

**Region 2 Workforce Investment Board
Local Elected Officials/Executive Committee**

ACTION UPDATE * Program Year July 1, 2009 – June 30, 2010

July 2009

1. For Approval: Award On-The-Job Training/Customized Training Contract to Human Resource Development Foundation. Inc.

HRDF was only agency providing a Bid. Have provided previous contracted services.

Motion by Michael Herron; Seconded by James Hosier. Approved. Contract awarded to HRDF Inc.

2. For Approval: Payment to Expert Witness on Civil Action No 08-C-203

Motion by Michael Herron to make payment for services rendered up to \$2000.00 to Expert Witness; Excluding Retainer; Seconded by James Hosier. Motion carried.

3. For Approval: Employee Dress Code Policy

Reported that policy development approached due to extended staff; Public representation has been concern; Staff received copy of proposed.

Discussed – Need for Disclaimer: at Director's discretion; amendments; waiver; dependent upon assignment/activity; who will enforce; as currently written is fine-line to harassment. Observation made that several in meeting would be non-compliance of proposed policy.

It was asked and confirmed that issues as raised, are not longer of concern (no longer in employment). Volunteers willing to work on policy contact Director Hunt.

Committee inquired if policy actually needed; recommended that if developed, needs to be more general. No Action Taken.

4. For Discussion: Election of Officers

Annual Agenda item for September General Board Meeting. Slate of Officers needed. Members asked if interested in serving.

5. For Approval: Extension of Smith, Cochran & Hicks Contract thru August 2009 With New Management Letter Approval scheduled for August 27, 2009 Executive Committee Meeting.

Under same terms and conditions at \$2500.00 until new Management Letter Developed. SC&H continues addressing D.O.L. concerns.

Motion by Michael Herron; Seconded by James Hosier to extend Smith, Cochran & Hicks Contract thru August 2009. Motion Carried; Contract Extended.

AUGUST 2009

Melissa Bias met with Mr. Hosier, Mike Herron and Monika Rowe following the August 2009 Executive Committee Meeting regarding the Dress Code – Revised Sample distributed.

Discussion: Lead by Hosier and LaFon

- Counter productive to place penalties, relating to positive goals. Handle penalties within context of individual and incident. More detailed-more problems.
- Concern regarding Openness of “professional appearance.” However, “At Discretion” notes that Executive Director carries responsibility
- Policy needs “at will clause” and address “safety”
- “Policy Section: It is the Policy of Region 2 WIB..” Replace with “Job Requirement”

Motion by James Hosier to approve, effective immediately, the Dress Code with recommended changes; Seconded by Mike Herron. Motion Carried. Dress Code Approved.

6. For Approval: Dept of Health & Human Resources ABAWD Contract

\$150,000 Grant. Able Bodied Adults Without Dependents Program is currently in 9th year. Operates on an October 1st to September 30th program year. R2WIB sub-contracts with Southwestern Community Action Council to provide day-to-day services: Case Management of FSE&T recipients to ensure involvement in work related activities that will lead to paid employment and decreased dependency on Assistance Programs. CseMgrs accept referrals from DHHR, assess customer knowledge and skills, develop Personal Responsibility Plan (PRP), establish requirements to meet goals, monitor PRP, make community referrals applicable to PRP; provide follow-up and monthly reporting.

Motion by James Hosier to approve Renewal of DHHR-ABAWD Contract for PY2009-10; Seconded by Mike Herron. Motion Carried. Renewal approved.

7. For Approval: Youth Council Nominations

D.O.L. reprimand for not having an Active Youth Council.

Handouts: Council Structure and Purpose Outline; Membership Divisions with confirmed Representatives provided with Executive Director’s report.

Organizational Meeting tentatively set for Sept 23, 2009 at Scarlet Oakes. Council will meet Quarterly.

Chief LEO confirmed that a Local Elected Official representative needs to serve on the Youth Council. Executive Committee will approve all Youth Council actions.

Motion by Mike Herron to accept Youth Council Nominations; Seconded by James Hosier. Motion Carried; Nominations Approved.

8. For Approval: Smith, Cochran & Hicks, PLLC Management Letter and Contract for Sept 2009 thru June 30, 2010.

Agency conducted an analysis of cost to Smith, Cochran & Hicks for Provider Services vs Actual Pay. Determination made to seek increase from \$2500/month to \$2700/month. Funds are available within budget for increase.

