
**Summary of Minutes
TRWDB Executive Committee Meeting
Zoom Conference
Monday, January 27, 2021 • 10:00am**

Committee Members Participating

Kevin Hilton, Chairman - Present
 Brandon Eley, Vice Chairman – Present
 Angela Berch - Present
 Jennifer Corcione – Absent
 Amanda Fields - Present
 Donna Lackey – Present
 Dave Lamb – Present

Staff Participating

Kirk Fjelstul, TRRC Executive Director
 Stephanie Glenn, Workforce Director
 Stephanie Matthews, Deputy Director
 Hope Blakely, HR Manager
 Kim Bennett, Sr. Accounting Technician

Called to Order

Chairman Hilton called the Zoom meeting of the TRWDB Executive Committee to order at 10:00 a.m., and welcomed everyone in attendance. Roll call was taken and a quorum present.

Action Item:**Approval of the Meeting Minutes**

Chairman Hilton asked for a motion to approve the November 16, 2020 meeting minutes.

Motion:

Amanda Fields made a motion to approve the minutes of the last meeting Angela Berch, 2nd the motion. All Agreed.

Chairman Hilton turned the meeting over to Stephanie Glenn, Workforce Development Director to present the Director's Report.

Director's Report**Adult Funding Discussion**

Stephanie Glenn provided an overview of the Workforce Adult Funding. She informed the Committee members that workforce will be creating a waitlist for all new participants who are interested in WIOA Adult services for the remainder of the program year, and until we receive our new grants. She informed the Committee members that the waitlist will not stop the services that we currently have in place, such as orientation, recruitment and intake. The committee did not provide any additional comment or concern regarding the waitlist and adult funding for the remainder of the program year.

Deputy Director's Report**Action Item:****Youth Funding Policy**

Stephanie Matthews, Workforce Development Deputy Director provided the Committee members an overview of the Youth Funding Policy. She asked for approval of the Youth Funding Policy.

Motion:

Brandon Eley made the motion to approve the Youth Funding Policy. Amanda Fields 2nd the motion. All Agreed.

Adjournment

Chairman Hilton called for the meeting to be adjourned at 10:21 a.m., All Agreed.