

RESA-I STATUS REPORT	
PROGRAM:	ABE TECHNOLOGY COORDINATION
DATE:	September 2011
STAFF:	LOUISE MILLER
FUNDING SOURCE:	STATE / FEDERAL

AREA: ADULT EDUCATION MANAGEMENT INFORMATION SYSTEM (AEMIS)		
ACTIVITIES	POPULATION SERVED	COMMENTS
Continued development of "Adult Basic Education Management Information System (AEMIS)" 1. General maintenance of error messages 2. Server software / hardware improvements a. Server and UPS Arrived b. Software Ordered c. Electrical Work being researched by John Watson 3. Programming updates for PY '12 sent to Strictly Business a. Log Attendance b. Student Achievement Report c. Hours Between Assessments	WV Adult Basic Education (ABE) Instructors / Administrators Statewide	Contract with Strictly Business, to maintain and continue development
Provide Technical Assistance to WVABE Instructors statewide upon request 1. Student Enrollment Deletions 2. Student Deletions 3. Class Deletions 4. Misc. Calls / E-mails 5. Created classes for PY'12 6. Class Site Deletions	WV Adult Basic Education (ABE) Instructors / Administrators Statewide	
AEMIS FAQ/Requests This Month 1. Duplicate Enrollments 2. Creation of PY '12 Classes	WV Adult Basic Education (ABE) Instructors / Administrators Statewide	

AREA: Professional Development Attended		
ACTIVITIES	POPULATION SERVED	COMMENTS
WV Growth Model: Applications and Implications	RESA 1 K-12	Civic Center, Charleston, WV September 22, 2011

AREA: Miscellaneous		
ACTIVITIES	POPULATION SERVED	COMMENTS
Site Visit	WVABE Statewide	Discuss AEMIS4U Fayette Plateau VoTech September 20, 2011
WVABE Statewide Enrollment Meeting	WVABE Statewide	WVDOE / Barry Kelly September 26, 2011

RESA-I STATUS REPORT	
PROGRAM:	ADULT BASIC EDUCATION & SPOKES
DATE:	September 2011
STAFF:	SHAWN COOK
FUNDING SOURCE:	STATE / FEDERAL

AREA: GED		
ACTIVITIES	POPULATION SERVED	COMMENTS
<p>Administer the GED Exam (Peter Minogue).</p> <p>Proctored GED exam for new examiner. Verified diploma obtainment for examinees.</p> <p>Worked with instructors to update examinee records.</p> <p>Assisted ABE instructors with registering students for the GED exam. Initiated invoices to pay counties for</p> <p>GED exams administered. Verified, coded and processed timesheets for examiners</p>	<p>Braxton, Mercer, Raleigh, Summers, Pocahontas Counties</p>	<ul style="list-style-type: none"> GED examination administered to 72 full and 29 partial examinees year to date. Also one accommodations test session

AREA: ABE		
ACTIVITIES	POPULATION SERVED	COMMENTS
<p>Program administration, including review of student information, leave, timesheets, travel and budgets.</p> <p>Technical assistance to ABE classes</p> <p>Worked with programs in Pocahontas and Webster to develop information booths for county fairs and festivals.</p> <p>Reviewed class profile data with Braxton, Wyoming.</p> <p>Facilitated Pocahontas ABE Advisory meeting</p> <p>Delivered 1 annual updates workshop.</p> <p>Facilitated Plato training</p> <p>Met with Durbin Fire Department/Jennifer Whitesis regarding establishment of distance learning center.</p>	<p>CCS, OIEP, Braxton, Greenbrier, Nicholas, Pocahontas, Summers, Webster, Wyoming & Braxton.</p>	<ul style="list-style-type: none"> Under RESA direction 1 full time and three part-time ABE classes conducted. Provided technical assistance and supervision to identified programs.

