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200 New River Town Center  
Beckley, WV 25801

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**Region 1 Workforce Development Board**  
Raleigh County WorkForce West Virginia Career Center  
Beckley, West Virginia  
August 17, 2017 @ 10:00 A.M.

**Attending**

Karen Lobban, Lobban Funeral Home - Chair  
Allyn Sue Barker, Southern WV Community and Technical College  
Tia Welch, Job Corps  
Brett Dillon, UMWA  
Coby Brown, Snowshoe Mountain, Inc.  
Amy New, Stephen P. New Attorney at Law  
Chris Groves, Columbia Forest Products  
Chris Vaught, Vaught Inc.  
Jeanette Radcliffe, DRS

**Not Attending**


William Baker, New River Gorge Regional Development Authority  
Wes Dangerfield, Summers Co. ARH  
Shawn Cook, Adult Education  
Phil Bostic, LUNA Local #1182  
Tammy Jordan, Fruits of Labor, Inc.  
Dean Stone, Stonepointe, Inc.  
Mike Lushbaugh, Welch KFC  
Okey Smith, Workforce WV  
Kristi Atha-Radar, Fayette Awning & Glass-Rainelle Medical Center  
Alan Terry, pioneer Community Bank

**Conference Call**

Dreama Padgett, MountainHeart

**Guests**

Bridgit Arnold, Region 1 Workforce Development Board  
Robin Morgan, Region 1 Workforce Development Board  
Barbara Dawes, Region 1 Workforce Development Board  
Angie Henson, Region 1 Workforce Development Board



Ethan Fox, Region 1 Workforce Development Board  
Tammie Lilly, ROSS, IES  
Joanna Bare, ROSS, IES  
Jayme Arndt, ROSS, IES  
Nancy Beitz, RESA 1 for Shawn Cook  
Tina White, RESA 1 for Shawn Cook

### **Introductions**

Angie welcomed everyone to the meeting.

### **New Appointments**

There are six new appointments to the R1WDB and three new appointments to the Executive Committee. Stephen Christian is no longer with NRGRDA. William Baker has been appointed the Interim and it has been recommended William Baker, be appointed to fill his position until a new Executive Director has been named.

- William Baker with NRGRDA to R1WDB and Exec. Committee
- Mike Lushbaugh with Welch Kentucky Fried Chicken to Exec. Committee
- Amy New with Stephen P. New Law Offices to Exec. Committee
- Allyn Sue Barker with Southern WV Community & Technical College to R1WDB
- Chris Groves with Columbia Forest Products to R1WDB
- Kristi Atha-Rader with Fayette Awning and Glass and Rainelle Medical to R1WDB
- Okey Smith with Workforce WV to R1WDB
- Alan Terry with Pioneer Community Bank to R1WDB



### **Call to Order**

Karen Lobban called the meeting to order at 10:07 a.m.

### **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: Tia Welch  
2<sup>nd</sup>: Chris Vaught

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

### **Executive Session**

Karen called for a move to take the R1WDB into executive session.

At 10:15 the R1WDB entered into executive session – staff members were asked to leave the room during this time.

### **Human Resources**

Karen 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           Coby Brown  
2<sup>nd</sup>               Chris Vaught

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

At 10:26 the R1WDB executive session ended and staff was asked to join the meeting.

### **Fiscal Report**

Ethan reviewed the Rapid Response, WIOA Program Yr. 2017, Projected Fiscal Year 2018 as well as the Proposed Budget for 2017-2018, Discussion ensued with Ethan reading the Executive Committee Recommendation that the Proposed 2017-2018 Budget be approved.

Karen called for a motion:

Motion           Tia Welch  
2<sup>nd</sup>               Chirs Groves

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

Ethan also reviewed the Fiscal and Grants Summary on 17/18 Grant modification as well as increased PY17 Youth Funding.

### **Compliance Reviews**

Angie reviewed the EO Compliance Review explaining that there were no findings on this report. The report of the State Compliance Review has not been finished at this point. This report will be shared at a later date. Ethan shared that there will be an Independent Audit which is scheduled for October 2 – October 6, 2017. Ethan explained that the report should be ready in four to six weeks following the independent audit.

