

**WORK4WV-REGION 1, INC.
BYLAWS**

ARTICLE I – IDENTITY/PURPOSE

Section 1.1. Name

The name of the corporation shall be WORK4WV-Region 1, Inc. (hereinafter referred to as “the corporation”), which is doing business as the Region 1 Workforce Development Board (WDB).

Section 1.2. Principal Office

The principal office of WORK4WV-Region 1, Inc. shall be located at 200 New River Town Center, Suite 200, Beckley, in Raleigh County, in the State of West Virginia, which shall also be the registered office of the corporation.

Section 1.3. Change of Address

The designation of the county of the corporation’s principal office may be changed by amendment of these Bylaws. The Board of Directors may change the principal office from one location to another within the county by noting the changed address and effective date below, and such changes of address shall not be deemed, nor require, an amendment of these Bylaws:

_____ Dated: _____

_____ Dated: _____

Section 1.4. Other Offices

The corporation may have offices at such other places, either within or without the State of West Virginia, as the Board may from time to time determine.

Section 1.5. Local Area

The area to be served by the corporation shall be Fayette, Greenbrier, McDowell, Mercer, Monroe, Nicholas, Pocahontas, Raleigh, Summers, Webster, and Wyoming Counties.

Section 1.6. Purpose

It is the purpose of the Board to:

- A. Provide strategic and operational oversight in collaboration with the required and additional partners and workforce stakeholders to help develop a comprehensive and high quality workforce development system in the local area and larger planning region;
- B. Assist in the achievement of the State’s strategic and operational vision and goals as outlined in the Unified State Plan or Combined State Plan; and
- C. Maximize and continue to improve the quality of services, customer satisfaction, and effectiveness of the services provided.

The corporation shall be responsible for developing policies and investments with respect to a local workforce system conducted under the Workforce Innovation and Opportunity Act in partnership with the Chief Local Elected Official (CLEO) of the local Region 1 area as designated by the Governor of West Virginia. The Board may adopt additional functions and responsibilities that are not inconsistent with any and all applicable state or federal law or these bylaws.

The Region 1 WDB shall:

- A. Develop and submit a local plan for the local area consistent with WIOA sec.108.
- B. Conduct workforce research and regional labor market analysis.
- C. Convene local workforce development stakeholders to assist in the development of the local plan and identify non-federal expertise and resources to leverage support for workforce development activities.
- D. Lead efforts to engage with a diverse range of employers and other entities in the region in order to: promote business representation on the local board; develop effective linkages with employers in the region to support employer utilization of the local workforce development system and to support local workforce development activities; support economic growth in the region by enhancing communication, coordination, and collaboration among employers, economic development entities, and service providers, and; develop and implement proven or promising strategies for meeting the employment and skill needs of workers and employers (such as the establishment of industry and sector partnerships), that provide the skilled workforce needed by employers in the region, and that expand employment and career advancement opportunities for workforce development system participants in in-demand industry sectors or occupations.
- E. With representatives of secondary and post-secondary education programs, lead efforts to develop and implement career pathways with the local area by aligning the employment, training, education, and supportive services that are needed by adults and youth, particularly individuals with barriers to employment.
- F. Lead efforts in the local area to identify and promote proven and promising strategies and initiatives for meeting the needs of employers, workers and jobseekers, and identify and disseminate information on proven and promising practices carried out in other local areas for meeting such needs.
- G. Develop strategies for using technology to maximize the accessibility and effectiveness of the local workforce development system for employers, and workers, and job seekers.
- H. In partnership with the chief local elected official for the local area:
 - a. Conduct oversight of youth workforce activities authorized under WIOA Sec 129(c), adult and dislocated worker employment and training activities under WIOA Sec. 134(c) and (d); and entire one-stop delivery system in the local area;
 - b. Ensure the appropriate use and management of funds provided under WIOA subtitle B for the youth, adult, and dislocated worker activities and one-stop delivery system in the local area; and
 - c. Ensure the appropriate use management, and investment of funds to maximize performance outcomes under WIOA sec. 116.
- I. Negotiate and reach agreement on performance measures with the CLEO and the Governor.
- J. Select the following providers in the local area, and where appropriate, terminate such providers in accordance with 2 CFR part 200:
 - a. Providers of youth workforce activities through competitive grants or contracts based on the recommendation of the Youth Standing Committee.
 - b. Providers of training services consistent with state requirements and WIOA Sec. 122;
 - c. Providers of career services through the award of contracts, if the one-stop operator does not provide such services, and
 - d. One-stop operators in accordance with §678.600 through §678.635.
- K. Coordinate activities with education and training providers in the local area.
- L. Develop a budget for activities of the local board, with approval of the CLEO and consistent with the local plan and the duties of the local board.

