REGION VI

**WORKFORCE INVESTMENT BOARD**

**EXECUTIVE BOARD**

**MEETING MINUTES**

**January 10, 2013**

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

**WELCOME/ROLL CALL:**

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

WIB Staff present were Barbara DeMary and Kathi Waters.

**INFORMATION PROVIDED TO EACH MEMBER PRESENT:**

January 10, 2013 Agenda

October 11, 2012 Region VI WIB Executive Board Meeting Minutes

Unemployment Data for November 2012

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

TAA Rapid Response Activity Report as of December 18, 2012

**APPROVAL OF MINUTES:**

Jan Derry moved to approve the minutes for the October 11, 2012 Executive Board Meeting. Motion seconded by George Marshall. Motion passed.

**OLD BUSINESS:**

GREEN-UP Grant Update: Barbara stated that there are two more classes to be offered. Fairmont Federal Credit Union will have a class with 20-25 people attending and Bridgemont Community and Technical College will hold a class at the Bridgeport Conference Center for the general public. The grant will end at the end of March 2013. Anyone that wants to have a class must do so by end of February 2013. There have been some $1,000.00 scholarships awarded from the funds received for certification, also purchase of a new printer.

Requests for Proposals’ Update: Barbara stated that Amy is in the process of sending out proposals for In-School and Out-of-School Youth. Proposals will be sent out for Accounting and Case Management also. If any board member wants to review the proposals, please let Barbara know.

**NEW BUSINESS:**

Recognition of Workforce Boards at January 2013 WIC by Director Fry: Barbara stated that Region VI will be recognized for meeting and exceeding all of the performance goals. The WorkForce WV office in Charleston received funds for meeting and/or exceeding the goals statewide. Region VI and one other region exceeded all of the goals.

Unemployment Data (Handout): Barbara stated that Region VI figures looked good.

Workforce West Virginia Website – [www.workforcewv](http://www.workforcewv) .org New information: Barbara stated that the Labor Market link can be tailored for use unique to each person’s entity. A spreadsheet can be created that will be useful to each business. The education link is useful for students and persons looking for work. She said that a person enters information that pertains to the type of lifestyle they want to lead and where they want to live, etc. The site will calculate the amount of money needed to live and the career needed to make said amount of money. This will help a person determine what type of schooling is needed to reach their goals.

Executive Board Composition: Barbara asked the Executive Board members if they would like to expand. In the past there has been a representative from each mandated partner. She asked if the Board would like to include someone from the employer sector.

New Board Members/Resignations Update: Barbara advised new members coming on the Full Board will be Penny Brown and Steve Foster. There is also an opening on the Full Board to fill the Economic Development sector.

Hurricane Sandy National Emergency Grant Update: Barbara stated that the state received $300,000. All of the funds will be used in Region VI with the exception of Webster County. There will be a bidders’ conference January 29, 2013. Region VI WIB will not request the funds because there is not enough staff to run the program. Phil Leinbach from HRDF will attend the bidders’ conference. HRDF has a good track record of running these types of programs. Thirty-five temporary jobs will be created to clean up public lands.

**EXECUTIVE DIRECTOR’S REPORT:**

Barbara DeMary reported to the board on the following items:

* State Level Meetings: There are no new updates. Region VI will be recognized at the next meeting for meeting and exceeding all of the performance goals.
* The Fairmont and Elkins Comprehensive One-Stops are working well. There is good partner participation in both. In Elkins new partners have come on board that have not participated in the past.
* The Board was brought up to date on the complaint made to the Region VI WIB office.
* In the Comprehensive One-Stops the public is able to use broadband for personal use. Because of the high traffic usage in the Fairmont Center, we have been asked by WorkForce West Virginia to not have partners volunteer time to help with resumes in the resource area. An alternative will be considered. Currently, in the Fairmont Center, there appears to be considerable usage by the public accessing sites that are not related to job search. The WIB will periodically monitor usage and make recommendations on partner involvement at the Fairmont site to WorkForce West Virginia.

**STAFF REPORTS:**

Barbara reviewed the Analysis of Budgeted Expenses Report found in Members’ folders for the period ending December 31, 2012 and the Rapid Response/TAA report.

**PUBLIC COMMENT:**

None.

**ADJOURNMENT:**

George Marshall moved to adjourn the meeting and the meeting was adjourned at 11:40 a.m.

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

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