



WIB Meeting

July 23, 2008 – 2:30pm

1. **Attendance**

Committee

Larry Wolfe
Judy Sutton
Karen Matthews
Rhonda Poling
Karen Facemeyer
Julia Sheppard
Dianna Flanagan
Todd Fox
Keith Burdette
Ann Conageski
Sammy Burdette
Shannon Dugan
Cheryl Woods

Staff

Joyce Okes
Gail Holleron
Robin Sterling
Carol Jackson

Visitors

Wade Coffindaffer, Ross

Absent: Joyce Harris, Denise Higgs, Sally Schneider, Kent Spellman, John Wiggins, Marie Gnage, Buddy Malone, , Steve Ellis, Dick Waybright, Hal Foss, Ron Blankenship, Odie Parkins, Bill Dearien, Vikki Nichols, Criss McCauley, Mark Whitley

2. **Public Notice of Meeting**

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

3. **Approval of Minutes**

Motion to approve the April 2008 minutes by D. Flanagan. Second by K. Matthews. Motion carried.

4. **Public Forum**

No public signed up to address the Board.

5. **Executive Session**

Not at this time.

6. **Fiscal Report**

A. **Monthly Update**

Carol covered the monthly reports. Rescission amounts were received from the State and were incorporated into the fiscal reports. We are still waiting on a few outstanding bills for the 07-08 program year. There will be a slight carryover into the 08-09 program year. **Handout.**

7. **Committee Updates**

A. Employment and Training Committee – R. Poling reported that the committee did not meet in July and the majority of discussion in the previous meeting were regarding the budget. They have tabled any action until the full allocations have been received. Other discussion have included drug testing barriers from employers.

B. One Stop Committee – D. Flanagan reported that the State is reducing their number of offices. The office in Mason County has closed, which affected the WIA staff. RESA V has located a building in Mason County next to the DHHR office and will house the job service/unemployment staff, WIA staff and their Spokes classes. The committee also recommended closing our Spencer site and moving in with DRS staff located a street over. WIA adult, dislocated worker and youth services will still be available in Spencer.

C. Youth Committee – The committee did not meet in July. The June monthly reports are included in your packet. Also included are copies of the program that was used at the year end Youth of Excellence celebration that was held at the Grande Point conference center. Gayle Manchin was the keynote speaker and a copy of the newspaper article is enclosed. The Youth Advantage program will be presenting at the Chester conference. The program will also be featured in an upcoming State Journal.

8. **Old Business**

A. **Facilities Update**

For the 08-09 program year, we recommend the following:

Clay – remain partnered with CAEZ where we pay minimal rent.

Calhoun – remain partners with DHHR and the high school where we pay only for a phone line at the school.

Jackson & Wood– remain in full time offices.

Ritchie – remain partnered with Regenerations where we pay minimal rent.

Roane – partner with DRS and close the full time office, we will pay no rent or utilities in exchange for providing furniture and computers.

Pleasants – remain partnered with DHHR with no expenses.

Wirt – no office, work out of library when possible or out of Wood Co.

Mason – shared space with RESA V in exchange for space in our Jackson Co. office.

Motion to approve by K. Burdette. Second by A. Conageski. Motion carried.

B. Budget for 2008-09

Last week, we received the first portion of the adult and dislocated worker funds. Until the budget goes before the committees to revise, we recommend approving the draft budget as presented. The youth allocations have been received. The adult and dislocated worker amounts are based on 85% of last years allocations, per the State's recommendation. Contractor staff and internal staff have been reduced to help absorb the lower budget. We recommend not conducting on the job training business in the month of July and will take back to the committees to decide whether to begin services in August. Recommend approving the draft budget until further allocations are received. Motion to approve by J. Sheppard. Second by S. Burdette. Motion carried.

9. New Business

A. Ross IES – One Stop Contract

One Stop Committee recommends awarding contract to Ross IES for delivery of One Stop services. Contract will be in the amount of \$550,000. Motion to approve by K. Burdette. Second by D. Flanagan. Motion carried.

B. Ross IES-Youth Contract

Youth Committee recommends awarding contract with Ross IES for delivery of In school and out of school services. The combined contract will be for \$730,000. Motion to approve by A. Conageski. Second by J. Sheppard. Motion carried.

C. Fowler Racing Sponsorship

Youth Committee recommends sponsoring Fowler Racing to promote the Youth Advantage program. The sponsorship would be for \$2000. Motion to approve by R. Poling. Second by D. Flanagan. Motion carried.

D. RESA V Hit the Ground Running Agreement

Recommend continuing the agreement with RESA V for operation of the Hit the Ground Running program with a projected budget of \$35,000. Motion to approve by R. Poling. Second by K. Burdette. D. Flanagan recused. Motion carried.

E. Election of Officers

The nominating committee recommends the following:

- J. Sutton – Chair
- B. Dearien – Vice-Chair
- D. Flanagan – Secretary

There were no additional nominations from the floor. Motion to close nominations and approve the recommendations of the nominating committee by K. Burdette. Second by J. Sheppard. Motion carried.

10. **Directors Report**

- Copies of the financial audit ending June 07 are included for those that are interested.
- The NBLP is paying the registration fee for the Workforce Innovations conference in New Orleans. Joyce attended.
- Bill was asked to present information about a model one stop at a Department of Labor distance learning training session in Virginia.
- Joyce & Bill attended a conference in Philadelphia regarding leveraging additional resources for WIB Directors, One Stop operators and Board Chairs.
- Notices will be sent out to those board members whose terms are expiring.

11. **Next Meeting**

The next meeting will be on October 22nd at 2:30pm. Location to be determined.