

New River/Mount Rogers Workforce Investment Area Consortium Board

INFORMATONAL MEETING MINUTES **September 16, 2015**

A meeting of the NR/MR WIA Consortium Board was held on September 16, 2015 at the Elizabeth Brown Memorial Park in Wytheville, VA. Those in attendance were as follows:

Board Members

David Hutchins- Chair
Dr. Eric Workman – Bland
Kenneth Belton - Grayson
Andy McCready - Pulaski
Catherine Brillhart – Bristol City
C.M. Mitchell - Galax City

Staff

Marty Holliday
Ronnie Martin
Beverly Burke
Della Meadows
Renee Sturgill
Kimber Simmons
Holly Lesko

Guest

Mike Miller, WDB 1st Vice-Chair
Betty Segal – People, Inc
Lee Williams – Goodwill Ind. of the Valleys
Mary Ann Gilmer – Goodwill Ind. of the Valleys
Patrick O'Brien - NRV Regional Commission
Mike Steele – Blue Ridge Job Corps
William Field – Blue Ridge Job Corps
De Hutchins - Guest

At 10:35 AM, Chairman Hutchins called the meeting to order. The meeting was opened with a prayer and all present recited the Pledge of Allegiance.

Chairman Hutchins asked Ms. Burke to call the roll. A quorum was not present.

Chairman Hutchins asked Mr. Miller, WDB 1st Vice-Chair, to give an update on WDB activities. Mr. Miller brought the Board up-to-date on WDB activities that had taken place in recent months. A brief discussion followed. Mr. Miller was pleased to announce that the NR/ MR Workforce Development Board was certified by the State.

Chairman Hutchins asked Mr. Martin to give an Operational Summary. Mr. Martin gave an overview of program activities, budget and funding issues through August 30, 2015. Mr. Martin gave a brief overview of PY15 allocations and explained the process for new Invoices that are being developed for usage starting in September 2015 that would align with WIOA Reporting and Budgets. A brief discussion followed.

Chairman Hutchins asked Ms. Holliday to give an Executive Summary. Ms. Holliday introduced office staff and gave a brief overview of staff activities. Ms. Holliday updated the Board on Staff activities since their last meeting, in the three key areas: Backbone Organization Work, System Building Work and Staff Training. She encouraged all in attendance to attend the Southwest 2020 Summit in Abingdon on Oct. 22, 2015.

Chairman Hutchins opened a discussion on usage of the \$15,000 WIOA Transition Funds. He noted that the funds were limited in allowable usage and that several ideas had been presented by Staff on how best to use the funds. Chair Hutchins asked Ms. Holliday to elaborate. Ms. Holliday noted that some of the ideas for usage of the funds were for legal assistance (to prepare the

Consortium Board Agreement and required documents), various training opportunities and for Sector Strategy assistance. She asked the members to review the documents in their packet. Mr. McCready asked Ms. Holliday what was her recommendation. Ms. Holliday stated that due to the need for local assistance to begin the Sector Strategy implementation process she was recommending the proposal submitted by Community Workforce Advancements for \$28,000. She stated that she hoped she could negotiate the proposal down a little and/or get regional assistance to pay for it. A detailed discussion followed.

Lunch break was called at 11:45.

Due to a lack of a quorum, Chair Hutchins called the Executive Committee to order at 12:05 pm.

Ms. Brillhart made the motion to approve the Final PY15 Budget. Dr. Workman seconded the motion. A vote was called:

Ms. Brillhart - yes, Mr. Hutchins - yes, Mr. McCready - yes, Dr. Workman - yes

Mr. McCready made the motion to authorize staff to enter into a contract with Community Workforce Advancements for up to \$28,000, using \$15,000 of WIOA Transition funds and up to \$13,000 of WIA Administrative funds for Sector Strategy Implementation. Mr. Workman seconded the motion. A vote was called:

Ms. Brillhart - yes, Mr. Hutchins - yes, Mr. McCready - yes, Dr. Workman - yes

Chair Hutchins stated that a Joint Executive Committee meeting was needed. After a brief discussion the consensus was to hold the meeting on November 12, 2015 at the Log House in Wytheville beginning at 6 PM. Ms. Holliday was asked to notify members of both Executive Committees.

Mr. McCready made the motion to adjourn the Executive Committee meeting. Ms. Brillhart seconded the motion and the motion was passed unanimously. The meeting was adjourned at 12:25 pm.

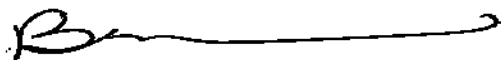
Continuing with the agenda, Chairman Hutchins gave Ms. Segal and Ms. Williams the opportunity to present the Workforce System updates. Due to the late time and the absence of several Elected Officials, both agreed to present their updates at a later time.

Chairman Hutchins opened the floor for public comment. Mr. Fields with the Blue Ridge Job Corp Center addressed the Board thanking them for the opportunity to attend. He gave a brief update on activities of the Blue Ridge Job Corps noting that there had never been any acts of violence by staff or students.

Chairman Hutchins continued with the agenda noting that the next meeting would be joint meeting with the Workforce Development Board on December 9, 2015 at the Wytheville Meeting Center beginning at 10:00AM.

With no further business to discuss the meeting was adjourned at 12:45PM.

Respectfully Submitted,



Beverly Burke
Workforce Operations Coordinator