

NEW RIVER/MOUNT ROGERS WORKFORCE INVESTMENT BOARD

MEETING MINUTES

February 26, 2014

A meeting of the New River/Mount Rogers Workforce Investment Board was held on February 26, 2014 at the Wytheville Meeting Center. Those in attendance were as follows:

Board Members

Martha Samples, Chair	Mike Rouse
David Wright	Neil Sagebiel
Robin Meadows	Dr. Alan Hawthorne
Wilma Faulkner	Lynn White
Greg Adkins	Kevin Semones
Robbie Wyrick	Tim McVey
Rob Goldsmith	Shirley Carlson (alternative)
Karen Akers	Caryl Allen (alternative)

Guest

Phyllis Conner
Brenda Rigney
Beth Moore
Betty Rowe

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. Mr. White made a motion to approve the agenda as presented. Mr. Semones 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. Wright made a motion to approve the minutes. Mr. Sagebiel seconded the motion which was approved unanimously.

Chair Samples asked if anyone in the audience wished to address the Board during its public comment period. Hearing none, she proceeded with the agenda.

Mr. Martin next reviewed the Fiscal Agent Report for the period 7/1/13 – 1/31/14. All expenditures are excellent at this time. Mr. Martin indicated that sufficient funds were available for all funding streams through June 30, 2014, however, youth funding may be tight. PY'13 youth available program funding is \$200,000 less than what was available for PY'12 due to a reduction in carry over funds. For PY'14, Mr. Martin indicated that overall WIA funding will be slightly increased, however, due to an increase in the State's share of WIA funds, he is projecting a 5% reduction in WIA funds for Area 2 for PY'14.

Chair Samples next asked Mr. Martin to present the PY'13 2nd Quarter WIA Performance Report. Mr. Martin noted that Area 2 has exceeded nine (9) standards and met two (2). This is

improvement from Quarter 1 where we exceeded seven (7) standards and met four (4). Area 2 has exceeded statewide performance and Mr. Martin gave credit to our Program Operators for a job well done. He also emphasized that continuous improvement is on going with the goal of exceeding all performance standards.

Next, since Consortium Board Chair David Hutchins was unable to attend today's WIB meeting, Chair Samples asked Mr. Martin for an update on Consortium Board activities. Mr. Martin discussed the ongoing Skills Gap Analysis presentations to local jurisdictions as well as the Consortium Board's interest in the Adult Innovative Project funded through Goodwill Industries for a Workplace Toolkit in Industrial Maintenance.

Mr. Sagebiel, Marketing Committee Chair, next reviewed with the Board the Website Development proposal process and Committee's funding recommendation (attached). Mr. Sagebiel made a motion on behalf of the Marketing Committee that the Committee recommendation be approved as presented. Since this is a Committee motion no second is required. The motion was unanimously approved.

Next, Mr. Wright, Training Provider Committee Chair, gave an update on Training Provider Committee activities and requested that the WIB approve the proposed 2014 Approved Training Provider list contained in their meeting packet and attached. Questions were asked by Board members to which Mr. Wright and Ms. Holliday responded. Mr. Wright, representing the Training Provider Committee, made a motion on behalf of the Committee, that the proposed 2014 Approved Training Provider list be approved as presented. The motion was unanimously approved.

Chair Samples asked Mr. Martin to present the Youth Council report. Mr. Martin updated the Board on current Youth Council activities. The Youth Council is discussing new program initiatives for PY' 14 to further enhance service delivery to area youth. The Youth Council will be presenting a PY' 14 youth funding recommendation to the WIB for action at their April 23, 2014 meeting.

Next, Ms. Rowe, People Inc. of Virginia, presented the One Stop Operator Report to the Board. Ms. Rowe reviewed report details and responded to questions from Board members. Ms. Holliday updated the Board on the One Stop Center Certification process. Our Wytheville One Stop Campus has received a "provisional" certification and should achieve full certification by June 30, 2014. Ms. Allen presented the success story.

Next, Ms. Allen presented the Goodwill Adult Workplace Toolkit project update to the Board. Mr. Martin elaborated on the project concept and Mr. White indicated that the concept was to provide a total package of services to clients to increase their probability of successful completion of program objectives. Board members were provided an opportunity to ask questions.

Next, Ms. Holliday updated the Board on the Skills Gap Analysis presentation schedule to local jurisdictions. Skills Gap Analysis data is being posted on the WIB website as it is being completed and finalized. Board members were provided an opportunity to ask questions.

Mr. Martin and Ms. Holliday provided an update on current and future grant opportunities to Board members. Mr. Martin discussed the upcoming NEG-OJT grant while Ms. Holliday reviewed the Valleys OJT grant, DEI grant as well as additional potential grant opportunities.

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 April 23, 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 11:30 AM.

Respectfully Submitted,

Ronnie Martin
Executive Director