

Region 2 Workforce Investment Board

Full Board Meeting

February 15, 2024

12:00 PM

Minutes

The meeting was called to order by Chairman Andy Skidmore.

There was a Quorum; those in attendance in person were: Chairman Mr. Andy Skidmore (Putnam Co. Commissioner), Mr. Todd Motz (Local 80 Insulators), Ms. Carol Howerton (MAMC), Ms. Tali Gaydosz (COTRAIC), Mr. Reggie Jones (Recovery Point WV), Mr. Wesley Varney (Med-Care), Mr. John Mandt Jr. (Cabell Co. Commissioner), Mr. Charles Shaw (RLCCC), Mrs. Maureen Persons (Workforce WV), Mr. Adam Phillips (HADCO), and R2WIB Staff: Ms. Melissa Bias (Executive Director), Ms. Heather Merritt (Youth Supervisor/SNAP E&T Case Manager), and Mrs. Malissa Dishman (Assistant).

Joining virtually were the following: Mr. Hugh Roberts (Cabell Co. Schools), Mr. Tommy Adkins (Lincoln EDA), Ms. Kristy Wood (MCTC), and Ms. Brenda Hunt (CPA).

Pledge of Allegiance was led by Chairman Andy Skidmore.

Prayer was led by Bishop Charles Shaw.

There were no registrants for Public Comment.

A motion was made to approve the November 2023 Board Minutes by Mr. John Mandt Jr and was seconded by Mr. Todd Motz.

There were no Legal updates.

Ms. Brenda Hunt reported on the WIOA Funding. The WIOA Youth money expires on June 30, 2024. The ABAWD Grant expires September of 2024.

There was a motion to accept the Financial Report by Bishop Charles Shaw and seconded by Mr. John Mandt Jr.

Old Business: Executive Committee – Mr. Andy Skidmore is the Chairman, Bishop Charles Shaw is the Youth Chair, and Commissioner John Mandt Jr is the Chief Leo; the other two positions of one business and one non-business will need to be voted on.

There was a motion to adopt the article presented establishing the new directive of the Executive Committee by Mrs. Maureen Persons and seconded by Mr. Reggie Jones.

There was a discussion that the Bi-Laws should be reviewed as a group.

Any R2WIB Member must be approved by the elected county official; then the CLEO, Commissioner John Mandt Jr, will sign off on it. A list will be emailed out for the nominees for the Executive Committee.

Executive Director R2WIB, Ms. Melissa Bias spoke of how R2WIB lost several staff and closed offices due to losing the Excel Grant. We have applied for some new grants. Melissa Bias also spoke about the Procurement Policy.

There was a discussion and motion made to follow the State R2 Procurement Policy by Mr. John Mandt Jr. and seconded by Mr. Todd Motz.

Ms. Heather Merritt, Youth Supervisor, spoke to us about several youth in our R2WIB Youth Program, their training, goals, and success stories. Many of our youth are currently working on their GED/HS Diplomas. Some of our youth are working for 500 hours at various companies through our R2WIB Work Experience Contracts. Heather also explained how we use the virtual reality courseware at our Career Fairs and Workshops for youth in our community to explore a variety of careers.

New Business: Ms. Melissa Bias spoke to us about how we need our elected officials support. She reminded us that the CLEO has the right to appoint people to the Board.

The RFP's – WBLs: We need to put it back out for bid.

There was a discussion and motion made to approve all categories A-F and put the RFP's - WBLs back out for bid by Mrs. Maureen Persons and seconded by Mr. Todd Motz.

The job position and raise for Mrs. Malissa Dishman was tabled until the next R2WIB Full Board Meeting. The Putnam Office will need to close and all staff at the Putnam Office will relocate to the Cabell Office.

There was a motion to table the job position and raise for Mrs. Malissa Dishman made by Mr. John Mandt Jr. and seconded by Mrs. Maureen Persons.

There was a discussion and motion to approve the increase for the approval job position and rate for Ms. Heather Merritt by Mrs. Maureen Persons and seconded by Mr. Todd Motz.

There was a discussion and motion made to table Ms. Melissa Bias joining the National Association of Workforce Development Boards by Mr. Reggie Jones and seconded by Mr. John Mandt Jr.

There was a discussion and motion made to approve Ms. Melissa Bias to attend the NAWDB Meeting in Washington, DC, March 23-26, 2024, by Mrs. Maureen Persons and seconded by Bishop Charles Shaw.

There was a discussion and motion made to approve Ms. Melissa Bias and Ms. Heather Merritt to attend the NAWDP in San Antonio, TX, on May 20-22, 2024, by Bishop Charles Shaw and seconded by Mrs. Maureen Persons.

There will be no R2WIB Executive Board Meeting in April 2024.

Ms. Carol Howerton told us that Marshall & WVU have hired Grant Writers for Community Organizations/Businesses who can't write their own Grants, if they have a project.

Bishop Charles Shaw reported to us that Ms. Melissa Bias and Ms. Heather Merritt attended The Pastor's Association, which consists of about 12 Pastors, and shared R2WIB's information.

Mr. John Mandt Jr motioned to adjourn the meeting and Ms. Carol Howerton seconded.

The meeting adjourned at 1:59 pm.

Respectfully submitted by Mrs. Malissa Dishman

