

To: MOV-WIC Members– Mid Ohio Valley
From: Joyce Okes, Program Director
Re: Meeting Minutes – January 26, 2005
Date: January 28, 2005

The Full Board of the Workforce Investment Board – Mid-Ohio Valley met January 26, 2005; 2:00 p.m. at the BIDS Center at WVU-P.

Attendance:

Board Members

John Wiggins
Hal Foss
Dianna Flanagan
Kent Spellman
Julius Diaz
Diana Ludwig
Sammy Burdette
Steve Brodsky
Judith Sutton
Jerry Carper
Cheryl Woods
Steve Frantz
Karen Matthews
Marie Foster-Gnage
Pete Rawlings
Vikki Nichols
Dianne Cockerham

Staff

Joyce Okes, WIB Program Director
Robin Sterling, WIB Staff
Bill Monterosso, WIB Staff
Robin Jones, MOVRC
Susan Moran, WIB Staff
Jim Mylott, MOVRC

Visitors:

David Tanner, Arbor
Gabe Ross, Arbor
Howard Knoll, Arbor
Chris Hupp, HRDF
Barry Gentry, Paxen
Mark Helmick, Paxen
Valerie Smith, BEP
Russell Fry, BEP
Bob Risher, DRS
Tom Ballenger, WVDHHR
Maureen Rogers, WVDHHR
Steve Poling, CRI

John Wiggins called the meeting to order.

1. Attendance/Quorum

Attendance was taken and it was determined there was a quorum. K. Matthews and D. Flanagan recused themselves to maintain the proper private sector.

2. Public Notice of Meeting

On January 19, 2005, a notice of this meeting was mailed to papers in all nine counties and e-mailed to interested parties.

3. Approval of Minutes

Motion to approve the October 2004 board meeting minutes by D. Ludwig. Second by D. Cockerham. Motion carried. **Handouts in minutes book.**

4. Fiscal Report

A. Budget Update/Modifications

R. Jones reviewed a memo from J. Mylott regarding adjustments that have been made to the budget since the recommendations of the board last month. We are now operating at a surplus , however we do not want to transfer those funds to new ITA's until we are more certain of the TAA reimbursement. David Lieving, Director of GWID has been re-positioned within the WV Development office and the new appointee is Ron Radcliff. We feel certain that since we have a signed letter of intent, we will receive those reimbursement funds. R. Jones also covered the budget modifications that were approved by the LEO at the last meeting. Motion to approve these modifications by D. Ludwig. Second by D. Cockerham. Motion carried. **Handout in minutes book.**

B. Monthly Fiscal Update

R. Jones covered these reports. **Handouts in minutes book.**

5. Committee Updates

A. Employment and Training Committee

1. Support Service Policy/Status

Recommend modification of Support Service policy. Changes include
1) reduction of support services by 50% (\$10 per day from \$20 if not receiving other assistance; \$6 per day from \$10 if receiving other assistance.) 2) specifies support services will be provided if funds are available; and 3) states participants must maintain required contact or benefits may be deobligated. Motion to approve by S. Brodsky. Second by D. Ludwig. Motion carried. **Handouts in minutes book.**

2. Priority of Service Policy/Modification

Recommend the priority of service policy be modified to include individuals eligible for SCSEP (Title V of the Social Security Act) under priority one of the WIB MOV Adult funds. This will assist with individuals enrolling in the Sr. Works program funded through HRDF. Motion to approve by D. Ludwig. Second by S. Brodsky. Motion carried.

B. One Stop Committee

The committee is reviewing the request for proposal to be sent out. They are also reviewing the usage of the county one stop facilities.

C. Performance Measures Committee

We have received the first quarter performance reports for our region and the measure look good so far. There are a few youth measures that we are continuing to work on.

D. Youth Committee

Dee Walter, Chair of the youth committee is having surgery. We wish her well.

