



*Local Elected Officials / Board Minutes*

## **October 28, 2016 – 10:00am**

### 1. **Attendance/Quorum**

#### Board/LEO

Todd Fox, Chair  
Randy Rapp  
Dick Waybright  
Kevin Helmick  
Judy Sutton  
Bethany Lewis  
Bob Tebay  
Ron Blankenship  
Pam Cook  
Floyd Hodge  
Shelly Plauche-Adkins  
Carl Reynolds  
Julie Hagan  
Rickie Yeager  
Mitch Morrison  
Jody Murphy  
Greg Dotson  
Steve Whited, via phone  
Lindsey Kerr, via phone  
Jennifer Randolph, via phone

#### Staff

Joyce Okes  
Robin Sterling  
Miranda Lough  
Gail Holleron  
Carol Jackson  
Tina Warfield  
Janelle Comstock

#### Visitors

Anna Cumberledge, Ross  
Jeff Noland, Workforce WV  
Natalie Roper, Generation WV, via phone

Absent: B. Gunnoe, J. Powell, M. OBrien, G. Fitzwater, S. Dugan, J. Colombo, P. Freeman, F. Lamkin, M. Shockey, J. Shaw, J. Parsons, V. Smith-Rebholz, M. Epling

### 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 2016 minutes by R. Rapp. Second by D. Waybright. Motion carried.

### 4. **Public Forum**

None at this time.

### 5. **Fiscal Report**

#### A. Monthly Update

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

#### B. 2015-16 Audit

Carol indicated that the report is almost ready. She is trying to make it more understandable by adding footnotes and other information.

6. **Old Business**

None at this time.

7. **New Business**

A. **Board Resignations (LEO only)**

Recommend approval of resignation of Julie Holbert, Blennerhassett. Motion to approve by M. Morrison. Second by R. Rapp. Motion carries.

B. **Youth Committee Resignations**

Recommend approval of resignations of David McCutcheon, PATCH program and John Jackson, Consumer Credit Counseling. Motion by M. Morrison. Second by D. Waybright. Motion carries.

C. **Fiscal and Signatory Authority**

Recommend continuation to provide Carol Jackson with authority to sign on behalf of Mid-Ohio Valley Workforce Investment Corporation and Workforce Development Board Mid-Ohio Valley. Motion to approve by D. Waybright. Second by M. Morrison. Motion carries.

D. **Demand Occupations**

Update and identification of demand occupations in the region. This list is used as guidance for those seeking training. Specific recommendations are highlighted in the handout. Motion to approve with addition of water and liquid waste treatment plant and system operator by R. Rapp. Second by M. Morrison. Motion carries. **Handout**

E. **Adult/DW Policy Updates**

Recommend approval of changes to adult/DW policies, primarily to reflect changes required under WIOA. Specific recommendations are highlighted in the handout. Motion to approve all policy changes by J. Sutton. Second by D. Waybright. Motion carries. **Handout**

F. **Youth Policy Updates**

Recommend approval of changes to the youth policies, primarily to reflect changes required under WIOA. Specific recommendations are highlighted in the handout. Motion to approve all policy changes by R. Blankenship. Second by G. Dotson. Motion carries. **Handout**

G. **General Policy Updates**

Recommend approval of the addition of three policies, establishing guidelines based on current requirements. Specific recommendations are highlighted in the handout. Motion to approve all new policies by J. Hagan. Second by D. Waybright. Motion carries. **Handout**

H. **Budget Modification**

Budget modified to include updated carryover amounts and actual amounts awarded to the region. Motion to approve by J. Sutton. Second by C. Reynolds. Motion carries. **Handout**

I. **Power Grant Partnership**

Recommend authorization to serve as fiscal agent in a power planning grant through Generation WV. This grant will help to develop Campus West Virginia, a program for young talent retention aimed at driving job growth, wealth creation and economic diversification in coal-impacted communities. Board would like to possibly add apprenticeship opportunities as well. Motion to approve this partnership by R. Rapp. Second by J. Murphy. Motion carries. **Handout**

8. **Committee Updates**

A. **Adult Services Committee**

The committee met and discussed the demand occupation list and the policy modifications. Report is included in the packet of one stop activity. **Handout**

B. **Youth Committee**

The youth council met and discussed the policy modifications. Report is included in the packet of youth activities. **Handout**

9. **Director's Report**

-Handout reflecting performance numbers through the State.

-Completed the annual contribution report that shows how much each partner agency contributes to the one stop centers, including salaries, rent/utilities, etc.

-Anna and Miranda took part in the pilot project of peer-to-peer reviews. Each region in the State met to review files from other regions for best practices.

-The Opt-In and sector strategy teams continue to meet. Working on the "purple" book which is similar to the green book only centered toward the healthcare sector. Wade will be taking over the BSTTeam.

-The local plan will be submitted to the State in January for approval.

-The one stop coordination and case management RFP is being modified to include new WIOA requirements and language. It will be released in the January time frame.

-Flood cleanup activities continue throughout the State. HRDF is administering this program and in our region the focus is in Roane and Clay counties.

-Introduction of Janelle Comstock, the new Program Director. She will begin Nov. 7<sup>th</sup>.

10. **Next Meeting**

The next meeting of the Local Elected Officials and Board will be held January 27, 2017 @ 10am at the Workforce office in Lakeview Plaza, unless otherwise directed.