

Region 2 Workforce Investment Board
Executive Committee Meeting
Friday July 19, 2019
2:00 PM
AGENDA

Call to Order

Bryan Johnson, Chairman

Public Comment

Quorum

Lunch

Minutes Executive Committee Meeting May 28, 2019
Approved on June 19, 2019 Full Board Mtng. - Attached

Bryan Johnson, Chairman

Legal Report

Timothy LaFon

Financial Report

Brenda Hunt

Executive Director's Report

Claude J. Hunt

Old Business

Bryan Johnson, Chairman

New Business

1. Update: Infrastructure Improvement Plan
2. Approval: Award of Financial Audit contract to Perry & Associates. No bids were received, and we negotiated with Perry & Associates last year.
3. Approval: 4 Youth Case Management Positions. Position Description Attached
4. Approval: Pay Raise percentages from 0-5%. Must be employed for 1 year as of July 1, 2019.
5. Approval: Revised Youth Policy 12.C
6. Information Handout: Board Certification 2019-2021

Announcement: Next meeting is an Executive Committee meeting, Tuesday, August 20th, 2019. 2:00 PM
Huntington One Stop Conference Room.

Adjourn

Region 2 Workforce Investment Board
Executive Committee Meeting
MINUTES
May 28, 2019

Chairman Johnson called the meeting to order. There were no registrants for **Public Comment**. There was a **Quorum**. Those in attendance were: Bryan Johnson, Monika Rowe, Dwight Coburn, Ronald Foster, Jim Morgan, Todd Motz, Charles D. Shaw, Allyn Sue Barker, Teresa Haer, Roy Hamilton, Rockford McCoy, Alan Machir, Adam Phillips, **Contracted Personnel and R2WIB Staff:** Brenda Hunt, Timothy LaFon, Chad Judge, Claude J Hunt, Melissa Bias, Christopher Grimm, Mark S. Isaacs, Don Roberson, Carla Stewart, Jean Hager **Invited Guests:** Russell Fry, Angela Fry, Scott Adkins, Valerie Comer.

Chairman Johnson asked for a motion to approve the minutes from April 19, 2019 Executive Committee Meeting. Motion is made by Jim Morgan and second by Ron Foster.

Russell Fry, Acting Director of Workforce West Virginia was our guest speaker. Mr. Fry is retiring and spoke of his years of service to Region 2.

Legal Report was not presented, there are no matters pending.

Financial Report presented by Brenda Hunt. Ms Hunt provided financial charts indicating expenditures by funding source.

Executive Director Report presented by Claude J Hunt. The Q3 Performance Report has been completed by Ms McCauley. The Summer Youth Program is well underway in Mingo County. The remaining counties will be online in the next couple of weeks. The final draft of the Audit Contract is being completed with assistance from Brenda Hunt. The contract should be awarded in June. The Ticket to Work Program has received \$10,000.00 for the year. The Infrastructure Improvement Plan has been presented by our IT Provider. We will bringing this for discussion at the June meeting. We await the renewal of the Excel Career Club Program contract, which expires June 30, 2019. Once the final approval is received, we will complete the new design of the Excel Career Club, which entails the Excel Staff working with both Excel participants and Youth Program participants. The board officer positions are elected at the June meeting. The elected positions are: Chairman, Vice Chairman, and Secretary. You will receive nomination forms, one for each position. Please return them to administrative staff. The Chief Local Elected Official will form a nomination committee, and the officers will be elected at the June meeting.

There was no Old Business before the membership.

New Business

1. Approval to amend Policy 2A-EEO Policy & Procedure, showing the change to personnel.
Motion is made by Ron Foster and second by Jim Morgan
2. Approval to amend Policy #4, WBLS Incumbent Worker section, page 2. \$5000.00 maximum.

Motion to approve is made by Ron Foster and second by Allyn Sue Barker

3. Approval to amend Policy 4 WBLs definition of eligible apprentice, to bring the residence requirements into accordance with State WIOA Policy. Motion is made by Ron Foster and second by Allyn Sue Barker. Abstaining is Todd Motz
4. Approval to amend Policy # 10 RFP Youth and Non-Youth, to conform to board action of April 19, 2019. Motion is made by Dwight Coburn and second by Monika Rowe
5. Approval to renew WBLs sub-recipient agreements with HRDF. If approved, this is the first renewal, bringing the agreement through 2020. Motion is made by Ron Foster and second by Roy Hamilton.
6. Approval requested for WIOA Policy 01-19 "Empowered Employment Pilot Program". Motion is made by Charles Shaw and second by Jim Morgan.

Announcements: The next meeting is a Full Board Meeting, held on Wednesday, June 19, 2019, 12:00 PM at MCTC, Room G07, 12:00 PM.

The meeting was adjourned.

Respectfully Submitted

Jean Hager