

RESA-I STATUS REPORT	
PROGRAM:	Adolescent Health Initiative
DATE:	
STAFF:	Selina Vickers, Adolescent Health Initiative Coordinator
FUNDING SOURCE:	State and Federal

AREA: Increasing Adolescent Well visits		
ACTIVITIES	POPULATION SERVED	COMMENTS
Wyoming Co Wellness Team	Wyoming County	Gave out 20 "Let's Talk" papers. (positive youth development) Gave out 20 resource papers to identify what the AHIC can provide (positive youth development, bullying prevention, adolescent well visits, immunization, improved nutrition, increasing physical activity). Gave out 20 FLASH registration and information forms (positive youth development).
Summers County FRN Meeting	Summers Co	Attended Summers Co FRN meeting. Shared what I can do for bystander, wellness, bullying, Let's Talk, YMHFA, etc
Summers County Health Dept.	Summers Co	Visited clinic and discussed services offered to teens and how to increase teen access of their clinic.
Erma Byrd Center	RESA 1 and WV	Distributed information on building positive youth development, increasing adolescent well visits, bullying prevention. Also gave out info on Let's Talk month - including T-shirts and magnets.

AREA: Decrease bullying		
ACTIVITIES	POPULATION SERVED	COMMENTS
Internet Safety Training	McDowell Co	Met with 100 middle school students at Sandy River Middle School. Trained on internet safety and ways to avoid bullying/cyberbullying and avoid being a person who does that.
Raleigh Co Service Employees Service Training Day	Raleigh Co	Trained 122 Raleigh Co Service Employees on bystander intervention. Discussed school policy, bystander effect and trained on 4 options.

FLASH for Elementary	RESA 1 and WV	FLASH training for Elementary teachers. Curriculum includes bullying prevention, cyber bullying and bystander skill building.
FLASH for Middle and High Schools	RESA 1 and WV	FLASH for Middle and High School Health teachers. FLASH includes bullying prevention, internet safety and building bystander skills.
Erma Byrd Center	RESA 1 and WV	Distributed information on building positive youth development, increasing adolescent well visits, bullying prevention. Also gave out info on Let's Talk month - including T-shirts and magnets.
Social media messaging	RESA 1 and WV	Promoted bystander intervention on social media through WV TAG and RESA 1 Facebook pages, as October is Bullying Prevention month.
Saint Francis Elementary and Middle School	Raleigh Co	Coordinated training for 125 elementary and middle school students on bystander intervention and how to stand up to bullying. Note: I was unable to do this training myself. The RSWS provided the training.

AREA: Foster nurturing relationships between young people and caring adults (positive youth development)		
ACTIVITIES	POPULATION SERVED	COMMENTS
Newspaper article	RESA 1	Interview with local news reporter. Reported on Let's Talk month, gave resources for positive youth development.
Internet Safety Training	McDowell Co	Met with 100 middle school students at Sandy River Middle School. Trained on internet safety and included the importance of talking with parents, reporting to parents when disturbing things happen online. Gave internet safety contract and "homework" to take home and discuss and complete with parent or caregiver.
FLASH for Elementary	RESA 1 and WV	FLASH training for 8 Elementary teachers. All lessons include

		homework for kids to do with a parent or guardian and discuss home values and expectations
FLASH for Middle and High Schools	RESA 1 and WV	FLASH training for 15 middle and high school health teachers. Curriculum includes homework after each lesson for parents and students to discuss about relationships and discuss home values and expectations
Erma Byrd Center	RESA 1 and WV	Distributed information on building positive youth development, increasing adolescent well visits, bullying prevention. Also gave out info on Let's Talk month - including T-shirts and magnets.

RESA-I STATUS REPORT	
PROGRAM:	Adult Basic Education Technology Coordination West Virginia
DATE:	
STAFF:	Louise Miller, Technology Coordinator
FUNDING SOURCE:	State and Federal

AREA: Adult Education Management Information System (AEMIS)		
ACTIVITIES	POPULATION SERVED	COMMENTS
<p><i>Continued development of "Adult Basic Education Management Information System (AEMIS)"</i></p> <ol style="list-style-type: none"> 1. General maintenance of error messages 2. Updates to AEMIS2 3. Updates to AEMIS for PY2017 4. Updates to various reports 	<p>WV Adult Education (WVAdultEd) Instructors / Administrators Statewide</p>	<p>Contract with <i>Strictly Business</i>, to maintain and continue development</p>
<p>Provide Technical Assistance to WVAdultEd Instructors statewide upon request</p> <ol style="list-style-type: none"> 1. Program Improvement 2. Misc. Calls / E-mails 3. Reset Passwords 4. Activate User Profiles 5. Create / Update Classes 	<p>WV Adult Education (WVAdultEd) Instructors / Administrators Statewide</p>	

AREA: Professional Development Provided		
ACTIVITIES	POPULATION SERVED	COMMENTS
WIOA Simplified	WVAdultEd Statewide	October 17, 2016
3D Printing	Fayette County WVAdultEd	October 26-27, 2016

AREA: Professional Development Attended		
ACTIVITIES	POPULATION SERVED	COMMENTS
WVAEA Conference	WVAdultEd Statewide	October 17-20, 2016
NRS Reporting National Training	WVAdultEd Statewide	October 4-6, 2016

AREA: Misc		
ACTIVITIES	POPULATION SERVED	COMMENTS

Strictly Business	WVAdultEd Statewide	AEMIS Updates August 17, 2017
RESA-I STATUS REPORT		
PROGRAM:	Adult Education & Spokes	
DATE:	October 31, 2016	
STAFF:	Shawn Cook, Director, Nancy Shannon, Secretary Teachers - Peter Minogue, Sandra Adkins, Carmella Browning, Jared Cantrell, Christine Elkins, Tammy Judy, Helena Ellis, Teresa Godwin, Melanie Hayslette, Tammy Judy, Julia Williams, Sheila Radford, Tiffanie Bishop, Joy Walker, Tina White	
FUNDING SOURCE:	State and Federal	

