



South Western West Virginia  
Region 2 Workforce Investment Board

2699 Park Avenue • P. O. Box 9009  
Huntington, West Virginia 25704-0009

Southwestern West Virginia Region 2  
Workforce Investment Board  
Full Board of Directors Meeting  
September 20, 2016

This Meeting is held at Mountwest Community and Technical College, no teleconference is available

AGENDA

- Call to Order Marty Chapman, Chairman
- Quorum Marty Chapman, Chairman
- Public Comment Period Marty Chapman, Chairman
- Minutes Marty Chapman, Chairman  
Full Board June 21, 2016 and Executive August 23, 2016
- Lunch
- Guest Speaker Russell Fry, Acting Director Workforce West Virginia

Reports and Presentations

- Legal Report Timothy LaFon
- Executive Directors Report Claude J Hunt
- Financial Report Brenda Hunt
- Old Business Marty Chapman, Chairman
- New Business Marty Chapman

1. Approval: Change to Policy Letter #16/OJT & Employment Programs
2. Approval: Request the state allow R2WIB to continue working with WIOA One Stop as a consortium operation (Minutes of One-Stop Meeting attached, attention to page 2, yellow highlight)
3. Approval: November 8<sup>th</sup> is Election Day. Requesting this as a paid non-work day
4. Approval/Discussion: Awards meeting date December 1, 2016
5. Information: Award Letter to Perry & Associates for Audit
6. Information: Acronym Glossary

Announcements

Adjourn

Region 2 Workforce Investment Board  
Full Board of Directors Meeting

**Minutes**

June 21, 2016 12:00 PM  
Chief Logan Lodge, Logan

In the temporary absence of the chairman, the meeting was called to order by the Vice Chair, Monika Rowe;

There was a quorum, those in attendance were: Mickey Brown, Marty Chapman, James Hosier, Monika Rowe, David Pennington, Dwight Coburn, Bryan Johnson, Alissa Stewart, Allyn Sue Barker, Debrina Williams, Rockford McCoy, Tia Welch, **Invited Guests:** WV Department of Education and the Arts Cabinet Secretary, Kay Goodwin, Program Director WV Pass, Jack Wiseman, Clifford Cunningham, and Logan County Commissioners; Willie Akers and Danny Ellis, guest speaker Chris Zito, Marketing Director, Hatfield-McCoy Trails.

There were no registrants for public comment.

Vice Chair Rowe asked for a motion to approve the minutes of the March 21, 2016 meeting. The motion was made by Mickey Brown and second by Dwight Coburn. The motion passes unanimously and is carried.

All were invited to enjoy the luncheon buffet. The meeting will reconvene afterwards.

The meeting reconvened at 1:00 PM, also the arrival of the chairman, who relieved the Vice Chair with thanks.

**Auditors Report-** David Howell thanked the board for the opportunity to do the independent audit for 2015. He also thanked the R2WIB staff for their cooperation. Mr. Howell reported R2WIB is in sound financial shape, their assets exceed liabilities by \$217,000.00. Giving them a Healthy Organization rating. An asset to liability ratio of 1.75. The audit notebooks were provided to all who wanted a copy. There are copies available at the WIB Office for anyone wishing to have a copy.

**Guest Speaker -** Chris Zito, Marketing Director for the Hatfield – McCoy Trail provided all present with a handout, which explained the goals of the Hatfield-McCoy Trail: to diversify the economy of Southern West Virginia, to promote trail safety, tourism.

**Old Business**

Board was provided with a list of employee direct dial phone numbers. We have a new phone system, and wanted to provide this information. The board was provided with approval letters from Acting Director Russell Fry, responding to board requests to transfer a total of \$79,000.00 from Dislocated Worker funds to Adult funds.

### **New Business**

1. Board is asked to approve a 1 time change in pay schedule from July 1, 2016 to June 30, 2016. Chairman asked for a motion to approve this change. Motion is brought by Tia Welch and is second by David Pennington. The motion carries without objection.
2. Approval is requested to authorize the MOU (Memorandum of Understanding) between R2WIB and Education and the Arts. Motion is brought by Monika Rowe and second by Dwight Coburn. The motion passes without exception.
3. Approval is requested to adopt State Policies numbered: 01-15 Eligible Training Provider List: 01-16 Incumbent Worker Policy: 2-16 Priority of Service Policy for Adult Title 1 Funding: 3-16 Transitional Jobs Policy: as well as the Policy and Procedures Manual. The motion to approve was brought by Mickey Brown and was second by Dwight Coburn. The motion is approved and carries without exception.
4. Approval of the ITA training budget @\$400,000.00 and the OJT training budget @\$375,000.00. The Chairman asks for a motion to approve, which is brought by Dwight Coburn and is second by Bryan Johnson. The motion carries without exception.
5. The Nominating Committee announced that nominees for the Chairman of the Board are Marty Chapman, Vice Chair is Monika Rowe and Secretary is David Pennington. Mickey Brown asked for nominations from the floor, hearing none, Commissioner Brown asked for unanimous approval. Dwight Coburn made the motion and Bryan Johnson seconds. The Board Officers for 2016-2017 are: Chairman: Marty Chapman, Vice Chairman: Monika Rowe, and Secretary: David Pennington. Thank you for your service.

### **Announcements:**

The next meeting of the Executive Committee will be held on July 21, 2016, at 2:00 PM at the Huntington One Stop Offices.

The next Full Board Meeting will be held on September 20, 2106 at Mountwest Community and Technical College.

### **Adjourn**

There was no further business before the board. The meeting was adjourned.

Respectfully submitted Jean Hager in the absence of Secretary R. Joseph Haynes.