

# NEW RIVER/MOUNT ROGERS WORKFORCE DEVELOPMENT BOARD

## MEETING MINUTES – INFORMATIONAL ONLY

June 22, 2016

A meeting of the New River/Mount Rogers Workforce Development Board was held on June 22, 2016 at the Wytheville Meeting Center. Those in attendance were as follows:

### **Board Members**

Mike Miller Vice-Chair	Terry Smusz
Carol Blankenship	Rick Weaver
Joe Ferrell	Jimmy Smith (alternate)
MaryAnn Gilmer	Chris Vaught (alternate)
Rob Goldsmith	
Anthony Isom	
Melinda Leland	<b><u>Staff</u></b>
Ken McFadyen	Marty Holliday
Timothy McVey	Ronnie Martin
Patricia Moore	Beverly Burke
Martha Samples	Renee McDavid

### **Guest**

Catherine Brillhart,  
Consortium Board Chair  
Beckie Cox  
Mike Steele  
Darrell Blankenship

Vice-Chair Miller called the meeting to order at 10:07 a.m. and welcomed all WDB members and guests to the meeting. There was a moment of silence in memory of Mike Rouse who passed since the April Board meeting.

The roll was then called and it was established that a quorum was not present and no official action will occur until such time as a quorum is present.

Vice Chair Miller asked if anyone in the audience wished to address the Board during the public comment period. Beckie Cox, the Rapid Response Coordinator, stated she has been trying to reach management of Kennametal without any luck. She was able to finally reach the Union Representative and will be setting up Rapid Response meetings off site with employees. Ms. Cox stated that VOLVO has announced another layoff due to downsizing in August 2016. She hopes to be in meetings with the VOLVO group soon.

Mike Steele, Blue Ridge Job Corps, stated he would be stepping into the roll of Business Liaison. BRJC will be going to a new contractor in July 2016 so they are currently in a transition month. He looks forward to the roll he will play on the Board in the future.

Moving on with the agenda, Vice-Chair Miller called for Committee reports:

- Budget & Administration – In the absence of Mr. Overton, Committee Chair, Mr. Martin presented the Board with the Draft PY16 Budget. The WDB Budget Committee did not have a quorum on its own, but there was a quorum of the Consortium Board Finance Committee which unanimously approved the Draft PY16 Budget with a concurrence from Tim McVey representing the WDB. A brief discussion followed.

Mr. Martin stated that the financial report being presented is through the end of April and that all balances are good. With only two months left in the program year funds will be dwindling quickly. The final financial report will be presented at the August meeting as well as the final budget. A brief discussion followed. NOO for Youth has been received and the Adult and DLW will be received in August.

Mr. Martin informed the Board that overall service levels are very good and that although it appeared that the DLW Placement rate looked low it was due to the fact that several Trade clients were exited from the program who were close to retirement and were no longer in need of WIOA services. Third Quarter Performance was reviewed and Area II exceeded all measures except for two Adult categories which were “met”. All standards the Program Operators are required to meet are in line with expectations. There are no concerns at this time. A brief discussion followed.

Mr. Martin requested that all Board members complete the Financial Disclosure Statement located in their meeting packet and return to him as soon as possible. The completion of this document annually by all Board members is required.

- Nomination Committee – Presented their nominations for PY 16:
  - Chair - Lynn White; 1<sup>st</sup> Vice Chair -Mike Miller; 2<sup>nd</sup> Vice Chair – David Hutchins; Executive Committee – All Officers plus Wilma Faulkner, Howard Bartholomay, Tim McVey and Joe Ferrell. The Committee will bring their nominations forward at the August meeting since a quorum was not present. All current Officers and Executive Committee members will continue to serve until such time as an election can occur.
- Policy & Procedures – Ms. Holliday informed the Board that the State is encouraging the local areas to conduct more incumbent worker training. Since there is limited funding, a process needs to be setup for this type of training. Board members were asked to review the proposed policy and provide input. A brief discussion followed.
- Rapid Response Plan – Ms. Holliday is still negotiating with the State. Ms. Holliday stated that parts of the submitted plan had been turned down including a staff position and incumbent worker training. She hopes to get a final response by next week. In the meantime, displaced workers are being served; Ball Corp – 50, VOLVO – 104.
- Training Provider Committee – Ms. Smusz informed the Board that the process for approving Training Providers has changed. Training providers will be approved using a Demand Occupation List. A list was provided with the June 22, 2016 Packet. If anyone has any questions, please contact Ms. Holliday. Since the Training Provider Committee did not have a quorum to approve the PY16 Approved Training Provider list, Ms.

