

Region 2 Workforce Investment Board
Executive Committee Meeting
February 20, 2018
Minutes

The meeting was called to order by Chairman Bryan Johnson, there were no registrants for Public Comment, there was a Quorum, those present were: Bryan Johnson, David Pennington, Dwight Coburn, James Hosier, Jim Morgan, Todd Motz, by telephone: Tia Welch. Contracted Personnel: Brenda Hunt, Timothy LaFon. Staff: Claude J. Hunt, Melissa Bias, Jean Hager.

The Chairman asked for a motion to approve the minutes of January 19th's meeting. Motion made by Jim Morgan and second by David Pennington.

The **Legal Report** was presented by Timothy LaFon. The Employee Handbook revision is complete and the handbooks have been distributed to R2WIB staff.

Claude J. Hunt- **Executive Director's Report**- advised of the up-coming Career Fair, to be held on March 21st at the Huntington Convention Center. Region 2 sponsored 2 buses for the construction career fair at Bridge Valley CTC. Mr. Hunt requested the addition of an optional holiday, President's Day. This holiday will be established by management and approved by the board each year. **The motion to approve was brought by Tia Welch and second by Dwight Coburn.** Region 2 presented at the Lunch & Learn at the Putnam Chamber of Commerce, giving information about services we can provide to businesses. We plan to do the same presentation at the Huntington Chamber's Lunch & Learn in May. The next meeting will be a full board meeting, held on March 20, at MCTC. Meeting will include lunch and will begin at noon.

Brenda Hunt presented the **Financial Report**

There was no **Old Business** before the board

New Business:

1. Board approval is requested for the allocation of \$10,000.00 from PY17 funds from OSY to ISY. Motion is made by Dwight Coburn and second by Jim Morgan.
2. Board approval is requested for a revision of Policy #12C and 12D-Youth Incentives, Stipends, Support Services. This revision brings R2 into compliance with new Federal Youth guidelines. Motion is made by Jim Morgan and second by Todd Motz.
3. Approval is requested for the Wellman & Winter Proposal, to provide educational & training information to in-school youth. Motion is brought by Dwight Coburn and second by Jim Morgan.

4. Notification to the board: the resignation of board member Stephen Ruble, Field Representative Bricklayers & Allied Craftworkers.

There was no further business before the board. **Announcement:** The next meeting is a full board meeting, March 20, 2018. Mountwest Community & Technical College, room G07 at 12:00 noon.

The meeting is **adjourned**.

Respectfully Submitted
David Pennington, Secretary