



## Local Elected Officials / Board Minutes

October 23, 2015 – 10:00am

### 1. Attendance/Quorum

#### Committee

Ron Blankenship, Chair

Julie Hagan

Randy Rapp

Carl Reynolds

Dick Waybright

Steve Whited

Wayne Dunn

Mitch Morrison

Pam Cook

Amber Adams

Shelly Plauche

Jennifer Randolph, via phone

Miles Epling, via phone

Steve Parks, via phone

Kevin Helmick, via phone

#### Staff

Joyce Okes

Carol Jackson

Tina Warfield

Miranda Lough

Robin Sterling

Gail Holleron

#### Visitors

Wade Coffindaffer, Ross

Jeff Noland, Workforce WV

Absent: B. Gunnoe, J. Powell, D. Casto, C. Huffman, D. Thompson, M. OBrien, G. Fitzwater, G. Dotson, J. Shaw, V. Smith-Rebholz, F. Hodge, J. Sutton, S. Dugan, R. Poling, P. Wilson, J. Parsons, B. Tebay, R. Yeager, T. Fox

### 2. Public Notice of Meeting

A notice of all meetings was mailed to papers in all nine counties on and e-mailed to interested parties.

### 3. Approval of Minutes

Motion to approve the July 2015 minutes by R. Rapp. Second by D. Waybright. Motion carried.

### 4. Public Forum

Julie Hagan, Resa V, discussed a pilot program being offered by ABE, Moving Pathways Forward program that helps people gain the skills necessary for jobs in the oil and gas industry. It is a 9-week program held M-F 8:30am-12:30pm. It is completely free. They need 10 people in order to begin the class and they currently have 5.

### 5. Fiscal Report

#### A. Monthly Update

Carol covered the monthly report and y-t-d expenditures. **Handout**

#### B. Audit Report

Carol covered the latest audit report and copies are available upon request. Simply put, there were no findings.

6. **Committee Updates**

A. **Adult Services Committee**

The committee discussed one stop activities for the quarter, the budget modification, additional members to the committee and the Moving Pathways forward program. One stop report included in packet.

B. **Youth Committee**

The youth council discussed the budget modification, the switch to WIOA and recruiting out of school youth, committee membership and the Ross case management staffing changes. Youth report included in packet.

7. **Old Business**

A. **Strategic Plan Update**

The teams continue to meet on a regular basis. The names of the teams have changed and some have added sub-committees.

The Employment Resource Guide is being distributed to career and guidance counselors. Will use portion of the \$10,000 award from the State to purchase flash drives for students. They will include the ERG along with other resources. Working with WVU-P on an interactive website.

8. **New Business**

A. **Budget Modification 2015-16**

1) Recommend increase of carryover amounts for adult and youth funds to actual amounts based on closeout of 2014-15 fiscal report.

2) Add \$10,000 of dislocated worker funds for 2014-15 award to be used for presentations to schools (students and guidance counselors) about labor market information, entrepreneur opportunities, and financial aid.

Motion to approve by D. Waybright. Second by R. Rapp. Motion carried. **Handout**

B. **Appointment to WDB MOV**

Resignation of Ryan Barber as representative of Community Resources on board.

Recommendation of Amber Adams to replace him. Amber is the new Family and Social Services Director for CRI. Motion to approve by M. Morrison. Second by R. Rapp. Motion carried.

C. **Committee Appointments/Memberships**

Current by-laws (and WIOA) allow for appointments of additional committee members who are not members of Workforce Development Board. Recommendations for appointment to committees are outlined on committee handout in packets. Motion to approve new appointments by D. Waybright. Second by R. Rapp. Motion carried. **Handout**

D. **Flex-E Grant Resolution**

ARC Flex-E Grant funds are available to promote capacity building in WV. Staff recommend applying for \$8000 with a 20% match for a maximum of \$10,000 to be used for capacity building of system staff. (Examples: Poverty Simulation or WIOA system collaboration and training).

Motion to approve applying for funds by C. Reynolds. Second by S. Whited. Motion carried.

9. **Director's Report**

- The State Audit is complete. Minor items were found, but not agreed upon. Resolution is complete.
- The Career Development Team is expanding the industries to include healthcare and IT. A sub-committee from that team is working on a project to do a cost comparison between people receiving public assistance and those working.
- Staff is working on one stop monitoring for the quarter.

10. **Next Meeting**

The next regular Board and Local Elected Officials meeting will be January 22, 2016 @ 10am at the Lakeview Center.