



P.O. Box 3726, Charleston, WV 25337
426 Leon Sullivan Way, Charleston, WV 25301
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Workforce Development Board of Kanawha County Special Board

Meeting October 7, 2025

Board Minutes

PRESENT	ABSENT	ATTENDING	GUEST
Aaron Alexander	Lee Roberts	Andy Richardson	
Chanda Perry	Sean Hill Shane	Michele Painter	
Tim Morris	Wilson Travis	Nita Shafer	
Roger Sockman	Tarr Steve		
Chris Settles	Collins		
Michael Crown	Ellen Maxwell Hoffman		
Fred Chandler	Cynthia Phillips		
Victoria Russo	Janet Drumheller		
Dustin Vaughan	Greg Osborne		
	Kristi Sarrett		
	Joel Kuhn		

Opening: Board Chair, Tim Morris, called the meeting to order at 11:30 am. Nita did roll call of present members.

Approval of Minutes from September 23, 2025: Chris made a motion to approve the minutes, Aaron seconded the motion. All in favor, motion carried.

Tim stated special item of business is the approval of the new budget. Andy explained two employees will be going part time and two individuals services with have a significant reduction



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Michele explained the budget numbers, the savings and ask about payout of annual for the two going part-time. There was a discussion on when to make this reduction effective.

Motion: Chris made a motion to approve to approve the budget, making all changes effective December 1st. There was no second on the motion.

There was discussions regarding the budget not being presented to Workforce without the narratives.

Motion: Chris made a motion to approve the budget as presented with the understanding that the narratives will be added in prior to submission to WorkForce West Virginia and the dates for cost to contractual will be December 1 and personnel cuts will be effective January. Aaron seconded the motion. All in favor, motion carried.

Motion: Chris made a motion to adjourn, Roger seconded the motion. All in favor.

Meeting adjourned at 12:03

Respectfully submitted by: Nita Shafer



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