



WIB Meeting

April 23, 2008 – 2:00pm

1. **Attendance**

Committee

Odie Parkins
Dick Waybright
Dianna Flanagan
Vikki Nichols
Criss McCauley
Bill Dearien
Ron Blankenship
Hal Foss
Julia Sheppard
Rhonda Poling
Mark Whitley

Staff

Joyce Okes
Robin Sterling
Sandy Butcher
Carol Jackson
Susan Moran

Visitors

Valerie Smith, Workforce WV
Bill Monterosso, Ross
Darrell Nutter, Vet Rep.
Kim Wood, Workforce WV
Phil Leinbach, HRDF

Absent: Keith Burdette, Karen Facemyer, Todd Fox, Joyce Harris, Denise Higgs, Sally Schneider, Kent Spellman, Judy Sutton, John Wiggins, Cheryl Woods, Ann Conageski, Shannon Dugan, Marie Gnage, Buddy Malone, Karen Matthews, Steve Ellis

2. **Public Notice of Meeting**

A notice of this meeting was mailed to papers in all nine counties on April 14, 2008, and e-mailed to interested parties.

3. **Approval of Minutes**

Motion to approve the January 2008 minutes by O. Parkins. Second by R. Blankenship. Motion carried.

4. **Public Forum**

No public signed up to address the Board.

5. **Fiscal Report**

A. Monthly Update

Carol covered the monthly reports. We have ceased writing any new ITA's and OJT's for the funding has now all been obligated. **Handouts.**

B. Forecast on Expenditures & Anticipated budget for 08-09

Joyce distributed a copy of an anticipated budget for the upcoming year. This is just a point of reference, not a recommendation at this time. We have not received our allocation and we are using planning numbers given to us by the State. **Handout.**

6. Committee Updates

- A. Employment and Training Committee – R. Poling reported that the committee met on 4/16 and discussed the ITA's and OJT's. The committee also discussed ways that we can work with partners to deliver services.
- B. One Stop Committee – D. Flanagan reported that the committee met on 4/17 and have been reviewing the results of the One Stop survey. The survey was recently sent to partners and their front line staff. Full results will be reported when compiled. The committee has been looking at the budget to see where cuts can be made. An invitation to the Wood County open house is included in the packets.
- C. Youth Committee – R. Blankenship reported that the committee met on 4/10. The March reports and a letter containing success stories is included in the packet. Also included is an invitation to the Youth of Excellence year end celebration.

7. Old Business

A. Executive Session – Request for Proposal

No Executive Session required - WIB MOV released a request for proposal in February for delivery of services for the In and Out of School Youth programs for 2008-09. The youth committee recommends Ross IES be approved, pending negotiation, to operate both programs for the 2008-09 program year with option to renew for additional years. Motion to approve by R. Blankenship. Second by D. Flanagan. Motion carried.

8. New Business

A. MOU between WIB MOV and Local Elected Officials

Memorandum of Understanding between WIB MOV and Local Elected Officials states the two organizations will work cooperatively in the implementation of Workforce Investment activities.

B. MOU with MOVRC

Memorandum of Understanding between WIB MOV, Local Elected Officials, and Mid-Ohio Valley Regional Council for provision of administrative and fiscal services related to WIA funded activities

Both of these items were included in the same Motion. Motion to approve both of the above items by J. Sheppard. Second by M. Whitley. Motion carried.

C. Local Plan for 2008-09

Local plan updates services and delivery plans for the program year 2008-09.

Modifications are primarily a result of reduced funding and include the following:

- * Modified references to Workforce WV sites to reflect a comprehensive site in Wood County and satellite or affiliate sites in remaining counties.
- * Deleted references to funding of special participant population activities.
- * Clarified integration of youth services into Workforce WV operations.
- * Modified reference to funding available for each individual under ITA is reduced from \$4000 to \$3000 per year with a maximum of \$6000 in a 3-year period.
- * Listed options being considered for administration of On the Job training program.
- * Updated attachments to Local Plan to show current membership, meeting schedule, and agreements.

The Local Plan will need to be revised once we get our allocation from the State, however, the requirement is that it be released by the end of April. Motion to approve the release of the Local Plan for 30-day comment by O. Parkins. Second by H. Foss. Motion carried.

D. Appointment to Youth Committee

Recommend Angie Colvin be appointed to WIB MOV youth committee. Ms. Colvin is employed by CRI, working in Pleasants County. She also serves on the Pleasants County Board of Education. Motion to approve by R. Blankenship. Second by J. Sheppard. Motion carried.

E. One Stop Operations 2008-09

Recommend continuation of agreement, pending negotiation, with Ross IES for operation of One Stop Operations for program year 2008-09. Motion to approve by R. Poling. Second by D. Flanagan. Motion carried.

F. On the Job Training coordination for 2008-09

Recommend WIB MOV consider options of continuing contract with HRDF for administration of OJT or (due to funding issues) consider having OJT administered by WIB staff. The overall budget for OJT is projected to be significantly lower than 2007-08 levels. The Executive Committee recommended tabling this item until the actual allocation comes in from the State and we have received public comment from the Local Plan release. Will refer back to the Employment & Training committee for recommendation.

G. One Stop Facilities Update & Options

The One Stop committee recommends the Spencer Workforce West Virginia center be closed by June 30, 2008 and services be provided through a partner location. This recommendation is a result of budget reductions received from the federal level. A motion was made by D. Flanagan to close the Roane County office and provide services from an itinerate location through DRS. Second by O. Parkins. Discussion on the floor concerning the message that we are sending to the community by closing an office and that services will be lacking by not being present every day. It was noted by B. Monterosso the caseload currently held in Roane County and that staff have not had a great deal of response from the community as far as workshops and meetings that have been held. Dianna and

Odie rescinded their motions and the motion was restated to say that the “physical” location in Spencer would be closed, but services would still be available at least one day per week and would be more if warranted. Motion to approve by D. Flanagan. Second by O. Parkins. Nay votes were cast by M. Whitley and V. Nichols. Motion carries.

H. Industry Focus 2008-09

Staff presented a puzzle as a visual aid to show the various organizations involved in developing a pipeline for any targeted industry. Information that could be provided by different organizations was listed on the back of each piece. The puzzle represented all of us working together—employers, educators, workforce, economic development, etc.—to develop the pipeline and then the career pathway for any targeted industry.

9. Directors Report

- Included in packet in the latest performance report.
- The State conference is scheduled for July 29 – August 1
- Joyce is working on a common MOU to use throughout the whole State.
- A consultant from DOL spent a couple of days looking over our fiscal procedures. Training will be available in May for staff.
- ITA & OJT obligations are fulfilled for the year. Those have been put on hold for the rest of the year. A waiting list has been initiated for ITA’s.
- Included in packet are various newspaper articles about activities in our region.

10. Next Meeting

The next meeting will be on July 23rd at 2:30pm. This is a change from the normal time of 2pm. The meeting will be held at Coldwater Creek.