AREA: Adult Education Coordination and Administration		
ACTIVITIES	POPULATION SERVED	COMMENTS
Program administration, including: <ul style="list-style-type: none"> • Review of AEMIS • Process leave and timesheets, budgets for AdultEd classes. • Monitored budgets, prepared requisitions in WEVIS, coded invoices for payment. • Reviewed budgets and transaction reports. • Facilitate and administer TASC (Minogue) exam 	Braxton Monroe Pocahontas Webster Wyoming All Spokes Braxton/Greenbrier/Pocahontas/ Summers/Monroe/Mercer	
<ul style="list-style-type: none"> • Completed pre-audits for Denmar and Pocahontas AdultEd programs. 	Pocahontas	
<ul style="list-style-type: none"> • Attended and supported Fall Conference. Facilitated the attendance at the conference of nine RESA, as well as Wyoming and McDowell staff. 	All programs	
<ul style="list-style-type: none"> • Interviewed and hired one sub instructor for Spokes program 	Greenbrier	
<ul style="list-style-type: none"> • Attended RESA staff meeting 		
<ul style="list-style-type: none"> • Coordinated and conducted interviews for hiring of Spokes instructors in Wyoming and Braxton counties. 	Wyoming & Braxton	
<ul style="list-style-type: none"> • Conducted pre-service for Greenbrier AdultEd director 	Greenbrier	
<ul style="list-style-type: none"> • Facilitated work fair field trip 	Summers	

AREA: WIOA Collaboration		
ACTIVITIES	POPULATION SERVED	COMMENTS
Monitored WIOA referrals	All	
Attended Greenbrier collaborative	Greenbrier	
Supported Pocahontas Workforce Center Re-Opening	Pocahontas	

AREA: Program Visits & Work with Programs		
ACTIVITIES	POPULATION SERVED	COMMENTS Visits YTD
	Anthony Correctional Center	
Program visit (24)	Braxton AdultEd	2
Conducted pre-audit	Denmar/GBC	1
	Fayette AdultEd	
	Fayette Spokes	
	Greenbrier AdultEd	
	Greenbrier Spokes	
	McDowell AdultEd	2
	McDowell Spokes	2
	Mercer AdultEd	1
	Monroe AdultEd	1
Attended graduation and provided resources for instructor	MOCC OIEP	1
	Nicholas FRF Nicholas Spokes	2
Conducted pre-audit Program visit	Pocahontas AdultEd /Spokes	4
	Raleigh AdultEd	3
	Raleigh Spokes	2
	SR J	
	CRJ	
	SCC-CCS	1
Attended Summers College fair	Summers Lamp/Spokes	2
	Webster AdultEd / Spokes	1
Program visit (6/21/26)/provided instructor resources	Wyoming AdultEd /Spokes	5

AREA: Spokes Programs		
ACTIVITIES	POPULATION SERVED	COMMENTS
Braxton: Tharp/Bishop/Walker • Guest Speaker Ami Cook		
Fayette: Shelia Radford & Tiffanie Bishop • 6 – Interviews • 2 – Customer Service, Level 1 • 1 – IC3 Certification • 1– Living Online Achievement Credential • 1 – Key Applications Achievement Credential • 1– Computing Fundamentals Achievement Credential • 1 – WV Welcome Certifications • Shadowing: Teresa Godwin shadowed on 10/28. Carmella Browning and Becky Taylor shadowed on 10/31. • 1- FAFSA • 1 - Job Fair		

<p>Greenbrier: Teresa Godwin & Tina White</p> <ul style="list-style-type: none"> • Attended WVAEA Fall Conference • 3 students had a total of 7 job interviews • 2 obtained employment • 2 Customer Service Pt 1 certificates • 1 Customer Service Pt 2 certificate • 2 FEMA Certificates • 4 WVU Nutrition classes with Elizabeth Reynolds • Participated in College Exploration Week • Held a celebratory pizza lunch for those going to work • Shadowed in the Oak Hill class • Attended final planning meeting for Work Forces annual Veterans Recognition reception. 	
<p>McDowell: Cantrell & Walker</p> <ul style="list-style-type: none"> • 11 CPR/First Aid Certifications • 5 FEMA Certificates • 4 CSR I and CSR II Certifications • 2 Job Interviews • 1 Student Passed TASC Exam • 1 Student passed parts of TASC • 1 WIOA Referral to Voc. Rehabilitation 	
<p>Monroe: Judy & White</p> <ul style="list-style-type: none"> • Attended the WVAEA Fall Conference • 1 WIOA Referral • 2 students Job Interview • 2 students gained employment • 8 students certified CPR/ First Aid/ AED • 1 student registered for TASC • WVU Extension Service Nutrition Counselor Elizabeth Reynolds hosted classes 1 and 2 • Participation in College Exploration Week 	
<p>Nicholas: Adkins & Bishop</p> <ul style="list-style-type: none"> • Collaborated with Jill Cerankowski on updating of WORT-CERT by request of Debra Conrad and Christina Harper • Attended WVAEA Fall Conference (10-17 to 10-20) • Presented PD Session LESSON 2: Contextualized Instruction • Presented PD Session WORK-CERT: Ready to Work • Elected to the Board of Directors of WVAEA for 1 year term (filling unexpired term) • Participation in College Application & Exploration Week • 1 student passed Accuplacer needing <u>NO developmental classes!</u> • 1 student accepted at New River Community & Technical College • 1 student completed FAFSA • WVU Extension Agent, Lauren Weatherford presented Money & Budgeting • 2 WV Welcome Certificates • 2 completed Computer Essentials w/Gold in all 3 areas • 1 student obtained employment 	

<ul style="list-style-type: none"> • 5 interviews for students • 1 student completed WV Choice Training • 1 student obtained Food Handler's Card 	
<p>Pocahontas: Williams & White</p> <ul style="list-style-type: none"> • Attended the WVAEA Fall Conference • 5 WIOA Referrals • 3 student gained employment • 3 students took TRA • 3 students passed TRA • 3 students registered for TASC test • 1 Silver National Career Readiness Certification • 3 WV Welcome Hospitality Certifications • Attended Pocahontas County Career Center Grand Re-Opening • 1 Job Shadowing Experience • 3 Job Interviews • 7 SPOKES Modules Completed • 1 Career Exploration Activity • 1 College Exploration Activity 	
<p>Raleigh: Ellis & Bishop</p> <ul style="list-style-type: none"> • Attended WVAEA Fall Conference • WVU Extension Service Nutrition Counselor guided field trip at KROGER-focused on nutrition and budgeting • 3 students registered to vote • WVU Ex Service-Terrill Smith-presentation-Money • WVU Ex Service-Terrill Smith- Don't Marry a Jerk/Jerkette • 1 WIOA referral • 10 job interviews • 4 students gained employment • 4 students took TASC exam • 2 students passed TASC-2 passed 4 exams • 3 students attended Resource Fair at Erma Byrd Center • 9 FEMA certificates • 1 Computer Essentials Silver Certificate • 2 West Virginia Welcome Certificates • 3 Customer Service Certificates-Part I • Participation in College Exploration Week 	
<p>Summers: Browning & Walker</p> <ul style="list-style-type: none"> • Attended WVAEA Conference • Customer Service 1- 2 • Customer Service 2- 2 • WV Welcome 2 • FEMA Certification- 1 • Registered to Vote- 5 • Summers County Adult Ed. & SPOKES College Night-3 attended • 2 students completed FAFSA 	