AREA: ABE cont.		
ACTIVITIES	POPULATION SERVED	COMMENTS
<p>Met with ABE Director and volunteers in Wyoming county. Provided TABE materials to program. Reviewed professional development for instructor.</p> <p>Provided Elmo carts to Mercer ABE program</p> <p>Verified, coded and processed timesheets for instructors and substitutes.</p> <p>Monitored budgets, prepared requisitions in WEVIS, coded invoices for payment.</p> <p>Met with ABE Director and volunteers in Wyoming county. Provided TABE materials to program. Reviewed professional development for instructor.</p>		
<p>Coastal Lumber Project</p> <ul style="list-style-type: none"> • Met with Fran Noble for briefing. • Development of brochure for program awareness. • Contact of all men via both phone and letter. • Referral of four men to programs. 	<p>Webster, Braxton, Nicholas, Pocahontas</p>	<p>Coastal Lumber has closed operations in six locations, resulting in lay-off of 230 men.</p> <p>Working with Fran Noble of the state Workforce office to develop adult education programs for the men affected.</p>

AREA: SPOKES		
ACTIVITIES	POPULATION SERVED	COMMENTS
<p>Monitoring</p> <p>Program administration, including review of student information, leave and budgets.</p> <p>Initiated Webster Computer Literacy program.</p> <p>Participated in 2 partner meetings with Summers, Webster and Greenbrier DHHR offices.</p> <p>Conducted two interviews and conducted pre-service for Spokes Sub instructor.</p> <p>Aided instructor with certification</p> <p>Facilitated WVAEA conference attendance</p>	<p>Programs in all counties</p>	<ul style="list-style-type: none"> • Under RESA direction 1 full time and 1 part-time Spokes classes conducted. • Conducted walk-throughs: 9 total for the year.

AREA: SPOKES cont.		
ACTIVITIES	POPULATION SERVED	COMMENTS
<p>Met with Braxton BOE for Spokes lease.</p> <p>Developed curriculum for Spokes: life literacy</p> <p>Verified, coded and processed timesheets for instructors and substitutes.</p> <p>Monitored budgets, prepared requisitions in WEVIS, & coded invoices for payment.</p> <p>Reviewed telephone bills for SPOKES classes to reduce costs.</p>		

RESA-I STATUS REPORT	
PROGRAM:	ADOLESCENT HEALTH INITIATIVE
DATE:	September 2011
STAFF:	Celi Van Dyke, Adolescent Health Coordinator
FUNDING SOURCE:	Office of Maternal Child and Family Health

AREA: EDUCATION AND AWARENESS		
ACTIVITIES	POPULATION SERVED	COMMENTS
9/13/11 Informed 14 members of the Raleigh County Family Violence Task Force about STOP team requirements and team building	Raleigh	This group is dedicated to developing a coordinated response address family violence in Raleigh County and help children have safer homes
9/8/11 Informed 2 parents at Glen Fork School about Girls on the Run	Wyoming	This project will be placed on hold until Spring session due to conflicts with student schedules but is designed to build assets in all 8 Asset Categories
9/9/11 conducted Zumba Fitness with 10 students at Beckley Stratton MS	Raleigh	Built Assets: Support, Constructive Use of Time, Positive Values, Positive Identity
9/19/11 informed 6 members of the Wyoming County Wellness Council about Girls on the Run	Wyoming	Promoted this program and tried to recruit coaches and sites for Spring 2012

AREA: LEADERSHIP AND COLLABORATION		
ACTIVITIES	POPULATION SERVED	COMMENTS
9/13/11 Attended the Wyoming County Family Resource Network Meeting	Wyoming	Provided updates about Girls on the Run and participated in the meeting
9/14/11 Facilitated the Summers County Substance Abuse Partnership monthly meeting	Summers	This group is dedicated to addressing substance use/abuse in Summers County in hopes of creating community where youth can thrive
9/8/11 Attended the McDowell County Family Resource Network Meeting	McDowell	Participated in strategic planning
9/2/11 Met with YMCA SWV staff to discuss fundraising possibilities for youth programs	Region 1	I am collaborating with YMCA staff to develop more activities for youth
9/16/11 Attended RESA 1 Staff Meeting	Region 1	Discussed possible audit, annual report, and strategic plan
9/18/11 Attended Read Aloud meeting	Raleigh	Networking with Read Aloud volunteers and school coordinators to promote this program that builds assets in all eight categories
9/21/11 Facilitated YMCA of SWV Get Up, Get Active Youth Movement Meeting	Region 1	Facilitated meeting, prepared minutes, and participated in planning of Healthy Kids, Healthy WV event
9/26/11 Attended the Health Opportunities for Positive Education (HOPE) Coalition meeting	McDowell	Networked with McDowell County partners, shared information about Adolescent Health, and learned about different local initiatives
9/28/11 Attended Children and Family First Meeting and Starting Points Advisory Board Meeting	Mercer	Networked with Mercer County partners, shared information about Adolescent Health, and learned about different local initiatives

