



## WIB Meeting

2:00pm – July 26th, 2006

1. **Attendance**

Committee

Ron Blankenship  
Hal Foss  
John Wiggins  
Lucinda Curry  
Judith Sutton  
Marie Gnage  
Ann Conageski  
Dianna Flanagan  
Denise Higgs  
Sally Schneider  
Keith Burdette  
Jerry Carper  
Criss McCauley  
Karen Matthews  
Rhonda Poling

Staff

Jim Mylott  
Joyce Okes  
Robin Sterling  
Susan Moran  
Gail Holleron  
Carol Jackson

Visitors

Valerie Smith, Workforce WV  
Chris Hupp, HRDF  
Phil Leinbach, HRDF  
Darrell Nutter, Vets Rep  
John Stiltner, DRS

2. **Public Notice of Meeting**

A notice of this meeting was mailed to papers in all nine counties on July 19, 2006, and e-mailed to interested parties.

3. **Approval of April WIB Minutes**

Motion to approve the April 2006 minutes by K. Burdette. Second by J. Sutton.  
Motion carried. **Handout.**

4. **Public Forum**

There were no requests from the public to speak.

5. **Executive Session – Contractual Issues**

There was no motion to adjourn to executive session. J. Okes updated the board on the legal issues with HRDF. The injunction expires on August 19 and a grievance has been filed with the State. Recommend possible special board meeting with the WIB MOV and the MOV WIC to be determined in the next few weeks. Motion to approve by A. Conageski. Second by L. Curry. Motion carried.

6. **Fiscal Report**

A. Monthly Update

C. Jackson covered the monthly reports. **Handouts.**

B. Allocations/Awards for 2006-07

J. Okes covered report. Have taken a 17% reduction in our allocation this year. To date, we have only rec'd an official award letter for our youth funding. Still waiting for official notification for our adult and dislocated worker funding.

C. Proposed Budget for 2006-07

Recommend approval of 2006-07 budget, including supplements. The budget includes amounts for the youth program, however we cannot enter into a contract with Ross at this time due to the injunction placed by HRDF. Motion to approve the budget by J. Sutton. Second by K. Burdette. Motion carried.

7. **Committee Updates**

A. Employment & Training Committee

H. Foss reported that the committee had extensive discussion on demand occupations and critical shortages. The committee will meet on August 16<sup>th</sup>.

B. One Stop Committee

J. Sutton reported the committee met on July 20th and discussed contracts and the issues with finding a common facility for partners. Waiting to hear from Chase Properties, our current landlord, to see what options we have with them. The committee will meet on August 21<sup>st</sup>.

C. Youth Committee

The committee participated in the end of the year youth picnic and celebration. The youth also enjoyed a trip to Cedar Point.

8. **Old Business**

N/A

9. **New Business**

A. MOU between LEO and WIB MOV

Recommend annual approval of an MOU between WIB MOV and LEO to work cooperatively in the administration and implementation of employment & training programs in the Mid-Ohio Valley region. Motion to approve by K. Burdette. Second by J. Sutton. Motion carried.

B. MOU between LEO, WIB MOV and MOVRC

Recommend extension of MOU between WIB MOV, LEO and MOVRC for administrative and fiscal responsibilities and assistance. Motion to approve by K. Burdette. Second by H. Foss. Motion carried.

C. PY 2006-07 Contracts/MOUs

1. Employment & Training

- a. RESA V Hit the Ground Running
- b. HRDF Sr. Works
- c. SW Resources PACE
- d. HRDF On the Job Training

Recommend approval of the following contracts/MOUs. RESA V for the implementation of HTGR/computer classes for an amount not to exceed \$90,000. HRDF Sr. Works program at an amount not to exceed \$53,000. SW Resources PACE program at an amount not to exceed \$50,000. HRDF OJT program at an amount not to exceed \$350,000. Motion to approve by A. Conageski. Second by J. Sutton. Motion carried.

