

Region 2 Workforce Investment Board
Executive Board Meeting
August 18, 2022
2:00 PM
MINUTES

The meeting was called to order by Chairman Andy Skidmore. There were no registrants for Public Comment. There was a Quorum, those in attendance in person and teleconference were: Chairman Andy Skidmore, James Hosier, Ron Foster, Tommy Adkins, Phoebe Harless; Todd Motz, Jim Morgan by telephone; Contracted Staff: Brenda Hunt by telephone; Amber Jackson and Rachel Bowman from the State of WV; R2WIB Staff: Melissa Bias, Marsha Chastain, Carla Stewart.

Chairman Skidmore asked for a motion to approve minutes of the Full Board meeting on July 21, 2022. Motion was made by Ron Foster and Seconded by Tommy Adkins; Minutes approved.

There were no legal matters before the membership.

Brenda Hunt presented the financial report and handouts were self-explanatory; She spoke about the Audit Draft has been received and no changes to report and will have final copy at the next meeting. She informed the committee about the new Excel Grant being approved and executed and going forward and have submitted a drawdown and the Storm Grant that originally expired in June or July has been extended for one year to spend down the monies that each region was granted.

Melissa Bias introduced Alysha Milligan – Workforce Advisor from Transfrvr who addressed the committee via Ring Central about her speaking with people on skill trades, speaking with community colleges about programs, WIOA programs and use of virtual reality and shared a couple of small videos. She also spoke about the simulation headsets with over 250 careers to assist with career options and education/training.

Executive Director Melissa Bias spoke about the EXCEL Contract with DHHR had been signed and the first two drawdowns had been completed and are awaiting the funding to be received. She also stated that she is wanting to look at purchasing some of the simulation headsets to use under the EXCEL Adult Education program as well as the WIOA OSY young adult program and Adult/DW programs and to also use the headsets at all the career/job fairs under One Stop with local partners such as CTC centers, community colleges and employers within R2WIB service area. She advised the cost of the headsets are roughly \$5000. per headset including the programs. Discussion with the committee members asking questions and agreeing it would be an asset to the program. Ms. Bias advised she would present the costs to the Board at the next meeting. She also stated that the costs would be split funding and Excel will take the largest amount of the funding. She stated the last One Stop meeting went great and the next meeting will be the 1st of September. She advised from August 1 through August 17, 648 people have come through the doors and the Special Metals Job Fair was very successful and they are planning on scheduling another one later and she will also be scheduling other Job Fairs in the near future.

Old Business:

At the last meeting, time frames were set to get RFP regarding the One Stop. Some issues arose regarding the DOL and illness within the staff. The directive was to get the RFP to the personnel committee. DOL is looking at all the state overall not just Region 2. Two representatives from the State were in attendance and spoke to the board about the reviews of the DOL and answered questions from board members.

Chairman Skidmore asked when an RFP will be delivered to the personnel committee and was discussed with the board members. Chairman Skidmore stated an RFP needs to be completed and send to the personnel committee for review and then start the advertisement next week and run for 2 consecutive weeks and then set up the review of applicants and the interview process and have some applicants by next meeting.

New Business: No new business to discuss at this meeting.

Chairman Skidmore asked for a motion to adjourn; Motion made by Phoebe Harless; Seconded by Ron Foster; Motion approved.

Meeting Adjourned

Respectfully submitted by Marsha Chastain