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Region 1 Workforce Development Board Combined Board Meeting

Conference Call

Beckley, West Virginia

May 14, 2020 @ 1PM

Attending

R1WDB of Directors

Karen Lobban – Chair – Lobban Funeral Home
Wes Dangerfield – Vice Chair – Summers Co. ARH
Joe Brouse, NRGRDA
Shawn Cook, Southern Educational Services Cooperative
Chris Groves, Columbia Forest Products
Phil Bostic, LIUNA Local #1182
Greg Shupe, Pioneer Community Bank
Tim Pack, Vaught, Inc.
Allyn Sue Barker, SWVCTC
Jeanette Ratcliffe, WVDRS
Okey Smith, Workforce WV

Executive Committee

Karen Lobban, Lobban Funeral Home
Wes Dangerfield, Summers Co. ARH
Jack Woodrum, Summers Co. Commission
Joe Brouse, NRGRDA
Shawn Cook, Southern Educational Services Cooperative
Chris Groves, Columbia Forest Products
Greg Shupe, Pioneer Community Bank

LEO Board

Jack Woodrum – Chief – Summers Co. Commission
David McLaughlin, Pocahontas Co. Commission
Bill Archer, Mercer County Commission
Tammy Tincher, Greenbrier County Commission
Robert Rappold, Mayor-City of Beckley
Cody Estep, McDowell Co. Commission
John Brenemen, Fayette Co. Commission

Not Attending

R1WDB of Directors

Kristi Atha-Rader, Rainelle Medical/Fayette Awning & Glass
Stephanie Stiffler, Mountain Plex
Brett Dillon, UMWA
Dreama Padgett, MountainHeart

(Not Attending Continued)

Executive Committee

Brett Dillon, UMWA

LEO Board

Garrett Cole, Nicholas Co. Commission
Anna Carpenter, Webster Co. Commission
Kevin Galford, Monroe Co. Commission
Linda Epling, Raleigh Co. Commission
Jason Mullins, Wyoming Co. Commission
Ron Martin – Mayor – City of Bluefield

Guests

Tammie Lilly, ROSS IES
Barbara Dawes, R1WDB
Ethan Fox, R1WDB
Betty Bennett, R1WDB
Robin Morgan, R1WDB
Bridgit Arnold, R1WDB

Welcome – Robin A. Morgan, Executive Director

Robin welcomed everyone to the meeting and commented that she was hoping and praying everyone is safe during COVID-19. Robin explained that a special venue had been planned for the Annual Meeting but hopefully that will take place next year. Robin also commented that staff working from home has done an excellent job. We are now staggering returning to work using all precautions and federal, state, and CDC guidelines and the R1 COVID-19 Policy. Robin also thanked the Board members for being supportive.

Call to Order – Karen Lobban, R1WDB Chair

Karen Lobban called the meeting to order @ 1:04 pm.

Approval of Minutes – Jack David Woodrum, Chief LEO

Jack Woodrum asked for those present to look over all the board meeting minutes that were provided for review in the packet from previous meetings.

Jack asked that there be a motion made for the following minutes:

Executive Committee Board Minutes 1.30.20

Motion to Approve: Joe Brouse

Second: Greg Shupe

Minutes from Executive Committee Board Minutes 1.30.20 were approved.

Jack asked that there be a motion made for the following minutes:

Workforce Development Board Meeting Minutes 2.13.20

Motion to Approve: Phil Bostic

Second: Carol Oosterbeek

Minutes from Workforce Development Board Meeting Minutes 2.13.20 were approved.

Jack asked for a motion to be made to approve the minutes from the Local Elected Official Board Meeting 2.19.20

Motion to Approve: Bill Archer

Second: Tammy Tincher

Minutes from Local Elected Official Board Minutes 2.19.20 were approved.

Voting Results – Region 1 WDB – Jack David Woodrum, Chief LEO

Each board member was sent an email from Barbara Dawes to vote for Chair and First Vice Chair for Executive Committee Board. Votes were tallied and Karen Lobban will remain as Chair and Wes Dangerfield will remain as First Vice Chair.

Region 1 Board Membership – Robin A. Morgan

Robin thanked all the board members for their service as members of the WDB. She shared that terms would be ending for some members and welcomed new members.

