REGION VI

**WORKFORCE INVESTMENT BOARD**

**EXECUTIVE BOARD**

**MEETING MINUTES**

**September 8, 2011**

**Meeting was called to order at 10:45 a.m. by Vice Chair, Mike Callen.**

**WELCOME/ROLL CALL:**

The sign-in sheet was used in lieu of roll call. Members present were George Marshall, Phil Leinbach, Mike Callen, and Judy Pratt. Proxy for Kathy Wagner and Jan Derry was Phil Leinbach.

WIB Staff present were Barbara DeMary and Kathi Waters.

**INFORMATION PROVIDED TO EACH MEMBER PRESENT:**

September 8, 2011 Agenda

August 11, 2011 Region VI WIB Executive Board Meeting Minutes

August 2011 Unemployment Rate Chart

Workforce West Virginia Audit Review Letter dated August 31, 2011

PY10 Qtr 4 Final “Statewide” Performance Report

PY10 Qtr 4 Final “Regional” Performance Report

One-Stop Monthly Activity Reports for August 2011. –Fairmont, Elkins, and Morgantown

Region VI WIB Analysis of Budgeted Expenses as of August 31, 2011

PY11 Rapid Response Activity Report as of August 31, 2011

TAA Petition Update

**APPROVAL OF MINUTES:**

George Marshall moved to approve the minutes for the August 11, 2011 Executive Board Meeting. Motion seconded by Phil Leinbach. Motion passed

**OLD BUSINESS:**

Workforce Investment Act 2011 Allocations: No update on 2011 allocations. Budget can’t be done until amount of allocations are known.

DHHR OJT Grant (Update): Barbara updated the board on the OJT Grant with WV DHHR. Region VI WIB is still waiting to receive the award contract.

DHHR Summer Youth Grant: Barbara DeMary and Phil Leinbach gave updates regarding the DHHR Summer Youth Grant. Barbara reported to the board that the out-of-school program will receive approximately $35,000.00 more. The goal of Region VI WIB is to have the “older” summer youth receive full time employment. Phil Leinbach, of HRDF, Inc. gave the board an overview of the out-of-school program.

**NEW BUSINESS:**

Labor Market/Unemployment Rates: A handout referencing each county’s Unemployment Rate for August 2011 was reviewed and discussed.

WorkForce West Virginia Audit Review update: An updated audit determination letter has been issued. All issues have been resolved. Barbara stated that she will give a copy of the letter to the Full and LEO boards.

**EXECUTIVE DIRECTOR REPORT:**

Barbara DeMary reported to the Board on the following items:

* Gave update of Marcellus Shale employment activities
* Gave an update on the State WIB Director’s Meetings and Workforce Investment Council (WIC) Meetings
* Gave an overview of the current WorkKey’s Activities in our region.
* One-Stop Monthly Activity Reports for the Month of August 2011 are enclosed in each member’s binder for Elkins, Morgantown and Fairmont.

**STAFF REPORTS:**

Barbara DeMary explained that the Analysis of Budgeted Expenses Report, found in Members folders was for period ending August 31, 2011.

She explained the PY11 Rapid Response Activity Report and pointed out that the last three Rapid Response entries were for Coastal Lumber Company.

**PUBLIC COMMENT:**

None.

**ADJOURNMENT:**

George Marshall moved to adjourn the meeting. Motion seconded by Judy Pratt. **Motion passed** and meeting was adjourned at 11:40 am.

**Board Member Approval: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**