

NEW RIVER/MOUNT ROGERS WORKFORCE DEVELOPMENT BOARD

MEETING MINUTES – INFORMATIONAL ONLY

August 24, 2016

A meeting of the New River/Mount Rogers Workforce Development Board was held on August 24, 2016 at the Wytheville Meeting Center. Those in attendance were as follows:

Board Members

Lynn White, Chair
Greg Atkins
Karen Akers
Carol Blankenship
Jeff Dunnack
Joe Ferrell
Mary Ann Gilmer
Robert Goldsmith
David Hutchins
Jared Iroler
Anthony Isom
Melinda Leland
Timothy McVey

Robin Meadows
Michael Miller
Patrician Moore
Robert Pierce
Terry Smusz
Robbie Wyrick

Staff

Marty Holliday
Ronnie Martin
Beverly Burke

Guest

John Garner, Consortium Board Chair
Darrell Blankenship
Kathy Malone
Lisa Meek
Phyllis Conner
Diane Gray

Chair White called the meeting to order at 10:01 a.m. and welcomed all WDB members and guests to the meeting. There was a moment of silence in memory of Wilma Faulkner who passed since the June Board meeting.

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

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

Chair White asked for a motion to approve the minutes of the June 22, 2016 meeting which had been previously distributed to WDB members. Mr. Miller made a motion to approve the minutes. Ms. Akers seconded the motion which was approved unanimously.

Chair White asked if anyone in the audience wished to address the Board during the public comment period. There was none.

Moving on with the agenda, Chair White called for Committee reports:

- **Budget & Administration** – In the absence of Mr. Overton, Committee Chair, Mr. Martin presented the Board with the PY16 Final Budget. The only changes from the Draft to the Final was the amount of Carryover and additional Rapid Response funding. Mr. Miller

made a motion to approve the Final Budget. Ms. Leland seconded the motion which was approved unanimously.

Mr. Martin stated that the financial report being presented is through the end of June. He stated that Adult funds were a little low but that all other numbers were fine. Mr. Martin informed the Board that Area II had exceeded all the mandated standards and reviewed the 4th Quarter Performance numbers. Area II exceeded all measures except for the Adult Employment Retention Rate which was Met. Our area will be eligible for Incentive funds yet again thanks to all the hard work from the Program Operators

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; 1st Vice Chair -Mike Miller; 2nd Vice Chair – David Hutchins; Executive Committee – All Officers plus Robin Meadows, Howard Bartholomay, Tim McVey and Joe Ferrell. Mr. Goldsmith presented the above nominations to the Board with Mr. Ferrell seconding the motion which was approved unanimously.
- Policy & Procedures – Ms. Holliday discussed the Incumbent Worker Training Policy and 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. A brief discussion followed. Board members asked for a little more time to digest this policy since they have more understanding of Incumbent Workers. This policy will be brought back to the Board at their October 26, 2016 meeting.
- Rapid Response Plan – Ms. Holliday stated that the final NOO for Rapid Response funds has arrived from the State. There will be a Project Management Team to oversee activities in all three areas and Local Implementation Teams to do the work locally.
- Training Provider Committee – Ms. Holliday presented to the Board the Training Provider List. A brief discussion followed. Mr. Hutchins made a motion to approve the Training Provider list as presented. Ms. Leland seconded the motion which was approved unanimously.

Continuing with the agenda, Chair Miller asked Mr. Garner, Consortium Board Chair, to give the Consortium Board update. Mr. Garner stated that the Workforce Board feeds all information to the Consortium Board and thanked the members for their service. Mr. Garner stated that a successful company must constantly re-invent themselves and both Boards must work to help business do as such. He felt that the incumbent worker training would help with this.

Chair White asked Ms. Holliday to give the Executive Summary and Board Enrichment. Ms. Holliday updated the Board on Staff activities since their last meeting. Ms. Holiday reviewed with the Board a handout in the packet showing the roles the Boards play.

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

- Community Based Organizations – Ms. Smusz stated they are excited about starting their 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. She also stated that there is a great need for housing for the very low income in the New River Valley. A brief discussion on housing followed. 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 highlighted People Inc.'s partnership with VHCC's dental program. VHCC will be using People Inc.'s dental facility to train dental assistants.
- Institute of Higher Education – Ms. Leland shared that fall numbers are increasing. This might be due to the high number of layoffs in the area. VHCC is now able to offer 6-8 new programs. She will be sending Ms. Holliday a list of the three Community College's programs that fall under the Workforce Credential Grant (WCG).
- TANF Programs – Mr. Isom stated that the state is in the process changing the determination of eligibility in October. This will be the first change in many years. They are also exploring using TANF money for youth in the form of apprenticeships.
- Virginia Apprentice Program – Ms. Moore stated that the Governor is visiting every brewery in Virginia and is encouraging the growing of corn for use in the breweries. There are over 4,000 job openings in breweries in Virginia at this moment.
- Virginia's Employment Services – Ms. Akers highlighted a flyer in the packet for a conference in Roanoke which is geared for employers and will provide some very good information. Volvo will have another large layoff in September.
- WIA Title I Programs –
 - Mr. Blankenship gave the One-Stop Operator Report highlighting the many layoffs in the area. Mr. Blankenship stated that they are starting to see outcomes from the POWER Grant. Mr. Blankenship introduced Lisa Meek who would be manning a VEC satellite office at the Smyth County Admin Office two days a week to serve the unemployed in Smyth County.
 - Special Grants - Ms. Holliday gave a brief update on recent activities.

The 2016 WDB meeting schedule was reviewed with Board members noting that the next WDB meeting is scheduled for October 26, 2016 at the Wytheville Meeting Center beginning at 10:00 AM. Mr. Holliday discussed 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 Chair White at 12:01 PM.

Respectfully Submitted,



Beverly Burke,
Workforce Operations Coordinator