

**Region 2 Workforce Investment Board
Executive Board Meeting
September 24, 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, Ron Foster; 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 August 20, 2020, Motion was made and Seconded; Minutes approved.

There were no legal matters before the membership at this time.

Brenda Hunt presented the financial report and handouts sent with the Agenda were self-explanatory; She stated there was not a lot of updates – WIOA 80% or above. Granted extended to December 31st. She also spoke about the new format of check registers.

Claude J. Hunt welcomed all to the Executive Committee Meeting. He stated that he had signed the Contract with the State on the rental of the Putnam Office. He also spoke about receiving money from Social Security for the Ticket to Work Program.

Melissa opened her comments that not much had changed due to COVID-19 but were moving forward with the Youth Program and Advanced Training especially in the Mingo County Area.

Old Business: Continued as New Business

New Business: COVID-19 Policy was discussed; Tim LaFon stated the Personnel Committee worked very hard to draft policy.

1. Approval of Vacation and Overall COVID – 19 Policy; Motion by Jim Morgan; Seconded by Monika Rowe. Approved
2. Approval of reimbursement of \$4761 over expenditure by HRDF due to increase labor cost for period ending June 30, 2020; Motion by Jim Hosier; Seconded Monika Rowe; Approved.
3. Approval to set Full Board Meeting for Tuesday, December 15, 2020; If Covid over, Luncheon at Noon; If by Ring Central, Meeting at 2:00pm; Motion by Jim Morgan; Seconded by Charles Shaw; Approved

4. Approval of Appointments to different committees suggested by Chairman Coburn.

Meeting Adjourned

Respectfully submitted by Marsha Chastain