, 80% attendance must be met each week, the maximum paid for one year will \$1,000.00, up to an additional \$1,000.00 will be paid for the second year of training. Joe Second motioned to approve the revised policy. Brian Greynolds seconded. **The motion carried.**

Region VI Conflict of Interest Statement-Revised due to new State Board Policy-VOTE: The revisions have been adopted from the state policy. One revision was wording regarding an economic interest statement ( financial statement). Maria asked the WV Resiliency Officer what the economic interest statement was referring to and was told that all board members will have to follow the guidelines of the WV Ethics Commission and if applicable file their financial statement with WV Ethics. The financial statement is only applicable to public county/city/state officials or candidates and those appointed to boards by the Governor. Region VI Board members are not appointed by the Governor. If a board member needs to abstain from a vote, they will have to do so verbally ahead of the meeting. Jason Fridley motioned to approve the revised Region VI Conflict of Interest Statement. Joe Second seconded. **The motion carried.**

HRDF, Inc. Career Planners (Adult, DW & Youth-Plan of Improvement: HRDF is the subcontractor for case management, youth programs and One-stop Operator. Our performance is dependent on the information the case managers/youth mentors collect and put in the state system. During monitoring many errors were found and this has been reviewed with the HRDF Executive Director. During conversation with the Director, HRDF was put on a plan of improvement to decrease 50% of their current errors by the month of December. Since the plan of improvement was put into place, one career planner has been terminated, and one youth career planner decided to leave for another position. If there is no improvement going forward, case management may have to go back out for a bid or RFP. Maria was also just informed that the Executive Director of HRDF announced she will be leaving for another position with a different company. We will look at data and provide the board with updates at the December meeting.

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

- Executive Director's Report-REACH (Regional Engine for Atlantic Clean Hydrogen), State Policy Group Activity and WV Workforce Association Update.  
REACH-The states of Delaware, Pennsylvania, and Maryland want West Virginia to partner with them to apply for a grant to set up a site and demonstrate how to manage wind and solar energy to form hydrogen and to research the environmental issues associated with that technology. WV could potentially be a storage hub for the hydrogen produced by these methods. The grant would cover a period of 3-4 years. This is only in the talking stage and will be dependent on the approval of the implementation grant from the federal government.  
State Policy Group Activity-The state will need to revise outdated state guidance. The local WDB's have been asked for feedback and volunteer for the policy group.  
WV Workforce Association-Meetings are held monthly with the directors from the other regions in the state. Maria has been chosen to chair the meetings. At the last meeting representatives from Senators Manchin and Capito were present to hear and discuss the issues concerning WIOA reauthorization.
- Community Outreach Report-This reflects activity through August 14, 2024. Tracey Kennedy will begin monitoring training providers in October including interviewing students.
- Financial Report-Handout-The report reflects activity through August 31, 2024.
- Rapid Response Report-this reflects activity through August 2024. A few businesses have closed or downsized.
- On-the-Job/Incumbent Worker Training Report-Handout-The report reflects activity through September 10, 2024. Maria stated on-the-job training funding requests have increased substantially from employers. This is outstanding.
- Performance Report-Handout-The report is for PY23 Quarter 4 (Rolling 4 Quarters).
- Youth Program Update-Handout-The reports reflect activity from HRDF, Inc. for August 2024, including the number of youths served, certificate acquisitions, meetings, events, work experience, etc. There are two youth

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mentors that serve youths aged 14 to 26. The mentors help with GED preparation, occupational training, soft skills, etc.

- Unemployment Data-Handout-The report reflects the unemployment rate in each county for the month of July 2024.

Other Items-Meeting Schedule for July 1, 2024-June 30, 2025: The next meeting will be December 12, 2024.

**COMMENTS FROM THE FLOOR:** Kathy Wagner was given special recognition for 25 years of service with the Harrison County Chamber of Commerce. She was also recognized for this at a recent Harrison County Chamber breakfast meeting. Maria also recognized Kathy for having served 24 of those 25 years on the Region VI Board. Annetta Johnson stated on October 5<sup>th</sup> there will be a Freedom Car show, and the funds will benefit veterans that need adaptive vehicles. Also, the Wall That Heals may come to Morgantown. This is the same as the Veteran Memorial Wall. If anyone wants to help in making this happen, please contact Annetta.

**ADJOURNMENT:** Brian Greynolds motioned to adjourn the meeting at 11:58 AM. Annetta Johnson seconded.  
**Motion carried.**

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

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