- M. Assess, on an annual basis, the physical and programmatic accessibility of all one-stop centers in the local area, in accordance with WIOA sec. 188, if applicable, and applicable provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.).

ARTICLE II – MEMBERSHIP

The membership of the corporation must be selected by the Chief Local Elected Official consistent with criteria established under WIOA Sec. 107 (b) and criteria established by the Governor and must meet the requirements of WIOA Sec. 107 (b) (2). The corporation will consist of a minimum of nineteen (19) members. The board composition shall meet the requirements stipulated in WIOA:

- A. **BUSINESS REPRESENTATIVES-** A minimum of 51% who are representatives of business in the local area and who shall be owners, chief operating officers, chief executives, or other individuals with optimum policy making or hiring authority; and whose businesses provide employment opportunities in in-demand industry sectors or occupations as defined in WIOA sec. 3(23). A minimum of two (2) business representatives shall represent small business and the minimum number of business representatives must equal at least ten (10) members.

Representatives from private not-for-profit entities that operate as businesses and are employers may be considered business sector members on the local WDB. The not-for-profit entities should align with the key industry sectors for the state and local area, as identified in the WDB local plan.

Representatives from proprietary schools cannot be considered a business sector member.

- B. **WORKFORCE REPRESENTATIVES (Labor, Community Based Organization and Youth Serving Organizations)** - 20% of the corporation shall be:
 - a. At least two or more representatives of labor organizations, where such organizations exist in the local area, or if labor organizations do not exist, representatives must be selected from other employee representatives.
 - b. A representative of a joint labor-management or union-affiliated registered apprenticeship, if those programs exist or a representative of a registered apprenticeship program if one exists in the local area.
 - c. May include one or more community based organizations qualifying for §679.320 (c)(3).
 - d. May be representatives of organizations with experience and expertise in addressing services to eligible youth per §679.320 (c) 4.
- C. **EDUCATION AND TRAINING REPRESENTATIVES** – The corporation shall include representatives of entities administering education and training activities in the local area:
 - a. At least one (1) representative of adult education and literacy §679.320 (d) (1).
 - b.. At least one (1) representative of institutions of higher education providing workforce activities §679.320 (d) (2).
 - c. May include representatives of local educational agencies, and of community based organizations with demonstrated experience and expertise in addressing the education or training needs of individuals with barriers to employment.
- D. **GOVERNMENT AND ECONOMIC DEVELOPMENT REPRESENTATIVES** – The corporation shall include representatives of governmental and economic and community development entities serving the local:
 - a. At least one (1) representative from economic and community development.

- b. Shall include a State Employment Services (Wagner-Peyser Act) Representative.
- c. Shall include an appropriate representative of the programs carried out under the title I of the Rehabilitation Act of 1973, other than sec. 112 on Part C of that title.
- d. May include representatives of agencies or entities administering programs serving the local area relating to transportation, housing, and public assistance.
- e. May include representatives of philanthropic organizations serving the local area.

F. **OTHER MEMBERS** -The membership of the corporation may include such other individuals or representatives of entities as the chief elected official in each local area may determine to be appropriate.

All representatives will have optimum policy-making authority within the entities they represent. Nominations will come from designated organizations in accordance with §679.320 (g) (1) through (3).

Section 2.1. Membership Certification

The Workforce Innovation and Opportunity Act, Section 107. Local Workforce Development Boards, states: (a) There shall be established in each local area of the state, and certified by the Governor of the State, a local workforce development board in each local area of a State to carry out any functions specified for the local board under this Act or the provisions establishing a core program for such area. (b) The Governor of a State, in partnership with the State board, shall establish criteria for use by chief elected officials in the local areas for appointment of members of the local boards in such local areas.

