

NEW RIVER/MOUNT ROGERS WORKFORCE INVESTMENT BOARD

MEETING MINUTES

April 23, 2014

A meeting of the New River/Mount Rogers Workforce Investment Board was held on April 23, 2014 at the Wytheville Meeting Center. Those in attendance were as follows:

Board Members

Martha Samples, Chair	Angelia Aker
Linda Matthews	David Hutchins
Ed Stringer	Jenny Bolte
Kevin Semones	Neil Sagebiel
Michael Jennings	Lynn White
Aric Bopp	Karen Akers
Jim Topping	Michael Miller
Tim McVey	Terry Smusz
Howard Bartholomay	Jimmy Smith (alternate)
Robin Meadows	Betty Rowe (alternate)

Guests

Mary Ann Gilmer	Phyllis Conner
Traci Mitchell	Beth Moore
Rick Combs	Ryan Gilmer
Caryl Allen	Christine Bowman
Jeana Beckner	Leta Dunn
Jenny Dehart	Beckie Cox
Stacey Callahan	Michelle Sadler-Johnson

Staff

Ronnie Martin
Marty Holliday
Beverly Burke

Martha Samples – Chair called the meeting to order at 10:05 a.m. and welcomed all WIB members and guests to the meeting.

The roll was then called and it was established that a quorum was present.

Chair Samples next asked for a motion to approve the agenda. Ms. Matthews made a motion to approve the agenda as presented. Mr. White seconded the motion which was approved unanimously.

Next, Chair Samples asked for a motion to approve the minutes of the previous meeting which had been previously distributed to WIB members. Mr. White made a motion to approve the minutes. Mr. Topping seconded the motion which was approved unanimously.

Chair Samples, during the public comment period, asked Mr. Martin to discuss the recent Return on Investment (ROI) study distributed to WIB members. Mr. Martin indicated that the study, conducted by VCU, had been requested by the Virginia Workforce Council. Mr. Martin further elaborated on the study summary which indicated that the New River/Mount Rogers Workforce Area had the highest WIA-ROI and TAA-ROI among all fifteen (15) Workforce areas in the State and was the only workforce area to have a positive ROI for the TAA program. Mr. Martin gave all of the credit for this great achievement to our Program Operators and their staff. Chair Samples also thanked Board staff for a job well done. Chair Samples then asked if anyone in the audience wished to address the Board. Hearing none, she proceeded with the agenda.

Mr. Martin next reviewed the Fiscal Agent Report for the period 7/1/13 – 2/28/14. All expenditures are good at this time. Mr. Martin expressed a concern over minimal youth carry-over funds which will impact available PY'14 youth funds.

Mr. Martin also reviewed the PY'13/PY'14 allocations comparison chart with Board members which reflects a 5% across the board cut. PY'14 allocations have not been received and Mr. Martin felt that a 5% cut would be reasonable.

Consortium Board Chair David Hutchins next gave an update on Consortium Board activities. Chair Hutchins indicated that both the WIB and Consortium Board were working well together to achieve unity in all aspects of workforce services that we fund and support. Chair Hutchins next asked Mr. Martin and Ms. Holliday to elaborate on ongoing grant and special project activities. Ms. Holliday updated the Board on the Skills Gap Analysis, ongoing Work Readiness grant proposal being developed jointly with other workforce areas and an upcoming Incentive Grant application for Small Learning Communities to be submitted shortly. Mr. Martin provided an update on the Adult Innovative Project funded with Goodwill Industries of the Valleys in Industrial Maintenance and indicated that additional data would be provided during Goodwill's program presentation.

Next, Chair Samples asked Mr. White, One Stop Committee Chair, to present his Committee's report. Mr. White indicated that the Committee had recently met and reviewed projected available funding and funding distribution for PY'14 and was presenting to the Board the PY'14 funding recommendation for service delivery (attached) contained in their meeting packet for approval. Mr. Martin elaborated briefly on the funding process. Mr. White made a motion that the PY'14 funding recommendation be approved as presented. Mr. Topping seconded the motion which was unanimously approved with Ms. Matthews and Ms. Rowe abstaining. The approved funding will next be presented to the Consortium Board for their approval on May 21, 2014. All contracts will have a July 1, 2014 effective date.