AREA: LEADERSHIP AND COLLABORATION cont.		
ACTIVITIES	POPULATION SERVED	COMMENTS
9/29/11 Attended Region 1 School Wellness meeting	Region 1	Networked with regional partners and shared information about Adolescent Health

Other: This month I conducted professional development on various topics with 22 adults and built assets with 10 youth. I spent a considerable amount of time preparing for a training that was scheduled for 9/24/11 but then was cancelled at the last minute. Additionally, I was involved with 12 different community asset building teams in some capacity; most notably, I prepared two grants for two teams (\$3,000 for YMCA of Southern WV Youth Movement and \$2,500 for Girls on the Run of Southern WV). A lowlight this month was learning that the Saucony Grant that was submitted for YMCA in the amount of \$10,000 was declined but will be re-considered in their Winter funding cycle.

RESA-I STATUS REPORT	
PROGRAM:	COORDINATED SCHOOL PUBLIC HEALTH
DATE:	September 2011
STAFF:	Emily Meadows
FUNDING SOURCE:	WVDE Office of Healthy Schools

AREA: EDUCATION AND AWARENESS		
ACTIVITIES	POPULATION SERVED	COMMENTS
Presented to McDowell County administrators on wellness initiatives and CSPHP	McDowell County	
Presented to the RESA 1 Regional Council	McDowell, Mercer, Monroe, Raleigh, Summers, and Wyoming Counties	Superintendents gave suggestions for target areas in their counties
Promoted World Day to End Bullying (Oct. 3) amongst all schools with contest	McDowell, Mercer, Monroe, Raleigh, Summers, and Wyoming Counties	Schools can enter to win Wii prize pack for participating. Winner will be randomly drawn.

AREA: LEADERSHIP and COLLABORATION		
ACTIVITIES	POPULATION SERVED	COMMENTS
Attended County Wellness Council meetings	Mercer, Monroe, Raleigh, and Wyoming Counties	Assisted with Wellness Action Plan development
Attended RSWS Face-to-Face meeting @ RESA 3	McDowell, Mercer, Monroe, Raleigh, Summers, and Wyoming Counties	
Attended the SIG meeting at Mount View High School	McDowell County	
Met with Sandra Whitewing, TPP educator for Wyoming County	Wyoming County	Invited her to wellness meeting to meet important members. Developed a plan for implementation of Making Proud Choices
Attended the Summers County Substance Abuse Prevention Partnership meeting	Summers County	Working to improve collaboration with schools through SADD and tobacco cessation/suspension alternative programs
Met with Bonita Miano, Student Services to discuss plan for new McDowell wellness initiatives	McDowell County	
Attended the Get Up, Get Active Youth Movement planning meeting	Raleigh County	Finalized fall event schedules and improving our efforts within schools
Attended the WIN meeting at Raleigh County HD	McDowell, Mercer, Monroe, Raleigh, Summers, and Wyoming Counties	Discussed HPV and new vaccination standards
Attended the Summers County S3 meeting	Summers County	
Attended the Montcalm HS S3 meeting	Mercer County	
Attended and participated in the Governor's Substance Abuse Task Force meeting	McDowell, Mercer, Monroe, Raleigh, Summers, and Wyoming	

RESA-I STATUS REPORT	
PROGRAM:	MEDICAID
DATE:	SEPTEMBER 2011
STAFF:	JAMIE BAILEY
FUNDING SOURCE:	LOCAL / STATE

AREA: MEDICAID BILLING		
ACTIVITIES	POPULATION SERVED	COMMENTS
Billed Medicaid	McDowell	12,090.09
	Mercer	155,428.94
	Monroe	24,150.13
	Raleigh	40,050.53
	Summers	1,225.82
	Wyoming	51,365.10

AREA: MEDICAID		
ACTIVITIES	POPULATION SERVED	COMMENTS
Technical Assistance	McDowell	Transmitted billing files and ran remittances.
	Mercer	Assisted Mark with questions concerning Medicaid billing and provider enrollment. Transmitted billing files and ran remittances.
	Monroe	Transmitted billing files and ran remittances.
	Raleigh	Assisted Joyce Carnes with provider enrollment. Transmitted billing files and ran remittances.
	Summers	Transmitted billing files and ran remittances.
	Wyoming	Assisted with Medicaid billing and provider enrollment. Transmitted billing files and ran remittances.

