

## Region III Workforce Investment Board of Kanawha County

Minutes  
June 21, 2017

### Members Present

Jeri Adkins  
Sandra Ashley  
Marie Bias-Jones  
Paul Breedlove  
Janet Drumheller  
Bob Gray  
John Haer  
Brett Matthews  
Tom Moriarty  
Lee Roberts  
Tom Samples  
Stephanie Smith  
Tia Welch

### Members Absent

Anita Ferguson  
Andrew Gunnoe  
Megan Harris  
Chris Klingler  
Laura McCullough  
Mike Sirockman

### Staff

S. K. Miller  
Amy Farley  
Amy Fizer  
Josh Potter

### Guests

N/A

President Tom Moriarty called the meeting to order at 11:05 a.m. The meeting was held in the First Floor Conference Room at the Charleston Area Alliance, 1116 Smith Street, Charleston, WV 25301.

Following the introductions, Tom Moriarty asked for a motion to approve the minutes from the April 18, 2017 Board meeting. **Handout.** Lee Roberts made the motion to approve the minutes; Paul Breedlove seconded; motion carried.

### Finance Report – Bob Gray/Josh Potter

Bob Gray reviewed the Finance Report and the year-to-date expenditures. **Handout.** There being no questions or comments, Tom Moriarty asked for a motion to approve the Finance Report as presented. Lee Roberts made the motion to approve the Finance Report as presented; Paul Breedlove seconded; motion carried.

### One Stop Report/Workforce Update (Attached)

Tom Moriarty asked everyone to review the One Stop Report/Workforce Update included in the Board member packets. **Handout.** Tom Moriarty asked if there were any questions/comments on this report. Approval by the Board is not required. There being no questions, Tom Moriarty asked Amy Farley to present the Youth Update.

### Youth Update – Amy Farley

Amy Farley reported the Youth Work Readiness Workshop is being conducted today from 9:30 a.m. – 3:30 p.m. Speakers will attend to provide the Youth with information regarding resumes, interviewing skills. Only one Youth has work experience, and by the end of the day, we are hoping more youths will be encouraged to gain work experience.

Performance has increased and we are at full capacity at 60 enrollments.

Approval of the Youth Report by the Board is not required. There being no questions, Tom Moriarty asked S.K. Miller for her report.

### Nomination of Officers – S. K. Miller/Tom Moriarty

- S. K. Miller mentioned this is our Annual Meeting and we will have an Election of Officers.
- Tom Moriarty has appointed a Nominating Committee: Mike Sirockman, Marie Bias-Jones, Tom Moriarty.
- Recommended nominations are: Lee Roberts for President; Anita Ferguson for Vice-President; Sandra Ashley for Secretary; and Bob Gray for Treasurer. We will also accept nominations from the floor. S. K. Miller asked if there are any nominations from the floor for officers. There being no nominations from the floor, President Tom Moriarty closed the nominations.
- Tom Moriarty asked for a motion to accept the nominations for officers. Janet Drumheller motioned to accept the nominations for officers. Paul Breedlove seconded; motion carried.

### Executive Director's Report – S. K. Miller

- Tom Moriarty has resigned from the Board. She asked the Board to congratulate him on his years of service.

- S. K. Miller then called everyone's attention to the three column spreadsheet she created to indicate the WIOA guidelines for the Board membership. **Handout.**
- She then called the Board's attention to two handouts regarding the DHHR Employment Subsidy Program (ESP). **Handout.**
- Region III's RFP for One Stop Operator for \$12,000.00 was published per WIOA guidelines. We received one response. A Rating Committee was formed and comprised of Board members: Marie Bias-Jones, Janet Drumheller and Andrew Gunnoe, with Josh Potter, Amy Farley and S. K. Miller serving as observers.
- The Rating Committee determined that the one respondent, Human Resource Development Foundation (HRDF), met the criteria as presented in the request and therefore, recommended the proposal be awarded to respondent HRDF.
- HRDF is familiar with Workforce Programs. Staff from Region III and HRDF met on June 13<sup>th</sup> to further discuss roles and responsibilities including the coordination of activities at the One-Stop location. An Open House is being planned for mid-August.
- Buildings from the WVU-Tech campus have been purchased by KVC Health Systems. They will use the facilities to house foster children and youth up to age 24. KVC will be working with BridgeValley CTC to develop and deliver classroom studies, which may include highly skilled labor studies, as well as apprenticeship type training. KVC applied for and received approximately \$1.2 million in grant funding to begin the rehabilitation and adaptation of the Tech buildings.
- Green Mining will reclaim surface mines using lavender.
- Unemployment has decreased to 3.4% nationally.

Tia Welch added that Job Corps has an Open House the 2<sup>nd</sup> and 4<sup>th</sup> Wednesday of each month at 10:00 a.m. and every 4<sup>th</sup> Thursday at 6:00 p.m.

There being no further business or questions, Tom Moriarty asked for adjournment. Tom Samples moved for adjournment; Lee Roberts seconded. The meeting was adjourned at 11:57 a.m.

The next Board meeting will be held at 11:00 a.m. on **Tuesday, August 15, 2017**. We will meet in the First Floor Conference Room located at the Charleston Area Alliance, 1600 Smith Street, Charleston, WV 25301.