



Region III Workforce Investment Board of Kanawha County, Inc.

Meeting December 18 2018

Board Minutes

Members Present

Jeri Adkins
Sandra Ashley
Paul Breedlove
Lucinda Curry
Janet Drumheller
Anita Ferguson
Bob Gray
John Haer
Laura McCullough
Brett Matthews
Marsha Mullins
Lee Roberts
Thomas Samples
Stephanie Smith

Members Absent

Andrew Gunnoe
Megan Harris
Brent Pauley
Mike Sirockman

Staff

Lailah Ali
Angie Cottrill
Nancy Daugherty
Amy Farley
Annie Jones
Tamera Lee
Michele Painter
Nita Shafer

Guest

Stephanie Ahart
Missy Mayville

Board President, Lee Roberts called the meeting to order at 11:04 a.m. at Charleston Area Alliance, 1116 Smith Street Charleston, WV. Lee welcomed all to the meeting commenting on how food brings everyone out.

Lee said we had two applications for the Director job than Nancy added her application to the list. Pamela Williams and Brett Sansom were the applicants. Lee said he, Anita

Ferguson, Sandra Ashley and Bob Gray got together and wants to keep Nancy as full time Executive Director.

Brett Matthews said no offense to MS Nancy or anyone else but took a full board vote of “ No Confidence” against SK should it not take the full board to hire. Lee said that is what he was asking for. Brett again ask if it should take the entire board to hire, Lee stated he did not have the resume with him. Brett stated no digs against our board directors but knows nothing about the other two applicants he could not make a decision. Lee said he can email resumes to each board member and postpone this until next year stating they were leaving Nancy as Interim Executive Director until next year. Brett said he would like to make an informed decision. Lee said he would table this until next month.

Lee welcomed Lailah who is now a full-time employee with SNAP, Lailah thanked Lee stating how happy she was. Lee then welcomed Stephanie Ahart with HRDF and Misty Mayville with WV Women Works.

Lee brought up having quarterly board meeting instead of bi-monthly, Brett Matthews wants to stay with bi-monthly. Next discussed was Nita emails previous board meeting minutes in the board meeting announcements, do we need to print and add to the meeting packets? Everyone agreed not to have a copy on the minutes in the packet.

Lee talked about changing to City National Bank, Brett Matthews made a motion and Paul Breedlove seconded the motion.

Laura McCullough approved the minutes and Lucinda Curry seconded it

Finance Report-Bob Gray and Angie Cottrill

Bob said reports are eight pages and are more what we had in the past. Explained we have a carry over on monies from 17 and went of this year’s budget. Bob discussed Nancy applied for a business partner grant which runs from January through June 30, 2020. Bob stated we have written twenty-one ITA from July 1st to November 30th, ten adults and eleven dislocated workers. Bob went over where they are training and talked about one OJT being trained at Mr. Handyman. Laura McCullough made a motion and Jeri Adkins seconded the motion, all in favor.

One-Stop-Michele Painter and Tamera Lee

Michele Painter stated were writing ITA and not much change in the construction at the One-Stop.

Youth Update-Amy Farley

Amy said Youth was plugging on as they always do. Amy said the two HRDF gentlemen were doing a fantastic job with the data entry and thanked Stephanie Ahart. Right now,

we have 78 total youth on the books with 28 active and 51 youth in follow-up, so we are actively recruiting.

DHHR Updates- Annie Jones and Lailah Ali

Lailah said a lot of referrals and stated a couple of successful outcomes. We had two ladies going into the step-up women program, one has a job the other is waiting on a back-ground check and drug test. Lailah said also had a gentleman went into the Goodwill program and is working in the back. He is also starting classes to help with resumes and just finished other classes. Nancy asked Lailah about how many referrals did she have, Lailah said 103 referrals with six showing up. Lailah said they are trying to get through all the caseloads. Annie Jones said she had 129 referrals with 10 showing up.

Interim Executive Director's Report-Nancy Daugherty

Nancy said report is in packets and would not go line by line. Talked about meeting with New River Engineering in Shrewsbury and knowing we have an opening on the board for a Business Representative she talked to Ben Treadway but was told company was too busy. Nancy said need to reach out for someone to fill that vacancy on our board. Nancy said also met with Jefferds Corporation stating they were having trouble filling jobs, she followed up with three areas being Princeton, Clarksburg and Charleston on job opening. Nancy reported back to Jefferds suggesting added their name and a pay range on the work order. Nancy said other jobs in the comparable fields were paying more.

Nancy said were taking bids for new phones. Also updating job descriptions which had been done in September, however she and Amy were going do some revisions on hers.

Nancy told about the new contract with DHHR, looked at what we were paying United Talent with Lailah being there for almost two years allowing us to offer her full-time employment. Will be looking for a replacement using United Talent for a least four months through the training process.

Nancy thanked the staff for all the food at the recent One-Stop meeting, treating all our partners. Talked about our Youth Committee chair, Marsha Mullins also a board member helping her with a lot of the work.

Russ Frye, director of Workforce West Virginia Office and Valarie Comer Assistant Director mentioned there a funds available for a Business Service Representative which the Department of Labor to emphasis on. This allows them to see how many employers were contacted, the outcome and put into to MACC system. Mr. Frye was encouraging all local workforce boards to submit; a request was submitted on December 10th.

Janet Drumheller said our previous Executive Director had recommended she do that, which is her correct title asking why not interested in utilizing her service? Nancy ask if she was doing that for us now and Janet said not doing that for us now but that is her title and job. Nancy said she would be happy to talk to her, Russ Fry and Valarie Comer. Amy Farley tried to explain that the money is additional funds for Business Services with Janet telling Amy she was not asking her. Again, Nancy said she would set up a meeting with Russ, Valarie, Janet and herself to look at it, they are estimating 400 employer visits in a year and half.

Nancy also looking at developing a proposal for the Minority Pre-Apprentice Program coming up in a few months. Looking at Transitional Employment wanting to host a meeting between the staff with the local recovery homes to explain transitional employment programs. Nancy explained we could use up to 10 percent of our funds and transitional employment would be that Region 3 would pay minimum wage for a certain period at an employer to get work experience.

Tamera explained Pre-Apprenticeships Programs, the first being construction also later a health care, manufacturing and transportation.

Nancy talked about making up board packets consisting of state plan priorities, our regions, By Law, listing of our members, our staff and tabs to add our minutes and agendas.

Lee ask for next meeting agenda setting. Laura McCullough ask if any news on space at the One-Stop. Nancy sent a message to Tammy at the One-Stop who did not get back to her and Janet is still looking into it.

Brett Matthews ask what we need done to get WV Woman Works on our board? Lee said everything needs to be approved by Kent Carper, Nancy said we need to look at the number of members and how many are required. Sandra Ashley said we can increase the size of our board but would require increasing the business representative size, to keep the balance.

Misty Mayville noted she may know someone with City National Bank who may be interested in the opening on the board.

Lee then welcomed Misty to our meeting telling her sorry for missing her earlier. Next meeting will be February 19th at BridgeValley.

Mr. Tom Samples made a motion for adjournment, so everyone could enjoy a meal.

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