

Region 2 Workforce Investment Board

Full Board Meeting

November 30, 2023

12:00 PM

Minutes

The meeting was called to order by Chairman Mr. Andy Skidmore. There were no registrants for Public Comment. 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), Mr. Tommy Adkins (Lincoln EDA), Ms. Tali Gaydosz (COTRAIC), Mr. Reggie Jones (Recovery Point WV), Mr. Wesley Varney (Medcare), Mr. John Mandt Jr. (Cabell Co. Commissioner), Mr. Clayton Hamilton (HRDF), Mr. Charles Shaw (RLCCC), Mr. Tim LaFon (Lawyer), Ms. Maureen Persons (Workforce WV), Mr. Adam Phillips (HADCO), Mr. Hugh Roberts (Cabell Co. Schools), Ms. Teresa Swecker (DRS), Mr. James Taylor and Mr. David Wyatt (Mach 1 CRP Services), and R2WIB Staff: Ms. Melissa Bias (Executive Director), Ms. Heather Merritt, and Mrs. Malissa Dishman.

Mr. Tim Lafon spoke briefly of the Bi-Laws that the Board will be making changes to.

Ms. Brenda Hunt was unable to attend so Ms. Melissa Bias reported on Ms. Hunt's behalf that the DHHR ABAWD Grant Money was just received because of a delay. As far as funding, we should know something shortly about a grant applied for a little under 2 million dollars to help individuals in recovery going back to work and assisting them in additional training; this will also help us with funds.

Executive Director Ms. Melissa Bias presented a short video showing barriers our youth face in our communities today. She informed us of some youth we have assisted and their progress.

Guest Speakers: MACH 1 CRT Services – Mr. David Wyatt & Mr. James Taylor

- Both Mr. Wyatt & Mr. Taylor have worked in DRS
- They go into High Schools & Adult Ed. and offer services
- MACH 1 has: soft skill classes, job interview prep. classes, Fin. Lit., Career Expl., etc.

Old Business: The Procurement Policy is being updated and will be presented at the next Full Board Meeting to be voted on.

A discussion at the Executive Board Meeting was held to change the Executive Committee Membership requirements to five: the Chair, the Chief Leo, the Youth Chair, 1 member of the Board representing the non-business sector, and 1 member of the Board representing the business sector; a quorum would be three of

these five and no more than two represented from the same county. This change will be voted on at the next Full Board Meeting.

New Business: The Leos met, that were in attendance at the last board meeting, and decided that Commissioner Mr. John Mandt Jr. will be our Chief Leo. A motion was made to set in Mr. John Mandt Jr. as Region 2 Workforce Investment Board's Chief Leo. The motion was made by Mr. Todd Motz and seconded by Mr. Charles Shaw.

A motion was made to add Ms. Melissa Bias, Mr. Christopher Grimm, and Mr. John Mandt Jr. on the list for their signatory approval to the Region 2 Workforce Development Board Bank Account with West Banco in Huntington, WV. The motion was made by Mr. Andy Skidmore and seconded by Ms. Maureen Persons.

A motion was made to pay the \$1,813.48 overage of the invoice on the HRDF Workplace Learning Contract. The motion was made by Mr. Charles Shaw and seconded by Mr. Tommy Adkins.

A motion was made to approve the increase of Region 2 WIB's Healthcare coverage from 50% to 80% for Employee's only. The motion was made by Mr. Todd Motz and seconded by Mr. Hugh Roberts.

A motion was made to remove the Incentive Plan Region 2 Workforce Investment Board has that paid out \$100.00 for every day the staff didn't use of their personal days for the year. The motion was made by Mr. Tommy Adkins and seconded by Mr. Charles Shaw.

A motion was made to update Region 2 WIB Employee Handbook with State EO Officer to ensure all EO laws and any protected classes are documented and in compliance with the law. The motion was made by Ms. Maureen Persons and seconded by Mr. John Mandt Jr.

A motion was made to renew the \$18,000.00/ one-year contract with WIN Career Readiness Courseware for Region 2 WIOA Adult/DW/Youth and ABAWD funding covering costs. The motion was made by Mr. Hugh Roberts and seconded by Ms. Carol Howerton.

A motion was made to update WIOA literature and brochures approximately \$1,500.00. The motion was made by Mr. Todd Motz and seconded by Mr. Tommy Adkins.

Mr. Hugh Roberts motioned to adjourn the meeting and Ms. Maureen Persons seconded.

The meeting adjourned at 1:46 pm.

Respectfully submitted by Mrs. Malissa Dishman