West Virginia Workforce Development Board  
July 19, 2017  
Charleston Marriott Hotel, Charleston, WV

**Member attendees:** Penny Brown, Bill Crouch, Kathy D’Antoni, Michelle Foster, Russell Fry, Ed Gauch, Dave Hobba, Tracy Miller, Randall Rapp, Stephanie Smith, John Sorrenti-Chair, Diane Strong-Treister, Kim Tieman, Marijane Waldron, Logan Williams, Ray Wood Jr. and Fred Clark.

**Staff members:** Rachel Bowman, Rache' Bonner, Regina Brogan, Pisnu Bua-Iam, Vinele Butler, Joe Carter, Janelle Comstock, Angela Fry, Jeff Green, Rosemary Guida, Monica Hamilton, Angela Henson Martha Hinchman, Jake Hunt, Maria Larry, Rick Martin, SK Miller, Maureen Persons and Rebecca Roth.

**Members Attending Via Phone:** Paul Espinosa, John Moses, Tom Provost, Guy Schiller and Reverend Matthew Watts.

**Guest speakers:** Tracy Miller, President, Mid Atlantic Aerospace Consortia  
Jay Otto, Research Scientist Center of Health & Safety Culture  
Jeff Green, Deputy Executive Director, Workforce West Virginia  
Angela Fry, Assistant Director, Workforce West Virginia.

I. **Introduction, Opening Remarks, and Approval of Minutes**- John Sorrenti, Board Chair  
Meeting brought to order at 10:00 by John Sorrenti. Introductions were made around the room and all names were gathered from members attending via conference call. First item on the agenda is the approval of the minutes from April 19, 2017. Motion to approve, moved and seconded. Needed approval for Region V to be one stop operator, WFWV to review their operations. Motion to approve, moved and seconded. John welcomed Angela Fry, whom stood in for Russell Fry, to the stand first.

II. **Welcome and WorkForce WV Update**- Angela Fry, Assistant Director, WorkForce WV.  
Angela welcomed and thanked everyone for being present. She then gave a presentation on Workforce West Virginia Overview which included the following:

Went over a presentation for Performance Comparison for July 1, 2015-June 30,2016. Highlighted unemployment rates in WV compared to the National Average.

- Adult Entered Employment: WV, 72.50%, National, 67.11%, Difference of 5.39%
- Adult Employment Retention: WV, 85.70%, National, 84.50%, Difference of 1.20%
- Adult Average Earnings: WV, $13,491, National, $13,952, Difference of -$461

- Dislocated Worker Entered Employment: WV, 86.50%, National, 68.06%, Difference of 18.44%
- Dislocated Worker Employment Retention: WV, 93.10%, National, 86.32%, Difference of 6.78%
- Dislocated Worker Average Earnings: WV, $19,048, National, $17,251, Difference of $1,797
• Youth Placement in Employment/Education: WV, 72.10%, National, 69.20%, Difference of 2.90%
• Youth Attainment of Degree/Credential: WV, 83.60%, National, 66.70%, Difference of 16.90% (Was questioned, “If we see that % going up?”, Answered, “Yes! It has gone up each year in the last three years.”)
• Youth Literacy Numeracy: WV, 61.20%, National, 50.10%, Difference of 11.10%

Certificates of Appreciation: WV is number 1 in services provided to Veterans in the region and number 2 in the Nation.

Federal Government Trust Fund: 36 states have borrowed a total of $66.3 billion to cover unemployment.
• Highlighted that WV is not amongst those 36 states and WV has taken several actions to cover our own unemployment.
• If a state has borrowed funds, after 1 year, the state will have to pay back with interest and penalties, that will affect the employer taxes to repay the Federal Government back.

Trust Fund Projections:
• As of July 2017, WV Trust Fund balance is $73,579,030.
• WV should end the 2017 year at $97,173,109.
• If or when money is borrowed, it must be paid back within 90 days.
• Question was asked: “Who do we (WV) borrow from? Answer: “Rainy Day Fund”

ICT Partners & Members: Meet every month before Local WorkForce Development Board Directors Meeting and have monthly presentations with partners.

