

NEW RIVER/MOUNT ROGERS WORKFORCE DEVELOPMENT BOARD

MEETING MINUTES

February 22, 2017

A meeting of the New River/Mount Rogers Workforce Development Board was held on February 22, 2017 at the Wytheville Meeting Center. Those in attendance were as follows:

Board Members

Lynn White, Chair
Karen Akers
Pam Allison
Howard Bartholomay
Shirley Carlson
Jeff Dunnack
Joe Ferrell
Rob Goldsmith
Anthony Isom
Melinda Leland
Josh Lewis
Timothy McVey
Robin Meadows
Michael Miller

Kevin Semones
Rick Weaver
Clay Stein (alternate)
Jimmy Smith (alternate)

Staff

Marty Holliday
Ronnie Martin
Beverly Burke
Della Wheeler
Renee Sturgill
Jenny Bolte

Guest

Diane Gray
Darrell Blankenship
Debbie Melvin
Sharon Johnson
David Manley
John Matthews
Phyllis Conner
Kathy Malone
Lance Patno
Leta Dunn
Beverly Amburgy

Chair White called the meeting to order at 10:03 a.m. and welcomed the guests to the meeting.

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

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

Chair White asked for a motion to approve the Consent Agenda Items which were previously distributed. Mr. Semones made a motion to approve the Consent Agenda items. Mr. Lewis seconded the motion 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:

- **Strategic Planning** – Committee Chair, Mr. Miller, presented the Strategic Plan stating that the contents of the Plan are ready for the Board to approve. There will only be a few minor adjustments before the Plan will be submitted. Mr. Miller thanked the staff for all the hard work that was put into developing the Plan. A brief discussion followed.

Chair White asked for a motion to approve the Strategic Plan. Mr. Miller made the motion with a second from Mr. Dunnack. The motion was approved unanimously.

In the absence of Mr. Garner, Chair of the Consortium Board, Ms. Holliday asked Mr. Martin to give the Consortium Board Agreement update. Mr. Martin stated that the Revised Consortium Board Agreement was sent to all jurisdictions in December. Four jurisdictions have currently approved and signed the document. All jurisdictions have been contacted with hopes that all will have the agreement finalized by April 1, 2017. Once this process is completed, the Chair of the Consortium Board will send a letter to the Governor of Virginia requesting that Area 2 remain a region for the next two years (PY 17 and PY18).

Mr. Martin then reviewed the Workforce Development Boards By-Laws. He stated that five organizational documents needed to be reworked with the WIOA regulations and very little changes were needed to be made to the WDB By-Laws. These changes will be voted on for the final approval at the next WDB meeting on April 26, 2017.

Ms. Holliday updated the Board on Staff activities since their last meeting. She asked if the Board had any questions.

Sharon Johnson, Doctoral Candidate University of Southern Mississippi is conducting a study on Local Workforce Development Boards in Virginia. She will be visiting all 15 Workforce Development Boards and will report her finding to the State WDB in September of 2017. Ms. Johnson asked the Board Members to complete a survey which was completed during the Board meeting. At a later date, Ms. Johnson will return and give an overview of her findings.

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

- **Adult Education** – Ms. Carlson is excited about forming partnerships to help build pathways for shared clients. Adult Ed now conducts computer literacy, career readiness pre, CRC prep, and soft skills. They are moving towards a new Diploma program instead of just using the GED. This is not a timed test, which will help alleviate stress for the test takers. This test is more assignment driven. A brief discussion followed. Ms. Carlson introduced Diane Gray of NRCC.
- **Career & Technical Education** – Mr. Weaver stated that the VDOE is working on a new profile for Virginia High School graduates. This profile will effectively reduce SOL's and will be a positive move for Workforce Development. He feels it is a positive step for the Commonwealth of Virginia.
- **Community Based Organizations** – Mr. Goldsmith stated they have received funding to assist ex-offenders in starting a small business. Staff will be hired to work one-on-one with the clients on business development. He stated that People Inc. will be changing the way they do business. All persons who stop by the office will be assessed for needs in all the services that People Inc. has to offer and referrals will be made to other agencies as needed. Staff will stay in touch with the clients in order to gauge impact of services.

- **Institute of Higher Education** – Ms. Leland shared that each Community College is looking at Career Pathways. In the past students were given many options. However, options will now lead to a clear career pathway. The Community Colleges are focusing on short-term credential attainment. A brief discussion followed.
- **Economic & Community Development**– Mr. Lewis stated that the months of January and February are slow for economic development. He hopes for more opportunities to attract businesses in the Spring and Summer.
- **Title 1 Rehabilitation Act of 1973** – Ms. Allison stated that clients who were put on the waiting list November 2016 can now be served.
- **Virginia’s Employment Services** –Ms. Aker’s stated that things have been very busy with all the temporary layoffs in the area, but thanks to the partners and the resources they supply, everyone is able to get in and out quickly. Ms. Akers stated that the Galax VEC has moved to the Crossroads Institute in Galax, the Radford VEC will be moving to the Radford University Corporate Park in March, and the Bristol VEC will be moving soon but not sure where. A brief discussion followed.
- **WIA Title I Programs** –
 - Mr. Blankenship gave the One-Stop Operator Report highlighting the many layoffs in the area.
 - Mr. Stein highlighted the success story and updated the Board on the T2C Project. Lance Patno, a GW Youth client spoke about his participation in the Youth Program.
- **Special Grants** - Ms. Holliday gave a brief update on recent activities. Ms. Bolte spoke about the Pathways to the American Dream grant.

The 2017 WDB meeting schedule was reviewed with Board members noting that the next WDB meeting is scheduled for April 26, 2017 at the Wytheville Meeting Center beginning at 10:00 AM.

Ms. 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 11:59 PM.

Respectfully Submitted,



Beverly Burke,
Workforce Operations Coordinator