

TO BE APPROVED BY FULL BOARD ON SEPTEMBER 11, 2008

**REGION VI
WORKFORCE INVESTMENT BOARD
FULL BOARD
MEETING MINUTES
June 12, 2008**

APPROVED

Meeting was called to order at 10:35 a.m. by Chair, Kathy Wagner.

WELCOME/ROLL CALL:

The sign-in sheet was used in lieu of roll call. Members present were Kathy Wagner, Mike Reed, Julie Sole, Claudia George, Phil Leinbach, Vickie Vance, Judy Pratt, William McDonnell, Jan Derry, Lori Turner, Mike Bombard, and Cheri Satterfield.

Attending as a proxy were Mike Reed for Jerry Ragen, Julie Sole for Mike Callen and Tammy White, Vickie Vance for Hollis Vance, Judy Pratt for George Marshall, Lori Turner for Sid Murphy, Jennifer Weist for Blair Montgomery, and Donna Metz for Roman Prezioso.

Non-Board Members present were Ron Radcliff from WORKFORCE WV Charleston, Bernie Fazzini from the Harrison County Commission, and Rick McGivern from EADS North America.

WIB Staff present were Barbara DeMary, Maria Larry, Amy Hall, Bridget Garrison, and Debbie Myers.

Kathy Wagner introduced Rick McGivern from EADS North America, who presented as a guest speaker.

INFORMATION PROVIDED TO EACH MEMBER PRESENT:

June 12, 2008 Agenda

March 13, 2008 Region VI WIB Full Board Meeting Minutes

State of WV Rescission Report

Executive Director's Report

Letter from Governor Manchin regarding PY08 Funding Allocation

Rapid Response Activity Report PY07

Region VI WIB Analysis of Budgeted Expenses May 2008

Region VI WIB Preliminary Budget for PY08 (July 1, 2008 – June 30, 2009)

PY08 Allocations – First Part – Youth

Clarksburg, Elkins, Fairmont, and Morgantown One-Stop Activity Reports May 2008

Region VI WIB June 2008 Calendar of Events and Meetings

TO BE APPROVED BY FULL BOARD ON SEPTEMBER 11, 2008

APPROVAL OF MINUTES:

Claudia George moved to approve the minutes for the March 13, 2008 Full Board Meeting. Motion seconded by Jan Derry. Motion passed.

OLD BUSINESS:

Barbara DeMary informed Board Members of the recent rescission amounts and explained that the amounts keep changing and that they are Nationwide. Maria Larry informed the Board that the 1% rescission from 2007 may be picked up by the State, and that Senator Byrd has written a letter to the U.S. Senate asking them to restore funding to the WIA Budget.

EXECUTIVE DIRECTOR REPORT:

Barbara DeMary reported to the Board on the following items:

- Introduced Ron Radcliff, Executive Director of WORKFORCE West Virginia Charleston, Bernie Fazzinni, Harrison County Commissioner, and Cheri Satterfield, new Region VI WIB Member. Barbara then had everyone present introduce themselves.
- Informed the Board of the Region VI WIB, Program Year 2008, Youth Program Funding Award and explained the Award Letter from Governor Manchin which could be found in each members folder.
- Informed the Board of the Youth Council In-School Initiative. Since all funds were not used at the first Camp that was held this year, they are working with Mission WV to possibly hold a second Camp. This would be a Day Camp and all Youth would receive a computer.
- Updated the Board on the State Set-Aside Grants. Region VI was awarded one late this year for 2007 - 2008 On-The-Job Training. It was to train 24 individuals, and was actually used to train 25. Phil Leinbach, from HRDF, Inc., praised Amy Hall, Program Director from the Region VI WIB, for her tremendous effort in accomplishing this training and her work with Customized Training. Barbara also informed the Board that Region VI was not awarded any State Set-Aside Grants for the 2008 – 2009 Program Year.
- Informed the Board that she attended a Regional Meeting in Philadelphia involving training from the U.S. Department of Labor and learned new ways to work with Employers and the public with fewer federal dollars.
- An update was given on the One-Stop Monthly Activity Reports for May 2008, as well as the Region VI WIB June 2008 Activities/Meetings calendar.

STAFF REPORTS:

Barbara informed Board Members that an updated Rapid Response Report for PY07 could be found in their folders. Debbie Myers, Program Director for Region VI WIB,

TO BE APPROVED BY FULL BOARD ON SEPTEMBER 11, 2008

informed the Board that three companies would be closing in June in Monongalia County. They are Foy Trucking, Freedman's Jewelers, and Goody's Department Store.

Debbie also informed the Board that Region VI partnered with Wells Media and had a DVD made showing an overview of Rapid Response services. The DVD is available for anyone to review.