<ul style="list-style-type: none"> • 4 attend Nutrition Class • Computer Essentials Platinum-1 • Computer Essentials Gold-1 • 3 IC3 Key Applications certificate • 3 IC3 Certified • Student Success Luncheon Held • 2 students had Job Interviews • 5 students attended Job Fair at Erma Byrd Learning Center 	
<p>Webster: Melanie Hayslette</p> <ul style="list-style-type: none"> • Attended WVAEA Conference • Participated in Domestic Violence Awareness Month with Connie Lynch • 2 Students achieved Customer Service Part 1 Certification • 4 FEMA Certifications • 3 EVERFI Certificates • 1 TRA • 10/12/16 Martin Kniley Testing EHI • Participated in College Exploration Week • 1 student began job training • 2 Job Interviews • 3 WIOA Referrals to me • 2 WIOA Youth Connection Referrals from me • 2 WV Welcome Certificates • 1 student enrolled in college and completed FAFSA 	
<p>Wyoming: Ballard & Walker</p> <ul style="list-style-type: none"> • 	

Career Development Consultant Reporting Form

Name: Joy Walker

Date: August 31, 2016

	Student	YTD	
Activity	# Participating	# Participating	Comments
Resumes Updated	8	18	
Student Credentials			
<ul style="list-style-type: none"> • CPR/First Aid 	11	11	
<ul style="list-style-type: none"> • Food Handlers 			
<ul style="list-style-type: none"> • Other 	6	6	WV Welcome Cert., Nutrition Class
Career Exploration Activity	8	8	
Students Obtaining Employment		3	Had interviews
Job Fairs	5	5	Joe Manchin/WorkForce WV-Summers SPOKES/AE
Guest Speakers			
Resource Fair			
Facilitated Monthly Programs			
<ul style="list-style-type: none"> • New Parents – Wyoming Co. 			
<ul style="list-style-type: none"> • Other 			Assisted w/ preparation for Pocahontas Job Fair
Follow-up			
Job Shadow-CDC Training			
Trainings Attended	1		WVAEA Conference
DHHR Meetings	3	3	
Substitute Days			
Employer Contacts			Several at Erma Byrd 10/28/16 Job Fair

Name: Tiffanie Bishop

Date: October 31, 2016

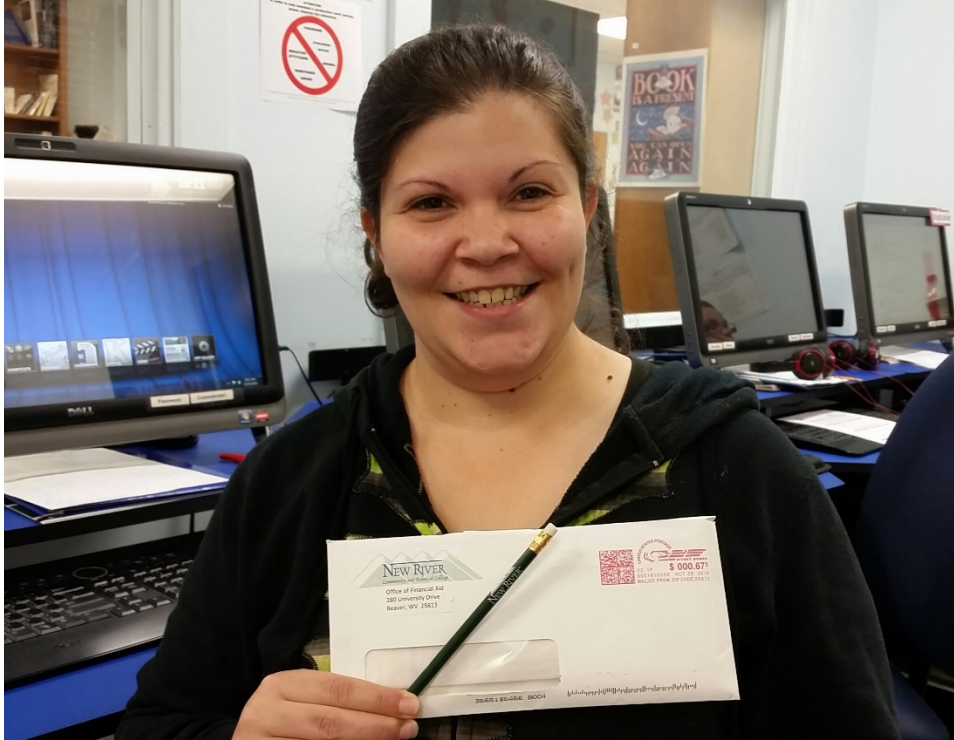
	Student		
Activity	# Participating	YTD	Comments
Resumes Prepared	14	51	
Student Credentials			
• CPR/First Aid			
• Food Handlers			
• Other			
Career Exploration			
• WV Strategic Compass	6	20	
• CFWV	5	11	
• Other			
Students Obtaining Employment	4	23	
Students Withdrawn	3	8	
Job Fairs	1	1	5 total attended
Guest Speakers	4	8	
Students entered postsecondary	0	2	
CDC			
Established Monthly Programs			
• New Parents –			
• Other			
Modules/Workshops taught	2	4	
Additional Portfolio	5	13	
Trainings Attended	2	6	
DHHR Meetings	1	6	
Substitute Days	1	5	
Employer Contacts	3	11	RGH, Panera, WV Choice various @ job fair.

AdultEd & SPOKES: News & Notes

Nicholas SPOKES



SPOKES Instructors Jill Cerankowski (Mercer) and Sandra Adkins (Nicholas) take time out to take a "selfie" while SPOKES instructors attending the WORK-CERT: Ready to Work Certification session at the WVAEA Fall Conference held October 17 to 20, 2016 at Stonewall Jackson Resort. Sandra and Jill were asked by Debra Conrad, SPOKES Coordinator, and Christina Harper, SPOKES Specialist, to update the professional development session that was last presented in 2011. Approximately 20 SPOKES instructors from around the state participated in the 3-hour session which included interactive participant polling with Poll Everywhere, activities to link SPOKES modules with employer expectations, sharing of best practices to encourage punctuality, and skits showing how to promote certifications in an interview. Debra Conrad shared later that several instructors said "it was the best session of the conference"!