### **Programs and Scholarships**

#### **Youth Program Update**

Jayne Arndt reviewed the Career Connections In and Out of School reports. Jayne explained that these numbers reflect the number of participants enrolled in the program. Discussion ensued regarding serving the youth and why the youth in Mountain View is not represented. Currently in the program there are 100 working at various job sites. They are in the process of starting college tours. The Pathfinder/DRS program has ended and the Connections program has enrolled 50 participants from that program. Connections has served close to 500 in a year with the Pathfinder program. This was a huge success. Tammie explained that the Holiday Connections program is coming up in December.



## One Stop

Joanna Bare is the One Stop Coordinator and responsible for the day to day operations of the One Stop Centers. Joanna explained the One Stop concept and discussed how all centers are fully staffed currently with Resource Specialists. The Resource Specialists greet visitors to the One Stop Centers as well as help job seekers understand the process of electronically registering and searching for jobs. Joanna explained that they are currently helping Partners understand and encouraging them to use the new “branding” of the One Stop Centers which is “A Proud Partner of the American Job Center Network.” Joanna said that all paperwork has now been submitted for certification of all centers both comprehensive as well as affiliate. Joanna shared that she is out and making contact with Partners that are not particularly active within the Centers. She is attending Partner meetings and Core Partner meetings in all 11 counties. Joanna also shared how the new Referral Form is being used, they are conducting group training and cross training Partners which will enable all Partners to help job seekers with their search for employment. Joanna shared that a Technology assessment has now been completed as well as a needs assessment for making the Centers more customer friendly. Joanna shared the idea of having pop-up services available mainly in the counties where there are no centers. The customer activity report was reviewed which shows how many customers were served in each county.



## Programs and Scholarships

Individual Training Account Update -Bridgit reviewed the ITA report and explained the categories to the board. Bridgit asked if there were any questions – there were none at this time.

### ITA by Training Provider

Bridgit reviewed the ITA by Training Provider report. Bridgit explained that this report shows the county where the customer is located, the number of participants currently training, the program which they are enrolled in and the certificate which will be attained at the end of completion.

### Sector Partnership NDWG

Ashley reviewed the Sector Partnership NDWG report with the board. Ashley explained that this report shows that they currently have 47 of the participants have now entered employment.

### OJT Update

Robin reviewed the OJT Monthly report with the board. Robin explained the difference between Transitional Jobs and Transitional OJT. The Transitional is specifically for the hardest to serve – those who have never been employed or have been incarcerated. This will become a work based experience paid through the R1WDB. Along with the paid work experience there will be a training part as well. Robin said that they hope to have a pilot program with Wyoming County day Court and Day Report set up for this program.

**Other Business**

Civil Action – Angie asked Barb to update the board on the status of the civil action between WORK4WV-Region 1 Inc. (R1WDB) and WBC Enterprises. Barb explained that we did win our case, however – the decision of Judge Alsop was appealed to the Supreme Court of Appeals of West Virginia. We have received the Scheduling Order and now it is once again a waiting period. The WBC Enterprises must file their Perfected Appeal by September 25, 2017 or the appeal will be dismissed. We will keep the R1WDB apprised of the developments as they arise.

The WV HIVE Network – Angie updated the R1WDB on the relationship with the WV Hive Network. Several developments have slowed the process here. Discussion ensued with Angie feeling sure that now that hiring has taken place in Nicholas County that we will see more developments forthcoming.

Local Plan – Angie explained the Local Plan process that the R1WDB staff has been working on. Angie explained that the Local Plan had been finalized and approved by the Governor. This was a great effort on everyone’s part that had a hand in working on the Plan. Angie explained that the Local Plan could be viewed on the website.

Board Certification – Angie explained the process that is used to have the Board certified by the Governor. A list of the Region 1 Workforce Development Board has been submitted to Governor Justice and has been approved.

**Public Comment**

Karen called for other business or comments. Tina White with Adult Education was on hand to award Angie the WV Department of Education Partner of 2017 award. Tina explained that Angie was chosen out of many across the State of WV to receive this honor. There will be a presentation in October for Angie to receive the award.

Karen asked for a move to adjourn the meeting.

Motion            Tia Welch  
2<sup>nd</sup>                 Allyn Sue Baker

Motion is passed. None opposed, motion carries. Meeting was adjourned at 12:15 p.m.

**\*\*Next Meeting Date – November 16, 2017at 10:00 a.m.\*\***

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

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