REGION VI

**WORKFORCE INVESTMENT BOARD**

**EXECUTIVE BOARD**

**MEETING MINUTES**

**October 14, 2010**

**Meeting was called to order at 10:45 a.m. by Chairman, Jerry Ragen.**

**WELCOME/ROLL CALL:**

The sign-in sheet was used in lieu of roll call. Members present Jerry Ragen, George Marshall, Mike Callen, Phil Leinbach, Bernie Fazzini, Judy Pratt.

Attending as proxy were Vickie Vance for Hollis Vance and George Marshall for Claudia George.

WIB Staff present were Barbara DeMary and Debbie Myers.

**INFORMATION PROVIDED TO EACH MEMBER PRESENT:**

October 14, 2010 Agenda

August 12, 2010 Region VI WIB Executive Board Meeting Minutes

Final determination letter Re: Audit

August 2010 Unemployment Rate Chart

PY09 Final Annual PY09 Performance Report

PY10 Rapid Response Activity Report

One-Stop Monthly Activity Reports for September 2010. - Fairmont, Elkins, Morgantown

**APPROVAL OF MINUTES:**

George Marshall moved to approve the minutes for the August 12, 2010 Executive Board Meeting. Motion seconded by Vicki Vance. Motion passed

**OLD BUSINESS:**

Division of Rehabilitation Services/BIKISI (Update): Barbara and Debbie gave an update regarding the DRS grant. Region VI served 79 youth within the thirteen counties. They are going to ask for more money to serve participants that are in the Kenneth Honey Rubenstein Center in Davis WV. They will be working with youth that are transitioning out of the juvenile facility.

DHHR - Summer Youth Grant (Update): Phil Leinbach updated the board regarding the DHHR Summer Youth Grant on behalf of HRDF, Inc. The grant has been extended through the end of December 2010. The program has approximately 23 participants. Barbara and Debbie will help out with recruitment by contacting some of the former DRS/BIKISI participants. This is a great opportunity to transition these students into employment opportunities. Phil stated that his organization has run ads in local papers and posted flyers in various places in the communities.

Green Grant: Workforce West Virginia Green Grant (Update): Workforce West Virginia was awarded 6 million dollars to operate a Green Grant statewide. They recently turned the money over to the Community College System. The local WIB’s will be required to perform recruitment, follow-up and entry into the statewide data system called the RAD. The Region VI Workforce Investment Board will receive $225.00 per participant. The WIB has to certify every participant in our region to determine if they are eligible. Another round of proposals will be coming up soon.

Audit Report (Update): WorkForce West Virginia said they did not receive the audit in a timely manner. Region VI had the proper documentation stating that the audit was sent during the appropriate timeframe. The final letter (in the packet) states that WorkForce West Virginia did receive the audit in the correct time allowed.

Annual Performance Report: The Annual Performance report was provided in the packets. Shelly McCauley that oversees the performance in our region realized that the state added their performance with ours. This made our performance skewed for the year. It was brought to WorkForce WV’s attention and they corrected the numbers. We met or exceeded in all categories. Region VI is very pleased.

**NEW BUSINESS:**

State Set-Aside Grant: Barbara sent a letter to Russell Fry requesting money for Adult ITA’s. Barbara made everyone aware that Region VI had been awarded a grant to release ITA’s for some of the Adult participants in our region.

Labor Market/Unemployment Rates: Barbara directed the board’s attention to the Unemployment Rate chart in each member’s binder. Monongalia County still has the lowest unemployment rate in our region and the state.

NEG On the Job Training- Statewide: The State applied for money through the National Emergency Grant and was awarded $400,000 statewide. This grant will serve individuals wanting to obtain On-The-Job training from various employers. Region VI did not go after this particular money because the fiscal documentation is daunting. Region VI received more Dislocated Worker training money this year. Barbara stated that we felt that we could meet all the needs for our Dislocated Workers (DW). The region is also getting $35,000 more to serve the DW population.

November Executive Board Meeting: The Executive Board Meeting for November is cancelled due to the meeting falling on Veterans Day. The Certification committee will meet in November to certify the Clarksburg WorkForce West Virginia One-Stop.

**EXECUTIVE DIRECTOR REPORT:**

Barbara DeMary reported to the Board on the following items:

* Gave an update on the State WIB Director’s Meetings, Workforce Investment Council (WIC) Meetings, the Interagency Collaborative Team (ICT) Meetings and the Legislative Interims.
* One-Stop Monthly Activity Reports for the Month of September 2010 are enclosed in each member’s binder with the exception of Clarksburg.

**STAFF REPORTS:**

Barbara explained that the Analysis of Budgeted Expenses Report, found in Members folders was for period ending July 1, 2010 through September 30, 2010.

Debbie Myers explained the PY10 Rapid Response Activity Report enclosed in each member’s binder and reported that the most recent layoffs occurred in Marion County at the Indiana Troopers Association.

**PUBLIC COMMENT:**

none

**ADJOURNMENT:**

Jerry Regan moved to adjourn the meeting. **Motion passed** and meeting was adjourned at 11:46 am.

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

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