Nicholas SPOKES student Gena Tinnel recently celebrated successfully passing her Accuplacer placement test at New River Community & Technical College. Gena doesn't need to take any developmental classes. Way to go Gena! The SPOKES class celebrated with the Family Learning Center Adult Education students on October 28 with a pizza party. The Family Learning Center had 3 students who passed parts of their TASC exam. It was a great day for everyone!

Wyoming County



Wyoming County SPOKES/Adult Ed student Alicia Tolliver (front left) recently celebrated passing her HSE with a luncheon at Fox's Pizza in Pineville. Alicia is an excellent example of what hard work and dedication will do. Alicia passed her Reading, Social Studies and Science but failed the Math and Writing. Not discouraged, she studied more and passed the Math (and was delighted!), however, she did not pass her Writing. On her third try – she passed her Writing! Congratulations Alicia – you persevered and accomplished your goal! You make us proud!!

RESA-I STATUS REPORT	
PROGRAM:	Assessment
DATE:	
STAFF:	Samuel Smith, Assessment Specialist
FUNDING SOURCE:	TANF

AREA: AREA: Testing 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

ACTIVITIES	POPULATION SERVED	COMMENTS
Administered Test of basic skills in Reading, Math and Language at all levels. (Test of Adult Basic Education)	DHHR Clients, WV Works Dept., SPOKES students	
Scored, processed, and returned results to WV Works Supervisors counties in timely, efficient manner.	DHHR Clients, WV Works Dept., SPOKES students	
Administered Emotional Health Inventory and Learning Needs Screening.	DHHR Clients, WV Works Dept., SPOKES students	
Administered WorkKeys Assessments	DHHR Clients, WV Works Dept., SPOKES students	

AREA: Coordination		
ACTIVITIES	POPULATION SERVED	COMMENTS
Accumulated statistical data from counties; prepared monthly reports and transmitted to State Department of Education.	WVDE WV Works	

RESA-I STATUS REPORT	
PROGRAM:	Graduation 20/20
DATE:	October 2016
STAFF:	Teresa Epperley, Graduation Specialist
FUNDING SOURCE:	State and Federal

AREA: Professional Learning		
ACTIVITIES	POPULATION SERVED	COMMENTS
Collaboration with Solution Tree and Dr. Eric Twadell to bring a day of training to all schools in RESA 1. 88 educators attended the training.	Teachers, administrators, and district personnel	Dr. Twadell continued working with schools who are working on effective PLCs. This was a continuation of the training he did for us in July, and included guiding the teams in creating common formative assessments.

AREA: Support and Collaboration		
ACTIVITIES	POPULATION SERVED	COMMENTS
Attended and participated in school leadership team meetings for Graduation 20/20	Teachers, counselors, administrators	We added one more school to the initiative, bringing our total number of schools to 15 - 14 high schools and 1 middle school
Attended the RESA Collaborative meeting in Clarksburg	RESA personnel	This meeting was led by an assistant principal who guided the group in how to implement an unconference. The information provided was very helpful as we continue to look for ways to engage educators in the Learning School initiative.
Received a grant from WVDE that will help fund our graduation coaches through May 2017	At-risk students in our high schools will benefit from this grant	These funds will help to pay our coaches through May of this school year and allow coaches to work at a minimum of one day per week with at-risk students in our high schools (that have/wanted a coach).

RESA-I STATUS REPORT

PROGRAM:	MEDICAID
DATE:	October 31,2016
STAFF:	Jamie Bailey, Medicaid Specialist
FUNDING SOURCE:	State and Local

AREA: MEDICAID BILLING

ACTIVITIES	POPULATION SERVED	COMMENTS
Billed Medicaid	McDowell	\$76.66
	Mercer	\$15,574.71
	Monroe	
	Raleigh	\$23,538.44
	Summers	\$1,688.82
	Wyoming	

AREA: MEDICAID

ACTIVITIES	POPULATION SERVED	COMMENTS
Technical Assistance	McDowell	Assisted with provider enrollment. Transmitted billing files and ran remittances
	Mercer	Assisted with provider enrollment and billing questions. Transmitted billing files and ran remittances.
	Monroe	Assisted with provider enrollment and questions concerning billing.
	Raleigh	Assisted with provider enrollment Transmitted billing files and ran remittances
	Summers	Assisted with provider enrollment and questions concerning billing. Transmitted billing files and ran remittances
	Wyoming	Assisted with provider enrollment Transmitted billing files and ran remittances

AREA: Special Education

ACTIVITIES	POPULATION SERVED	COMMENTS
Technical Assistance		Inputted Professional Development data, made copies, prepared folders, and mailed letters.

AREA: Meetings

ACTIVITIES	POPULATION SERVED	COMMENTS

RESA-I STATUS REPORT	
PROGRAM:	Public Service Training
DATE:	October 2016
STAFF:	Robbie Bailey, Coordinator Sandy McClung, Regional Wellness Specialist
FUNDING SOURCE:	State

AREA: CPR		
ACTIVITIES	POPULATION SERVED	COMMENTS
HEALTHCARE PROVIDER CPR	RALEIGH	ARCH COAL
HEALTHCARE PROVIDER CPR	RALEIGH	RALEIGH CONVENTION CENTER
CPR	GREENBRIER	RUPERT FD
CPR	GREENBRIER	ALDERSON FD

AREA: First Aid classes		
ACTIVITIES	POPULATION SERVED	COMMENTS
FIRST AID	GREENBRIER	RUPERT FD
FIRST AID	GREENBRIER	ALDERSON FD
FIRST AID	SUMMERS	WV WILDLIFE OFFICE
FIRST AID	RALEIGH	ARCH COAL

AREA: Fire Classes		
ACTIVITIES	POPULATION SERVED	COMMENTS
FIRE EXTINGUISHER SAFETY	RALEIGH	REGISTER HERALD STAFF
FIRE OFFICER 1&2	MCDOWELL	MCDOWELL 911
FIRE OFFICER 1&2	WYOMING	PINEVILLE FD
RESCUE CORE	FAYETTE	ARMSTRONG CREEK FD
RESCUE CORE	RALEIGH	BRADLEY PROSPERITY FD

