

STARK TUSCARAWAS WORKFORCE DEVELOPMENT BOARD
EXECUTIVE COMMITTEE MEETING
February 14, 2022
Zoom format

PRESENT:

D. Cole
A. Kerns
S. Marzano
S. Robinson
J. Sekely
D. Smith
K. Metzger

ABSENT:

J. Creighton

STWDB STAFF

J. Meek Eells
R. Harris

FISCAL AGENT

J. Breedlove
C. Byrd

BUSINESS MINUTES

CALL TO ORDER

Vice Chair, D. Smith called the meeting to order at 1:30 p.m.

APPROVAL OF MINUTES – (Attachment)

Smith called for a motion to approve the July 10, 2019, meeting minutes.

MOTION: SEKELY MOVED FOR THE APPROVAL OF THE JULY 10, 2019, MINUTES AS PRESENTED. MARZANO SECONDED. METZGAR ABSTAINED. MOTION CARRIED.

DIRECTOR UPDATES – J. Meek Eells, STWDB Ex. Dir.

Composition of the Executive Committee

In the workforce board by laws, the Executive Committee is structured that the committee contains all four board officers, any committee chairs and our two commissioner representatives.

Role of the Executive Committee and Typical Meeting Obligations

The Executive Committee has full power of the board and basic oversight. For example, the Executive Committee a few times really helped move forward some agenda of the board. If we have a full board meeting where we need action items taken- like getting ready to contract after a request for proposals (RFP) have gone out or we need some other type of quick action that the state requires and for whatever reason we did not have quorum at the full board meeting. The Executive Committee can take action and represent the full board. There have been a couple of times where we have adjourned the board then convened an Executive Committee meeting to take action of things we needed to do.

The Executive Committee meets once to twice per year to give more in depth assessment of the board's financials and audit reports when needed. Byrd, our CFO, would go through the actual audit with Executive Committee. During COVID, we have used the Council of Governments (COG) board which our employing entity to stay consistent with the financials.

Transition of the STWDB & WIA Staff Leadership

Meek Eells noted after serving 34 years in Stark and Tuscarawas counties, it has been her pleasure to serve on this committee and the board. She is proud of the work that has been accomplished and the leadership that she has been a small part of collaborating over the years. She is so happy to have Breedlove and Byrd to come into leadership roles to keep this very important work moving forward. She could not say enough about them and their dedication. She feels it will be a very smooth transition as she leaves. Breedlove will still have full reign as the Board Director and overseeing all the board activities and meetings so there will not see any change in structure there. Byrd coming on as the Director of our Service Entity as he knows the programs as he has been around 2 reiterations of Federal Work programs Acts. Byrd is well versed in what we do and how we do it. Byrd and Breedlove will compliment one another very well. Meek Eells is very happy that both have stepped up to lead.

Workforce Investment Council-501c3 entity

The Workforce Board back in the late 90s created a 501c3 arm called the Workforce Investment Council. This 501c3 arm is its own entity but it started out run by the Executive Committee and back in 2018 we had some discussion about trying to broaden that representation of that 501c3 so we could use it as an entity to draw down more funding if the opportunity presented itself. As well as to fund raise and do some other things to help build that resource. We did change the structure back in 2018/2019 where its not really an obligation of the Executive Committee. Byrd has just been voted in as Chair of this committee, D. Smith is the Vice Chair, J. Sekely is the Secretary and Breedlove is the Secretary. They will be working with the full board to let people know about this entity and solicit some individuals if they want to serve on this 501c3 board. They will also be working in the community over the next year to again involve some individuals who might want to serve on the 501c3 charitable organization.

Since COVID is starting to stabilize, we are hoping to start some of the fundraising activities that we had engaged in prior to COVID. It is nice because with our DOL funding, it seems like in times of crisis we are flush with cash but over time there will be periods where our federal and state resources may not be as abundant as they are now. It is nice to have the 501c3 arm where we actually can go out and secure other grants and other opportunities for funding.

We are currently looking for 3 new members. Marzano asked if there are any talking points to forward onto interested people for board seats. Byrd said he would send some talking points with the history, obligations, etc to her.

Thank Yous from Meek Eells

Meek Eells thanked Allison Kerns for serving as our Youth Committee Chair, and Sue Marzano for serving as our Dislocated Worker Committee Chair.

Thank you to Scott Robinson and Damus Cole for coming onto the Executive Committee and also thank you to Darwin Smith and Joe Sekely for continuing to serve on the Executive Committee.

MEETING ADJOURNED AT 1:46 p.m.