



Region III Workforce Investment Board of Kanawha County, Inc.

Meeting December 15th, 2020

Board Minutes

Members Present

Paul Breedlove
Lucinda Curry
Jeff Farley
Bob Gray
John Haer
Carl Olian
Marsha Mullins
Mike Sirockman
Stephanie Smith
Doug Tate
Sermario Wiggins

Members Absent

Jeri Adkins
Sandra Ashley
Lori Counts-Smith
Anita Ferguson
Andrew Gunnoe
Brett Matthews
Laura McCullough
Greg Osbourne
Lee Roberts
Thomas Samples

Staff

Lailah Ali
Nancy Daugherty
Amy Farley
Annie Jones
Tamara Lee
Nick Nunnery
Michele Painter
Courtney Saunders
Nita Shafer
Andy Sweetnich
Derek Vance

Guest

Nancy Shepherd

Board Chairman, Lucinda Curry called the meeting to order at 11:03 a.m. using the WebEx platform due to the pandemic. Lucinda asked for a motion to approve the minutes from the October 20th meeting. Carl Olian motioned; Bob Gray seconded. Motion moved.

Finance Report-Bob Gray and Andy Sweetnich

Andy and Bob reported on the finance report. As of November 30th, 2020, we have spent right over a million dollars in programs. We have expended 68.9% of funds, with 78.4% obligated from the PY19 WIOA money. For PY20 we have spent 3% and obligated 27%. Andy reported we have 17 adults in training. Three at the Palm Beauty Academy; One at Garnet Career Center; ten at PIA Trucking; one at Crane Edge and one attending an apprenticeship program at Charleston Electrical Joint Apprenticeship. We have 19 Dislocated workers in training. Six at BridgeValley CTC; One at WV State; One at Boone County Truck Driving; One at Marshall University; Four at PIA Trucking; Two at West Virginia University; Two at WV Junior College and Three at WV State University. Altogether, there is 36 individuals in training, totaling \$135,587.67. We have written a contract with both Alpha Technologies and Casto Technologies for our incumbent worker training to allow employees to gain new skills to make them marketable. We have spent \$121,000 on Incumbent Worker Trainings, and \$27,702.30 for On The Job (OJT) Contracts. Lucinda asked for a motion to approve. Carl Olian motioned; Jeff Farley seconded. Motion moved.

One Stop Update-Michele Painter and Tamara Lee

Michele reported that between October 16th and December 10th, 2020 both her and Tamara have participated in several webinars: virtual trainings and staff meetings. The Career Planners have had numerous participants be diagnosed with COVID-19 so that has caused a delay in processing ITA's and other contracts. Since last meeting, the career planners have received 63 referrals and/or website inquires for WIOA services. Completed eligibility and registered three dislocated coal miners for the Coal National Dislocated Worker Grant (NDWG). Completed eligibility, registration and referred eight individuals to HRDF for the National Health Emergency Grant. One participant has completed three out of the four components for the Lineman Program at BridgeValley and two participants has completed the CDL program at PIA. Seven ITA's (individual training accounts) has been issued since October. Nine ITA's are pending. Michele and Tamara have referred ten individuals to other regions, six individuals have been referred to WFWV Un employment and five individuals have been referred to WFWV Job Service.

Youth/ Program Manager/EO-Amy Farley

Amy Farley reported that since the last meeting she has began monitoring the WIOA Adult, DW and Youth program files and EO monitoring. Attends the City of Charleston's Workforce Development Group meeting once a month. Amy reported for one stop operations, there has been partner meetings. WIB-KC had a presentation of Premier Virtual, an online platform that can be used as a virtual one stop. She is revising the MOU's and IFA's to include virtual services. Amy attended the Small Communities, Big Solutions Virtual Conference. Amy has put together the PY20 Quarter one performance reports.

She has done training with other staff members on Programs and the MACC. WIBKC will be starting the virtual one stop services in January. Has had meeting with HRDF about the extension of SYEP and the Apprenticeship Pilot.

