

**DRAFT**

**Region 1 Executive Committee Meeting**

Raleigh County American Job Center

Beckley, West Virginia

Thursday, May 3, 2018 @ 1PM

**Attending**

Karen Lobban, Lobban Funeral Home

Brett Dillon, UMWA Career Center, Inc.

Jack Woodrum, Summers County Commission

**Not Attending**

Joe Brouse, NRGRDA

Shawn Cook, Adult Education

Wes Dangerfield, Summers County ARH

Mike Lushbaugh, Welch KFC

Amy New, Stephen P. New Attorney at Law

**ests**

Angela Henson, R1WDB

Betty Bennett, R1WDB

Sarah Sweatte, R1WDB

Ethan Fox, R1WDB

**Welcome – Angela Henson**

Angie welcomed everyone to the Executive Committee Meeting.

**Call to Order – Karen Lobban**

Karen called the meeting to order @ 1:09pm.

**Approval of Minutes – Karen Lobban**

Karen asked everyone to look over the minutes from the Executive Committee Meeting on Thursday, February 1, 2018. She asked for a motion to approve the minutes.

Motion: Jack Woodrum

2<sup>nd</sup>: Brett Dillon

The minutes from Executive Committee meeting held on Thursday, February 1, 2018 are approved.

**Youth Contract PY 2018 – Karen Lobban**

Karen stated that the Youth Contract for Program Year (PY) 2018 for Ross IES as the youth provider for Region 1 was now up for review at this time.

Angie shared that at the Youth Committee meeting that was held on April 19, 2018, it was recommended that Ross IES contract be extended for an additional year. She explained that the current numbers and goals for the

Career Connections program were above and beyond the set criteria. Some numbers this quarter were extremely high due to the additional students that were transitioned for an additional year from the previously existing Pathfinders program to Career Connections.

The program will see 64 students graduate from high school this year, and about half are going to college. These numbers show the success and difference that the aid in this program can make.

Karen asked if these types of numbers and stories are shared in the local newspaper(s). Angie said that we do not currently send any stories to the paper, but Kari Cutshaw has been working on multiple success stories from difference programs and partnerships. The success stories are well written and could possibly be sent in to the newspaper in the future. Karen suggested sharing this information as it would be helpful to those in the community, as well as encouraging to see these types of things happening in southern WV.

Angie also took time to share about the partnering opportunity with Academy of Careers & Technology (ACT) and the youth program on a beautification project that is underway. ACT has made planters to go in front of each of the career centers in the region, and the students from the youth program will be filling the planters and maintaining them. This project is a great example of partnership, as well as giving the youth a hand in community work and care.

Brett asked what the expected amount for funding this year would be. Angie said that from what she has been able to gather, that the funding may have a slight decrease from last year, but the state has not expressed any concerns at this point. The numbers are not available at this time.

Brett also asked about the extension for the youth program. Angie stated that there can be three extensions, and this is the second extension.

Karen asked for a motion to accept the Youth Committee Recommendation for an extension.

Motion: Brett Dillon

2<sup>nd</sup>: Jack Woodrum

All in favor. Motion for R1WDB Youth Committee Recommendation for the Youth Contract PY 2018 is approved.

#### **One-Stop Operations Contract PY 2018 – Karen Lobban**

Angie shared about the transition of Ross IES as the One-Stop Operator for Region 1. She stated that Ross IES has met their commitments of staffing the front desk with a full-time Information Specialist and placing a security system in the Mercer County career center.

There were a few partnering agencies that helped fund the placement of the security system in Mercer County. As the security system process took place, there has been more interest in having systems installed in more centers across the region. The security system cost was \$1,000. Angie explained that doing the same in other centers is a possibility. She said that they would be checking in with the landlords at the other career centers and see if they would be willing to install the security system and include it as part of the rental costs. If not, it would be inquired of partners in those counties to participate in paying for the system (as in Mercer).

Ross IES has started “Now Hiring” events that take place across the region. These events are specifically for businesses that have open positions that need to be filled at the current time, so that individuals can come in and drop off their resumes and/or talk to multiple businesses. These events in Mercer County proven to be

very successful, with a great turnout of business owners and attendees involved. The “Now Hiring” events have also helped build up the partner involvement within and around the centers as well.

Pop-up services have also taken place in the region, especially in counties that need to have more awareness of the services that each career center would offer and partnering agencies. These pop-ups have only strengthened partnership efforts.