The board members whose terms will be ending June 30, 2020:

- Allyn Sue Barker
- Kristi Atha-Radar
- Okey Smith

Newly appointed board members whose term will begin July 1, 2020:

- Lisa Collins, WorkForce WV
- Bonny Copenhaver, New River Community and Technical College
- Letisha Lamb, Alorica
- Matt Monroe, Summit Bechtel Reserve

Youth Committee:

- Donnie Ervine, Owner, Trent's General Store
- Marie Betchel, Attorney

Fiscal Report – Ethan Fox, Fiscal and Grants Manager

Ethan Fox reviewed the most recent fiscal and grants summary report. A copy of the report was included in the board packet. Ethan provided the opportunity for any questions. No questions or concerns were expressed at this time.

Concerning upcoming budget information for PY20, Ethan shared that due to past few months of COVID-19 all agencies have been extremely busy at this time and information will be provided to board and committee members when it is received.

Rapid Response and Business Services will be asking for no cost grant extensions due to being on hold the last few months due to COVID-19.

Ethan stated that the search for a new bank is still in progress. All calls and setting up interviews have been delayed due to COVID-19.

Program Updates

Youth Programs – Tammie Lilly, ROSS, IES

Tammie stated they have been dealing with COVID-19 and all the policies and guidelines that go with it. Tammie commented that they are still working with the youth at this time doing a lot of counseling and guidance. They have 15 youth that are in the Paid Work Experience and are working closely with the work sites to make sure all health sanitation policies and guidelines are being followed. Training has still been ongoing by participating in webinars.

One Stop Report – Tammie Lilly

Tammie commented that prior to the Governor's Work-at-Home Policy going into effect, all employees began working from home. Employees have also been helping answer phones for Job Service in two counties. At this time, they have been preparing the centers for re-opening to the public. Protective sneeze guards are being installed at the front desk reception areas for protection. Tammie has also been working with Robin to make sure all centers are following the policies and guidelines according to the Governor's phases for re-opening and returning to work.

Programs and Scholarships

Individual Training Account/WIOA Activity Report – Bridgit Arnold

In your packet you have the WIOA Service Activity Report which shows how many people were served per county. Also, you have two ITA reports; Carryover Report and the current ITA report. These reports show how much was encumbered as of June 30, 2020 and how much was paid as of April 30, 2020. Last year at this time, we wrote 190 Individual Training Account (ITA's). The Workforce Advisors have been working very hard and the number of ITA's written for this year has increased to 230.

On-the-Job Training Update – Robin A. Morgan

This has been a very good year and Sharon Toney has done an excellent job developing eleven contracts. More contracts were due to be developed until COVID-19 struck.

Empowered Employment – Robin A. Morgan

Empowered Employment provides work-based learning experiences for those in re-entry and recovery. Amanda and her staff developed thirty-three agreements this year. There are more waiting to be served when businesses can re-open.

Incumbent Worker Training – Robin A. Morgan

Robin stated that this a new program that helps businesses provide training to their employees to increase their skills. The first contract with Arrowhead Bike in Fayette County was for Wilderness First Responder Training.

Rapid Response – Robin A. Morgan

Robin shared that due to COVID-19, there were so many businesses laying off workers and closing their doors that there was no way to serve them. After the Stay-at-Home Order is lifted, we will be contacting businesses to help in any area that we can.

Business Services Update – Robin A. Morgan

Robin stated we have kept in contact with businesses and looking forward to working with them as soon as we are allowed.

SNAP E&T – Robin A. Morgan

Two new employees were hired in March to serve Greenbrier, Monroe, Mercer, Raleigh and Summers Counties. The employee hired for Raleigh County has taken other employment and the position will be re-posted.

Success Stories – Robin A. Morgan

Robin gave an overview of three success stories that were included in the packet.

Additional Discussion

Karen Lobban thanked the staff for all their hard work during this pandemic and appreciates all they have done to keep R1WDB going.

Meeting Schedule

Karen drew attention to the Meeting Schedule for 2020-2021, which gave a full lineout of dates and times for all boards and committees (Included in packet.)

Public Comment

Karen asked if there were any further comments, questions, or concerns at this time; no further discussion. Karen asked for a motion to adjourn the meeting.

Motion: Phil Bostic

Second: Jack Woodrum

Meeting adjourned @ 1:39pm.

Respectfully submitted by: _____ Date _____

Approved by: _____ Date _____