AREA: EMS Classes		
ACTIVITIES	POPULATION SERVED	COMMENTS
EMT-M R4	RALEIGH	ARCH COAL
EMT-M R4	RALEIGH	RALEIGH CONVENTION CENTER
EMT-M R4	RALEIGH	MARFORK - ALPHA

AREA: Meetings		
ACTIVITIES	POPULATION SERVED	COMMENTS
RALEIGH COUNTY 911	RALEIGH	RALEIGH COUNTY FIREFIGHTERS ASSOCIATION
PINEVILLE FD	WYOMING	WYOMING COUNTY FIREFIGHTERS ASSOCIATION

RESA-I STATUS REPORT	
PROGRAM:	Regional School Wellness
DATE:	October 2016
STAFF:	Sandy McClung, Specialist
FUNDING SOURCE:	State - WVDE

AREA: Meetings /Conference/calls		
ACTIVITIES	POPULATION SERVED	COMMENTS
Handle with Care Conference	All Counties	Charleston October 10,11,13 2016
Team Nutrition Conference	All Counties	Charleston October 12, 2016
Attended WVDE meeting	Raleigh & McDowell Counties	Charleston October 12, 2016 (Four RESA 1 schools recognized for their efforts in LMAS)
McDowell County Wellness meeting with ATOD meeting in Welch	McDowell County	October 17, 2016 discussed state initiatives
Regional Youth Service Meeting/FMRS	All counties All counties	October 25, 2016
Teresa Mace/Dasheema Jarrett CDC scorecard		October 26, 2016 went over results from data collected thru counties last year to work on an action plan to increase workplace wellness

AREA: Wellness /Nutrition		
ACTIVITIES	POPULATION SERVED	COMMENTS
Met with Child Nutrition/Wellness Chair to discuss strategies to implement state initiatives	Wyoming County	Pineville 10/19/16

RESA-I STATUS REPORT	
PROGRAM:	Regional School Support Specialist
DATE:	October 2016
STAFF:	Amy Semonco, Specialist
FUNDING SOURCE:	State

AREA: Education & Support		
ACTIVITIES	POPULATION SERVED	COMMENTS
A-F Meeting	All RESA 1 counties	Participated in the A-F meeting held at RESA 1, informing county staff and Superintendents of the Accountability System.
PALS Assessment Training	Peterstown Elementary	Attended the PALS Assessment training provided to teachers in grades K-2.
Classroom observations	Cranberry Prosperity Elementary	Provided observation and classroom management strategies as requested by Principal.
Early Literacy activities, class observations, and meetings	Montcalm Elem, Peterstown Elem, Clear Fork Elem, Huff Consolidated	Provided school visits, class observations, data analysis, training, and assisted with collaborative planning in these Early Literacy Schools.

AREA: Training & Awareness		
ACTIVITIES	POPULATION SERVED	COMMENTS
Ruby Payne Training	All RESA 1 counties	Attended Ruby Payne Training targeting how to reach students living in poverty and low-SES conditions.
WV Leaders of Literacy Fall Forum	K-3 teachers from Early Literacy schools in all 6 RESA counties	Participated in training focusing on Early Literacy skills and advancing readers in the classroom. Lynne Ecenbarger from Staff Development for Educators gave teachers strategies and tools to use to enhance reading education in the classroom.

AREA: Collaboration & Leadership

ACTIVITIES	POPULATION SERVED	COMMENTS
Leadership Team Meeting	Peterstown Elementary, Clear Fork Elementary	Attended and participated in the Leadership Team Meetings at these respective schools.
RESA Collaborative	RESA staff	Attended an “Unconference” focusing on topics relevant to data collection, Early Literacy Schools, Graduation 20/20, and Learning Schools.
Early Literacy RS3 Taskforce	Early Literacy schools	Attended RS3 meeting focused on Early Literacy schools. Received training on Word Study/Words Their Way.
Early Literacy Study Group	Mercer County staff	Participated in the Early Literacy group comprised of teachers and county staff focusing on Early Literacy.
2017 WV Science Bowl conference call	All RESA 1 counties	Completed necessary paperwork and gathered information through conference call with NETL for RESA 1 middle and high school teams to compete in the RESA 1 Science Bowl.
Professional Learning Team Meeting	RESA staff	Attended and participated in the Professional Learning Team Meeting focusing on Becoming a Learning School model.

RESA-I STATUS REPORT	
PROGRAM:	Special Education
DATE:	October 2016
STAFF:	Robert G. Bartlett, Director
FUNDING SOURCE:	State and Federal

AREA: Education and Awareness		
ACTIVITIES	POPULATION SERVED	COMMENTS
CPI- Key Point Refresher	McDowell County	Conducted a CPI- Key Point Refresher training to fulfill yearly certification requirements of Policy 4373. 17 participants

AREA: Education and Awareness		
ACTIVITIES	POPULATION SERVED	COMMENTS
CPI- Initial Certification	Mercer County	Conducted a CPI- Initial Certification training for Mercer County staff. 16 participants
SAT Policies and Procedures	Mercer County	Conducted a SAT training for Memorial, Whitethorn and Bluefield Intermediate schools. 32 participants
Instructional Practices Inventory (IPI) Level 1 Coder Training	Raleigh County	Presented and IPI- Level 1 Coder training for Raleigh County teachers and administrators. 20 participants

AREA: Education and Awareness		
ACTIVITIES	POPULATION SERVED	COMMENTS
Instructional Practices Inventory (IPI) Level 1 Coder Training	Raleigh County	Presented and IPI- Level 1 Coder training for Raleigh County teachers and administrators. 20 participants
Substitute Teacher Training- Special Education Overview	All RESA 1 Counties	Presented a Special Education Overview for substitute teacher candidates (per Drexel Sammons) 45 participants

AREA: Leadership and Collaboration

ACTIVITIES	POPULATION SERVED	COMMENTS
WV Council for Administrators of Special Education (WVCASE) Conference	All RESA 1 Counties	Attended WVCASE Fall Conference Topics: Art Cernosia- Legal Updates, WVDE Updates, Pre-K Issues, Beginning Special Education Teacher Mentoring, Expanded School Mental Health
State RESA Special Education Directors Monthly Meeting	All RESA 1 Counties	Discussed: PBIS Regional Trainings, ECPBIS Updates, Autism Coordinator Position, WVCASE Report-Out, WVCEC Conference, Office of Early Learning Update
Monthly County Special Education Directors Meeting	All RESA 1 Counties	Discussed: Autism Coordinator Position, SAT Trainings, CPI Trainings, WVCASE Conference/Updates, WVCEC Fall Conference, County Test Coordinator's Training, Resources

