

NEW RIVER/MOUNT ROGERS WORKFORCE DEVELOPMENT BOARD

MEETING MINUTES

August 23, 2017

A meeting of the New River/Mount Rogers Workforce Development Board was held on August 23, 2017 at the Wytheville Meeting Center. Those in attendance were as follows:

Board Members

Mike Miller, Chair	Robin Meadows
CB Andrews, Jr	John Overton
Howard Bartholomay	Robert Pierce
Carol Blankenship	Terry Smusz
Jeff Dunnack	Mike Steele
Joe Ferrell	Mark Tapp
Mary Ann Gilmer	Lynn White
Robert Goldsmith	David Manley (Alternate)
Melinda Leland	Jimmy Smith (Alternate)
Timothy McVey	Richard Keene (Alternate)
Karen Akers	

Guest

John Garner, CLEO Chair
John Matthews
Diane Gray
Darrell Blankenship

Staff

Marty Holliday
Ronnie Martin
Beverly Burke
Della Wheeler

Chair Miller called the meeting to order at 9:59 a.m.

The roll was called and a quorum was present.

Mr. Overton made the motion to approve the Consent Agenda as presented. Ms. Meadows seconded the motion, and the motion passed unanimously.

Chair Miller 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 Miller called for Committee reports:

- Budget & Administration – Ms. Holliday highlighted changes between the Draft Final Budget and the Final Budget. A brief discussion followed concerning the Rapid Response Funding adjustments due to timing issues. Mr. Goldsmith moved to approve the Final Budget with a second from Mr. White, the motion was passed unanimously.

Board members were asked to complete the Financial Disclosure Statement and return to Ms. Holliday as soon as possible.

- Marketing Committee – Ms. Holliday showcased the Work Talk PodCasts which will be available on the **NRMROWIB.ORG** website as well as being available online. Area II is only one of four (4) other Workforce Boards in the country who have PodCasts. A brief discussion followed.

Ms. Holliday gave a brief overview of other “outreach” activities, highlighting the upcoming Operation Tomorrow’s Workforce that the WDB is a partner on. Operation

Tomorrow's Workforce is being hosted by the United Way of SWV. Their intent is to give businesses the opportunity to showcase their careers at a hands-on career expo for 7th graders from fifteen (15) school districts. Ms. Holliday told the members that this is a great opportunity to support and connect to businesses.

- One-Stop Operations & Delivery Committee – Ms. Holliday highlighted the Region-wide MOU timeline. A Steering committee will be assisting with the development of the Region-wide MOU. A rough draft should be available by October 2017.

Ms. Holliday informed the board of the timeline for the recertification of the Comprehensive One-Stop. This year will only be a desk review and must be completed by October 31, 2017. By June 2018 ALL sites with WIOA programs (seven in all) must have an ADA review and a mini approval.

- Training Provider Committee – Ms. Holliday discussed the Recertification of Training Programs timeline, stating that staff, Ms. Wheeler, has been keying in data as fast as she can. All approvals have been pushed back until December 31, 2017. Programs will be recertified at that time.

Mr. Garner, Chair of the Consortium Board, gave the Consortium Board update after highlighting the difference between the Agendas of the Consortium Board vs the Workforce Development Board. Mr. Garner stated that the WDB agenda is more detailed because this is the Board that takes care of the details. Mr. Garner encouraged everyone to listen to the new PodCasts because that is the best way to get information in a small, rural area. Mr. Garner stated it was imperative to support employers who supplies 20, 30, 40 jobs just as much as larger industries are supported because they are already supplying jobs we need before they leave. It is easier to support established businesses than it is to bring in new businesses.

Ms. Holliday updated the Board on Staff activities since their last meeting and reviewed the executive summary.

Ms. Holliday presented a YouTube video concerning Work Ready Communities. She stated that Areas I & II will be partnering for 21 jurisdictions to become Work Ready Communities. The Work Ready Academy will be brought to the Abingdon area in November. Two representatives from each community will need to attend this academy and someone from each community will need to lead their jurisdiction. A brief discussion followed.

PARTNER REPORTS

Reports for the following partner agencies were given: Community Based Organizations, Ms. Smusz/Mr. Goldsmith; Institute of Higher Education, Ms. Leland; Economic Development, Mr. Manley; Job Corps, Mr. Steele; Title 1 Rehabilitation Act of 1973, Mr. Keene; Virginia's Employment Services, Mr. Akers; One-Stop Operator Report, Mr. Blankenship/Ms. Gilmer; Special Grants, Ms. Holliday.

Chair Miller thanked the alternates for their attendance stating "we are the boots on the ground" and the attendance of the Board Members/Alternates insures a quorum can be made and important business in the meetings can be conducted.

The 2017 WDB meeting schedule was reviewed with Board members noting that the next WDB meeting is scheduled for October 25, 2017 at the Wytheville Meeting Center beginning at 10:00 AM.

Ms. Holliday discussed the Travel Voucher with Board members. With no further business to discuss, the meeting was adjourned at 11:56 PM.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Beverly Burke', with a long horizontal flourish extending to the right.

Beverly Burke,
Workforce Operations Coordinator