

Region 2 Workforce Development Board
Executive Committee Meeting
Monday February 20, 2017
2:00 PM

REVISED AGENDA

Teleconference #: 267-930-4000 PIN#: 758910371

Call to Order Bryan Johnson-Interim Chairman

Public Comment

Quorum

Minutes Executive Committee Meeting January 20, 2017 Bryan Johnson-Interim Chairman

Legal Report Timothy LaFon

Executive Director Report Claude J. Hunt

Financial Report Brenda Hunt

Old Business Bryan Johnson-Interim Chairman

New Business Bryan Johnson-Interim Chairman

1. REVIEW: Audit Findings & Answer-copies attached
2. DISCUSS: One Stop Operator
3. REVIEW: Board Membership attendance. Current rule "after failure to attend 3 consecutive meetings of full board without cause or notification, members may be removed from board by action of their appointing county."
4. APPROVAL: Policy Letter #4 OJT Training
5. APPROVAL: Chief LEO appointment of Jim Morgan to Executive Committee.
6. APPROVAL: Fund transfer \$150,000.00 from Dislocated Worker to Adult.
7. APPROVAL: Travel * 3 staff members and 1 contracted employee.
Washington DC. May 22-26, 2017.
8. INFORMATION: Additional Funding announcement: \$50,000.00 JDNEG

Announcements: Next Meeting is Full Board Meeting. March 20th, 12:00 Mountwest Community and Technical College. Lunch will be provided

Adjourn

Southwestern West Virginia Region 2
Workforce Investment Board
Executive Committee Meeting
January 20, 2017

MINUTES

Meeting is called to order by Mickey Brown, Chief LEO, (Local Elected Official). There is a quorum, those present are: Mickey Brown, Dwight Coburn, James Hosier, Bryan Johnson, David Pennington and Monika Rowe via teleconference. Staff: Claude J. Hunt, Melissa Bias, Jean Hager * Contracted Personnel: Brenda Hunt via teleconference, Timothy LaFon.

There is no one scheduled for public comment.

Mickey Brown asks for a motion to approve the minutes of the October, 2016 Executive Committee Meeting. Motion is made by Dwight Coburn, second by Bryan Johnson. Minutes are approved.

Timothy LaFon presents the **Legal Report**. The depositions will be completed by February 19, 2017, and we will proceed to trial in April, 2017.

Brenda Hunt presents the **Financial Report**. The handouts were explained, and there were no questions.

Claude J. Hunt presents the **Executive Director Report**: Monthly Reports were handed out and anyone having questions is encouraged to contact Claude J. Hunt via cell phone. The Strategic Plan in the edited form was presented to the board for review. Please offer any comments to Claude J Hunt. The State will review and return our Strategic Plan by April 20, 2107. The board will be asked to vote on the State's suggested changes in May. The Strategic Plan will go into effect on July 1, 2017. The One Stop Operation must be brought into WIOA compliance. Claude J. Hunt welcomes your ideas and input.
We will also be discussing the LEO Agreement.

There was no **Old Business** before the committee.

New Business

1. The board went into Executive Session. Due to the resignation of Marty Chapman, by unanimous decision, Bryan Johnson has been nominated and approved as Interim Board Chairman. Interim Chairman Johnson will serve until the June, 2017 full board meeting. The election of officers will be held at this time.
2. Minutes resume with Request for Approval of the Public Review and request for comments on the Strategic Plan. The plan must be sent, along with public comments, to the state on January 31, 2017. Motion to approve the advertising for public comment is made by Jim Hosier and is second by Dwight Coburn. The motion carries.

3. LEO Agreement has been revised to bring into compliance with WIOA Regulations. Mickey Brown asks for a motion to approve the revised LEO Agreement. Motion is made by Dwight Coburn and second by Dave Pennington. The motion carries.
4. We call the board's attention to our updated website: www.wvregion2.org. The audit results included a comment about what is posted on our webpage. The auditors want Board Member Names and affiliation posted. Does the board agree? Currently we do list board member names and any title pertaining to R2WIB. **The board in unanimous decision** declines to post their company affiliation on the website, advising that this opens up an opportunity for phishing as well as exploitation of position.
5. The meeting calendar for 2017 was handed out and Mickey Brown asked for a motion to approve the schedule. Motion is made by Dwight Coburn and second by Dave Pennington.
6. Information only, a review of form 990, submitted by Perry & Associates.

The Next Meeting will be held on February 20, 2017 at 2:00 PM at the Huntington One Stop Offices.

Mickey Brown asks for a motion to Adjourn, as there is no further business before the board. Motion is made by Jim Hosier and second by Dwight Coburn.

Respectfully submitted David Pennington _____

David Pennington, Secretary

Executive Committee Minutes