

Region 2 Workforce Investment Board  
Executive Board Meeting  
August 20, 2020  
2:00 PM  
**MINUTES**

The meeting was called to order by Chairman Dwight Coburn. There were no registrants for Public Comment. There was a Quorum, those in attendance in person and teleconference were: Dwight Coburn, Monika Rowe, James Hosier, Jim Morgan, Charles Shaw; Contracted Staff: Brenda Hunt, Tim LaFon; R2WIB Staff: Claude J. Hunt, Melissa Bias, Marsha Chastain.

Chairman Coburn asked for a motion to approve minutes of the Executive Board meeting on July 21, 2020, Motion was made and Seconded; Minutes approved.

There were no legal matters before the membership.

Brenda Hunt presented the financial report and handouts sent with the Agenda were self-explanatory; She also spoke about the EEPP and several grants extended to December 31, 2020 and that everything is moving along.

Claude J. Hunt welcomed all to the Executive Committee Meeting. He stated the PY 19- Quarter 4; He stated that the time period is fascinating that they all run 6 months to 1 year behind. He stated everything is in good shape.

Melissa opened her comments that she had lost 3 or 4 staff members during COVID-19 and that 5 new staff members was hired on August 10, 2020, and she was back to full staff. She advised there were 6 OSY people in the Medical Assistant Program and 2 working toward LPN Licensures. She stated that the staff are recruiting Out of School Youth and extended openings at Mountwest and Southern.

**Old Business:** New Agenda Item – Chairman Coburn wants to schedule Personnel Committee Meeting on the Leave Request/Vacation Policy and would like Attorney LaFon involved and then send to the Executive Committee and or Full Board Meeting for approval.

**New Business:**

1. Approval of Brenda's Report on Possible Transfer of Funds requests \$231,000 of FY19 Dislocated Worker Funds be transferred to Adult Funds for same period ending June 30, 2021; Motion by Jim Morgan; Seconded by Monika Rowe; Approved.
2. Approval Amending Youth Policy allowing contract or agreement we would reimburse 100% of wages for the first 500 hours and 50% up to the next 250 hours. Motion by Jim Morgan; Seconded by Charles Shaw; Approved

Meeting Adjourned

Respectfully submitted by Marsha Chastain