

Region 2 Workforce Investment Board
Executive Board Meeting
November 18 2021
12:00 PM Noon
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 by were: Dwight Coburn, Monika Rowe, Jim Morgan, Ron Foster, Jim Hosier, Tommy Adkins, Charles Shaw, Jay Lester, Kristy Wood; On Telephone: Todd Motz, Hugh Roberts; Contracted Staff: Tim LaFon, Brenda Hunt, by phone; R2WIB Staff: Claude J. Hunt, Melissa Bias, Marsha Chastain, Carla Stewart

Chairman Coburn asked for a motion to approve minutes of the Executive Board Meeting on September 30, 2021. Motion was made by Jim Morgan; Seconded by Todd Motz; 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; Funding is going normally. The new ABAWD grant started October 1st. Stated there were a lot of Invoices last month. Everything moving forward.

Melissa Bias stated that one of the employees had resigned to take employment with Marshall. She stated there are Youth participating in Medical or LPN training; There were no extensions on grants last year. Eligible youth are 16-24 years of age and we focus on 18-24 years of age. Discussion on eligibility.

Claude J. Hunt welcomed all to the Executive Committee Meeting. Stated received from Governor Justice with a July 1, 2021 date and was received in our office on November 15, 2021, that Local Workforce Development Board members and local elected officials have been certified under WIOA certification.

Also received from Governor Justice dated July 1, 2021 and received in our office on November 15, 2021, based on information by our organization that SW Region 2 WV WIB is approved to serve as the One-Stop Operator in the local area.

Mr. Hunt spoke of the EPPP Program on assisting companies with the program.

Mr. Hunt stated to all attending the meeting that he is retiring the end of December 2021. Stated that he would like to run the One-Stop Operations.

Chairman Coburn stated that at last board meeting they received the Executive Directors Policy on Job Description and the Executive Committee has made changes. He stated that the Board may look into Interim Position beginning January 1, 2022.

Old Business: Still working on Credit Card Policy to be written

New Business:

1. Approval of Certification of WIOA Regions. Motion by Tommy Adkins; Seconded by Jim Hosier; Approved
2. Approval of Serving as One- Stop Operator. Motion by Charles Shaw; Seconded by Jim Morgan; Approved
3. Approval of Cancellation of Drug Test Policy. Motion by Todd Motz; Seconded by Hugh Roberts; Approved
4. Approval of Updating OJT Policy. Motion by Ron Foster; Seconded by Tommy Adkins; Recused – Todd Motz; Approved.
5. Approval of Procurement Policy Update. Discussion – Needs Changes; Tabled to next meeting.
6. Approval of Agency Requirements; Accept as Informational; Motion by Tommy Adkins; Seconded by Charles Shaw; Approved
7. Approval of Training Costs/Supportive Services. Tabled to next meeting.
8. Approval of Full Board Meeting for December or January; Set for December 2021.

Meeting Adjourned.

Respectfully submitted by Marsha Chastain