Motion by Monika Rowe to accept Smith, Cochran & Hicks PLLC Management Letter and Contract for period Sept 2009 thru June 2010 at an increased rate of \$2700.00 per month. Motion seconded by James Hosier. Motion Carried. Contract approved.

9. For Approval: R2WIB Employee Dress-Code - Addressed and Approved under Old Business
10. For Approval: R2WIB Employee Performance Evaluation Forms
Handouts – To be reviewed by Committee and brought forth at September 2009 meeting.
11. Pick Nominating Committee for Office of Chair: Mickey Brown/Chief LEO, James Hosier and Michael Herron. Committee will meet formally on September 24th at 10:30 am.

September 2009

12. For Approval: Officers of The Membership – Section 1.7 – Nominating Committee Report
Submitted: Marty Chapman/Chair; Monika Rowe/Vice-Chair; Gary Tillis/Secretary
Motion by Gary Tillis to accept the Slate of Officers for SWWV Region 2 WIB, presented by the Nominating Committee. Motion seconded by John Earles, Motion Carried.
13. For Approval: R2WIB Representation by Chief LEO, Board Chair and Executive Director at the National Association of Workforce Boards FORUM–Washington DC, March 6-9, 2010
Forum Info shared. Attended annually by Chief LEO, Board Chair and Executive Director.
Motion by Monika Rowe and seconded by Gary Tillis to approved said R2WIB representation at NAWB Form in Washington D.C., March 6-9, 2010.
14. For Approval: Fiscal Policy & Procedures Updates – Compliance with Department of Labor
Report by Linda T-Raffle. – Updates mailed with Mtg Packet. All Issues of Department of Labor have been addressed. Chapter 2 changes = New cash drawdown process. Chapter 3 = DOL Audit Based Accounts Payable and Cash Disbursements. Additional minor changes in wording and revision of forms to capture ALL aspects of requests.
Changes will bring SWWV Region 2 WIB into 100% Compliance. Majority of changes already in place with an additional 10% to be utilized by September 30th, at the time response due to WorkForce WV, who must respond to DOL by December 31, 2009.
R2WIB followed recommendations ‘to the letter’ and changes have been shared with State D.O.L. Auditor, who is confident Policies and Procedures will meet DOL criteria.
Motion by James Hosier to adopt Revised Fiscal Policy & Procedures. Seconded by Gary Tillis. Motion Carried/Procedures Adopted.
15. For Approval: R2WIB Policy Letter #15 – Monitoring and Oversight Guidelines To include Summer Youth Program Monitoring
Revision necessary due to short-term activity (six weeks) such as Summer Youth Programs. Policy (Contractors for youth) carries 10 day response with 10-day appeal vs 30 days

Motion by James Hosier to adopt revisions to R2WIB Policy Letter #15. Motion seconded by Gary Tillis. Motion Carried/Policy Adopted.

16. For Approval: R2WIB Employee Performance Evaluation Forms

Melissa reported changes made via hosier recommendations

?Q? - “Do we have a performance evaluation? and does it monitor standard performance? Does supervisor sit down and discuss with employee? Is there room for and an understanding of job? Keep in mind, Incident is different than performance; Forms vs application of process.

Motion by James Hosier to adopt Performance Evaluation Form; Seconded by John Earles and Gary Tillis. P.E. Form approved.

17. For Approval: Governor’s Award for PY2009 Rapid Response Funding in amount of \$35,000

Letter from Governor Manchin. This is annual distribution. Previously for Case Management. State directs it be utilized for Dislocated Worker ITA’s. Proposed is \$30,000 for ITA’s and \$5,000 for Education and The Arts for Outreach. Executive Director will submit written notice to WorkForce WV.

Motion by Gary Tillis to accept Rapid Response Funds as awarded by Governor. Motion seconded by James Hosier. Motion Carried.

OCTOBER 2009

18. For Approval: DHHR Modification of ABAWD Contract for PY2009-10

(Cross Reference Item #1 in Executive Director’s Report). Program was operated by sub-contract with Southwestern Community Action Council. Two staff providing direct services to customers have been hired by R2WIB to maintain program. Youth Coordinator salary now 40% in ABAWD Budget.

Motion by Mickey Brown and to approved DHHR/ABAWD Modification. Motion seconded by Mike Herron. Motion Carried/Modification Adopted.

