

Workforce Development Board of Kanawha County Special Board

Meeting October 7, 2025

Board Minutes

PRESENT

Aaron Alexander
Chanda Perry
Tim Morris
Roger Sockman
Chris Settles
Michael Crown
Fred Chandler
Victoria Russo
Dustin Vaughan

ABSENT

Lee Roberts
Sean Hill Shane
Wilson Travis
Tarr Steve
Collins
Ellen Maxwell Hoffman
Cynthia Phillips
Janet Drumheller
Greg Osborne
Kristi Sarrett
Joel Kuhn

ATTENDING

Andy Richardson
Michele Painter
Nita Shafer

GUEST

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 will 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.

The 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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