

West Virginia Workforce Development Board

Meeting Minutes	June 21, 2023
Approved Date:	September 20, 2023

Member Attendees: Jason Asbury, Ben Ashley, Michael Chirico, Steve Cox, John Lopez, Mendy Marshall Designee for David Roach, Traci Nelson, Chair, Denise Worley, Jeffrey Rowe, Casey Sacks, Brian Stanley, Diane Strong, Ann Urling, Jason Wilburn

Members Attending Virtual: Scott Adkins, Stephanie Ahart, Pedro Machado, John O’Neal, Cassandra Phelps, Lisa Samples-White, Sean Sawyer, Kelly Thompson, Kim Tieman, Christopher Treadway, Heather Vanater, H. Julian Woods

Partner Attendees: Rachel Bowman, Regina Brogan, Mason Bishop, Zeke Hampton, Deborah Harris, Joseph Jarvis, Criss McCauley, Maureen Persons, Carrie Sizemore, Bonnie Swan, Matthew Martin

Call to Order

Meeting was called to order by Chair Traci Nelson at 10:04 am.

Approval of Minutes

Approval was asked for March 22, 2023, meeting minutes. Motion to approve March 22, 2023, minutes was made by Ben Ashley; seconded by Casey Sacks; motion passed.

Governor’s Statement

Ms. Ann Urling, Governor’s Deputy Chief of Staff provided comments on behalf of Governor Justice.

Partner Updates

Labor Market Information: Ms. Bonnie Swan from WorkForce WV presented Labor Market Information related to West Virginia and in demand occupational field.

Overview of West Virginia’s Strategic Plan: Ms. Rachel Bowman, Assistant Director, WorkForce WV provided information related to West Virginia’s WIOA plan. Planning will begin soon for a renewed WIOA plan that will be due in 2024. Stakeholder groups will be involved in the planning process with the guidance of the Board.

Unfinished Business

No unfinished business.

New Business

Retaining Employees Data and Response: Ms. Sheryl Webb, Director, West Virginia Division of Personnel provided information related to the hiring and retention of employees and how this impacts the workforce.

Approval of Bylaws: Revised Workforce Development Board Bylaws were presented to the group. Comments collected through a review process were read to the Board. Mr. Christopher Treadway made a motion to approve the Bylaws as presented to the Board. Mr. Ben Ashley seconded the motion. The motion passed.

Committee Recommendations: Recommended advisory committees were presented to the Board. Committees include Operations Committee, Industry Partnerships and Employer Engagement, Performance and Accountability, and Career Pathways. Mr. Ben Ashley asked if committees could be changed or updated in the future. Ms. Lorrie Smith reported that yes, the committees are advisory committees and can be changed by the Board to suit current needs. Mr. Ben Ashley made a motion to approve the committee structure recommendations as presented. Mr. Jason Asbury seconded the motion. The motion passed.

West Virginia Workforce Development Board Website

Ms. Lorrie Smith informed the Board that very soon the Board will have a web site. This site will provide information regarding the Board, partner information, upcoming meetings, and policy information.

Public Comment

No public comments were made.

The meeting was adjourned by Chair at 11:43 am.