AREA: MEDICAID		
ACTIVITIES	POPULATION SERVED	COMMENTS
Technical Assistance	All Counties	Prepared a Time and Effort Report for Medicaid and Special Education. Prepared Reimbursement and Transmittal Reports for all six counties. Prepared Professional Development / Service Report.
Meetings/Training	All Counties	

AREA: SPECIAL EDUCATION		
ACTIVITIES	POPULATION SERVED	COMMENTS
Susan Barnes	Special Education	Made copies, labels, & mailed packets

RESA-I STATUS REPORT	
PROGRAM:	PUBLIC SERVICE TRAINING
DATE:	September 2011
STAFF:	RICK RICE/SANDY HAWLEY
FUNDING SOURCE:	STATE

AREA: FIRE STARTED		
ACTIVITIES	POPULATION SERVED	COMMENTS
Emergency Vehicle Driving	Webster	Erbacon Fire Department
FOT/Incident Safety Officer	Fayette	Fayette County Fire Fighters
Fire Officer 1	Braxton	Gassaway Fire Department
Fire Officer 2	Braxton	Gassaway Fire Department
Firefighter 2	Mercer	Princeton Fire Department
Hazardous Materials Awareness	Greenbrier	Alderson Fire Department
Hazardous Materials Awareness	Mercer	Princeton Rescue Squad
National Incident Management ICS-300	Wyoming	Brenton Fire Department
Pump Operations	Fayette	Fayette County Fire Fighters
Vehicle Rescue Awareness	Fayette	Fayette County Fire Fighters
Vehicle Rescue Awareness	Summers	Summers County Fire Department
Vehicle Rescue Awareness	Webster	Webster Springs Fire Department
Vehicle Rescue Operations	Fayette	Fayette County Fire Fighters
Vehicle Rescue Operations	Summers	Summers County Fire Department
Vehicle Rescue Operations	Webster	Webster Springs Fire Department

AREA: FIRE COMPLETED		
ACTIVITIES	POPULATION SERVED	COMMENTS
Hazardous Materials Awareness	Mercer	Princeton Rescue Squad (12)
Incident Safety Officer	Fayette	Fayette County Firefighters (8)
National Incident Management ICS-300	Wyoming	Brenton Fire Department (7)
Pump Operations	Fayette	Fayette County firefighters (17)
Vehicle Rescue Awareness	Nicholas	Summersville Fire Department (13)
Vehicle Rescue Awareness	Fayette	Fayette County Firefighters (6)
Vehicle Rescue Awareness	Summers	Summers County Fire Department (12)
Vehicle Rescue Awareness	Summers	Talcott Fire Department (15)
Vehicle Rescue Awareness	Webster	Webster Springs Fire Department (17)
Vehicle Rescue Operations	Nicholas	Summersville Fire Department (16)
Vehicle Rescue Operations	Fayette	Fayette County Fighters (6)
Vehicle Rescue Operations	Summers	Summers County Fire Department (11)
Vehicle Rescue Operations	Summers	Talcott Fire Department (15)
Vehicle Rescue Operations	Webster	Webster Springs Fire Department (17)

AREA: EMS STARTED		
ACTIVITIES	POPULATION SERVED	COMMENTS
Basic EMT	Mercer	Princeton
Basic EMT	Raleigh	Best Ambulance Service
Basic EMT-Recertification	Braxton	Weyerhaeuser
Basic EMT-Recertification	Greenbrier	Alderson
Basic EMT-Recertification	Mercer	Princeton
Basic EMT-Recertification	Nicholas	Summersville
CPR	Braxton	Weyerhaeuser Corporation