19. For Approval: Reinstate Full Meal Reimbursement for Overnight Travel

Previously reduced due to funding.

Motion by Mike Herron; Seconded by Monika Rowe & Mickey Brown to reinstate Full Meal Reimbursement to Staff/Board for Overnight Travel. Motion Carried.

20. For Approval: Sale of Excess Office Desks – National Office Furniture

R2WIB must completely vacate 2600 Park Avenue, Suite 210. Excess furniture has been stored at location since moving to other side of building. Stationers Inc. from which purchases were made sets value at \$75.00. There is a law firm offering \$100.00 per desk with no charge to WIB for removal. Funds will be added to Administration Program Operations.

Discussion: Purchased with Federal \$\$\$. Review policy for resale of surplus property. Atty LaFon recommends letter to Department of Labor is needed; wait 30 days for response then do what will.

December 2009

21. For Approval: Additional Half-day off for R2WIB Employees on 12/24/09 - Matching WV Governor Award to State Employees.
Motion by Scott Bias; Seconded by James Hosier to approve additional ½ day off for R2 Employees. Motion Carried.
22. For Approval: Amendment to WIA Property Guidelines. Include Disposition of Equipment (3/20/01; Updated 12/3/09)
Motion by Scott Bias; Seconded by James Hosier to approved Amendments to Property Guidelines. Motion Carried.
23. For Approval: Update to Fiscal Policies and Procedures Manual- Include Retention and Access Requirements For Records as Section 9. Jan 2007; Updated 12/3/09)
Motion by James Hosier; Seconded by Scott Bias to adopt Section 9 Revisions to Fiscal Policies and Procedures. Motion Carried.
24. For Approval: update to Fiscal Policies and Procedures Manual – Include Contingency Planning/Disaster Recovery as Section 10. (5/20/05; Updated 11/19/09 Adapted to new Server.)
Motion by Michael Herron; Seconded by Scott Bias to adopt Section 10 Revisions to Fiscal Policies and Procedures. Motion Carried

January 2010

25. For Approval: DHHR Excel Program Increase in Funding
26. For Approval: Milton Facility Rental Agreement
Increase of \$132,000 (66,000 for 6 mos) to add two additional staff and open facility in Milton. The site has 2400 sq ft of space. Rent is \$1,000.00 per month Additional space can be rented out. To serve Milton area of Cabell County as well as Ashton/Apple Grove area.
Motion by Mike Herron; Seconded by James Hosier for approval/acceptance of DHHR funding increase and Rental Agreement of Milton Facility. Motion Carried.
27. For Approval: Fiscal Policies & Procedures Amendments – In accordance with WorkForce WV Management & Analysis Division Recommendations
Atty. LaFon has, and will continue to review Policies/Procedures. R2WIB following directives of DOL and WorkForce WV.
Motion by Mickey Brown; Seconded by Mike Herron to approve Amendments to Fiscal Policies and Procedures.
28. For Approval: Regional Innovation Grant
No action taken at this time. Will address upon specific information from State of WV.
29. For Approval: Personnel Weather Work-At-Home Authorization
- Issue brought forth due to questions during Department of Labor visit, who inquired about agency policy; to which there is no policy.

- Authorization has been discussed among/with DHHR in view of school closings. There are Excel and non-Excel program instructor/positions to consider in setting policy.
- R. McCoy noted WorkForce WV is currently working on a policy.
- If Governor shuts State Office buildings/Offices – Staff does not take leave. Reminder from LaFon that all staffing to be treated equally.
- Chairman raised the question of does situation occur often enough to warrant a policy
- Hosier noted Exempt vs Salaried employees– May induce more problems With vs without policy or several policies.

Consensus of Committee to allow Executive Director to use administrative judgment and if needed, revisit development of policy

30. For Approval: Putnam Facility Space-Rental to Goodwill Industries of Kanawha Valley

\$300.00 per month. Contract with Division of Rehabilitation Services to work with Disabled clients. All contracts have “30-Day-Out Clause”.

Motion by Mike Herron; Seconded by Mickey Brown to approve Rental Agreement. Motion Carried.

31. For Discussion: Executive Committee/Board Involvement in Strategic Plan 7/1/2010 Updates.

Staff to develop and present changes to Board In Advance (at least two weeks) for ample review time prior to being placed on agenda for approval. This 2010 Plan should be 2010-thru 2015. WIA not reauthorized for 5 yrs; has been annual update.