1. BREATH Extension

The BREATH project is a collaborative effort with 13 agencies including DNR, DEP, and Economic Development. Two counties were targeted, Ritchie and Clay. The contract has been modified to include the other 7 counties in our region and to extend the date to June 30, 2005. HRDF oversees this contract. Motion to approve this extension by D. Ludwig. Second by D. Cockerham. Motion carried. A banquet will be held on Feb. 4th in Jackson County to recognize the efforts in Ritchie and Clay counties.

2. Appointment of Youth Committee Members

Recommend appointment of the following: Peg Schmitz, FRN, Calhoun County and Mike Mullins, BOE, Clay County and accept the resignations of the following: Tony Russell, Calhoun County and Michelle Paxton, Clay County. Motion to approve by D. Ludwig. Second by D. Cockerham. Motion carried.

We have entered into a new partnership with the WV DOL and OSHA to provide safety training at no cost to the WIB. It will provide safety training to all of our youth in all nine counties. Appropriate youth will receive a 10-hour OSHA certification. **Handouts in minutes book.**

HRDF has met all performance measures except credentialing. The Youth In School and Out of School contracts will potentially have funds withheld if performance measures are not rectified. **Handouts in minutes book.**

6. Old Business

N/A

7. New Business

A. Status of WIB-MOV Committees

At the October 2004 meeting, the by-laws were modified to determine which committees would be in effect. The Performance Measures committee will be disbanded. Motion to approve by D. Cockerham. Second by D. Ludwig. Motion carried.

B. NEG Disaster Employment Program

The WIB-MOV has \$180,000 allocated for a Disaster Employment Program as a result of flooding on Sept. 17th. Authorized use of funds are for wages and related expenses for dislocated workers to perform flood related cleanup on public and private non-profit property in the four counties of Wood, Mason, Jackson and Pleasants. It is understood that work may take place from the flooding of January 7th. We have rec'd proposals from CRI and HRDF. We recommend approval of CRI for \$70,000 with the option to increase/extend if additional work is identified. We also recommend approval of HRDF for \$65,000 with the option to increase/extend if additional work is identified. Motion to approve by S. Brodsky. Second by D. Cockerham. Motion carried. **Handout in minutes book.**

C. Request for Proposal for 2005-06

Recommend approval of request for proposal to be released Feb. 1, 2005 to procure adult and dislocated worker services for program years 2005-06. Services will include One Stop Operations, On-the-Job Training, and Special Participant Populations. Proposals will be due to the WIB office on March 11, 2005 and recommendations for funding presented to the WIB-MOV at the April board meeting. Motion to approve the release by S. Brodsky. Second by D. Ludwig. Motion carried. **Handout in minutes book.**

8. Director's Report

- Trade Act responsibilities have been moved from Bureau of Employment Programs to the Governor's Workforce Investment Division. Two staff members stationed in Parkersburg have been moved to the Workforce WV center in Parkersburg. An MOU has been submitted to GWID to determine GWID's responsibilities for their share of rental expenses.
- Monitoring has been completed on all contractors: Arbor, Paxen, SW Resources, HRDF Sr. Works, OJT, and Youth Programs. Where required, corrective action plans have been requested.
- WIB MOV, HRDF and SCSEP have met to coordinate activities with WIA and SCSEP fund with HRDF's grant from DOL.
- Ron Radcliff has been appointed as Director of Governor's Workforce Investment Division, replacing David Lieving.
- Handouts from WIB Director's meeting.
- Dislocated worker services continue to be offered on site at Walker. A training fair was held on Dec. 7, 2004.
- There is slow movement in Congress regarding the reauthorization of WIA and that our region will conduct a pilot program called PRA (personal reemployment account). **Handout in minutes book.**

S. Moran presented information regarding the contacts that have been made with employers and the progress of the BEST (Business and Employers Solutions Team). **Handout in minutes book.**

9. Public Forum

Gabe Ross, Arbor E&T, updated the committee on Arbor's progress in the One Stop system and the local community.

10. Next Meeting and Adjourn

The next meeting will be April 27, 2005 at Coldwater Creek.