

New River/Mount Rogers Workforce Development Board

MEETING MINUTES

Ocot0ber 28, 2020

CALL TO ORDER

Chair Miller called to order the regular meeting of the NRMR Workforce Development Board at 10:02 am on October 28, 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 had them introduce themselves.

ROLL CALL

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

<u>Board Members</u>	<u>Guests</u>	<u>Staff</u>
Mike Miller, Chair	Mary Biggs	Marty Holliday
Karen Akers	Elizabeth Carico	Ronnie Martin
Pam Allison	Trent Moore	Beverly Suthers
Howard Bartholomay	Brenda Rigney	Della Wheeler
Shirley Carlson	David Bowers	Jenny Bolte
Vicky Collins		
Heather Duncan		
Jeff Dunnack		
Mary Ann Gilmer		
Rob Goldsmith		
Barry Hollandsworth		
Josh Lewis		
Jordan Loupe		
Timothy McVey		
John Overton		
Robert Pierce		
Martha Rasnake		
Jimmy Smith		
Terry Smusz		
Aaron Vaughn		
Jay Williams		

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. Bartholomay. 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:**
 - **Budget Updated for POWER Grant:** Mr. Overton asked Ms. Holliday to review the updated Budget for the POWER Grant. Mr. Overton made a motion to approve the updated budget with a second from Mr. Dunnack. Motion was passed.
 - **PY19 Monitoring Report & CAP:** Ms. Holliday reviewed the corrective access plan with the Board. The Monitoring showed that how our customers are treated and how money is handled is all good. A few policies needed to be written and/or updated and co-enrollment of TAA customers were the biggest problems as a result of the monitoring. Ms. Holliday stated she has been in talks with the State concerning the denominator in the calculations for TAA co-enrollment
 - **Financial Disclosure Statement:** Ms. Holiday informed the Board that not all of the Financial Disclosures have been received and she would be reaching out to those who have not returned their form this week, before they will be needed for review during State monitoring.

- **One-Stop Operations & Delivery Committee:**
 - **Wytheville One-Stop IFA:** Ms. Holiday informed the Board that she tried to hold off completing this document until after the move of the Wytheville One-Stop, but with the move going so slow, it needed to be completed. The IFA will need to be completed again after the first of the year once the offices have moved.
 - **State EO Desk Review:** Ms. Holliday stated the EO Desk review had been completed with no finding. There were only two recommendations on the report.
 - **PY20 Performance:** Ms. Holliday reviewed our negotiated contract numbers for performance. These numbers are not adjusted for COVID19 Relief. By the end of PY20 data will be entered into a program which will calculate the number of barriers the participant has and our target number for performance can go down or up. It will be an unknown.

- **Strategic Planning Committee:** Chair Miller stated the Strategic Planning Committee held a virtual meeting on 10/27/20. Ms. Holliday highlighted the very tight timeline. The Plan must be completed by March 1, 2021.
 - **Strategic Plan Facilitator Proposal:** The State is providing \$10,000 in funds for local areas to hire a Strategic Plan Facilitator. Ms. Holiday reached out to VT to provide this service. VT came back with \$11,900 in order to conduct 4 stakeholder events. Mr. Goldsmith made a motion to approve VT as the facilitator and pay the additional funds with a second from Ms. Collins. The motion was passed.
 - **Mission Statement & Vision Statement Update:** Ms. Holiday stated that the Strategic Planning Committee made a recommendation to make a few minor changes to the Mission Statement and Vision Statement. Mr. Goldsmith stated the committee supported these changes. The Board had no issue moving forward with the changes. Next, Ms. Holiday reviewed the changes in the State's Strategic Plan and reviewed how those changes with effect the New River/Mt Rogers local plan.

- **Training Provider Committee:** The process of approving training providers has begun with letters being sent out to the training providers. Ms. Wheeler will collect the data and December the committee will be approving training providers for 2021. There was no discussion.

- **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.

CONSORTIUM BOARD UPDATE

Ms. Biggs, Consortium Board Chair, informed the Workforce Development Board that they were fully certified by the State and highlighted the new POWER Grant that was awarded.

PY20 COMMITTEE ASSIGNMENTS

Committee assignments will be sent out. All spots have been filled except for one open spot in the Mount Rogers Area Business for the Executive Committee. If anyone is interested in this spot, please contact Chair Miller.

EXECUTIVE DIRECTOR SUMMARY

Ms. Holliday reviewed the executive summary.

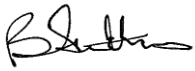
PARTNER REPORTS

Reports for the following partner agencies were given: Adult Education, Ms. Carlson; Career & Technical Education, Mr. Hollandsworth; Community Based Organizations, Ms. Smusz and Mr. Goldsmith; 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.

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 11:31 a.m.

Respectfully Submitted,



Beverly Suthers,
Workforce Operations Coordinator