Motion by Mike Herron; Seconded by James Hosier to proceed as discussed. Motion Carried.

February 2010

32. For Approval: Fiscal Policies & Procedures Amendments – In accordance with WorkForce WV Management & Analysis Division Recommendations

(Pre-Meeting packet & addt'l handout)

1. Revisions include Pg 2=Signature Page to confirm Board Approval;
2. Pg 7=Cash Receipts/New Bank Name;
3. Pg 11 = Chapter 3 -Segregation of Duties (2/12/09 WorkForce WV E-mail)
4. Pg 32 = Chapter 6 Payroll – Allocation of time per funding stream
5. Pg 36 – Financial Report – To Be Eliminated

Motion by James Hosier; seconded by Mike Herron to adopt the revisions made, as recommended by Workforce WV Management & Analysis Division. Motion Carried.

33. For Approval: Workforce WV Case Management Contract Modification

MOU term = 7/1/08 to 6/30/09. Modification was \$97,170 to \$128,701.42 for Total Increase of \$31,631.42. These funds have been maintained to cover said costs.

Motion by James Hosier; seconded by Michael Herron to approve WWV Cse.Mgt. Contract Modification. Motion Carried.

34. For Approval: Travel to Philadelphia/Regional Meeting – Executive Director, Fiscal Clerk & Youth Coordinator.

March 24-26, 2010. This is a Workforce Investment Act Boot Camp Conference covering all phases of WIA program operations and intended for all who have responsibility for program operation and service delivery.

Motion by Mickey Brown/Michael Herron for approval of staff to WIA Regional Conference. Seconded by James Hosier. Motion Carried.

35. For Approval of SYP Camps for Youth Participants

Out-of-School and In-School youth from all regions are participating in the camps. Costs is \$600.00 x five youth = \$3,000.00

Motion by Michael Herron and seconded by Gary Tillis for participation of five youth at the Teen Institute. Motion Carried.

36. For Approval: Adopt State WorkForce WV/DOL Waivers As Approved Until Expiration.

States routinely submit and are approved for Waivers that enhance operations and are of benefit to all involved under Workforce Investment. This action would permit R2WIB to immediately implement action of a Waiver upon receipt.(Sample) Board reviewed On-The-Job Training Reimbursement Waiver, reference 20CFR 663,710 (b)

Motion by Mickey Brown; seconded by Gary Tillis for adoption of WorkForce WV/DOL Waivers, as approved until expired. Motion Carried.

37. Executive Session – Entered therein at 12:18 pm through motion by Michael Herron; Seconded by Gary Tillis. Session called to address Self Certification and non compliant payments by a Sub-Contractor.

12:40 pm - Executive Session ended and meeting returned to Regular Session through Motion by Tillis/Brown with recommendation for the Board's approval on the following:

Action Taken: Local Elected Officials Authorize Attorney LaFon to write a letter to Region 2 WIB sub-contractor The Huntington WV Housing Authority, questioning concerns and invite WVHHA Director to the 10:30 am March 15th Local Elected Officials Meeting to provide explanation and address compliance with DOL/Workforce WV regulations. Motion carried; Action Adopted.

March 2010

38. Review of Grant Recipient Analysis; Profit & Loss Budget vs Actual Reports Discussion and Concerns of Board and Atty. with assurances by Director.

1. It was noted that said reports need to be combined
2. Work with Contractors to cut spending
3. Conservative on discretionary funding
4. Confirmed that Adult and Dislocated Worker line-items are Transferrable
5. LaFon: -0-/Negative balance shown in any line item is an Alarm. Questioned how this occurred.

6. Noted that Youth Programs' Year ends March 31, 2010
7. Report should be changed to reflect estimated obligations.
8. Program-End-Dates to be used for reports; make appropriate changes prior to distribution, particularly when all monies have not been 'drawn-down' or spent.
- 9. Confirmed throughout discussion that Director is able to explain funds per activity, received, expended and balances, but report does not reflect such.**

Motion was made by Charles McCann and Seconded by Mickey Brown to have Atty LaFon and Director Hunt work with Accountant/Firm on behalf of Local Elected Officials to get the type of clarified, actual report needed. Motion Carried.