Maria Larry mentioned that the most recent financial statement was available for review by those present, and explained that the Region VI WIB Analysis of Budgeted Expenses Report, for May 2008, could be found in Members folders. Maria then informed the Board that a Preliminary Budget for Program Year 2008 (July 1, 2008 – June 30, 2009), based on a 20% reduction from last years budget, could be found in their folders. She explained that the only figures that were accurate for this budget were the Youth amounts.

NEW BUSINESS:

Barbara DeMary explained to the Board that since Region VI would not be receiving the final Funding Award amounts until at least July, authority would need to be delegated to the Executive Board to approve the PY08 Regional Budget. Jennifer Weist moved to delegate authority to the Executive Board to approve the PY08 Regional Budget. Motion seconded by Jan Derry. Motion passed.

Mike Reed informed the Board that a Search Committee, chaired by himself, had met recently and that Region VI needed to elect Officers for Chair, Vice Chair, and Secretary. He explained to the Board the selection and nomination process used to determine the slate of candidates for Region VI WIB Officers. The Search Committee created an Election Ballot with the following slate of candidates: Kathy Wagner – Chair, and Julie Sole and Jan Derry – Secretary. Mike then recommended Jerry Ragen as a Write-in candidate for Vice Chair since he did reply that he would run for that office. Election Ballots were distributed for voting. The results were: Kathy Wagner Chair, Jerry Ragen Vice Chair, and Julie Sole Secretary for the Region VI WIB.

Barbara informed the Board that the PY07 Audit for the Region VI WIB would need to go out for bid. Barbara and Amy explained the process to the Board and informed them that a Bid Advertisement would be going out to all the newspapers in Region VI today.

Barbara informed the Board that a letter from Governor Manchin could be found in their folders explaining the Youth Funding Allocation Award for PY08. She also handed out the Program Year 2008 Allocations – First Part – Youth Award notice that Region VI received.

Amy Hall explained to the Board the Case Management (ACMC) Contract with WORKFORCE West Virginia. Mike Reed moved to extend the current ACMC Contract to PY08 (July 1, 2008 – June 30, 2009) with approval of the estimated Contract Award amount. Motion seconded by Phil Leinbach. Motion passed with Claudia George and Lori Turner abstaining.

TO BE APPROVED BY FULL BOARD ON SEPTEMBER 11, 2008

Amy Hall explained to the Board the PY08 (July 1, 2008 – June 30, 2009) On-The-Job Training (OJT) Contract with HRDF, Inc. Jennifer Weist moved to approve the PY08 OJT Contract Award Amount with HRDF, Inc. Motion seconded by Claudia George. Motion passed with Phil Leinbach abstaining.

Amy Hall explained to the Board the PY08 (July 1, 2008 – June 30, 2009) In-School Youth Contract with RESA VII. Jan Derry moved to approve the PY08 In-School Youth Contract Award Amount with RESA VII. Motion seconded by Julie Sole. Motion passed with Phil Leinbach abstaining.

Amy Hall explained to the Board the PY08 (July 1, 2008 – June 30, 2009) Out-of-School Youth Contract with HRDF, Inc. Claudia George moved to approve the PY08 Out-of-School Youth Contract Award Amount with HRDF, Inc. Motion seconded by Mike Reed. Motion passed with Phil Leinbach abstaining.

Maria Larry explained to the Board the PY08 (July 1, 2008 – June 30, 2009) Accounting Contract with Conley CPA Group. Jennifer Weist moved to approve the PY08 Accounting Contract Award Amount with Conley CPA Group. Motion seconded by Vickie Vance. Motion passed.

Barbara informed the Board that there was a new nomination to the Region VI WIB Youth Council. Julie Sole moved to approve the nomination of Robert Mollohan to the Region VI WIB Youth Council. Motion seconded by Lori Turner. Motion passed.

PUBLIC COMMENT:

Ron Radcliff, Executive Director of WORKFORCE West Virginia, informed the Board that the entire State was suffering from the Federal rescissions, and that he is still working on settling the \$6.5 million fine from the beginning of this administration. He also informed the Board that the fine was found by the State and not the Department of Labor.

Kathy Wagner announced that Harrison County would be hosting the Legislative Oversight Committee Meeting in September, and Jan Derry, Executive Director, of The Northern West Virginia Council of Independent Living announced that her Center was the first ever to receive a HUD Grant, and that they are looking for individuals with issues regarding to renting.

ADJOURNMENT:

Lori Turner moved to adjourn the meeting. Motion seconded by Claudia George. Motion passed and meeting adjourned at 12:00pm.

Board Member Approval:

Katherine D. Wagner

Date:

9/11/08