• ICT Partners:
  o WorkForce West Virginia
  o Bureau of Senior Services
  o Community & Technical College Education
  o Department of Education & the Arts
  o Division of Rehabilitation Services
  o Department of Education
  o Department of Health & Human Resources
  o WV Development Office
  o Department of Military Affairs & Public Safety

• ICT Members:
  o WorkForce West Virginia
  o Region 1 WF Development Board
  o WV Region II WF Development Board
  o Region III WF Development Board
  o Region IV Mid-Ohio Valley WF Development Board
  o Region V Northern Panhandle WF Development Board
  o Region VI WF Development Board
  o Region VII WF Development Board
  o WV Community & Technical College System
Angela shared a letter from the national administrator, Gay M. Gilbert, thanking WV and MD in continuing a partnership to build a new Unemployment Insurance (UI) Information Technology (IT) infrastructure. She highlighted that the partnership initially started with multiple states, however, due to such a rigorous process states slowly dropped out of the consortia.

**Severe Storm/Flood National Dislocated Worker Grant (NDWG):**
(Grant Period: 8/1/2016 through 7/21/2017, Grant Award: $3,500,000)
- Currently, WorkForce West Virginia has submitted a modification on the current 2016 Severe Disaster NDWG, for a period of performance extension from August 1, 2017 to July 30, 2018.
- Additional funds requested in the amount of $5,924,143 making the grant total of $9,424,143. The additional funds would be used to serve an additional 250 workers and to continue the disaster clean-up still yet needed in the 18 counties declared a disaster.
- Temporary workers employed on the current grant will roll over into the extension to complete their allocated hours.
- The modification is still pending with USDOL.

Any questions please contact Angela Fry at:

Angela Fry  
Assistant Director  
WorkForce West Virginia  
Angela.M.Fry@wv.gov  
304-693-2877

A short question and answer session followed. John Sorrenti then welcomed Tracy Miller, as the next speaker.

**III. Overview of Mid-Atlantic Aerospace Complex: Tracy Miller, President**

Tracy Miller's presentation was an overview of Mid-Atlantic Aerospace Complex that was comprised of the following:
**Aerospace Industry Significance:** The MAAC was created in 1988 to create a diverse West Virginia economy. Our Mission is to promote the aerospace industry in WV which includes marketing our existing industries as well as working with local, State, and federal officials to promote this airport to the world. There are currently over 40 acres with grading, utilities, and full infrastructure ready for new development and the longest commercial runway in the state.

**WV Aviation Hall of Fame:** In 2014, the NCWV Airport was selected as the home of the West Virginia Aviation Hall of Fame. Every year at the annual WV Aviation Conference, the WV Airport Managers Association sponsors the installment ceremony that inducts new Hall of Fame inductees. Plaques reside in the main terminal building at CKB for each inductee. -currently only one female, Irene Isabela Crum, 2015.

**Aerospace Industry Stats:** There are approximately 1300 people in aviation related jobs in Bridgeport. Provide and economic impact of about $1 billion annually, they have an economic impact study every 5 years. Total direct and indirect jobs attributed to the aerospace industry are 3,200. West Virginia has 24 public airports and 7 offer commercial air service.

**MAAC Members:**
- Companies:

**Partners to grow West Virginia Aerospace Workforce:**
- Ensure partners, students, and WV citizens are aware of resources for training and tuition including but not limited to:
  - SP-(Sector Partnership) Grants
  - TAA-The Trade Adjustment Assistance (TAA) Program is a federal program that provides a path for employment growth and opportunity through aid to US workers who have lost jobs because of foreign trade. This financial aid is governed by WorkForce WV.
  - WIOA-provided by WorkForce WV
  - HEAP-Higher Education Adult Part-Time Student) Grant is available for qualifying students, based on financial need. The HEAPS grant will pay up to $2,000.00 for the students’ education. The student must apply for HEAPS and file a FASFA to determine their EFC (Effective Family Contribution) this determines eligibility.
  - UMWA-funding
  - GGWFP-available to companies
  - PROMISE Scholarship for 2 (or 4) year degrees

Tracy Miller concluded her presentation with strongly encouraging everyone to please work with the Board of Education to help our children grow!
IV. Presentation Title: Jay Otto, Research Scientist, Center for Health & Safety Culture

Jay Otto’s presentation was an overview of Substance Abuse in West Virginia. It was comprised of the following:

Center for Health & Safety Culture, centers purpose: An interdisciplinary center serving communities and organizations through research, training and guidance to cultivate healthy and safe cultures.