CPR	Mercer	Princeton
CPR	Raleigh	Best Ambulance Service
CPR	Raleigh	MSHA/Beckley
EMT Mining	Raleigh	MSHA/Beckley
EMT Mining Recertification	Fayette	Alpha/Republic Energy
EMT Mining Recertification (2 Classes)	Nicholas	ALPHA/Brooks Run Coal
EMT Mining Recertification	Nicholas	ALPHA/Green Valley Coal
EMT Mining Recertification (2 Classes)	Nicholas	Fola Coal
EMT Mining Recertification	Nicholas	Summersville
EMT Mining Recertification	Raleigh	Mountaineer Mine
EMT Mining Recertification (2 classes)	Raleigh	MSHA/Beckley
EMT Mining Recertification (2 Classes)	Raleigh	Patriot Coal
EMT Mining Recertification (2 Classes)	Raleigh	Southern Safety
EMT Mining Recertification	Wyoming	Baylor Mining

AREA: EMS STARTED cont		
ACTIVITIES	POPULATION SERVED	COMMENTS
Basic EMT	Mercer	Princeton
Basic EMT	Raleigh	Best Ambulance Service
Basic EMT-Recertification	Braxton	Weyerhaeuser
Basic EMT-Recertification	Greenbrier	Alderson
Basic EMT-Recertification	Mercer	Princeton
Basic EMT-Recertification	Nicholas	Summersville
CPR	Braxton	Weyerhaeuser Corporation

AREA: EMS COMPLETED		
ACTIVITIES	POPULATION SERVED	COMMENTS
Basic EMT	Mercer	Princeton (15)
CPR	Braxton	Petro Tech (2)
CPR	Mercer	Princeton (15)
CPR	Summers	Summers County Spokes (7)
CPR	Wyoming	Pineville Fire Department (21)
CPR (3 Classes)	Wyoming	Rhino Eastern Mining (15)
EMT Mining (3 Classes)	Wyoming	Rhino Eastern Mining (15)
EMT Mining Recertification	Fayette	Alpha/Republic energy (6)
EMT Mining Recertification	Nicholas	Alpha/Green Valley Coal (45)
EMT Mining recertification (2 Classes)	Nicholas	Brooks Run Coal Company (26)
EMT Mining Recertification (2 Classes)	Nicholas	Fola Coal company (37)
EMT Mining Recertification (2 Classes)	Nicholas	Summersville (56)
EMT Mining Recertification	Raleigh	MSHA/Beckley (36)
EMT Mining Recertification	Raleigh	Mountaineer Mine (6)
EMT Mining Recertification (3 Classes)	Raleigh	Patriot Coal (40)
EMT Mining Recertification	Raleigh	Southern Safety (15)
EMT Mining Recertification	Wyoming	Baylor Mining (5)
First Aid	Braxton	Petro Tech (2)
First Aid	Summers	Summers county Spokes (7)
First Aid	Wyoming	Pineville Fire Department (22)
First Aid/Annual Retraining	Nicholas	Alpha/Nicholas Energy (60)

AREA: SCHOOL IN-SERVICE		
ACTIVITIES	POPULATION SERVED	COMMENTS
CPR First Aid	Raleigh Raleigh	Transportation (7) Transportation (7)

AREA: MEETINGS		
ACTIVITIES	POPULATION SERVED	COMMENTS
West Virginia State Fire Commission Charleston, September 15	WV Firefighters	Represent RESA 1
West Virginia Office of EMS Charleston, September 15	WV EMS Services	Represent RESA 1
RESA/Public Service Coordinators Fairmont, September 29	Public Service Training	Represent RESA 1

RESA-I STATUS REPORT	
PROGRAM:	Program Development
DATE:	August 2011
STAFF:	Michelle Moore
FUNDING SOURCE:	State & Federal

AREA: Substitute Training Class		
ACTIVITIES	POPULATION SERVED	COMMENTS
9/9/11 Met with Marsha Hutchinson, personnel coordinator, Raleigh County Schools concerning additions to the substitute training class and 3 rd day training	Raleigh County Schools	Will assist Dr. Emily Meadows in creating digital resource for substitute training
9/19/11 First day of Fall 2011 Substitute Training Class; Face-to-Face technical assistance	RESA 1 Substitute Teacher candidates 13 participants	
Notified participants of the substitute training class, revised course information, facilitated online course with weekly review of assignments and provided student feedback.	RESA 1 Substitute Teacher candidates (48 registered)	Answered questions, provided contact information, and assisted participants with navigation issues and course requirements.

