

*Region 2*  
**WORK FORCE**  
West Virginia  
USA

## One-Stop Partner Meeting Minutes

Tuesday

December 05, 2023

12:00 PM – 2:00 PM

**Meeting Facilitator;** Clayton Hamilton, One-Stop Coordinator, HRDF

**Core Partners; Present:** Melissa Bias: ED Region 2, Tim Bowens: DRS, Loretta Browning: DDHR, Lisa Jarrell: DHHR: Malissa Layman: WorkForce WV

**Members Present;** Tammey Quinonez (HWWHA), Scott Pugh (Prestera), Dylan Vogal (Prestera), Loretta Browning (DHHR), Lisa Jarrell (DHHR), Karen Graham (SCAC), Melissa Layman (WorkForce WV), Xena Bunton (HJC), John Brown (Catholic Charities), Heather Merritt (Region2 WIB), Melissa Bias (Region2 WIB), Malissa Dishman (Region 2 WIB), Clayton Hamilton (One-Stop)

### Welcome and Introductions;

- Introduction of partners and brief description of their program made by each partner.

### Minutes;

- Minutes from meeting on 10/03/23 were read by Clayton Hamilton. A motion to approve the minutes was made by Dylan Vogel and seconded by Tim Bowen.

### Updates;

- The results of the October 17<sup>th</sup> career fair were discussed
- The results of the National Apprenticeship week were discussed

- Announcement for a career fair to be held at Southern University Campus in Logan for the Boone, Logan and Mingo County High Schools was made.
- It was announced that there would be a Pop-Up event on 12/11/23 at the Putnam ABE center in Winfield WV.
- Introductions to No Wrong Door and Find Help. Org was made
- Clayton Hamilton and Melissa Bias reiterated their need for partner participation at the AJC
- Tammy Quinonez announced hosting Pop-Up events at 5<sup>th</sup> Ave. Apartments in Huntington and RT 75 Condos in Lavalette.
- Tim Bowen discussed services provided by the DRS
- Partners were made aware of the National Juvenile Advocacy in Putnam
- WorkForce said it was possible to give referrals to the AJC
- Xena Bunton expressed the need for micro-credentials
- Karen Grham discussed Senior Services and income guidelines
- Loretta Browning and Lisa Jarrell shared some of the barriers facing their clients such as; transportation, childcare and cell phone service

**Meeting Adjourned; 1:55 PM**

**Respectfully recorded by; Malissa Dishman**

**Downloaded by; Heather Merritt**

**Transcribed by; Clayton Hamilton**