The local Workforce Development Board Members of Region 1 were certified by the Governor of the State of West Virginia on June 26, 2015. The Governor shall, once every two (2) years, certify 1 local board for each local area in the state, with such certification being based on criteria established under subsection (b) above, and, for a second or subsequent certification, the extent to which the local board has ensured that workforce development activities carried out in the local area have enabled the local area to meet the corresponding performance accountability measures and achieve sustained fiscal integrity.

Section 2.2. Terms of Office

Initial appointments will be staggered with one-third of the members having an initial term of three years; one-third having an initial term of two years; and one-third having an initial term of one year. Other than the initial period terms, the terms of office of the directors of the corporation will be three (3) years. Appointments begin on July 1, 2015 and end on June 30, 2016, June 30, 2017 or June 30, 2018, according to whether the length of the term is for a one, two, or three year period.

It shall be the duty of the CLEO to appoint members to fill all vacancies of the board. A position on the Region 1 WDB is considered vacant on the date the term expires, a member becomes ineligible, and a member is removed, resigns, or dies. In the case of an appointment to fill a vacancy on the Board, the replacement member's term shall begin on the date of concurrence by the CLEO as to the member's replacement unless otherwise specified, and shall end on the date designated for the original appointment for which the replacement is selected. The CLEO shall be notified regarding board vacancies within ten (10) business days of the notification from the member resignation, removal or death. Any vacancy that occurs shall be filled by the CLEO within 45 days from the effective date of the vacancy.

Section 2.3. Resignation

A member may resign at any time by communicating in writing such resignation to the Chairperson of the corporation and the CLEO. The resignation is effective when communicated

unless the notice specifies a later effective date or subsequent event upon which it will become effective.

Section 2.4. Removal

A member may be removed from office, for cause, by a two-thirds (2/3) vote of all the members at any meeting. A member may at the board's discretion be automatically removed from office if she/he is absent from three (3) consecutive regular meetings of the corporation during a twelve (12) month period. A member may also be removed from office if a change in the member's occupation or a change in the federal or state laws, regulations, rules or policies applicable to the corporation's activities has occurred which required the member to be replaced in order for the corporation to remain eligible and in good standing with respect to federal and state job training and similar programs.

Section 2.5. Chairperson

The Chairperson shall be selected from the private business/industry directors of the corporation in accordance with the Act. The Chairperson shall be elected by the directors of the corporation to a two (2) year term. The Chairperson shall preside at meetings of the corporation and at meetings of the Executive Committee. The Chairperson shall see that all orders and resolutions of the corporation are communicated to the proper persons or entities for implementation. He/she shall appoint members of all committees, including the Youth Committee. The President/Chairperson shall also be ex-officio member of all standing committees.

Section 2.6. Vice Chairperson

In the absence of the Chairperson, or in the event of his/her inability to act, or if that office be temporarily vacant, the First Vice Chairperson shall exercise all the powers and perform all the duties of the Chairperson. The First Vice Chairperson shall be elected by the directors of the corporation to a two (2) year term. The First Vice Chairperson shall have such additional powers and perform such other duties as may be assigned him/her from time to time by the directors of the corporation. A second Vice Chairperson shall be **appointed** by the Chairperson to serve as Secretary/Treasurer and as Vice Chairperson in the absence of the First Vice Chairperson. The term of the Second Vice Chairperson shall be two (2) years.

Section 2.7. Other Officers

The Corporation may appoint such other officers as the business of the corporation may require, each of whom shall hold office for such period and have such authority to perform duties as are provided by the Bylaws or as the corporation may determine.

Section 2.8. Conflict of Interest

Every employee, officer, agent, or member of the Region 1 Workforce Development Board and its committees must serve a public interest and have a clear obligation to conduct all affairs in a manner consistent with the concept of public trusts. All decisions should be based on promoting the best interest of the public good.

As an employee, officer, agent, or member of the Region 1 Workforce Development Board, and its committees you must:

- A. Neither cast a vote on, nor participates in any decision making capacity on the provision of services by such member or by an organization that such member directly represents; nor on any matter which would provide any direct benefit to such member or the immediate family of such member.

- B. Disclose any potential conflict of interest to the Region 1 Workforce Development Board as soon as the potential conflict is discovered. If the potential conflict of interest is discovered during a board or committee meeting, the member must declare such potential conflict and excuse themselves from the remainder of the discussion and voting on that item.
- C. Not engage in any business transaction or private-for-profit arrangement which accrues from that member's position on the board.
- D. Ask the Region 1 Workforce Development Board for an opinion if they have any doubts of a situation involving conflict of interest.
- E. Not engage in any other activity determined by the Governor to constitute a conflict of interest as specified in the State plan.

