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Region 1 Executive Committee Meeting

Raleigh County American Job Center

Beckley, West Virginia

Thursday, November 7, 2019, @ 1:00PM

Attending

Joe Brouse, New River Gorge Regional Development Authority

Karen Lobban, Lobban Funeral Home

Brett Dillon, UMWA Career Centers

Shawn Cook, Adult Education

Chris Groves, Columbia Forest Products

Greg Shupe, Pioneer Community Bank

Not Attending

Jack Woodrum, Summers County Commission

Wes Dangerfield, Summers County ARH

Guests

Betty Bennett, R1WDB

Robin Morgan, R1WDB

Ethan Fox, R1WDB

Tom Cross

Welcome – Robin Morgan

Robin welcomed Chris Groves, Columbia Forest Products and Greg Shupe, Pioneer Community Bank, newest committee members to the meeting and thanked everyone for their effort in coming out on this chilly day.

Call to Order – Karen Lobban

Karen called the meeting to order@1:00pm

Approval of Minutes – Karen Lobban

Karen asked those present to look over the minutes from the previous meetings. She asked for a motion to approve the minutes.

Motion to Approve: Joe Brouse

Second: Brett Dillion

The minutes from meetings held on August 1, August 14, September 25, 2019 are approved.

Funding / Fiscal Report – Ethan Fox

Board Meeting Summary Review – Ethan Fox

Ethan apologized for the way that the report looks due to not being able to receive the reports from the bank online. Joe Brouse started a discussion of the possibility of changing banks at this time. Suggestion was made to start shopping around at the services that other banks offer.

Ethan went over the most recent Fiscal and Grants summary. There was a copy included in each committee member's packet.

PY19/FY20 Budget

Ethan explained the copy of the budget that was included in the packet.

Memorandum – R1WDB Salary Increases

Robin explained that the memorandum letter was in packet to show the confirmation of salary increases approved by the boards by conference calls and will be included in the next Board of Directors meeting.

Award Letters

Governor's Award Letter - Empowered Employment

Robin stated that the award letter was included in the packet for the new Empowered Employment Program.

Business Services

Governor's Award Letter – Business Services

Robin stated that the award letter is included in packet. Hannah Saunders, Business Service Representative, is doing an excellent job serving the businesses and getting out to new businesses and letting them know what we have to offer.

Other Business

SNAP E & T Grant Expanded

Robin explained that the grant has been expanded and effective January 1, 2020 will include Raleigh, Mercer and Summers counties. There have been many challenges with this position, first person hired was trained doing great then resigned to take another position, second person has been in training for the last two weeks and has just today turned in her resignation due to family illness. Hiring and training process will begin again. Another challenge, even though being in contact with proper state personnel, there is an issue getting the staff for this position hooked into the state computer system.

Security Guards

Robin stated that some issues on the property surrounding the building has caused concerns for the safety of the employees and participants. Robin acquired with the state for possible grant to pay for security and landlord to help with costs but no help seemed to be in the picture. On Monday morning a month ago, a security guard showed up at the front desk and after research, we were informed the state had decided to pay for the security guards.

New Staff

Career Services Coordinator – Amanda Belcher

Workforce Advisor – Heather Hewitt

Snap E & T Counselor (Greenbrier/Monroe counties) – Wendy Foster

Open Positions

Career Services Coordinator

Snap E & T Counselor (Raleigh, Summers, Mercer/Greenbrier/Monroe counties)

Robin stated that interviews will be ongoing for these positions along with the replacement of Wendy Foster, SNAP E & T Counselor (Greenbrier, Monroe counties) that has resigned due to family illness.

Robin commented that new board member packets are being developed.

Robin asked if there was any other questions or comments at this time.

Karen Lobban welcomed new board members and thanked everyone for the good attendance today.

Karen asked for a motion to adjourn if no further comments.

Motion to Adjourn: Joe Brouse

Second: Shawn Cook

Meeting is adjourned at 1:33pm.

Respectfully submitted by: _____ Date _____

Approved by: _____ Date _____