DHHR Food Stamp E&T Update- Annie Jones and Lailah Ali

DHHR Case Manager Annie and Lailah reported that since October they have had 94 referrals to the Snap E&T program. 86 came from DHHR, 3 from WIOA and 5 from WV Women Work. %9 individuals are enrolled in the program. One participant has graduated with an associate degree in Welding from BridgeValley CTC. One participant is attending Basic Adult Education at BridgeValley, and one is in a Nursing program at BridgeValley. One participant is doing community service at Heart & Hand outreach ministries. They have seven participants that are employed. Four participants are actively searching for employment, eleven are scheduled for orientation with the DHHR office and thirty-three clients will be disenrolled for inactivity. Annie and Lailah attend virtual trainings and receive bi-weekly staff development and training on policies.

Business Services Update-Nick Nunnery

Since October Nick reported that he has been in contact with multiple employers who are registered in the MACC. Nick has been in contact with Kim Knapp from BridgeValley about funding an apprenticeship program for GeStamp. Nick has done monitoring on the incumbent worker contracts with Casto Technologies and Alpha Technologies. Nick attends monthly meetings with the Upper Kanawha Valley Resiliency Council to explore new job development in the Upper Kanawha Valley that includes manufacturing and tourism.

Outreach Program Specialist- Derek Vance

Derek reported that since our last meeting in October one participant has moved from the Empowered Employment program to On The Job training. Derek has written four contracts, three of which are showing improvement in their skills. Derek is currently working with two individuals in hopes they are able to work at synergy health through the empowered employment program. Kerry Martin, owner of Karubees has shared a success story with WIBKC about the Empowered Employment and how it has tremendously helped his business. Derek and other WIBKC staff have been working on developing the virtual one stop using the Premier Virtual platform.

Executive Director's Report-Nancy Daugherty

Nancy reported that after increased infection rates in September, she gave employees the option to work from home. Most days Nancy and Courtney, the office assistant is in the office working. Financial staff comes in a few days a month to do payroll and do other tasks. Nancy reported WIBKC uses WebEx to conduct staff meetings and other meetings. Nancy reported she has regular email contact with board members, workforce partners,

participants and employers. Staff that are working remotely sending a daily activity report. WIBKC cancelled the contract with Susan Graves, CPA regarding quick books expansion due to no progress in 90 days. Nancy has attended the Charleston workforce development group monthly and the scheduled training from U.S Department of Labor on WIOA Governance. She has also attended Webinars on Economic Opportunity Zones; National Apprenticeship Week; Apprenticeships & National Apprenticeship Week and Best Practices via virtual platforms. Nancy has assisted Nick in the monitoring of Casto Tech. Nancy had requested and received approval of the grant extensions due to slow downs because of the pandemic. Nancy attended the virtual Council of State Administrators meeting as part of the duties from being a board member of the State Rehabilitation Council. Nancy and other staff members attended the weeklong Small Communities Big Solution webinar.

Old Business:

Nancy reported that the One Stop is still closed to the public but with the purchase of the Premier Virtual platform, WIBKC is utilizing the platform to make a Virtual One Stop. Nancy was able to submit a “Do Business As” (DBA) for Workforce Development Board of Kanawha County, and Derek created the new logo. Tamara, Amy, Derek and Nick are apar of the City of Charleston Workforce Development group and are all on different committees.

New Business:

Nancy has asked for contract extensions on Empowered Employment, Youth Apprenticeship and Summer youth due to delay because of the pandemic. WIBKC is planning a virtual job fair for January and then an apprentice focus day in the middle of February. Amy has been collecting success stories from the career planners and from employers and adding them to our newly updated website.

Upcoming Events:

Board meetings for 2021 will be: February 16th; April 20th; June 15th (Annual Board meeting); August 17th; October 19th and December 21st.

Lucinda adjourned the meeting at 12:09 p.m.

Respectfully submitted by:
Courtney Saunders
Office Assistant at the WDB
1/21/2021

Auxiliary aids and services available upon request to individuals with disabilities.

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