

# New River/Mount Rogers Workforce Development Board

## MEETING MINUTES

August 26, 2020

### CALL TO ORDER

Chair Miller called to order the regular meeting of the NRMW Workforce Development Board at 10:04 am on August 26, 2020 via ZOOM due to the COVID19 Pandemic and Governor Northam's Safer at Home Order. Chair Miller welcomed new members to the Board and thanked Mr. Ferrell for his years of service on the Workforce Development Board.

### ROLL CALL

Ms. Suthers conducted a roll call. The following persons were present:

#### Board Members

Mike Miller, Chair  
Karen Akers  
Pam Allison  
Howard Bartholomay  
Shirley Carlson  
Vicky Collins  
Heather Duncan  
Joseph Ferrell  
Mary Ann Gilmer  
Rob Goldsmith  
Barry Hollandsworth  
Perry Hughes  
Josh Lewis  
Jordan Loupe  
Robert Pierce  
Jimmy Smith  
Mark Tapp  
Jay Williams

#### Guests

Mary Biggs  
Elizabeth Carico  
Trent Moore  
Brenda Rigney  
David Bowers  
Beckie Cox  
Phyllis Conner

#### Staff

Marty Holliday  
Ronnie Martin  
Beverly Suthers  
Della Wheeler  
Jenny Bolte

A quorum was present.

### APPROVAL OF CONSENT AGENDA

Mr. Hollandsworth made the motion to approve the Consent Agenda previously distributed with a second from Mr. Goldsmith. The motion was passed unanimously.

### PUBLIC COMMENT

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

### COMMITTEE REPORTS

- **Budget and Administration Committee:**
  - **Approve PY20 Final Budget:** In the absence of Chair Overton, Ms. Holliday reviewed the final budget which included the Official WIOA Allocations and Program Operator carryover. Carryover is higher this year due to COVID19 and trainings being put on hold. Other funding opportunities other than WIOA have been included. The Board budget has not changed. The committee has seen the final budget and has approved as presented. Chair Miller called for a motion to approve the budget as presented. Mr.

Ferrell made a motion to approve the final budget as presented with a second from Mr. Williams. Motion was passed with Mr. Goldsmith and Ms. Gilmer abstaining.

- **Financial Disclosure Statement:** Ms. Holiday informed the Board that the Financial Disclosures must be completed by August 30, 2020 and to expect a call or email if the Disclosure had not be received. This document is required by the DOL and would be reviewed during State monitoring.

- **One-Stop Operations & Delivery Committee:**

- **Approve PY20 modified Adult and One-Stop Operator/DLW Funding Recommendations:** Without a chair for this committee, Ms. Holiday informed the Board that the effective date for the modified funding for Adult/DLW and One Stop Operator would be September 1, 2020. Mr. Hollandsworth made a motion to approve the funding recommendations as presented with a second from Mr. Williams. Motion was passed with Mr. Goldsmith and Ms. Gilmer abstaining

- **VCW Center Updates:** Ms. Holliday informed that the Centers were closed in March for walk in services, but the clients were continued to be served remotely. The Partners have done a great job in continuing to serve clients. The Local staff have had a huge weight serving more clients in the past few months than they have in five years combined. Two centers were re-opened in July for 12 days, but for the health and safety of front line staff with threats of violence, the centers are closed to the public again. Clients are being served virtually using a scheduling service. Customers are being assisted with job search face to face outside of Centers. Virtual Job fairs have been held. Customers' needs are being met. Centers will not be re-opened until UI issues are resolved. Ms. Holliday thanked Goodwill Industries of the Valleys for seeing people in person in their Pulaski and Giles offices. A brief discussion followed.

- **Strategic Planning Committee:** Ms. Holliday highlighted the new Strategic Plan timeline and informed the Board that guidance has not been received from the State concerning the Strategic Plan. SWOT Survey Activity Polls will be sent out and regional input sessions will be held in the meantime. SWOT Survey Activity Polls were completed online during the meeting.

- **Training Provider Committee:** Ms. Holliday highlighted the timeline for the approval of the Training Program Recertifications and the process for completing the process.

- **Youth Committee:**

- **Approve PY20 Modified Youth Funding Recommendation:** Ms. Holliday informed the Board that the Youth Committee had reviewed the funding recommendation and had no issues. Chair Miller called for a motion to approve the Youth Funding recommendations as presented. Mr. Williams made a motion to approve the Youth Funding recommendation with a second from Mr. Dunnack. Motion was passed with Mr. Goldsmith and Ms. Gilmer abstaining.

- **Nomination Committee:** Mr. Goldsmith Chair of the Nomination Committee presented the following nominations;

**Board**

Chair: Mike Miller  
1<sup>st</sup> Vice Chair: Jay Williams  
2<sup>nd</sup> Vice Chair: Howard Bartholomay

**Executive Committee**

Chair: Mike Miller  
1<sup>st</sup> Vice Chair: Jay Williams  
2<sup>nd</sup> Vice Chair: Howard Bartholomay  
Timothy McVey  
Jeff Dunnack  
Mark Tapp  
Mt Rogers Business Rep. unfilled

## **ELECTION OF OFFICERS AND EXECUTIVE COMMITTEE**

Ms. Holliday opened the floor for nominations for the unfilled seventh seat on the Executive Committee. Having no nominations from the floor, Ms. Holliday asked that the Board proceed with the vote until the seventh member can be filled at a later time. Ms. Gilmer made a motion to approve the nominations as presented with a second from Mr. Hollandsworth. Motion was passed.

## **CONSORTIUM BOARD UPDATE**

Ms. Biggs, Consortium Board Chair, informed the Workforce Development Board that the Consortium Board is working to fill the open WDB member opening. She also stated that there will be many new Consortium Board members that will need to be filled in on the workings of the Boards.

## **EXECUTIVE DIRECTOR SUMMARY**

Ms. Holliday reviewed the executive summary. She highlighted weekly calls with the Governor's Office and calls with local partners.

## **PARTNER REPORTS**

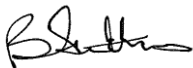
Reports for the following partner agencies were given: Adult Education, Ms. Carlson; Career & Technical Education, Mr. Hollandsworth; Community Based Organizations, Mr. Goldsmith; Institute for Higher Education, Perry Hughes; Economic & Community Development, Josh Lewis; Job Corp, Mr. Loupe; TANF Programs, Vicky Collins; Virginia's Employment Services, Ms. Akers; WIOA Title 1 Programs, Ms. Carico and Mr. Moore; Special Grants, Ms. Holliday & Ms. Bolte.

Mr. Williams thanked Mr. Ferrell for his years of service and work on the WDB.

## **ADJOURNMENT**

Chair Miller highlighted the next scheduled ZOOM WDB meeting schedule with Board members. With no further business to discuss, the meeting was adjourned at 12:01 p.m.

Respectfully Submitted,



Beverly Suthers,  
Workforce Operations Coordinator