39. For Approval: Extension Of One Year For HRDF ISY & OSY Including Possible Adjustments

Motion by Mike Herron; seconded by Mickey Brown to extend contract to Human Resource Development Foundation a period of one year for In-School and Out-Of-School Youth Programs, servicing all seven R2WIB Counties, Motion Carried.

Discussion and Approval: Timeline for One Stop (Consortium as Chair) Operator/ Learning Center/CM Contract

1. Design approval April 15, 2010
2. RFP Available for Public-April 19, 2010
3. Required Bidder's Conference-April 26, 2010
4. Proposal Due-May 10, 2010
5. Contract Award by Executive Committee-May 14, 2010
6. July 1, Contract begins

Noted by Director: a) Consortium as Chair ;b) Case Management will be shared time in Logan c) Previous Contract operation by Southern WV Community Technical College; d) Propose tying all services together ; e) Funding for next year unknown at this time. Final design dependent upon funding,

Motion by Mike Herron; seconded by Charles McCann to table action on One-Stop Operator/Learning Center/Case Management Contract until April 15, 2010 Meeting. Motion Carried.

40. For Approval: Summer Youth Program –Thru Contractors- of record as of June 1, 2010 2009

Possible availability through Department of Health & Human Resources and/or Jobs Bill currently in Senate. Invite Huntington Housing Authority who had excellent SYP and Human Resource Development Foundation.

Motion by Mike Heron; Seconded by Mickey Brown to utilize same contractors as last year for operations of Summer Youth Programs, dependent upon funding. Motion Carried.

April 2010

41. Approval of Spring Employment Fairs in Huntington and Logan areas

Proposed at the March 15, 2010 Meeting. Confirmed by Director Hunt that funds are available in the budget to operate. Maximum of \$5,000 cost to R2WIB for each employment Fair.

Motion by Michael Herron; seconded by Monika Rowe to participate with shared costs in Spring Employment Fairs in Huntington and Logan areas. Motion Carried.

42. Adopt WorkForce West Virginia Guidance Notice No. 02-10 in coordination with Training and Employment Guidance Letter No. 10-09 on implementing priority service for Veterans and Eligible spouses for all job training programs funded in whole or in part by DOL.

This is State Policy – Adoption is Mandated. New inclusion is service to spouse of Veteran and extended term of eligibility. **Motion by James Hosier; Seconded by Michael Herron. E&T Guidance Letter 10-09 Adopted.**

43. For Approval: Financial Oversight Agreement – Adjustments

Action warranted as discussed over recent months. Concerns with reporting and understanding of Federal operations/requirements. Fiscal Monitoring Agreement proposed with Inez Holland, CPA, who has a history with WorkForce WV. Agreement has been reviewed. Projected Start May 1. Transition time with Linda, from Smith, Cochran & Hicks during May/June.

Motion by Mike Herron; Seconded by Monika Rowe to approve adjustments to R2WIB Financial Oversight with change of contractors. Motion Carried.

44. For Approval: RFP for Independent Audit Year End 6/30/2010

Teed and Associates, PLLC is the only company submitting bid and willing to work with R2WIB following PY06 Resolve. Contract has now expired. We are required to advertise for this service. To be submitted at the June Joint LEO/E.C. Meeting for approval. Contract will include requirement of “Audit Completion by December 2010.

Motion by Michael Herron; Seconded by Monika Rowe for June 30, 2010 Year End Independent Audit RFP. Motion Carried.

45. For Approval: Design and Timeline for Learning Center Operations

Board provided Executive Summary of the Request for Proposal (Purpose, Definition, Intent, Services, Financial, RFP Timeline). I-PASS, an initiative of the WV Community & Technical College System included as an element of service. This will assist MCTC and SWVCTC as well as being utilized within youth programs.

Motion by Michael Herron; Seconded by James Hosier to accept Learning Center Design and Timeline. Motion Carried.

46. For Approval: Renewal of Case Management Contract with WorkForce WV/Huntington

Services of One (1) Case Manager/Maureen Persons.

Motion by James Hosier; Seconded by Monika Rowe to enter into a Renewal Agreement with WorkForce WV for Huntington Case Manager. Motion Carried.

47. For Approval: Authorization to Board Chair and Executive Director to Sign Contract/Enter into Agreement with WorkForce WV for 2010 Formula Funds When Contract is Presented.