No member, officer, employee, or agent of the Region 1 Workforce Development Board shall: (1) solicit or accept gratuities, favors, or anything of monetary value from contractors or suppliers or potential contractors or suppliers; (2) solicit, accept, or agree to accept any benefits for exercising Workforce Innovation Opportunity Act authority and performing their duties; and (3) perform their duties in a manner contrary to the rules of the State of West Virginia Ethics Commission.

A board or committee member who participates in decisions relating to specific terms of a contract, the determination of performance standards in a contract, or the development of Request for Proposals or other processes leading to a contract is prohibited from receiving any direct financial benefit from any resulting contract.

ARTICLE III – COMMITTEES

Section 3.1. Executive Committee

The Chairperson of the corporation will designate members to constitute an Executive Committee, which shall have and may exercise the authority of the Board in the management of the business and affairs of the corporation during intervals between meetings. The Executive Committee may meet as often as it deems necessary, but will meet at least quarterly. The Executive Committee shall consist of the Chairperson of the corporation along with two other corporate officers, one economic development member and three other members of the board of directors, and one ad hoc member, who shall be the CLEO. The makeup of the Executive Committee should be reflective of the full Workforce Development Board members and be a minimum of 51% business representation. Vacancies in the membership of the Executive Committee shall be filled by the Chairperson. The Executive Committee shall keep minutes of its proceedings and shall report to the Board on action taken. Minutes of meetings of the Executive Committee shall be prepared, kept with the records of the corporation and distributed to Board membership. The Executive Committee shall provide overall direction and assign responsibilities to other committees.

Section 3.2. Standing or Other Committees

The Chairperson of the corporation appoints standing or other special committees for any legitimate purpose, at his/her discretion. A legitimate purpose is defined as one needed to achieve the stated and approved objectives of the corporation. The term of any special committee shall expire upon the completion of the task for which it was created. Vacancies in the membership of such committees shall be filled by appointment made in the same manner as provided in the case of the original appointment.

The corporation may designate and direct the activities of standing committees to provide information and to assist the corporation in carrying out activities under the Act. Such standing

committees shall be chaired by a member of the corporation, may include other members of the corporation, and shall include other individuals appointed by the corporation who are not members of the corporation and who the corporation determines have appropriate experience and expertise.

The corporation **may** designate standing committees relevant to the following:

- A. To provide information and assist with operational and other issues relating as member representatives of the one-stop partners.
- B. To provide information and to assist with planning, operational, and other issues relating to the provision of services to youth, which shall include community based organizations with a demonstrated record of success in serving eligible youth.
- C. To provide information and to assist with operational and other issues relating to the provision of services to individuals with disabilities, including issues relating to compliance with section 188, if applicable, and applicable provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 e seq.) regarding programmatic and physical access to the services, programs, and activities of the one-stop delivery system, as well as appropriate training for staff on providing supports for or accommodations to, and finding employment opportunities for individuals with disabilities.

Section 3.3. Committee Authority

No committees of the corporation (including the Executive Committee) shall be authorized to take the following actions:

- A. Authorize distributions to or for the benefit of the members or officers;
- B. Approve dissolution, merger or the sale, pledge, or transfer of all or substantially all of the corporate assets, or;
- C. Adopt, amend, or repeal the Bylaws, except as is provided in Section 7.5.

ARTICLE IV – MEETING OF DIRECTORS

Section 4.1. Annual Meeting

The annual meeting of the Board of Directors shall be held on the third Thursday of May of each year, if not a legal holiday, but if a legal holiday, then on the next business day which is not a legal holiday, for the purpose of electing officers of the corporation and the transaction of such other business as may be properly brought before the Board. If the annual meeting is not held on the day designated by these Bylaws, a substitute annual meeting may be called by or at the request of the Board of Directors, and such meeting shall be designated and treated for all purposes as the annual meeting.

Section 4.2. Regular Meetings

A minimum of one (1) official meeting of the R1WDB shall be held each quarter (four meetings each year). Meetings of the Board may be held at the principal office of the corporation or at such other place, either within or without the State of West Virginia, as shall either (i) be designed in the notice of the meeting or (ii) be agreed upon before the meeting by a majority of the members then in office. A yearly meeting schedule shall be established and distributed to members in May of each year.