AREA: 21st Century Community Learning Center		
ACTIVITIES	POPULATION SERVED	COMMENTS
9/1/11 Site visit and planning meeting with Vickie Webb for staff training	BEST CCLC Site Coordinator	Will training on lesson plan development, CSOs, & 21 st century skills
9/9/11 Met with Tanya Fatony, guidance counselor at WWHS for resources to be used for 21 st CCLC Parent Sessions	BEST CCLC students & parents	
Reviewed 09-10 and 10-11 grant awards, data reports, program documentation and new reporting system (CIPAS){cont.}	RESA 1 CCLC programs	Contacted Marsha Bailes and Terri Towle (CIPAS) for reporting clarifications
9/14 & 9/15/11 Provided staff training to 21 st CCLC teachers	BEST Afterschool teachers	Lesson plan development/new format, interactive CSOs, Teach21 resources, instructional guides, working with special education students, Y4Y site navigation, and question/discussion opportunity
9/19/11 Afterschool site visit	BEST CCLC students and staff 6 teachers; 79 students	Observed program organization, teacher directed activities, and assisted with recreational activities.
9/20/11 Demonstrated/trained teacher, Allyson Vest, on using the MIMIO interactive and interactive board software	BEST CCLC teachers	Teacher provides Language Arts instruction; teacher will train/assist other afterschool teachers with using the MIMIO
9/25-9/28/11 Attended the 21 st CCLC Quad State Conference, Columbus, OH with site coordinator, Vickie Webb	BEST & Summers County CCLC programs	Attended the State Directors' meeting on 9/28

AREA:	TIS Consortium	
ACTIVITIES	POPULATION SERVED	COMMENTS
Worked on plans for the RESA 1 TIS Consortium; contacted Bodie Fulford to be an advisor to the group	RESA 1 County and School based TIS/Technology Coaches	Consortium will meet Oct. 28, 2011
9/22/11 Planning meeting with Bodie Fulford, WVDE to begin the TIS Consortium	RESA 1 counties	Seek graduation credit from Marshall University, Edmodo for group platform, 4 meetings throughout the year with culminating activity for all county teachers to participate

AREA:	PRISM-WV	
ACTIVITIES	POPULATION SERVED	COMMENTS
9/7/11 Met with Margaret Ramsey to discuss plans for PRISM-WV teacher's meeting on 9/24/11	PRISM staff	
9/24/11 Presented Thinkfinity.org resource to PRISM-WV teachers	PRISM teachers 44 participants 3 PRISM staff	Made introduction to teachers and services available to teachers from RESA 1; shared additional web resources beneficial to social studies teachers; networking opportunity for the regional social studies fair

AREA:	SIG 1 & SIG 2 Schools	
ACTIVITIES	POPULATION SERVED	COMMENTS
9/29/11 Attended School Improvement Specialist networking session, Charleston Marriott	RESA 1 SIG schools	Set up meeting with River View High School principal for Tech Integration PD

AREA:	Social Studies Fair	
ACTIVITIES	POPULATION SERVED	COMMENTS
9/8/11 Meeting with Nelson Spencer, Dir. of Secondary Schools, Raleigh Co., to coordinate County Social Studies fair and participation in the Regional fair	Raleigh County Schools	Developed job posting for Raleigh County Social Studies Fair coordinator, will provide information, resources, and contact information to this person.

AREA:	Miscellaneous	
ACTIVITIES	POPULATION SERVED	COMMENTS
9/9/11 Met with Marsha Smith, WWHS principal to plan performance task for Technology Coach interviews.	Administrator, WWHS Technology Coach Applicants	Developed technology-based performance task
9/9/11 Attended Workforce WV grant bidders conference	RESA 1 counties	
9/11/-9/12/11 Attended RESA Directors'/Program Directors' meeting, Martinsburg, WV		Product demonstration by Teacher Studio, collaborative meeting with Exec. Directors and PD Directors
9/13/11 Conducted performance task interviews for the WWHS Technology Coach position	WWHS Technology Coach applicants	