Chair Samples next asked Mr. Martin to present the Youth Council report. Mr. Martin indicated that the Youth Council had approved the youth funding recommendation for PY'14 (attached) contained in the WIB meeting packet. Mr. Martin discussed the funding recommendation process. Ms. Smusz made a motion to approve the youth funding recommendation approved by the Youth Council. Mr. Topping seconded the motion which was unanimously approved with Ms. Matthews and Ms. Rowe abstaining. The approved youth funding recommendation will next be presented to the Consortium Board for their approval on May 21, 2014. All youth contracts will be effective July 1, 2014.

Mr. Martin next presented Ms. Beverly Parker, Director of Middle and Secondary Education with Carroll County Public Schools, for appointment to the Youth Council to replace Dr. Mark Burnette. Dr. Burnette previously held this position while on the Youth Council and has recently been promoted to Assistant Superintendent. Dr. Burnette has nominated Ms. Parker to replace him on the Youth Council. Mr. Jennings made a motion to approve the appointment of Ms. Parker to the Youth Council. Mr. Semones seconded the motion which was approved unanimously. This appointment will be presented to the Consortium Board for concurrence on May 21, 2014.

Chair Samples next asked Mr. Martin to discuss the re-appointment of Mary Critzer, Dawn Barnes and Erin Powell to the Youth Council for an additional three (3) year term effective July 1, 2014. Mr. Martin discussed the process with the Board. Mr. Topping made a motion to approve the re-appointments to the Youth Council. Mr. Miller seconded the motion which was unanimously approved. The re-appointments will be presented to the Consortium Board for their concurrence on May 21, 2014.

Next, Ms. Rowe, People Inc. of Virginia, presented the One Stop Operator Report to the Board.

Chair Samples next welcomed Ms. Mary Ann Gilmer with Goodwill Industries of the Valleys who gave the Board a presentation on their WIA program activities and achievements. Ms. Gilmer showed a video of two (2) program participants which highlighted how the WIA program had made a positive impact on their lives. The video was very well received by all in attendance. Ryan Gilmer, Special Projects participant, shared his program experience with Board members and was very thankful that the program was available and had such a positive impact on his life. Ms. Gilmer introduced several Goodwill staff who were present in the audience.

Next, Chair Samples welcomed Ms. Traci Mitchell with People, Inc. of Virginia who gave the Board a presentation on current WIA program activities and achievements. Ms. Mitchell concluded her presentation with a video that showcased various WIA activities that have occurred throughout the program year.

Mr. Martin provided an update to Board members on current grant activities highlighting the DEI grant and NEG-OJT grant.

Next, Chair Samples announced the appointment of the Nominations Committee to be Chaired by Mr. Goldsmith to bring nominations for Officers and Executive Committee members to the WIB meeting on June 25, 2014 for action. Officers and Executive Committee members will be elected at that time to serve during PY'14.

Mr. Martin next reviewed with Board members the Committee signup sheet and current Committees roster contained in their meeting packet. Board members were asked to complete the form indicating which Committee(s) they would like to serve on during PY'14. Requested form must be received by July 1, 2014 with PY'14 Committee assignments being announced at the August 27, 2014 WIB meeting.

Mr. Martin next reviewed with Board members the legal requirements of having a Financial Disclosure Statement filed annually prior to July 1, 2014. He encouraged each Board member to complete and return the form to him as soon as possible but no later than June 30, 2014.

Mr. Martin reviewed the WIB travel voucher with Board members. He requested that they complete the form if they desired to get reimbursed for their travel to the WIB meeting.

The 2014 WIB meeting schedule was reviewed with Board members noting that the next WIB meeting is scheduled for June 25, 2014 at the Wytheville Meeting Center beginning at 10:00 AM.

With no further business to discuss, the meeting was adjourned by Chair Samples at 11:55 AM.

Respectfully Submitted,

Ronnie Martin
Executive Director