WorkForce WV has received notice of Allocation from Department of Labor. Overall there is a 5% decrease in Adult Funding and a 30% Increase to Dislocated Worker Funding. Request made to avert problems associated with ‘waiting for a meeting’ which could adversely affect operations and preparation for transitioning into new program year.

Motion by Monika Rowe; Seconded by Michael & James, to provide authorization to Board Chair and Executive Director to sign contract/entering into agreement with WorkForce WV for 2010 Formula Funds, which contract is presented. Motion Carried.

48. For Approval: Acceptance of Department of Health & Human Resources Excel Program Award

Award has expanded to \$740,000 for Period July 1, 2010 thru June 30, 2011. Program started nine years ago at \$200,000.

Motion by James Hosier; Seconded by Mike Herron to accept PY2010-2011 Program Award from Department of Health & Human Resources. Motion Carried.

49. For Approval: Employee Tenure Payment

This is a one-time payment. Explained on E.D. Report Item 6. Last year’s action was based on 2-years’ employment with agency. This year proposing one-year employment with agency. positive Performance Evaluations. All have been completed with exception of some central office staff.

Motion by James Hosier; Seconded by Monika Rowe to authorize Employee Tenure Payments based on availability of funding and Performance Evaluations. Motion Adopted.

50. For Discussion – Board/Committee Meeting Schedule

Chairman asking that Board consider date other than the 15th of each month. This has proven to be difficult in obtaining a quorum; it is a busy period for business, commissioners, others and because the day floats from month to month. Preference would be to return to a specific day and time.

May 2010

51. For Approval: Award of Satellite Site/Learning Centers Operations Contract

The Request For Proposal process was implement as approved. Bidders Conference conducted April 26, 2010 with two interested parties in attendance: Goodwill Industries of KYOWVA Area Inc., and Southern WV Community & Technology

Proposals were due May 10, 2010 by 4:00 pm. There were no proposals submitted for consideration of Satellite Site/Learning Centers Operations Contract.

Resource Centers will now be run by AARP under State-wide initiative of WorkForce West Virginia in conjunction with national effort.

52. For Approval: Request To Workforce WV For R2WIB Authorization To Oversee Operations Of One-Stop System

Project was proposed three years ago by Director Hunt. Currently four (4) of seven (7) WIB's operate the One-Stop in their area. One-Stop once governed by "A Consortium" that currently is non-functioning. There is no additional cost to operations.

Motion by Michael Herron; Seconded by James Hosier approving action that Director Hunt submit Request To Workforce WV For R2WIB Authorization To Oversee Operations Of One-Stop System

53. Chairman Marty Chapman Appointed the following members to the Nominating Committee for Officers PY2010-11 Mickey Brown/Chief LEO, James Hosier and Monica Rowe.

June 2010

54. For Approval: Operational And Strategic Plan Updates for PY2010-2011

(Information In Meeting Packet) - Director Hunt announced that WorkForce WV asked only for "Changes" to current plan and reported inclusion of the DHHR Summer Youth Employment Program as the primary change.

Motion by Mickey Brown; seconded by James Hosier to adopt the Operational and Strategic Plan Updates for Phy2010-2011. Motion Carried. Plan Adopted.

55. For Approval: (First) Renewal of On-The-Job Training contract with Human Resource Development Foundation Inc. (HRDF)

((Information In Meeting Packet) – Loyd Casto has operated such programs since CETA Funding. Employer reimbursement was at 50%; now can be up to 90% reimbursement. Economic indicators are cause for more interested callers, both job seekers and employers. Contracts are developed quickly.

There have been 35 placements to date. Contract minimum is \$10.00 with average increase to \$13.00 unsubsidized rate or higher.

Motion by Mickey Brown; seconded by James Hosier to approved renewal of OJT Contract with HRDF. Motion carried. Plan Adopted.

56. For Approval: Report of Nominating Committee –Election of Officers for PY2010-2011

Report of Nominating Committee: Recommendation that Officers Remain due to performance. Officers are: Marty Chapman, Chairman; Monica Rowe, Vice-Chair and Gary Tillis Secretary. Mickey Brown to remain as LEO Liaison to Executive Committee

Motion by James Hosier; seconded by Michael Herron. Officers approved.

This information can also be reviewed on our WEB-Site

www.wvregion2.org