AREA:	Miscellaneous	
ACTIVITIES	POPULATION SERVED	COMMENTS
Attended Sopris-West webinar: Engaging Reading		
9/23/11 Attended Bidders' conference at the Higher Ed Policy Commission	RESA 1 counties	Possible grant for middle school writing teachers (continuation of WOW)
Phone/email contact with Kirk Gerdes, U.S. Dept. of Energy and Susan Barton, WVU Tech concerning the Regional Science Bowl		Ms. Barton and WVU Tech will host/coordinate the Regional Science Bowl; Michelle will contact high school science teachers in RESA 1 to follow up communication about the event and encourage participation
Networking liason for WVSU NASA SEMAA program	RESA 1 counties 21 st CCLC programs in all RESA 1 counties	

STATUS REPORT	
PROGRAM:	TECHNOLOGY SERVICES
DATE:	September 2011
STAFF:	JOHN D. WATSON
FUNDING SOURCE:	STATE / LOCAL

AREA: REPAIR AND INSTALLATION SERVICES		
ACTIVITIES	POPULATION SERVED	COMMENTS
Twelve field technicians responding to work orders and assistance requests.	Entire RESA 1 service area	The team of 12 field technicians responded to 1573 work orders and assistance requests throughout the service area. The technicians addressed 49 server issues 25 network issues 10 WVEIS issues 7 data circuit issues 30 router issues 1343 workstation issues 109 printer and miscellaneous issues

AREA: TRAINING		
ACTIVITIES	POPULATION SERVED	COMMENTS
Provide training and support for technicians.	Entire RESA 1 service area	Onsite and remote support for technician projects, network issues, device configuration, etc. Best practice recommendations and advice.
Provide Internship opportunity	RESA 1	Created an internship opportunity to serve the needs of local IT student.

AREA: INFRASTRUCTURE SUPPORT		
ACTIVITIES	POPULATION SERVED	COMMENTS
AEMIS Server upgrade project	AEMIS service area	Request estimate on power upgrade from local electrical firm. Server received, software is 75%, waiting on Cold Fusion.
BTOP Router Installations	Entire RESA 1 service area	Installation of routers in several schools, preparation for installations continue in several counties
Disconnect of Data circuit	Summers County	Created TCR orders for vendor disconnect of unused data circuit.

AREA: PERSONNEL		
ACTIVITIES	POPULATION SERVED	COMMENTS
Technician accountability.	Entire RESA 1 service area	Continued improved tracking and verification procedures for timesheet related issues.
Hiring of technician	Monroe County	Initial training and orientation for new technician.
Hiring of technician	Mercer County	Transfer of technician to new county assignment.

AREA: Special Projects		
ACTIVITIES	POPULATION SERVED	COMMENTS
Moodle Server	Entire RESA 1 Service area	Support for users and new technologies in learning management system.
SPOKES Upgrades	RESA 1 SPOKES service area	Visiting SPOKES locations to install/replace/repair technology.
Investigator Accounts	Wyoming County	Created DHCP reservations for the creation of investigator accounts.
Invitation to try online work order system	Monroe County	Worked with technology coordinator to setup county to use our online work order system.

RESA-I STATUS REPORT	
PROGRAM:	WVEIS
DATE:	September 2011
STAFF:	DEENA TYREE / SUSIE HANDY
FUNDING SOURCE:	STATE

AREA: WVEIS		
ACTIVITIES	POPULATION SERVED	COMMENTS
Backups/Extra System Saves	All Counties	30 Daily Saves all critical data. Extra FMS and EMS saves and restores. Entire system saved monthly. Saves performed at Consolidation Site (RESA III)
Initializing Cartridges and Diskettes	All Counties	For use on AS400 for backup. Cartridges are at Consolidation Site (RESA III).
Program Updates/Upgrades	All Counties	All software changes and updates loaded at Consolidation Site (RESA III)
Equipment Failures	RESA-I	None to report.
Devices/Configurations	All Counties	Devices configured as needed for new installations or problems in all counties.
Phone Communication Failures	All Counties	GTE failures in Mercer, McDowell, Raleigh.
System Jobs/Tasks	All Counties	Control Language Programming, Library and Program Maintenance. Library reorganization completed for all counties. Reorganized/cleaned up save files in preparation for AS400 System Maintenance performed at RESA III.

