

West Virginia Workforce Development Board	
Meeting Minutes	06.04.25
Approved Date:	07.14.26

Member Attendees: Jacob Green, Deborah Harris, Chad Morrison, Sean Sawyer, Christopher Treadway

Member Attendees Online: Scott Adkins, Sarah Bolyard, Elaine Curtiss, Andrea Huggins, Todd Johnston, Mendy Marshall, Jeff Rowe, Casey Sacks, Jennifer Smith, Brian Stanley, Daine Strong, Heather Vanater, Alex Weld

Partners and Guests (in-person/online): Melissa Bias, Mason Bishop, Jonathan Compton, Michael Crown Barb Dawes RoxAnn Green, Matthew Holstein, Erinn Kittle, Tara Martinez, Criss McCauley, Jason Moss, Nick Nunnery, Ashley Puffenbarger, Maureen Persons, Dianna Reesem David Rogersm Jane Shinn, Carrie Sizemore, Lorrie Smith, Jennifer Trippett

Call to Order: In the absence of the Chair and Vice-Chair, Deborah Harris served as Chair of the meeting and called the meeting to order at 10:09 am.

Introductions and Welcome: A welcome was extended by the staff of Camp Dawson and member Nick Lambruno who serves as the Director of Mountaineer Challenge Academy.

Approval of Minutes: Approval was asked for March 5, 2025, meeting minutes. Motion to approve March 5, 2025, minutes was made by Christopher Tready, seconded by Chad Morrison; motion passed.

New Business

- Policy 100-04 Compensation, annual review and cost of living Addendum B. Overview provided by Lorrie Smith. Motion to approve Addendum B to Policy 100-04 was made by Christopher Treadway; seconded by Sean Sawyer; motion passed.
- Policy 100-05 Training Services Requirement, revisions. Overview provided by Michael Crown. Motion to approve revisions to Policy 100-05 was made by Chad Morrison; seconded by Christopher Treadway; motion passed.
- Policy 400-02 Sanctions and Corrective Actions. Overview provided by Michael Crown. Motion to approve Policy 400-02 was made by Christopher Treadway; seconded by Jacob Green; motion passed.

Unfinished Business

No unfinished business.

Partner Updates

- Childcare Barriers and Challenges. Jennifer Trippett who is the Director of Cubby's Child Care provided a presentation on the barriers and challenges she is facing as a childcare provider.
- Tri-Share Model for Childcare. Staff from Wonderschool discussed an ARC grant funded pilot program related to childcare in WV. This Tri-Share Model allows an employer to provide an incentive to employees to be used towards the cost of their childcare. In this pilot, the employer would provide a portion, the state/grant would provide a portion, and the employee would provide a portion to create the tri-share account used for childcare expenses.

Committee Updates: The Operations Committee met on May 16, 2025 to review proposed policies and changes to policies.

Public Comment: No public comments were made

Announcements: JobCorp federal funding update was provided by Michael Crown. An update was provided regarding Adult Education federal funding.

Working Lunch - Presentation from Mountaineer Challenge Academy Principal Dianna Trickett.

Adjournment - Christopher Treadway made a motion to adjourn at 12:30 pm; Jacob Green seconded the motion; motion passed,

Members and partners were invited to tour Camp Dawson and Mountaineer Challenge Academy.