AREA: Leadership and Collaboration		
ACTIVITIES	POPULATION SERVED	COMMENTS
Learning Schools Team Meeting	All RESA 1 Counties	Attended meeting of the RESA 1 Learning Schools Team to plan initiative.
National Technical Assistance Center on Transition (NTACT) Conference Call	All RESA 1 Counties	Participated with the WVDE in a Conference Call with NTACT partners in the revision of a Logic Model for the State's Systemic Improvement Plan (SSIP)

RESA-I STATUS REPORT	
PROGRAM:	SPOKES – Career Development Consultant (CDC) for Greenbrier, Monroe and Pocahontas (25%)
DATE:	October 2016
STAFF:	Tina White, Career Development Counselor
FUNDING SOURCE:	State and Federal

AREA: Collaboration, Education and Awareness		
ACTIVITIES	POPULATION SERVED	COMMENTS
<ul style="list-style-type: none"> • Continue regular meetings with DHHR caseworkers at the Greenbrier, Pocahontas and Monroe Co DHHR offices to discuss status of current SPOKES students and those in follow-up. • Continue promoting Employment Subsidy Program (ESP) as appropriate. • Continue meetings/visits to the Greenbrier, Monroe and Pocahontas Co SPOKES class to follow-up with current students, conduct orientation and develop self-sufficiency plans with new students. • Forward employer contact/student status information to appropriate DHHR office caseworkers. • Continue employer visits throughout Greenbrier, Monroe and Pocahontas Counties on behalf of the SPOKES students in an effort to solicit potential job leads and spread awareness of SPOKES candidates. 	<p>Greenbrier, Monroe and Pocahontas Co SPOKES</p> <p>Business and industry throughout Greenbrier, Monroe and Pocahontas Counties.</p>	

<ul style="list-style-type: none">• Continue preparing monthly CDC reports and supplemental report information; forward to Christina Harper, appropriate DHHR caseworker and SPOKES instructor each month.• Continue to copy Shawn Cook on correspondence, along with DHHR representatives.• Attended meeting with Beverly Ballangee regarding upcoming personnel/caseworker changes at Greenbrier Co DHHR.		
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RESA-I STATUS REPORT	
PROGRAM:	Technology Services
DATE:	October 2016
STAFF:	Shane Radford, Coordinator
FUNDING SOURCE:	State and Local

AREA: Repair and Installation Services - Individual technician reports for 13 field staff		
ACTIVITIES	POPULATION SERVED	COMMENTS
Kevin Anglin	McDowell County	Imaged multiple workstations at Fallriver Elem. And Riverview HS. I have prepped images for multiple workstation models. I have tested multiple used printers for Riverview HS for operability. Joined many workstations to domains, and installed SMART software on laptops. Also moved a Tandberg unit to another room.
Jeremy Ball	Summers County	At Summers County High School, I responded to work orders that include imaging of computers; access controls settings, camera issues, and wireless issues. At Summers Middle Schools, I responded to work orders that include computer imaging, repair, wireless issues and access controls settings. Hinton Area Elementary School, I responded to work orders that include computer imaging, projectors, and access controls. At Jumping Branch Elementary, I responded to work orders that include access controls settings, wireless issues, imaging of computers. At Talcott Elementary School, I responded to work orders that include computer imaging and access controls settings. At Summers County Board Office, I

		<p>have worked on day to day issues for the users; access control issues, imaging computers and sorting thru equipment. The big project is keeping the 1 to 1 computer running, also working with Pomeroy and maintenance installing the inactive TV. The other big issue I am facing is how to stop the users from access VPN's.</p>
Ryan Blankenship	McDowell County	<p>I have been doing a lot of big manual labor jobs. These include moving two displays one of which included removal of a smart board, two cabling jobs, and moving the Tandberg system at Riverview. Also we installed and replaced a mobile lab at Fall River.</p>
Vince Estepp	McDowell County	<p>Installing Smarter Balanced testing software throughout the county's mobile and stationary labs. Install updates on PC's for Special Ed. class rooms. Set up and install new PC's for class rooms. Install new access points. Deliver printers to schools. Set up and install PC's in new lab. Move Smart TV's to new class room locations. Visit and assess technology needs for schools for BOE's "Needs Assessment" FY 2016. Virus removal for PC's. Install new drops for schools. Move and re-install Tandberg video conference system for school. Convert mobile lab to Win 10 for special project software for teaching in the class room.</p>
Kenneth Lester	Monroe County	<p>Over the past month supporting the 600 Chromebooks has gone as planned with minor hardware failures relating to the keyboards. We also issued Chromebook to the 9th graders with the 7th grade to come next. LanSchool and the Chrome Management System have been great to work with. The Cloud Print Server has been running well after changes to the server firewall. We have seen some hardware failures requiring total or component replacement of the second Launch</p>

		workstations. Work orders have held steady at 15 – 25 open issues. Window’s updates to Win 7 workstations have still been an issue.
Walter Newcomb	McDowell County	As this month is nearing its end, so are several projects that were moved to the proverbial, “Back Burner”, in order to prepare for the 2016-17 testing season. This month’s major milestones have been the completion of the Distanced Learning equipment move to it new location at RVHS, the finalization of the TFS plan and inventory of needed devices in our system, the completion of all imaging and Smarter Balanced browser installations for the entire district and, the installation of the two new mobile labs and a stationary computer lab at Fall River Elementary.
Nathanial Perry	Raleigh County	We have been quite busy deploying new Apple equipment to the faculty, staff and students. During this month I have completed deployments of MacBooks for the Office of Special Education and those whom did not receive equipment during initial deployment at Independence Middle School. I have also completed deployment of Pre-K through 5th grade iPads at Lester Elementary and Coal City Elementary. I will be completing Sophia-Soak Creek today. The remainder of this week will include cleanup of the middle and high schools, issuing devices to students whom were absent or could not receive equipment for various reasons. I will also begin distribution of applications to the iPads through our MDM suite. The remainder of the month will include any special assignments and catch-up of general duties.
Joshua Prudich	Mercer County	I have replaced a few smart projectors as well as bulbs. I have updated some laptops with new models and re purposed the old one. I have replaced multiple printers and install on the lab computers. I have