NARRATIVE: Daily Backups, Program Updates, Monthly Saves and AS400 Maintenance.

AREA: USER/PHONE SUPPORT		
ACTIVITIES	POPULATION SERVED	COMMENTS
Assisted All Schools on-line to WVEIS concerning all phases of software support.	All Counties	Designed various reports for all applications.
Assisted all counties on-line with EMS, HMS, FMS, FAS and WHS.	All Counties	Assisted counties with Self-Backups, Queries, IQ and Web-Based WVEIS.

NARRATIVE: Assisted Users by phone, in person, system messages and emails.

AREA: IN-HOUSE DATA PROCESSING		
ACTIVITIES	POPULATION SERVED	COMMENTS
Query Design	All Counties	Designed FMS, EMS, HMS and SMS Queries for all counties on-line. Implementing IQ software and security and Sequel software and security.
Database Maintenance and Development	All Counties	Printed mailing labels, rolodex cards, student schedules and teacher rosters for various Raleigh County Schools.
User Menus	All Counties	Assigned menus to users as required.
EMS, FMS, WHS, HMS, FAS Processing	All Counties	Direct Deposit generated for Mercer County and Raleigh County, transmitted via Internet for Mercer and to BB&T for Raleigh. EMS Retirement submitted electronically for Raleigh County to the Retirement Board. Bank Reconciliation completed for RESA, Raleigh, McDowell, Summers, Mercer, Monroe and Wyoming Counties.

AREA: WVEIS		
ACTIVITIES	POPULATION SERVED	COMMENTS
Set up New Users as requested. Set up new User Assignments for 2011-2012 School Year. Assisted with First Month Student Enrollment submissions.	MCDOWELL	Assisted schools with 2011-2012 Scheduling issues and enrollment issues.
Set up New Users as requested. Set up new User Assignments for 2011-2012 School Year. Assisted with First Month Student Enrollment submissions.	RALEIGH	Assisted schools with 2011-2012 Student Scheduling issues. Conducted training sessions for Pre-School Teachers on WVEIS 'WOW' and conducted training session for new WVEIS Users. Assisted with First Month Enrollment Issues.
Set up New Users as requested. Set up new User Assignments for 2011-2012 School Year. Assisted with First Month Student Enrollment submissions.	MONROE	Assisted James Monroe HS with scheduling issues for 2011-2012. Assisted with First Month Enrollment Issues.
Set up New Users as requested. Set up new User Assignments for 2011-2012 School Year. Assisted with First Month Student Enrollment submissions.	SUMMERS	Assisted schools with 2011-2012 Scheduling Issues and First Month Enrollment Issues.
Set up New Users as requested. Set up new User Assignments for 2011-2012 School Year. Assisted with First Month Student Enrollment submissions.	WYOMING	Assisted schools with 2011-2012 Scheduling Issues and First Month Enrollment Issues.
Set up New Users as requested. Set up new User Assignments for 2011-2012 School Year. Assisted with First Month Student Enrollment submissions.	MERCER	Assisted schools with 2011-2012 Scheduling Issues and First Month Enrollment Issues.

RESA-I STATUS REPORT	
PROGRAM:	WV WORKS ASSESSMENT SPECIALIST
DATE:	September 2011
STAFF:	SAMUEL SMITH
FUNDING SOURCE:	FEDERAL

AREA: TESTING		
ACTIVITIES	POPULATION SERVED	COMMENTS
Clay County Boone County Fayette County Greenbrier County Logan County McDowell County Mercer County Mingo County Monroe County Nicholas County Raleigh County Summers County Wyoming County	DHHR Clients, WV Works Dept., SPOKES students	Administered Test of basic skills in Reading, Math and Language at all levels. (Test of Adult Basic Education) Scored, processed, and returned results to WV Works Supervisors in all 13 counties in timely, efficient manner. Administered Emotional Health Inventory and Learning Needs Screening in all 13 counties. Administered Workkeys Assessment in four counties.

AREA: COORDINATION		
ACTIVITIES	POPULATION SERVED	COMMENTS
Accumulated statistical data from counties; prepared monthly reports and transmitted to State Department of Education. Attended trainings at WVAE Conference regarding EHI, LNS, WorkKeys Assessments, met with DHHR partners	WVDE	