2. One Stop Contracts

- a. Ross One Stop Coordinator
- b. One Stop computer maintenance/telecommunications

Recommend approval of the following contracts/MOUs. Ross IES for the coordination/operation of the One Stop centers at a cost not to exceed \$750,000. Lloyd's Electronics to service computers in Pleasants, Ritchie, Wirt and Wood counties at a cost not to exceed \$5000. Network Design & Consulting to service computers in Jackson, Mason, Calhoun and Roane counties at a cost not to exceed \$8000. Comer Wiring Service to service telecommunications systems in all regional Workforce WV centers at a cost not to exceed \$2000. Motion to approve by D. Flanagan. Second by K. Burdette. Motion carried.

3. Youth for 06-07

- a. In School
- b. Out of School

Recommend approval of the following contracts/MOUs. HRDF extension through end of August 2006 not to exceed for In School at \$112,000 and not to exceed for Out of School \$90,000. Motion to approve by L. Curry. Second by K. Burdette. Motion carried.

D. Policy Revisions

1. Demand Occupations

Recommend modification to define demand occupations as specific occupational categories or an occupation with a promise of a job opportunity. Occupations that qualify for demand category are those that have a 1% projected growth rate, 25 or more projected job openings, or that are identified as growing based on empirical data provided by area employers, economic development directors, local elected officials, etc. Understanding of the board is that WIB staff will recommend modifications to the list on a monthly basis until the list is complete. Motion to approve by A. Conageski. Second by J. Sutton. Motion carried.

2. Priority of Service

Recommend modification of policy to define priority of service based on Lower Living Standard Income Classification. Modifies Priority 3 to be 150% of LLSIC, Priority 4 as 200% of LLSIC, and Priority 5 as category previously listed as category 4. Also establishes Priority 4 as definition of self-sufficiency for WIB MOV. Motion to approve by J. Sutton. Second by K. Burdette. Motion carried. **Handout.**

3. Individual Training Account

Clarifies requirement that training must be for occupations meeting demand definition and with training program that is listed on state training provider list. Also adds requirement that participant must demonstrate academic ability to complete training program and obtain employment in vocational goal through assessment (WorkKeys, TABE, etc.) prior to starting training. Modify to include statement of “standardized” testing and using WorkKeys along with ONET. Motion to approve by K. Burdette. Second by J. Carper. Motion carried. **Handout**

4. On the Job Training

Clarifies requirement that training must be for occupations meeting demand definition as outlined in Demand Occupations Policy. Motion to approve by K. Burdette. Second by J. Sutton. Motion carried. **Handout**

E. Election of WIB MOV Officers

July of each year is the election of officers for the WIB MOV. Officers include Chair, Vice-Chair and Secretary. On July 20<sup>th</sup>, the nominating committee comprised of S. Burdette, J. Sutton and B. Dearien met and proposed nominations of John Wiggins for Chair, Julius Diaz for Vice-Chair and Dianna Flanagan for Secretary. Motion to approve the nominations by A. Conageski. Second by M. Gnage. Motion carried. The floor was opened to any additional nominations from the board. There were none. Motion to approve the appointments as proposed by K. Burdette. Second by A. Conageski. Motion carried.

10. Director’s Report

- WIB Directors agenda and notes are included.
- A schedule of WIB meetings for the coming year included.
- Performance reports for the quarter have been delayed with a new system the State has in place.
- WIB encourages you to stop at the newly renovated Jackson County Workforce WV center.
- We have 268 ITA’s that have processed to date. We have expended \$482,932 in training.
- The State Workforce WV conference will be held Aug. 29<sup>th</sup> thru Aug. 31<sup>st</sup> in Charleston.

- WIB is looking to hire a new staff person. Specific job duties are to be outlined soon.

11. **Next Meeting**

The next meeting will be scheduled for October 25<sup>th</sup>, 2006 at 2:00pm. The location is to be determined.