		removed viruses and malware. I have replaced broken document cameras with new ones. I have also fixed internet issues in switches.
Justin Prudich	Mercer County	I have been continuing the day to day operation of visiting my schools on the scheduled basis. I have been completing the work orders as they come in and getting things ordered that need parts. We still work on projects once a week and we have been getting interactive displays install for the art and music teachers.
Aaron Reed	Mercer County	I have been working with System Center to develop deployments for any operating system to the ASUS Transformer T100A and T100HA tablets. I am experiencing problems adding drivers to the image for each, and have tried numerous solutions to make them work with the generic images, but have not been successful. As there is an order placed for 300 T100HA models, I have created a dedicated image for each model with their drivers pre-installed. I am currently finishing testing for both models. Another issue that has been a setback for this project is Windows compatibility. The T100A models have a 64-bit processor, but due to other hardware restrictions are only compatible with 32-bit operating systems. The T100HA is a full 64-bit system, and since they are newer releases, are only supported for Windows 10. Numerous failed attempts have been made to make a generic Windows 8.1 32-bit image, a generic Windows 10 32-bit image, and a generic Windows 10 64-bit image. After the Transformer tablets are squared away, a generic image for Windows 10 64-bit will need to be created. Due to the imaging problems, I have been unable to progress further with the Princeton Primary and Montcalm Elementary server repairs, but I will resume work on these work orders after the Transformer tablets are

		<p>ready for imaging. Numerous inconsistencies were noticed with the purchase and setup of the Extreme network installation, thanks to the information received from the training. The problem is currently being addressed, and a representative for Extreme Networks is tentatively scheduled to come down to assist in the setup in the near, undefined future.</p>
Aiden Vrenna	Mercer County	<p>I've installed several lab printers and configured all workstations in those labs to use their new printers. Troubleshoot large numbers of SMART Boards as usual. Some were cabled wrong, some required SW reinstalls, and some were logging in with student accounts which appear to restrict SMART Ink. I've reimaged some wonky machines. I put a large amount of effort into resolving the Domain Controller not found problem at Glenwood, trying my own solutions, trying suggestions from the local office and from you. Eventually Watson looked at it and found that IPv6 was taking precedence over IPv4. Disabling 6 resolved the issue. There were some stragglers with audio issues at PVMS, and I resolved those. Several lab computers were 'infected' with advertising browser extensions in Chrome. Removal was simple, and after talking to Aaron about it, he was able to push a group policy that blacklists extensions. I've fixed Office installations and printers and Read Naturally and lions and tigers and bears.</p>
John Watson	RESA 1	<p>While I was absent from work for most of the October reporting period, I have managed to get a few tasks accomplished. Trouble shooting server DNS issues, general repairs and workstation reimaging have gotten my attention for the majority of the month. The URCast presentation from WVNet staff was very informative and I am</p>

		appreciative of the opportunity to attend.
Joel Weiss	Mercer County	I have assisted in the deployment of multiple smart TV's to Art and Music classrooms. I have setup a new access control system at the Maintenance and Technology building. I pulled a new fiber connection at the Mercer County Technical Education Center that was damaged by a delivery truck. I have been working to learn the Extreme Wireless system that we have recently deployed to half of our schools.

AREA: Training		
ACTIVITIES	POPULATION SERVED	COMMENTS
Network Designs and Strategies Workshop	RESA 1 Service Area	Arrangements have been made for five Technology staff members to attend the upcoming WVDE Network Designs and Strategies workshop.
Akamai Webinar	RESA 1 Service Area	RESA 1 will be piloting a content filtering solution to potentially replace the current filtering solution at WVDE
URCast Demonstration	RESA 1 Service Area	Hosted WVNET URCast demonstration.

AREA: Infrastructure Support		
ACTIVITIES	POPULATION SERVED	COMMENTS
Network upgrades	Raleigh County Schools	Configured VLANs and ports to support 10gb connections at the Raleigh County Network Operations Center.
Content filtering configurations	RESA 1 Service Area	Worked with vendors, county and WVDE staff to troubleshoot and implement content filtering devices in multiple counties.
Wireless Infrastructure Support	RESA 1 Service Area	Configured VLANs for Monroe County Vocational Center to work with the Extreme Wireless solution currently implemented. Configured QoS settings for specific SSID's in Summers County. Upgraded ios on multiple access points for Mountain View Elem/Middle.

General Network Infrastructure Support	RESA 1 Service Area	Troubleshoot issues related to Bandwidth, faulty equipment and filtering permissions in multiple counties.
Router Security Updates	RESA 1 Service Area	Began implementing tighter and more accountable security for routers in all six RESA 1 counties.

AREA: Personnel		
ACTIVITIES	POPULATION SERVED	COMMENTS
ITST Interviews	Mercer County Schools	Interviewed and selected candidate for ITST Mercer 240 position.
Improvement Plan Review	RESA 1 Service Area	Evaluated Improvement Plan progress for staff member.
Customer Service Training	RESA 1 Service Area	Staff member completed and certified on customer service training. Training was implemented due to reported issues.

AREA: Special Projects and Activities		
ACTIVITIES	POPULATION SERVED	COMMENTS
RESA Office Support	RESA 1 Office	Provided technical support as needed for all staff and trainings at the RESA 1 Office
SPOKES/ABE Support	RESA 1 SPOKES ABE service area	Provided all levels of technical support for Adult Basic Education and SPOKES classes as needed.
Distance Learning Support	Mercer County Schools	Provided support and configuration for Polycom and LifeSizeCloud distance learning equipment.

RESA-I STATUS REPORT	
PROGRAM:	West Virginia Workplace Education Program-Statewide (75%)
DATE:	October 2016
STAFF:	Tina M. White, CWDP, MSSL, WV Workplace Education Program
FUNDING SOURCE:	State and Federal

AREA: Collaboration, Education and Awareness		
ACTIVITIES	POPULATION SERVED	COMMENTS
<p>RESA 1 Staff Meeting – Attend RESA 1 Staff Meeting and special guest speaker/training as coordinator by Dr. Lewis.</p> <p>Region 1 Workforce Development Board (R1 WDB)/Workforce Center staff – Continuing professional development training for Region 1 Workforce WV Career Center staff; next training TBD.</p> <p>Sector Strategies Building Industry-Driven Partnerships Meeting – Participating on Sector Strategies team to collaborate with regional resources to identify the major sectors/industries within our service area for designing, supporting and carrying out comprehensive career pathways systems.</p> <p>Region 1 Opportunities in Action WIOA regional partnership meeting –</p>	<p>Business and industry, agencies and organizations, and their incumbent workers throughout the State.</p>	

Attended the Region 1 Oppor in Action regional partnership meeting; streamlining the regional referral process; coordination and plans for next regional information session; date TBD.