Section 4.3. Special Meetings

Special meetings of the Board may be called at any time by the Chairperson of the corporation or by the CLEO, or by written request of no less than 20 percent of the membership of the board of directors at the time the request is made. Notice of special meetings shall be provided to

board members at least twenty-four (24) hours in advance prior to such a meeting and shall state the purpose of the meeting.

Section 4.4. Notice of Meetings

Notice of meetings will be given either personally, by mail, electronically, or by telephone at least ten working days before a meeting for which notice is required. Notice of special meetings shall be served in the manner described above no less than twenty-four (24) hours before such meetings. Unless otherwise indicated in the notice, any and all business may be transacted at a meeting of the Board.

Attendance by a member at a meeting shall constitute a waiver of notice, except where member attends for the express purpose of objecting to the transaction of any business because the meeting is not lawfully called.

Section 4.5. Quorum

At any meeting of the board of directors, those directors present in person, via conference call, or video conferencing and who are qualified to vote as members, must equal one-fourth of the filled membership seats to constitute a quorum. A majority vote of such quorum shall be necessary for the transaction of any business by the meeting, unless a greater number is required by the law, or these Bylaws.

Section 4.6. Manner of Acting

Except as otherwise provided by law or in the Bylaws, the act of the majority of the members present at a meeting at which a quorum is present shall be the act of the Board.

Section 4.7. Action Without Meeting

Action taken by a majority of the members of a committee without a meeting is nevertheless Board or committee action if written consent to the action in question is signed by all of the Directors or members of the committee, as the case may be, and filed with the minutes of the proceedings of the Board or committee, whether done before or after the action is taken.

Section 4.8. Meeting by Conference Telephone/Web Based Video

Any one or more Board members may participate in a meeting of the Board or committee by means of a conference telephone or similar communications device or Web Based Video, which allows all members participating in the meeting to simultaneously hear each other during the meeting, and such participation in a meeting shall be deemed presence in person at such meeting.

Section 4.9. Vote

Each member of the board of directors of the corporation shall be entitled to one vote on each matter brought before the board. The member must be present at the meeting in order to cast vote. Proxy voting is prohibited. The action of the majority of the quorum present at any meeting shall be the action of the board.

Section 4.10. Public Notice of Meetings

All meetings of the board of directors at which business will be conducted shall be held in the public and operate under the Sunshine Law. Participation in the meetings by any individual, except members, shall be at the discretion of the Chairperson. Any member of the public desiring to so participate shall notify the Chairperson before the meeting of the subject he/she wishes to address and shall be limited to a five minute presentation, unless granted leave by the Chairperson to extend it.

ARTICLE V– OFFICERS

Section 5.1. Titles

In addition to the Chairperson, First Vice Chairperson and Second Vice Chairperson, as set forth in Article II, the chief executive officer of the corporation shall be the Executive Director. The corporation may also elect other officers as it shall deem necessary. Except as otherwise provided in these Bylaws, the additional officers shall have the authority and perform duties as provided from time to time may be prescribed by the board of directors.

Section 5.2. Election and Term

The corporation at the annual meeting shall elect the officers of the corporation to fill any office for which the officer's term expired. Each officer shall hold office until the next annual meeting and until a successor is elected and qualifies.

Section 5.3. Removal

Any officer or agent elected or appointed by the corporation may be removed at any time by the Board, with cause, by an affirmative vote of two-thirds of the total membership of the board of directors. The officer involved shall have the opportunity to state his/her side of the issue before the vote.

Section 5.4. Resignation

An officer or agent may resign at any time by communicating such resignation to the Chair and CLEO of the corporation. A resignation is effective when it is communicated unless it specifies in writing a later effective date.

