

West Virginia Workforce Development Board	
Meeting Minutes	01/21/2026
Approved Date:	07.14.26

West Virginia State Workforce Development Board
Quarterly Meeting
01.21.26
Google Meets

This meeting of the WV SWDB was held virtually via Google Meets with no in-person option.

Attendees: Diane Strong-Treister, Christine Davies, Scott Adkins, Michael Crown, Amanda Profitt, Jonathon Compton, Mark Burdette, Maureen Persons, Ann Cavalier, Andy Richardson, Abby Reale, David Rogers, Ben Ashley, Barb Dawes, Cyndi Auth, Charles “Dutch” Staggs, Criss McCauley, Garrett Ballengee, Gentry Cline, Jason Asbury, James Coble, Jacob Green, Josh Sword, Laura Seybold, Mendy Marshall, Melissa Bias, Maria Larry, RoxAnn Green, Steve Cutright, Chris Treadway, Tiffany Ellis-Williams, Ashley Puffenbarger

Diane Strong-Treister (acting Chair) called the meeting to order at 10:00 am. She then called on Christine Davies, Deputy Secretary of Commerce for Economic Development and Workforce Participation, to offer remarks.

- *Deputy Secretary Davies* offered thanks to the acting Chair for the leadership and guidance she is providing the State Board, she also acknowledged and offered thanks to Scott Adkins and the team at WorkForce West Virginia for their professionalism and efforts during the government shutdown which resulted in no disruption in services. Deputy Secretary Davies spoke of Governor Morrissey’s budget proposal to include a cushion to insulate WV’s workforce programs from additional federal uncertainty. Secretary Davies briefly covered Senate Bill 402 which addresses workforce topics from micro-credentialing to portable benefits for independent contractors. She encouraged all to stay engaged and thanked everyone for their participation. Secretary Davies then turned the meeting back to the Acting Chair.

The Acting Chair moved on to New Business, noting that the meeting was for information and discussion only, no formal action will take place.

- *Standardized Umbrella MOU* -Jonathon Compton, Asst. Director of Workforce Development, WorkForce West Virginia spoke on developing a Standardized Umbrella MOU and changes to the existing policy. Currently there are several MOU that each local development board has to create for each individual partner that lay specifically the

services that will or will not be provided in each One-Stop or American Job Center. We would like to have a State Workforce Development Board Policy that standardizes the process so that every region and each partner knows exactly what that will look like and what is required. This will also explain to each partner exactly what is required of them working in the one-stop centers.

- *Workforce Pell Grant* - Jonathon Compton also spoke briefly about Workforce Pell. Workforce Pell Grant is for short term high intensity trainings that are eight to fifteen weeks long, require 150 to 600 hours and are offered by accredited institutions that lead to industry recognized, stackable, and portable credentials. For a provider to be eligible they must already be on the State's Eligible Training Provider List (ETPL).
- *WV Regional WIOA Performance Data* - Michael Crown, Director of Workforce Development, WorkForce West Virginia shared a spreadsheet with six performance metrics the regions are held to account for. Those metrics include participants who are in unsubsidized employment as of the second quarter after exit and fourth quarter after exit, the median earnings of participants in the second quarter after exit, the credential attainment rate, measurable skills gains and effectiveness of serving employers. The spreadsheet will be included with these minutes. This information can also be found on the WorkForce West Virginia website [Workforce Development Board](#). This also shows the state broke out into each region and the counties that are included. A map will also be sent with the minutes.
- *Review of SWDB Policy 100-05, 40% Training Services Requirement* - Michael Crown explained that the State imposes a performance metric that requires 40% of Adult and Dislocated Worker funds go towards training. Every fourth quarter meeting, WorkForce will generate a report outlining where each region is with this metric.
- *Board Advisors* - The State Workforce Development Board has subject matter experts that sit as advisors because it is impossible to expect the board members to know everything. Michael Crown introduced the advisory members of the board and provided a brief synopsis of each. That list will also be sent with the meeting minutes. Michael asked if anyone had input as to any other subject matter experts that should be included. Mendy Marshall suggested the board invite individuals that are knowledgeable about childcare and transportation issues.

Acting Chair Diane Strong-Treister opened the floor for public comment. There were no registered speakers. The meeting moved forward.

Acting Chair Diane Strong-Treister opened the floor for Board members to comment. There were no comments. The meeting moved forward.

Acting Chair Diane Strong-Treister asked for any announcements.

- Michael Crown announced the next board meeting will be held around mid-March. Also, the training materials from last week's training session will be sent out with this meetings materials.
- Michael also confirmed through the State Ethics Commission that all State Workforce Development Board members are required to complete the financial disclosure statement. If you have not received an email about that, please contact Michael Crown.
- Michael Crown and Jonathon Compton are always available by utilizing the following email address: wioa@wv.gov
- Board members can access WorkforceGPS for additional information on State Workforce Development Boards at <https://ion.workforcegps.org/resources/2019/06/14/16/43/State-and-Local-Workforce-Development-Board-Resources>

Acting Chair Diane Strong-Treister asked for a motion to adjourn. Charles Staggs made the motion, all in attendance voted "aye".