

Region III Workforce Investment Board of Kanawha County

Minutes August 15, 2017

Members Present

Paul Breedlove
Bob Gray
John Haer
Laura McCullough
Lee Roberts
Thomas Samples
Tia Welch

Members Absent

Jeri Adkins
Sandra Ashley
Marie Bias-Jones
Janet Drumheller
Anita Ferguson
Andrew Gunnoe
Megan Harris
Chris Klingler
Brett Matthews
Mike Sirockman
Stephanie Smith

Staff

S. K. Miller
Amy Farley
Amy Fizer
Josh Potter

Guests

N/A

President Lee Roberts called the meeting to order at 11:00 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, Lee Roberts asked for a motion to approve the minutes from the June 21, 2017 Board meeting. **Handout.** Paul Breedlove made the motion to approve the minutes; Bob Gray 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, Lee Roberts asked for a motion to approve the Finance Report as presented. Laura McCullough made the motion to approve the Finance Report as presented; Paul Breedlove seconded; motion carried.

One Stop Report/Workforce Update (Attached)

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

Youth Update – Amy Farley

Amy Farley reported the Youth Work Readiness Workshop was conducted in June and it was very successful.

- We are at full capacity at 60 enrollments.
- No changes in performance goals

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

Executive Director's Report – S. K. Miller

S. K. Miller called the Board's attention to two handouts in the Board Member packets. One was from the Mid-Atlantic Aerospace Complex and the other one was from the West Virginia Small Business Development Center.

- We have expended most of our funding for Adult and Dislocated Workers and we will have a wait list soon.
- The SP Grant has been extended until June 30, 2018.
- The One Stop Partner Meeting was held on Thursday, August 10th. The meeting was successful.
- S. K. Miller then asked Lee Roberts to accept volunteers to serve on the Executive Committee. The Executive Committee will be comprised of the four Board officers: Lee Roberts, Sandra Ashley, Anita Ferguson and Bob Gray. In addition to the officers, S. K. Miller would like to have a total of seven Executive Committee members. Paul Breedlove volunteered to serve. S. K. Miller stated she asked Andrew Gunnoe to serve in the past. Lee Roberts will revisit the Executive Committee member selection at the October Board meeting.

There being no further business or questions, Lee Roberts asked for adjournment. Tom Samples moved for adjournment; Laura McCullough seconded. The meeting was adjourned at 11:40 a.m.

The next Board meeting will be held at 11:00 a.m. on ***Tuesday, October 17, 2017.*** We will meet in the First Floor Conference Room located at the Charleston Area Alliance, 1600 Smith Street, Charleston, WV 25301.