Finding from survey’s and studies on West Virginia:

- Years of Potential Life Lost (YPLL) relative to age 65: If a 20-year-old dies, it is 45 YPLL. If a 60-year-old dies, it is 5 YPLL. The leading cause of YPLL in West Virginia is *Unintentional Poisoning, overdose.*

(Jay Otto went over an overview of substance abuse-current data, addressing substance abuse and opportunities for workplaces.)

- WV Response to Prescription Drug Abuse:
  - Established Governor’s Advisory Council
  - WV pain clinic licensing
  - Physician education
    - Prescription Drug Monitoring Program
  - Improving access to treatment
  - Prevention activities

For more information regarding this presentation, please contact:

Jay Otto
Research Scientist
Center for Health and Safety Culture
Jayotto3@gmail.com
304.924.1529

A question and answer session was held after the presentation. Next to be introduced was Jeff Green, Lunch Speaker.
V. **Lunch Speaker / Data Systems Integration**: Jeff Green, Deputy Executive Director, WorkForce West Virginia

Jeff Green reviewed the Client Data Systems Integration Project, Re-employment and System Integration National Dislocated Worker Grant.

**Project Timeline: (December 31, 2016-September 30, 2018)**

- **Project Scope**: WorkForce West Virginia will modify the MACC to extend the integrated registration and case management system to incorporate sharing of customer information with the West Virginia’s Division of Rehabilitation Services title IV programs and the West Virginia Adult Education title II programs. Using open standards such as Representational State Transfer (REST), Remote Procedure Call (RPC), and Simple Object Access Protocol (SOAP), will allow each partner to query in real time the information held by all other partners. The information returned will allow each system to present enrollment information to the customer and allow them to review and correct it rather than reenter the same information.
- In addition, ongoing service delivery can be reflected in all partner systems by utilizing additional real time data exchanges. Each partner will integrate the data from the other systems into their current case management system in ways that are familiar to their case managers reducing the need to retrain front line staff. To fully support this undertaking, the MACC’s underlying hardware and system level software will be upgraded to a private cloud architecture. The upgrade will allow WorkForce West Virginia to quickly respond to changes in workload as well as maintain 24x7 availability.

**Project Structure: Project Manager- Core User Group, Project Steering Committee, Systems Development Group**

- **Core User Group “Frontline Staff”**, Comprised of staff who:
  - Work daily/regularly with their agency’s current client data system
  - Have a high level of familiarity with the agency’s business processes
- Group composition, 2 members from each agency
  - WV Division of Rehabilitation Services
  - WV Adult Education
  - WorkForce WV

- **System Development Group**, Comprised of:
  - Programmers, DBAs, and other IT specialists for current systems.
- Group Composition, 2 members from each agency
  - WV Division of Rehabilitation Services
  - WV Adult Education
  - WorkForce WV
• **Project Steering Committee**, Comprised of:
  o Senior executives/administrators for each agency
• Group Composition, 1 member from each agency
  ▪ WV Division of Rehabilitation Services
  ▪ WV Adult Education
  ▪ WorkForce WV

• **Project Manager**, Marlene Hackett, CEO, The Hackett Praxis, LLC

For any questions or concerns regarding this presentation please contact Jeff Green at:

Jeff Green  
Deputy Executive Director  
WorkForce West Virginia  
Jeffrey.A.Green@wv.gov  
304.558.2660

A question and answer session was held after the presentation. John Sorrenti then introduced Angela Fry as the next speaker.

**VI. WIOA Policy 5-17, One Stop Certification**: Angela Fry, Assistant Director,  
WorkForce West Virginia

Addressed the reasoning for requesting votes for WIOA Policy via email, due to the submission deadline was July 1, 2017. Motion approved to move forward with policy, however, working on getting certification for the policy.

**VII. Other Business/ Adjournment**: John Sorrenti, Board Chair

Went over meeting dates for 2018, no other business was conducted. Mr. Sorrenti then adjourned the meeting.