

Region 2 Workforce Investment Board  
Executive Committee Meeting  
MINUTES  
April 19, 2019

The meeting was called to order by Bryan Johnson, Board Chairman. There were no registrants for public comment. There was a quorum, those in attendance were: Bryan Johnson, Eddie Hendricks, Jeff Maddox, Monika Rowe, Ron Foster, James C. Hosier, Charles D. Shaw. Consultants attending: Timothy LaFon via teleconference. Staff in attendance: Claude J. Hunt, Melissa A. Bias, Jean Hager.

Chairman Johnson asks for a motion to approve the minute of the February 20, 2019 meeting. Motion was made by Charles D. Shaw and second by Jeff Maddox.  
Legal Report, there are no legal matters pending.

Executive Director's report by Claude J. Hunt. Region 2 One Stop is hosting a Career Fair on April 24, 2019, to be held at the Big Sandy Convention Center.

Enrollment reports for PY 2018 were discussed.

The Agenda points to board approval for Region 2 to operate the Youth Program beginning July 1, 2019. The RFP for IT Services was rebid, in accordance with the 3 year rule. Region 2 recommends accepting the bid from Spektrum Tek.

The Audit Contract will be sent out for bid in May.

We have been working with Mingo County Commission on the Summer Youth Contract, and they have employed 10 youth (18-24) to clean up roadways and maintain the Laurel Lake Park, Picnic and Playground area. The period of this grant is April 8-September 30, 2019. An item on your agenda requests approval for R2WIB to contact other counties and public organizations for the same type of summer employment opportunities. Melissa Bias will explain the Summer Youth Program, as it is her design.

Melissa Bias: The out of school youth program is open to participants 18-24, who have been separated from school. R2WIB will conduct eligibility. If the youth has no GED or TASC, they will be referred to the Excel Program in preparation for attaining TASC. In addition, the Excel Program prepares clients for jobs in their Job Readiness program; resumes, career counseling, referrals for appropriate attire, budgeting, and other life skills that may be new experiences for the participants. The goal is to support them on their search for independence from assistance programs.

Financial Report was handed out to the membership for review. Claude J. Hunt will answer any questions in the absence of Brenda Hunt.

Old Business. There was no old business before the membership.

New Business:

1. Approval: Award the contract for Out of School Youth Program to the successful candidate. As Claude J. Hunt stated in his remarks, Region 2 WIB requests approval for the Youth Program to be run by Region 2 WIB. There was 1 other bidder for the Youth Program, however, their bid was for the handling of Cabell and Wayne Counties only. The question is, do we want to rebid the

remainder of the contract or award Cabell and Wayne Counties to Mountain State Centers for Independent Living, and R2WIB will handle the remaining counties. This contract will begin on 7-1-19. Motion is made to award Cabell and Wayne Counties to MSCIL and the remainder of the counties in Region 2 will be run by Region 2 Workforce Investment Board. Motion is made by Eddie Hendricks and second by James C. Hosier.

2. Approval: Award the contract for IT Professional Services to Spektrum Tek, LLC in the absence of any other bids. Commissioner Foster asks R2WIB how much has been billed by Spektrum Tek for the previous contract year. Claude J Hunt will provide those figures after checking with the finance personnel. Commissioner Foster suggested contacting an outside agency to audit R2WIB's IT systems and determine their IT needs and make a judgement as to whether or not their needs are being met by Spektrum Tek. He knows a firm doing this type of audit, he believes a cost of \$2500.00 would be a reasonable charge. Motion to award the contract to Spektrum Tek and contact an outside IT Audit firm was made by Jeff Maddox and second by James C. Hosier.
3. Approval Youth Employment Grants as outlined on the agenda. Motion is made by Eddie Hendrix and second by Jeff Maddox.

The next meeting will be held on May 20, 2:00 PM at the One Stop offices in Huntington.

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

Respectfully Submitted, Jeff Maddox, Secretary.