Holliday will be providing waivers to the Program Operators for all training until such time as action can be taken to approve the Training Providers.

Continuing with the agenda, Vice-Chair Miller asked Ms. Brillhart, Consortium Board Chair, to give the Consortium Board update. Ms. Brillhart stated the Consortium Board met in May at the Crossroads Institute with the majority of the meeting focusing on the GoVirginia initiative which would split our area PDCs. Kevin Byrd of the NRV Regional Commission presented at the Consortium Board meeting. There is nothing that can be done but wait and see what happens with the GoVirginia initiative. The Board will be planning for the split of Regional Commissions in our area. Ms. Brillhart commended the work of Ms. Holliday with the Junior Achievement program and her presentation at the National CWDP Conference in Florida. Ms. Brillhart stated she would be stepping down as Consortium Board Chair effective June 30, 2016 and has enjoyed her work for the past four years on the Consortium Board.

Vice-Chair Miller asked Ms. Holliday to give the Executive Summary. Ms. Holliday updated the Board on Staff activities since their last meeting. Ms. Holliday stated that DEI Coordinator Kimber Simmons is now a Certified Incentive Practitioner.

Vice-Chair Miller asked the Workforce System Representatives to give a brief update on activities happening around the region.

- Career & Technical Education – Mr. Weaver stated with the changes required by the State Board of Education, the High School experience will now better reflect workforce goals, focusing on a solid workforce plan for students upon graduation, pushing for work related experience. So far they are seeing some improvement on the local level. Montgomery County is trying to lead and not follow in this new focus.
- Community Based Organizations – Ms. Smusz stated they are partnering with NRCC for parents who are students at NRCC. The parents will receive a small stipend to help while attending college and with childcare. Mr. Goldsmith stated that Community Action is going through a lot of change. The State is mandating a lot of new reporting requirements from both the State and Federal government, highlighting long-term impact of programs on the people who are being served. Mr. Goldsmith invited the Board to a ribbon cutting/open house on July 2 for Clifton Forge revitalization.
- Institute of Higher Education – Ms. Leland shared that there will be a new list of credentials and non-credit classes after July 1, 2016. This list will be found on the VHCC Website.
- Economic & Community Development – Mr. McFadyen stated that this would be his last meeting with the Board. Effective July 1, 2016 he will be serving in the Botetourt area. He knows that good work is being done in Area II to move the region forward in this economy and is thankful for his time on this Board.
- WIA Title I Programs –
  - Mr. Blankenship gave the One-Stop Operator Report highlighting the many layoffs in the area

- Ms. Gilmer and Mr. Blankenship updated Board members on the activities of the Just Hire One Re-entry Project.
- Special Grants - Ms. Holliday gave a brief update on recent activities.

Ms. Holliday took the time to thank Martha Samples, Ken McFadyen, and Catherine Brillhart for their time spent on the Boards and presented cards of thanks.

The 2016 WDB meeting schedule was reviewed with Board members noting that the next WDB meeting is scheduled for August 24, 2016 at the Wytheville Meeting Center beginning at 10:00 AM. Mr. Martin discussed the Financial Disclosure Statement and the Travel Voucher that each Board member must complete and sign if they want to be reimbursed for their travel. With no further business to discuss, the meeting was adjourned by Vice Chair Miller at 11:30 AM.

Respectfully Submitted,



Beverly Burke,  
Workforce Operations Coordinator