WIOA Labor Market Information (LMI) – Met with Jeff Green, WorkForce WV State Governor’s Office Research and Analysis Director for preparing Labor Market Information (LMI) presentation to be delivered at WVAEA conference.

West Virginia Adult Education Association (WVAEA) Annual Conference – Attended the WVAEA Annual Conference at Stonewall Resort Oct 16-20. Co-facilitated the *Intro to Career Pathways* pre-conference session; co-facilitated the *Labor Market Information* session; participate the *Poverty Simulation* workshop; attended additional workshops throughout the conference week.

WVAdultEd State Staff Meeting – Will attend the next scheduled State Staff Meeting in Bridgeport on December 8 and 9, 2016.

Raleigh County Commission on Aging – Preparing workshop materials for facilitating staff training on *Preventing Sexual Harassment in the Workplace* and *Workplace Ethics, Confidentiality and Privacy* at Raleigh County Comm on Aging in November.

WV Department of Rehabilitation Services (DRS) – Coordinating professional development training with Regional Director, Jeanette Ratcliffe, for regional DRS staff;

<p>will facilitate workshop sessions on December 7 and 15, 2016.</p> <p>New River Community and Technical College (NRCTC), Beckley, Lewisburg, Ghent and Summersville, WV – Continuing training initiatives in collaboration with NRCTC; working with Gloria Kincaid at Summersville Campus on training project.</p> <p>WV Workplace Education Program Services – Continue sharing, delivering, facilitating and servicing WV employers through the WV Workplace Education Program offering essential skills training as requested and required, with employers such as, Raleigh County Commission on Aging, Department of Rehabilitation Services, BSS Downard, Brake Supply Company, etc.</p> <p>Mercer County Workforce WV Career Center Partner Meeting – Attend monthly Career Center Partner Meetings.</p> <p>Snowshoe Career Center Partner Meetings – Attend Pocahontas County/Snowshoe Career Center Partner Meetings/Continue coordinating training for Pocahontas County area to be delivered at the Snowshoe Career Center.</p> <p>Bureau of Prisons (BOP)/Federal Correctional Institution (FCI) Ex-Offender Task Force – Continue participation with quarterly BOP’s Southern WV Ex-Offender Task Force at the Beckley and McDowell FCIs, and FPC Alderson.</p> <p>Bureau of Prisons (BOP)/Federal Correctional Institution (FCI) Bring Your A Game Training – Continue coordinating/delivering <i>Bring Your A Game</i> classes for</p>	<p>Ex-offenders preparing for parole.</p>	
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upcoming parolees at FPC Alderson, and FCIs Beckley and Welch. Invoicing – Initiate invoicing for business and industry for services rendered.		

RESA-I STATUS REPORT	
PROGRAM:	WVEIS
DATE:	October 2016
STAFF:	Deena Tyree, Computer Operator / Susan Handy, Computer Operator
FUNDING SOURCE:	State

AREA: AREA: AREA: DAILY BACKUPS, PROGRAM UPDATES, MONTHLY SAVES AND AS400 MAINTENANCE		
ACTIVITIES	POPULATION SERVED	COMMENTS
Backups/Extra System Saves	All Counties	31 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 1	None to report.
Devices/Configurations	All Counties	Devices configured as needed for new installations or problems in all counties.
Phone Communication Failures	All Counties	Frontier failures in Mercer, McDowell. Suddenlink in 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.
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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, SMS and WHS.	All Counties	Assisted counties with Self-Backups, Queries, Sequel, WVEIS Wow.

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, FAS, HMS and SMS Queries for all counties on-line. Implementing Sequel software and security.
Database Maintenance and Development	All Counties	Printed student schedule cards, rolodex cards, and mailing labels for various schools in Raleigh County.
User Menus	All Counties	Assigned menus to users as required.
EMS, FMS, WHS, HMS, FAS Processing	All Counties	Direct Deposit generated for Raleigh County, transmitted via Internet to United Bank 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 and User Assignments as requested. Deleted User ID's and Assignments as requested. Assisted WVEIS County Contact with resolving errors in order to have correct submissions	Mercer	Reset passwords as requested and assisted users as needed. Assisted schools with second month enrollment and scheduling issues. Assisted administrators and teachers with access to Educator Evaluation System on WOW.

for Second Month Enrollment, Special Ed & CTE.		
Set up New Users and User Assignments as requested. Deleted User ID's and Assignments as requested. Assisted WVEIS County Contact with resolving errors in order to have correct submissions for Second Month Enrollment, Special Ed & CTE.	Monroe	Reset passwords as requested and assisted users as needed. Assisted schools with second month enrollment and scheduling issues. Assisted administrators and teachers with access to Educator Evaluation System on WOW.
Set up New Users and User Assignments as requested. Deleted User ID's and Assignments as requested. Assisted WVEIS County Contact with resolving errors in order to have correct submissions for Second Month Enrollment, Special Ed & CTE.	McDowell	Reset passwords as requested and assisted users as needed. Assisted schools with second month enrollment and scheduling issues. Assisted administrators and teachers with access to Educator Evaluation System on WOW.
Set up New Users and User Assignments as requested. Deleted User ID's and Assignments as requested. Assisted WVEIS County Contact with resolving errors in order to have correct submissions for Second Month Enrollment, Special Ed & CTE.	Raleigh	Reset passwords as requested and assisted users as needed. Assisted schools with second month enrollment and scheduling issues. Continued with support in the process of generating report cards for 1 st nine weeks. Assisted administrators and teachers with access to Educator Evaluation System on WOW.
Set up New Users and User Assignments as requested. Deleted User ID's and Assignments as requested. Assisted WVEIS County Contact with resolving errors in order to have correct submissions for Second Month Enrollment, Special Ed & CTE.	Summers	Reset passwords as requested and assisted users as needed. Assisted schools with second month enrollment and scheduling issues. Assisted administrators and teachers with access to Educator Evaluation System on WOW.
Set up New Users and User Assignments as requested. Deleted User ID's and Assignments as requested. Assisted WVEIS County Contact with resolving errors in order to have correct submissions for Second Month Enrollment, Special Ed & CTE.	Wyoming	Reset passwords as requested and assisted users as needed. Assisted schools with second month enrollment and scheduling issues. Assisted administrators and teachers with access to Educator Evaluation System on WOW.
Deena & Susie participated in two WVEIS Staff Conference calls.		