

**JOINT MEETING OF THE WORKFORCE DEVELOPMENT BOARD
AND CONSORTIUM BOARD**

**MEETING MINUTES
December 9, 2020**

A joint meeting of the New River/Mount Rogers Workforce Development Board and the New River/Mount Rogers Workforce Development Area Consortium Board was held on December 9, 2020 via Zoom due to COVID19 Pandemic. Those in attendance were as follows:

<u>WDB Members</u>	<u>Consortium Members</u>	<u>Staff</u>	<u>Guests</u>
Mike Miller, Chair	Mary Biggs, Chair	Marty Holliday	Beth Carico
Karen Akers	Eric Workman, Bland	Ronnie Martin	Trent Moore
Howard Bartholomay	Mike Larrowe, Galax	Beverly Suthers	Zach Jackson
Shirley Carlson	Perry Martin, Giles	Della Wheeler	Sarah Lyon-Hill
Vicky Collins	Laura Walters, Pulaski	Kimber Simmons	
Heather Duncan	Lori Deel, Smyth	Renee Sturgill	
Jeff Dunnack		Jenny Bolte	
Mary Ann Gilmer		Liz Annis	
Robert Goldsmith		Angi Chandler	
Josh Lewis		Kathy Pickel	
Jordan Loupe			
Martha Rasnake			
Jimmy Smith			
Terry Smusz			
Aaron Vaughn			
Jay Williams			

CALL TO ORDER & WELCOME:

WDB Chair Miller and Consortium Board (CB) Chair Williams called the joint meeting to order at 10:04 a.m. and welcomed all attendees to the meeting.

MOMENT OF REFLECTION:

CB Chair Biggs led the group in the Reflection

ROLL CALL:

WDB Chair Miller and CB Chair Biggs asked Ms. Suthers to call roll for both Boards and a quorum was not present at roll call for either Boards at the time of roll. During the meeting additional WDB members joined the meeting to make the necessary quorum number.

INTRODUCTION OF BOARD STAFF & GUESTS:

Ms. Holliday had WDB Staff introduce themselves with the job title and office location. CB Chair Miller asked guests attendance to introduce themselves.

PUBLIC COMMENT PERIOD:

The floor was opened for public comments. There were none.

WDB COMMITTEE REPORTS:

- Budget & Administrative Committee: Ms. Holliday stated that since 2016 an outside entity had conducted our Return on Investment (ROI) Report. Ms. Holliday reviewed the report which will be distributed to both Boards and Partner Agencies at a later date. The monies spent on participants ended up having eight times the impact on the region. A brief discussion followed.
- Training Provider Committee: Ms. Holliday reviewed the In Demand Occupation List which is used by front line staff in order to guide participants towards training. Due to the lack of a quorum, this will be voted on at a later time.
- Strategic Planning Committee: Ms. Holliday turned the meeting over to Zach Jackson and Sarah Lyon-Hill of Virginia Tech to review the NRMR Strategic Plan update SWOT analysis. Next Ms. Holliday reviewed the Goals and draft plan. A brief discussion followed.
- One-Stop Operator Report: Ms. Carico updated the Boards on the Success Story. Board members agreed this was their favorite part of the meetings.

UPDATE:

A quorum of the WDB became present during the meeting: Chair Miller called for a motion on the following items:

Approval of the Agenda: Mr. Dunnack made a motion to approve with a second from Mr. Goldsmith, motion was passed.

Consent Agenda Items: Mr. Dunnack made a motion to approve with a second from Mr. Bartholomay, motion was passed.

Approval of the 2020 Eligible Training Providers: Mr. Goldsmith made a motion to approve with a second from Ms. Smusz, motion was passed.

CB EXECUTIVE COMMITTEE:

CB Chair Biggs called the Executive Committee to order at 11:34 with Dr. Workman and Ms. Walters in attendance. CB Chair Biggs called for a motion on the following items:

Approval of the Agenda: Dr. Workman made a motion to approve with a second from Ms. Walters, motion was passed.

Consent Agenda Items: Dr. Workman made a motion to approve with a second from Ms. Walters, motion was passed.

Moving on with the agenda, the meeting was adjourned at 11:37 am.

Respectfully Submitted,