Section 5.5. Executive Director

The Executive Director shall be the chief operating officer of the corporation and, subject to the control of the board of directors, shall supervise and control the management of the corporation in accordance with these Bylaws. The Executive Director shall have the following duties:

- A. Coordinate the development and implementation of the corporation's local area plan.
- B. Implement policy directives of the corporation.
- C. Provide strategic leadership on workforce development initiatives and issues.
- D. Promote and negotiate strategic partnership to increase coordination of local investments in workforce development.
- E. Interpret the Workforce Innovation and Opportunity Act (WIOA) and other workforce legislation for the corporation.
- F. Assist in the development and implementation of a monitoring, evaluation, and continuous improvement system for workforce programs.
- G. Provide staff leadership for the corporation, its Executive Committee, and all standing and ad hoc committees.
- H. Provide individualized staff support to all committee chairs.
- I. Maintain open and responsive communication with the corporation and its committees.
- J. Plan regular corporation meetings and other key activities.
- K. Implement orientation and ongoing training of board members as necessary to ensure members feel confident and capable of carrying forth the mission of the corporation.
- L. Facilitate the participation of all members of the corporation and in corporation activities, including meeting with designees as appropriate.
- M. Build and manage relationships with key stakeholders related to workforce development, including the Chamber of Commerce, educational institutions, community-based organizations, private and non-profit organizations, local and state government, and other appropriate organizations/individuals.

- N. Maintain open and responsive communication with stakeholders.
- O. Initiate and oversee activities to promote and build investment in the work and accomplishments of the corporations.
- P. Prepare and administer an annual budget for the corporation.
- Q. Hire, train, and supervise staff for the corporation.
- R. Supervise consultant support.
- S. Assist in the development of a fund raising strategy for the corporation.
- T. Ensure compliance with the Workforce Innovation Opportunity Act including, but not limited to, the areas of corporation membership and technical plans required of the corporation by the state.

ARTICLE VI – INDEMNIFICATION OF DIRECTORS AND OFFICERS

Section 6.1. General Policy

It shall be the policy of the corporation to indemnify to the maximum extent permitted by general statutes of West Virginia any one or more of the members, officers, employees, or agents and former members, officers, employees, or agents of the corporation, and persons who serve or have served at the request of the corporation as directors, officers, partners, trustees, employees or agents of another foreign or domestic corporation, partnership, joint venture, trust or other enterprise, against judgments, penalties, settlements and other liabilities incurred by them in connection with any pending threatened or completed action, suit or proceeding, whether civil, criminal, investigative or administrative (a "proceeding") and against reasonable costs and expenses (including attorneys' fees) in connection with any proceeding, where such liabilities and litigation expenses were incurred incident to the good faith performance of their duties.

Section 6.2. Use of Corporate Funds

The corporation may advance expenses in connection with any proceeding to any such person in accordance with applicable law. The use of funds of the corporation for indemnification or for purchase and maintenance of insurance for the benefit of the persons designated in Section 1 of this Article shall be deemed a proper expense of the corporation.

ARTICLE VII – GENERAL PROVISIONS

Section 7.1. Seal

The seal of the corporation shall bear the name of WORK4WV-Region 1, Inc.

Section 7.2. Bond

If the corporation may by resolution require any and all officers, agents or employees of the corporation to give bond to the corporation, with sufficient sureties, conditioned upon the faithful performance of the duties of their offices or positions, and to comply with such other conditions as may from time to time be required by the board of directors.

Section 7.3. Loans

No loans shall be contracted on behalf of the corporation and no evidence of indebtedness shall be issued in its name unless authorized by a resolution of the board of directors. Such authority may be general or confined to specific instances.

Section 7.4. Fiscal Year

The fiscal year of the corporation shall be the period ending June 30 of each year.

Section 7.5. Amendments

These Bylaws may be amended or repealed and new Bylaws may be adopted by the affirmative vote of a majority of the quorum at any meeting of the board of directors. If the exact wording of the amendment is not final, the Executive Committee shall have the authority to adopt the final wording, subject, nevertheless, to the provision that the final wording follow the spirit and intent of the amendment as considered at the meeting of the board of directors. A copy of the final amendment as adopted by the executive committee shall be circulated to the entire board.

THIS IS TO CERTIFY that the board of directors duly adopted the above by laws of the WORK4WV-Region 1, Inc., at a called meeting on August 20, 2015, that the final wording was approved by the Executive Committee at a meeting on the 6th day of August, 2015, and that the final version was circulated to the members of the board of directors on the 20th day of August, 2015.

Karen Labban

Chairperson, Region 1 Workforce Development Board

8/15/19

Date

Robin A. Morgan

Executive Director, Region 1 Workforce Development Board

8-15-19

Date

[Corporate Seal]

