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200 New River Town Center
Beckley, WV 25801

DRAFT

Region 1 Executive Committee Meeting
Raleigh County WorkForce West Virginia Career Center
Beckley, West Virginia
August 3, 2017 @ 1:00 P.M.

Attending

Karen Lobban, Lobban Funeral Home - Chair
Mike Lushbaugh, Welch Kentucky Fried Chicken
Amy New, Stephen P. New Law Offices
Wes Dangerfield, Summers Co. ARH
Shawn Cook, Adult Education

Attending by Conference Call

Jack David Woodrum, Chief LEO

Not Attending

William Baker, New River Gorge Regional Development Authority
Brett Dillon, UMWA

Guests

Robin Morgan, Region 1 Workforce Development Board
Ethan Fox, Region 1 Workforce Development Board
Barbara Dawes, Region 1 Workforce Development Board

Call to Order

Karen Lobban called the meeting to order at 1:03 p.m.

Introduction of New Executive Committee Members

Karen welcomed the new members of the Executive Committee. Mike Lushbaugh, Manager of the Welch Kentucky Fried Chicken; Amy New, Office Manager for Stephen P. New Law Offices and William Baker, Interim Director for New River Gorge Regional Development Authority.

Approval of the Minutes

Karen gave the members the opportunity to look over the minutes from the Annual Combined Board Meeting, May 18, 2017.

Karen called for a motion to accept the minutes.

Motion: Jack David Woodrum
2nd: Shawn Cook

Motion is passed. No objections. May 18, 2017 minutes are approved.

Human Resources

Robin asked Barb to review the proposed staff pay increase for all eligible Region 1 Workforce Development Board employees'. The increase would be five percent (5%) across the board and would be retro-active to July 1, 2017. Discussion ensued.

Karen called for a motion to approve the proposed staff pay increase.

Motion Wes Dangerfield
2nd Shawn Cook

Motion is passed. None opposed, motion carries. Recommendation will be made to Region 1 Local Elected Officials to approve pay increase.

PY 17/Funding – Fiscal Report

Robin reviewed the Rapid Response letter from Russell Fry awarding the R1WDB \$50,000.00 in additional Rapid Response funding as well as the WIOA Program Year 2017 Governor Award Letter granting R1WDB \$1,646,055.00 which is an increase of approximately \$600,000.00 over last year. Discussion ensued regarding the funding with the question being raised as to why we were allotted so much more. Robin stated that she really was not sure as to why the additional amount was given. The additional staff being hired to help with the increased work load was discussed. Ethan reviewed the Projected Fiscal Year 2018 Funding amounts as well as the Draft Budget for 2017-2018 and PY 15/16 Fiscal and Grants Summary Review. Ethan asked if there were any questions regarding the budget, there were no questions at this time.

Karen asked for a motion to approve the update to the Draft budget for 2017-2018.

Motion Wes Dangerfield
2nd Amy New

Motion is passed. None opposed, motion carries.

Youth Program Update

Robin reviewed the contract modification based on the increased PY 17 Youth Funds. Robin explained that this was based on the increase from \$875,000.00 to \$1,000,000.00.

Compliance/Audit Reviews

Robin reviewed the EO Compliance Review which was held June 26-June 30, 2017 outcomes. EO audit was a clean audit without findings.

Robin explained that the State Compliance Review Conducted June 26, - June 30, 2017 had not been reviewed at this time. This review will be covered in a future meeting.

Ethan reviewed the timeline for the Independent Audit by Herman & Corm any. Derek Godwin will be conducting the audit which will be held the first week of October, 2017.

Other Business

Barb updated the committee on the status of the civil action between WORK4WV-Region 1 Inc. Although we actually won the original suit where we were ordered to pay the original amount of one month's lease \$1,372.06, WBC Enterprises has filed an Appeal. We have received the Scheduling Order from the Supreme Court of Appeals.

Robin reviewed the information on the HIVE Network. Robin shared that Joe Carlucci is no longer with the HIVE and that they are currently holding interviews to fill that position. Robin also shared that Stephen Christian has also left New River Gorge RDA and that William Baker will be filling that position until a new Executive Director is hired.

Robin reviewed the new R1WDB Board members which have been appointed by our Chief LEO, Jack David Woodrum. Chris Groves of Columbia Forest Products, Kristi Atha-Rader of Fayette Awning & Glass as well as Rainelle Medical Center, Alan Terry of Pioneer Community Bank, Okey Smith of Workforce WV, Allyn Sue Barker of Southern WV Community and Technical College and William Baker of New River Gorge RDA will be joining the Region 1 Workforce Development Board.

Robin reviewed the letter from Governor Justice approving the Region1 Workforce Development Board Local Plan. This was much appreciated by the staff of R1WDB as this has been a huge undertaking and the first Local Plan written under the new WIOA Law.

Robin also reviewed the Board Certification by Governor Justice stating that everything is in place and in order as per the WIOA standards.

Public Comment

At this time there is no further business

Karen asked for a move to adjourn the meeting.

Motion Mike Lushbaugh
2nd Wes Dangerfield

Motion is passed. None opposed, motion carries. Meeting was adjourned at 2:07 p.m.

****Next Meeting Date – November 2, 2017****

Respectfully submitted by: _____ Date _____

Approved by: _____ Date _____