REGION VI

**WORKFORCE INVESTMENT BOARD**

**EXECUTIVE BOARD**

**MEETING MINUTES**

**April 18, 2012**

**Meeting was called to order at 8:37 a.m. by Vice Chair, Mike Callen.**

**WELCOME/ROLL CALL:**

The sign-in sheet was used in lieu of roll call. Members present were Mike Callen, Kathy Wagner, Jan Derry, Allen Wilson and Bernie Fazzini. Proxy for George Marshall and Phil Lienbach was Mike Callen.

WIB Staff present were Barbara DeMary and Maria Larry

**INFORMATION PROVIDED TO EACH MEMBER PRESENT:**

April 18, 2012 Agenda

November 10, 2011 Region VI WIB Executive Board Meeting Minutes

Workforce West Virginia Additional WIA Funding Letter dated March 9, 2012

“Revised” Budget for Program Year 2011

Article announcing funding for Storm Clean-up jobs in our region

E-mail regarding counties in our region requesting flood clean-up assistance

Region VI WIB Analysis of Budgeted Expenses as of March 31, 2012

**APPROVAL OF MINUTES:**

Kathy Wagner moved to approve the minutes for the November 10, 2011 Executive Board Meeting. Motion seconded by Jan Derry. Motion passed

**OLD BUSINESS:**

DHHR ESP Grant (Update): Barbara updated the board on the OJT Grant with WV DHHR. The program operates with direct referrals from WVDHHR. It pays 100% of wage for approved individuals up to one year. No benefits. The current grant end on June 30, 2012, but Barbara thinks we will be refunded for next program year.

DHHR Summer Youth Grant: Barbara has been told that we will be refunded for this year, but Region VI has not received any other information including the amount or when the contract will be negotiated.

Green Up Grant: Barbara gave an update on the Green Up Grant activity. This grant ends in December. Region VI co-hosted a Green-Up conference yesterday at Pierpont Community and Technical Center in Fairmont.

AARP NEG Grant (Update): AARP approached Region VI a few months ago about a NEG Grant to provide services to seniors. Barbara reported to the board that AARP decided against applying for the grant.

**NEW BUSINESS:**

Workforce Investment Act 2011 Allocations – Additional Funding (Handout): Barbara directed the boards attention to the letter announcing additional WIA funding awarded to Region VI. The additional amount of funding includes $5,485.00 for Adults and $6,726.00 for Dislocated Workers. Maria Larry suggested that the additional funding amounts be added to the Adult and D.W. ITA Line Items. She revised the annual budget accordingly.

Budget Revision to include additional funding for ITA’s: Fiscal Manager, Maria Larry explained the revised Program 2011 Budget. She revised the previously approved budget to include the additional funding mentioned in the previous paragraph. The additional funding was added to the Adult and Dislocated Worker ITA Line Items and the 10% amount used for Administration was added to the Audit Fees Line Item. Jan Derry moved to approve the PY11 Budget for Region VI revised on April 17, 2012. Motion seconded by Kathy Wagner. **Motion Carried**

Flood NEG (Handout): Barbara pointed out the article included in each members folder announcing Flood Clean Up in our Region and informed the board that the State Office has applied for the NEG Grant and will be putting out an RFP for contractors in our area to administer the grant.

One-Stop Site Supervisors – State Level Ruling: Barbara informed the board that WorkForce West Virginia has asked their employees who currently act as site supervisors for Region VI’s four One-Stops to step down from their duties effective June 30, 2012. WorkForce West Virginia One Stop Managers have assumed the supervisory duties since 2000, in fact each of the (4) One Stop Managers received a step up in pay and a title change for assuming the extra duties. Russell Fry, Executive Director of WorkForce West Virginia has said that the current One-Stop Supervisors are overworked and cannot continue to assume the extra duties. Barbara indicated that in order for the current One-Stops to operate as actual One-Stop Consortiums, they will have to get other partners to take over the responsibility of One-Stop Coordinators. She also informed the board that each Region is required by law to have at least (1) One-Stop. Barbara asked Mike Callen, who is the One-Stop Certification Committee Chair, to pull together the committee in order to come up with a plan of action. Mike Callen asked Barbara to provide information about the responsibilities and policies of the One Stop Consortiums for the committee to review. Barbara will assemble information for the One Stop Certification Committee and look at possible meeting dates. The committee needs to have something ready to go to the Full Board and LEO Board at their next meetings in June.

**EXECUTIVE DIRECTOR REPORT:**

* None given

**STAFF REPORTS:**

Maria Larry explained that the Analysis of Budgeted Expenses Report, found in Members folders was for period ending March 31, 2012.

**PUBLIC COMMENT:**

None.

**ADJOURNMENT:**

Jan Derry moved to adjourn the meeting. **Motion passed** and meeting was adjourned at 9:40 am.

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

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