

Region 2 Workforce Investment Board  
Executive Board Meeting  
April 29, 2021  
Minutes

The Executive board meeting was called to order by Chairman Dwight Coburn. There was a quorum, those in attendance were: Dwight Coburn, Monika Rowe, Tommy Adkins, James Hosier, Jim Morgan, Bryan Johnson, Robert Thompson. Contracted Personnel: Brenda Hunt, Timothy LaFon, Staff: Claude J Hunt, Melissa Bias, Marsha Chastain.

There were no registrants for public comment.

Chairman Coburn asked for a motion to approve the minutes of the executive board meeting of April 29, 2021. Motion was made by Jim Morgan and second by Bryan Johnson. Minutes Approved.

Tim LaFon stated he had no business to discuss.

Brenda Hunt presented the financial report and handouts with the Agenda were self-explanatory. She stated the Summary of Grants- Adult & Dislocated Worker's is moving along. The PY19 Youth will be ran out by June 30<sup>th</sup>, 2021. She also advised the EEPP received \$500,000. And two additional \$300,000 which is up to 1.6 million. Asked if any questions.

Mr. Hunt presented the Youth Report for Melissa who was attending another meeting at the time of her report. He gave a percentage breakdown of Youth currently employed, in Advance Training and how many youth are participating in the program. Stated how many are participating in the Medical Assistant programs and had 2 youth to finish the Penn Foster GED program; Spoke about the Evening Session of the Jump Start Program and starting a Morning Session the following week for 6 weeks and will run every 6 weeks. Next Youth Council Meeting is May 25<sup>th</sup>; Some of the Youth are attending different types of training such as: Truck Driving, Beauty School, Deck Hand Training, Medical Assistant, LPN.

Mr. Hunt then presented the Executive Director's Summary by welcoming everyone to the meeting. He discussed the Audit Report and stated copies are available if anyone would like one. Work Based Learning Service has been put on our website for viewing and advised how to access the website. He also spoke of the increased EEPP funding; The Ticket to Work Funds received; Carryover of ITA's on July 1, for completion of training. He stated still no contract for the Ft. Gay Office, in Lawyer's Office at this time, but approved by Wayne EDA and hoping to have the agreement by meeting time. Requested approval of the Contract with Thomas P. Miller and Assoc. for Third-Party Procurement Services for One Stop. He advised the other 2 major partners-Rehab Services and Job Service is in agreement with Region 2 for the partners to operate ourselves unless by national advertising an experienced provider is found. Work will begin on May 3 and he states we have until July 1, 2021.

Old Business: Jim Hosier questioned about the Mountain State Independent Living situation. Brenda Hunt stated that a registered letter had been sent to them and they in turn sent back the same thing as before. Monika Rowe asked if the ties had been cut and she was advised yes. Tim LaFon advised to turn

over to the Department of Labor. Dwight asked that Mr. Hunt, Brenda, Tim and himself together and get this resolved by June 30, 2021. Time LaFon stated we have duty to DOL and are mandatorily required to get documents and hold them accountable. Dwight and Bryan Johnson also weighed in on the conversation.

New Business is as follows:

1. Approve contract with Thomas P. Miller & Associates for Third-Party Procurement Services for One Stop. Work will begin on May 3, 2021. Motion by J. Hosier, Seconded by R. Thompson, Approved.
2. Approve Contract for Ft. Gay Office with clause to give 30-day notice if Federal Funding ceases. \$500.00 month to Wayne County Development Authority. Motion by J. Morgan, Seconded by Tommy Adkins. Approved.

**ANNOUNCEMENT:** Next meeting will be in person Thursday, May 20, 2021 at 1:00PM at the One Stop-Huntington.

**ADJOURNED**