

**Region 2 Workforce Investment Board  
Executive Board Meeting  
March 18, 2021  
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 by teleconference were: Dwight Coburn, Tommy Adkins, James Hosier, Todd Motz, Charles Shaw, Bryan Johnson, Craig Bratcher; 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 March 18, 2021. Motion was made by Todd Motz; Seconded by Bryan Johnson; 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; PY19 Adult & DW depleted in December, started using PY 20, EEPP grant extended to end of this year 2021 and received additional 300,000 EEPP and spending nicely. Everything running normal. Craig Bratcher asked what type of grants were out there. Stated he was trying to educate himself on the types of grants available.

Melissa Bias presented the report on the Youth Programs and how many were in training. The Excel Program is running well; Still having courses on Webinar due to COVID-19. Spoke about the Penn Foster program and the referrals from DHHR to assist with training, work to receive checks.

Claude J. Hunt welcomed all to the Executive Committee Meeting. He summarized how people have benefitted with training and employment in the Adult/Dislocated Worker programs as well as the EEPP Program intended for long term unemployed and those in recovery. He also thanked the members for serving on the Executive Committee.

**Old Business:** No update on Mt. State Independent Living Contract. Brenda asked if needed to give some type of time limit. Discussion followed with Dwight Coburn and Tim LaFon. Dwight stated to send certified letter and asked Brenda and Tim to put the letter together.

**New Business:**

1. Approval to authorize up to 6 representatives from Region 2 WIB to attend The Forum Conference 20-21 in Washington, D.C. -June 24-26; Motion by Bryan Johnson, Seconded by Jim Hosier; Approved
2. Approval to authorize advertisement for Work Based Learning Service (WBLS)-Contract HRDF up for renewal to be effective 7.1.21; Motion by Charles Shaw; Seconded by Jim Hosier; Approved.

3. Approval to authorize advertisement of One Stop Operator to start 7.1.21; Discuss with State to doing the One Stop ourselves; Contract: 7.1.21.-6.30.22 with 2 renewals, Total 3 years. Motion by Todd Motz; Seconded by Charles Shaw; Approved.
4. Notification Chase Bank in Wayne is selling building. Looking for other locations to hold Excel Classes. Todd Motz asked if it had to be in Town of Wayne? Yes, to keep DHHR happy.
5. Approval to discuss and approve Rental Agreement for Ft. Gay location; Tabled and place on Old Business for next meeting.
6. Approval request additional funding from Workforce WV – EPPP to continue through December and assist those in recovery and individuals who have not been employed for 6 months or longer. Motion by Jim Hosier; Seconded by Todd Motz; Approved

Next meeting: Thursday, April 15, 2021 at 2PM

**NOTE: Meeting cancelled and rescheduled for Thursday, April 29, 2021 at 2PM**

Meeting Adjourned

Respectfully submitted by Marsha Chastain