Brett asked if the contract for the One-Stop services would be new or an extension of a preexisting contract. Angie answered that it would be an extension. She also stated that the transition was slow at first, but Ross IES has definitely made progress in services provided, protocols, and staffing. More streamlining will take place, and evaluations will take place some time after the new program year starts.

Karen asked for a motion to extend the One-Stop Operations Contract PY 2018.

Motion: Jack Woodrum

2<sup>nd</sup>: Brett Dillon

No opposition; contract extension is approved for recommendation.

#### **Funding / Fiscal Report – Angela Henson / Ethan Fox, Fiscal Manager**

Ethan Fox went over fiscal and grants summary with the board. There was a copy included in the board packets.

Ethan shared about the Sector Partnership grant money that would be turned back into the state, due to there not being enough options for the short-term training programs at the Community and Technical Colleges (CTCs). The grant covers training for CTCs, and R1WDB has currently served approximately 101 individuals. The goal for the grant was 130. The grant is due to end June 30, 2018.

Ethan continued with the review, stating that the PY16/FY17 have been spent without any issues. PY17/FY18 are well on their way of being spent, and moneys are being delegating to different areas.

Ethan mentioned a meeting for Fiscal/Grants Manager in the state, which took place in Flatwoods last week. Allotments for the next program year have not been set, but as soon as they are, letters should be sent.

#### **Compliance / Audit Review – Ethan Fox**

The State Compliance Review is scheduled for June 11 – June 15, 2018. Ethan said the request for what items will be needed have yet to sent to the R1WDB. When items are requested, the items could change. Ethan stated that at this point there is no need for concern.

#### **Other Business – Angela Henson**

Angie shared with the board that due to the lack of involvement of some of the Workforce Development Board of Directors, some members would be coming off as of June 30, 2018. The nominations that have been received and will be presented are:

Wes Dangerfield – Summers County ARH

Brett Dillon – United Mine Workers of America

Stefanie Stiffler – Mountaineer Flex

Karen Lobban – Lobban Funeral Home

Joe Brouse – New River Gorge Regional Development Authority

Angie presented an opportunity to seek out new grant funding, which is a National Health Emergency Dislocated Worker Grants to Address the Opioid Crisis. Each region interested in receiving funding is required to obtain and turn in support letters when making a request for a portion of the funding. This grant would be directed towards individuals who are in recovery and at a point where they can work and receive training. It was agreed that this is a much-needed assistance for the epidemic that have affected southern West Virginia. There could also be a possibility of training dollars opening up for those who would want to go into the field and work with those in recovery.

The R1WDB management staff will be meeting tomorrow to go over different numbers of drug statistics in Region 1 and working on a game plan to express the need for such funding and seeking out support as we go forward in seeking the funding for the grant.

Brett expressed that the UMWA would be in full support of the R1WDB in seeking out funding through the grant for the Opioid Crisis. Angie thanked him and said that the state would request the support of the boards as well.

Angie went on to share about the Supplemental Nutrition Assistance Program Employment & Training (SNAP E&T) ended a couple years ago, but is now coming back to our area. On June 7<sup>th</sup> there will be a meeting concerning what the role of the Workforce Development Boards will be in the updated program. Robin Morgan and Ethan Fox will be attending that meeting.

In the civil action case concerning WBC Enterprises v. WORK4WV-Region 1 Inc., there has been no update.

#### Public Comment

Angie brought up the end of the year event – the Region 1 Annual Summit – which is themed “Movin’ On with Region 1”. Angie explained a bit more about the theme and what the day would look like.

Brett shared that the grant and UMWA grant would be ending soon, and in order to continue with their eligibility for a new grant, they would have to spend existing funds and make changes concerning some employee benefits. There was discussion that followed concerning policies and things that are affected by the changes that the state is asking to be made.

No further public comment at this point.

Karen asked for a motion to adjourn the meeting.

Motion: Jack Woodrum

2<sup>nd</sup>: Brett Dillon

Meeting adjourned @ 2:35pm.

**\*\*Next Meeting Date – Combined Board Meeting, Thursday, May 17, 2018 @ 1pm\*\***

Respectfully submitted by: \_\_\_\_\_ Date \_\_\_\_\_

Approved by: \_\_\_\_\_ Date \_\_\_\_\_