

**Region 2 Workforce Investment Board**  
**Executive Board Meeting**  
**June 29, 2021**  
**Minutes**

The Executive board meeting was called to order by Chairman Dwight Coburn. There was a quorum, those in attendance were: Dwight Coburn, Monika Rowe, Tommy Adkins, Todd Motz, Ron Foster, Bryan Johnson by proxy. Contracted Personnel: Timothy LaFon, Staff: Claude J Hunt, Melissa Bias, Marsha Chastain, Carla Stewart.

There were no registrants for public comment.

Chairman Coburn asked for a motion to approve the minutes of the executive board meeting of May 20, 2021. Motion was made by Todd Motz and second by Tommy Adkins. Minutes Approved.

Mr. Hunt introduced the Speaker, Scott Adkins, Acting Commissioner of the WV WorkForce. Mr. Adkins spoke about Unemployment and about the Fraud Issues that WorkForce is dealing with on a daily basis and the challenges that WorkForce is working with also. He also answered questions from the attendees.

Tim LaFon stated he had no business to discuss.

Brenda Hunt was not in attendance but had sent in the Financial Report which was in the packet that was given out. Carla Stewart, Finance Manager stated that the PY 20 Funds were now being used.

Melissa Bias advised received approval to run DHHR – Excel Program from July 1, 2021 to June 30, 2022. She also stated the program has offices on other counties also. There is a staff of 15 employees under Melissa's supervision. She spoke of the TANF program – welfare and stated the participants in the TANF program have to put in 85-150 hours a month to get welfare checks. Spoke about the Work Base Learning Program. The 2 year funding – PY 19 is exhausted. 65% of the youth are working. Some of the programs the Youth are participating in are Medical LPN-Collins Career Center, Med Care in Logan, WV. Medical Assisting-Med Care; Trucking, Welding, Deck Hand, Beauty School, Respiratory Therapy, etc.

Mr. Hunt then presented the Executive Director's Summary by welcoming everyone to the meeting. He discussed the Audit Report and stated copies are available if anyone would like one. Work Based Learning Service has been put on our website for viewing. He stated that he hoping for approval for the One Stop in the new business. He advised the other 2 major partners-Rehab Services and Job Service is in agreement with Region 2 for the partners to operate the One Stop.

New Business is as follows:

1. Approve recommendation on One-Stop Operator-Thomas P. Miller & Associates. Motion by Tommy Adkins; Seconded by Todd Motz; Approved.

2. Approve Supportive Services – Change for Youth. Motion by Tommy Adkins; Seconded by Monika Rowe; Approved
3. Approve HRDF Contract stay with Region 2. Motion by Tommy Adkins; Seconded by Todd Motz; Approved
4. Approve Change Banking Institution from WesBanco; Discussion; Asked Mr. Hunt to put out RFP for bidding.
5. Approve Request for Proposal Process & Guidelines- Youth and Non-Youth. Motion by Tommy Adkins; Seconded by Todd Motz; Approved

Next meeting to be announced for the month of August 2021

ADJOURNED