

NEW RIVER/MOUNT ROGERS WORKFORCE INVESTMENT BOARD

MEETING MINUTES

August 26, 2009

A meeting of the New River/Mount Rogers Workforce Investment Board was held on August 26, 2009 at the Wytheville Meeting Center. Those in attendance were as follows:

Board Members

Martha Samples – Chair
Dave Elmore
Linda Boggs
Robbie Wyrick
Betty Barker
Dr. Alan Hawthorne
Greg Adkins
Steve O'Quinn
John Overton
Dr. Bill Snyder
Mike Ketner
Rob Goldsmith
Carl Mitchell
Jennifer Jones
Melinda Roberts
Lynn White
Wilma Faulkner

Patrick Ruocco
Terry Smusz
Robert Atkins
David Hutchins
David Wright
James Topping
Angie Lawson (alternate)
Neil Sagebiel
Mike Guy
Virginia Leadbetter-Bolte
Sam Dickson
Ron Dickenson
Dr. Stacy Thomas
Robert Pierce
Ed Stringer
Debbie Williams
Mike Rouse

Guest

Chris Fields
Jim Coen
Joanie McCleary
Clay Stein
Susan Seymore

Staff

Ronnie Martin
Marty Holliday
Mary Ann Gilmer
Angela Alley

Martha Samples – Chair called the meeting to order at 10:00 a.m. and welcomed all WIB members and guests to the meeting. Chair Samples introduced a new member to the Board, Mr. Robert Pierce, representing Organized Labor.

The roll was then called and it was established that a quorum was present.

Chair Samples asked for concurrence with the contents of the agenda. All members present concurred with the agenda as presented.

Chair Samples then asked for a motion to approve the minutes of the previous WIB meeting, which had been previously distributed to each member. Mr. Topping made a motion to approve

the minutes as distributed. Ms. Jones seconded the motion and the motion was passed unanimously.

Chair Samples asked for any public comments. Mr. Goldsmith introduced Mr. Chris Fields as the new Director of Workforce Development Programs for People Inc.

Chair Samples asked Mr. Martin to present the Fiscal Agent Report. Mr. Martin brought the members' attention to the Fiscal Agent Report by Program for the period 7/01/08 – 06/30/09, noting that expenditures were still coming in for PY'08. Final expenditures will be reported during the next WIB meeting. All programs are doing well and very little carryover is expected. Mr. Martin reviewed expenditure levels for individual programs. Mr. Martin stated that \$823,846 had been spent of the \$830,599 Governor's 25% Rapid Response Funds. Mr. Martin stated that no additional Rapid Response funds would be available and the grant would be closed out on September 30, 2009. Mr. Martin stated that current and future Rapid Response clients would be served utilizing ARRA funds. Mr. Martin continued bringing the members' attention to the Fiscal Agent Report for ARRA programs. Mr. Martin reviewed expenditure levels for individual programs.

Chair Samples continued with the agenda asking Mr. Martin to review PY'09 funding restrictions. Mr. Martin noted that not all funds were received upfront for each program. Mr. Martin drew the members' attention to the detailed breakdown of funding levels contained within their packets. Mr. Martin noted that as of July 15, 2009 the Adult Program was only authorized to spend up to 17.4% of the total PY'09 allocation and the DLW Program could spend up to 28.4% of the total allocated funds for PY'09. The balance of allocations should be received by October 2009. 100% of the PY'09 Youth allocation is currently available to be expended.

Chair Samples continued with the agenda asking Mr. Martin to review the Performance Report. Mr. Martin reviewed the key performance elements of each program by jurisdiction with the group. Mr. Martin continued with a detailed services cost comparisons for each program and operator for PY'03 through PY'08. A discussion was held on the reduction of clients served.

Chair Samples continued with the agenda asking Mr. Martin to report on the ARRA Summer Activity. Mr. Martin drew the members' attention to the detailed breakdown per Operator for ARRA summer expenditures and activities.

Chair Samples continued with the agenda asking Linda Matthews for the One Stop Operator Report. Ms. Matthews thanked the members for allowing Goodwill Industries of the Valleys to serve as the One-Stop Operator for PY'09. Ms. Matthews drew the members' attention to a report contained in their packets detailing the One Stop Operator activities and Service Delivery thru August 19, 2009. Ms. Matthews reviewed the data in detail with the members. Ms. Matthews continued giving an update on the development and operation of the new Wytheville One Stop Center. Ms. Matthews noted that five functional committees and the management team were continuing to meet in order to implement the required components to bring the center to fruition in a timely fashion. Clay Stein, Jim Coen and Joanie McCleary also provided One Stop Operator information to the Board.

Chair Samples continued with the agenda asking Mr. Martin for an update on the Wytheville Comprehensive One Stop Center. Mr. Martin stated that the originally planned location must be

changed due to the landlord being unable to secure financing. Alternate locations are currently being considered.

Chair Samples continued with the agenda asking Marty Holiday, Program Planner to provide an update on the GED Task Force. Ms. Holliday provided details of the GED task force activities.

Chair Samples continued with the agenda asking Mr. Martin for an update on the Microsoft Training Vouchers. Mr. Martin provided details of the free Microsoft Training Vouchers that had been distributed throughout Area 2, noting that all Business Worker vouchers had been issued. Professional Training Vouchers are still available.

Chair Samples continued with the agenda asking Mr. Martin to report on the Computer Literacy funding. Mr. Martin reviewed the Notice of Obligation for Computer Literacy Courses to provide basic computer skills to individuals seeking services. The program will reduce the need for local areas to use existing funds for this service. The grant period has been extended until December 31, 2009. \$10,000 of the funding is still available.

Chair Samples continued with the agenda asking Mr. Martin, in the absence of Rhonda Barnes, Chair of the Youth Council, for a report on the Youth Council activities. Mr. Martin gave details of the summer activities of each Youth Operator.

Chair Samples next presented the committee assignments for PY'09.

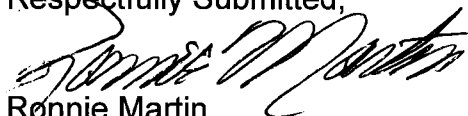
Chair Samples asked Mr. Martin to review the Travel Voucher with members. Mr. Martin discussed the Travel Voucher that each Board member must complete and sign if they want reimbursement for their travel.

Chair Samples next drew the members' attention to the informational sheet in their packets that listed unemployment changes by jurisdiction for the area and Virginia as a whole. A brief discussion was held concerning unemployment changes in various jurisdictions.

Chair Samples drew the members' attention to the 2009 WIB meeting schedule contained in their packets, noting that the next scheduled meeting would be held October 28, 2009 at the Wytheville Meeting Center, beginning at 10:00 a.m.

With no further business to discuss the meeting was adjourned at 11:40 a.m.

Respectfully Submitted,


Ronnie Martin
Executive Director