



P.O. Box 3726, Charleston, WV 25337
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Workforce Development Board of Kanawha County

Board Meeting April 16, 2024

Board Minutes

Present:

Aaron Alexander
Todd Jones
Carol Howerton
Dustin Vaughan
Chris Settles
Ellen Maxwell-Hoffman
Tim Morris
Chanda Perry
Victoria Russo
Joel Kuhn
Jill Oliver
Greg Osbourne
Sean Hill

Absent:

Lee Roberts
Paul Breedlove
Steve Collins
Travis Tarr
Derrick Thomas
Janet Drumheller
Shane Wilson

Staff:

Derek Vance
Tamara Lee
Andy Richardson
Michele Painter
Ray Walker
Nita Shafer
Makayla Pritt
Annie Jones
Chelsea Meadows

Guests:

Michael Austin
Commissioner Carper

Opening: Board Chair, Aaron Alexander, called the meeting to order at 11:01 am. Derek did roll call of present members.

Approval of Minutes from February 20, 2024: Moved to the June meeting as they were not included in the board packets sent.

Approval of Minutes from March 18, 2024: Moved to the June meeting as they were not included in the board packets sent.

Finance Report: Michele Painter gave the finance report. Michele added to the finance report regarding the youth and one-stop RFPs.

Executive Director's Report: Andy Richardson gave the Executive Director's report and touched on his update he gave at the Kanawha County Commission meeting. Andy stated how he has continued his effort on outreach and working with Victoria Russo to plug us in better with the business community as his vision is to have the Kanawha County American Job Center the go to place for jobs. Andy also spoke on the possibility of the WDBKC applying for grants. Andy turned the report to Tamara Lee, who gave a brief description on the WDBKC's ideas for an opioid grant. Andy also wanted Michael Austin to speak about the Frontline Unity Network Conference. Michael gave a rundown of the different sessions and collaboration efforts during the conference.



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Update on Corrective Action Plan: Further discussion moved to the June meeting.

Discussion and Approval of 990: Aaron Alexander gave a brief discussion of what the 990 is and how it's the board's obligation to approval the 990. Ellen made a motion to accept the 990 and allow Michele Painter, the Fiscal Director, to sign the 990 as final. Andy gave a brief description of why Michele would be signing instead of him.

Motion: Ellen made a motion to accept the 990 and allow Michele Painter, the Fiscal Director, to sign the 990 as final. Chris seconded the motion. All were in favor, motion carried.

The meeting was adjourned at 11:56 a.m.

Motion: Chris made a motion to adjourn the meeting. Carol seconded the motion. All were in favor, motion carried.

Respectfully Submitted by: Derek Vance
Community Outreach/Office Manager 5/13/2024