

New River/Mount Rogers Workforce Development Area Consortium Board

MEETING MINUTES

May 19, 2021

CALL TO ORDER

Chair Biggs called to order the regular meeting of the NRMR Workforce Development Area Consortium Board at 10:04 am on May 19, 2021. Chair Biggs read Section 2.2-3708.10 of the Code of Virginia, as amended, permits members of the New River/Mount Rodgers Workforce Development Area Consortium Board to participate in this scheduled meeting of the board on May 19, at 10:04 a.m. through electronic communication, via Zoom due to the continuing COVID-19 pandemic. Dr. Workman made the motion to approve the continued use of a virtual meeting format. Mr. Martin seconded the motion. A roll call vote was taken and the motion passed unanimously.

ROLL CALL

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

Board Members

Mary Biggs, Chair – Montgomery County
Dr. Eric Workman – Bland County
Linda Millsaps – Floyd County
Mike Larrowe – Galax City
Perry Martin – Giles County
Lori Deel – Smyth County
Charlie Hargis – Washington County

Staff

Marty Holliday
Beverly Suthers
Della Wheeler
Jenny Bolte
Kimber Simmons

Guests

Mike Miller – WDB Chair
Beth Carico, People Inc.
Jon Cash, Goodwill Industries
Stephanie Hoer, Goodwill Industries

MOMENT OF REFLECTION

Chair Biggs called for a moment of reflection

APPROVAL OF CONSENT AGENDA

Ms. Deel made a motion to approve the consent agenda as presented with a second from Dr. Workman. Motion was passed with a called vote.

PUBLIC COMMENT

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

REVIEW/APPROVAL OF DRAFT PY21 BUDGET

Ms. Holliday stated that the Workforce Development Board approved the PY21 Draft Budget at their April meeting, so that budget would need to be approved by the Consortium Board. That budget was based on a projected 5% decrease in funding for PY19 and did not include carryover numbers. Dr. Workman made a motion to approve the Draft PY21 Budget as presented from the Workforce Development Board with a second from Mr. Larrowe. Motion was passed with a called vote.

Ms. Holliday went on to explain that as of last week, the WIOA Allocations for PY21 have been received as well as news of new funding from GoVA Region 2. The WIOA Allocations were an increase instead of a decrease in

funding. The PY21 Draft Budget was updated for those numbers. This will not be the final budget because carryover numbers will not be available until August, but this updated PY21 Draft Budget needs to be voted on. Mr. Larrowe made a motion to approve the Draft PY21 Budget v 5/13/21 as presented with a second from Ms. Deel. Motion was passed with a called vote.

REVIEW/APPROVAL OF PY21 CONTRACT AWARD AND FUNDING ALLOCATION

Ms. Holliday stated that the Workforce Development Board approved the PY21 Contract Award and Funding Allocation at their April meeting, so that funding recommendation would need to be approved by the Consortium Board. Dr. Workman made a motion to approve the Draft PY21 Contract Award and Funding Allocation as presented from the Workforce Development Board with a second from Mr. Perry. Motion was passed with a called vote.

Ms. Holliday went on to explain that with the final WIOA Allocations for PY21 having been received, the amount of funds for the Program Operators has increased. This is allocating everything that can be given to the Program Operators. The One-Stop Committee which is represented by both Boards has seen the new funding allocation. Dr. Workman made a motion to approve the PY21 WIOA Contract/Funding Allocation v 5/13/21 as presented with a second from Mr. Larrowe. Motion was passed with a called vote.

REVIEW/APPROVAL OF PY21 FISCAL AGENT AGREEMENT

Ms. Holliday stated that the Fiscal Agent Agreement is approved annually with the New River Valley Regional Commission (NRV RC). The NRV RC upfronts all the bills for the grants, including salary and fringe, except for the payments to the Program Operators. The only change in the agreement is adding an additional \$5,000 for their services, making the total \$70,000 per year. A brief discussion on the agreement followed. Ms. Deel made a motion to approve the PY21 Fiscal Agent Agreement as presented with a second from Mr. Martin. Motion was passed with a called vote.

WORKFORCE CENTER CERTIFICATIONS

Ms. Holliday informed the Board that this is the first time that the Consortium Board was required to be part of the Center Certification Process and that Staff was not allowed to be part of the approval process. Centers fall under the authority of the Workforce Board. The following Centers have been through the Certification Process without any issues: Abingdon, Bristol, and Galax and will need to be approved; Narrows, Pulaski, Radford, Wytheville will need to have ADA issues resolved before becoming certified and voted on in June. Ms. Millsap made a motion to Certify the Abingdon, Bristol and Galax Centers with a second from Ms. Deel. Motion was passed with a called vote.

WORKFORCE DEVELOPMENT BOARD UPDATE

Mr. Miller, WD Board Chair, stated that the Workforce Board's focus has been on Center Certification and the Board vacancies. He was very pleased to hear the good news on the WIOA Allocations.

EXECUTIVE DIRECTOR SUMMARY

Ms. Holliday reviewed the executive summary.

- She reviewed with the Board the WDB Certification. After years of monitoring, one of the processes for Board Certification needed to be changed. WDB were to be certified by May 1, 2021, but this is impossible due to the Consortium Board not meeting until the end of the month. There is an extension of Certification until July 1, 21021.
- There are several vacancies on the WDB that need to be filled: Carroll County Business, NRV Community Services, and a business from any area except for Montgomery County which has 2 business representatives. These will need to be filled and voted on at the next Consortium Board meeting.
- Word was received on May 13, 2021 that the NRMR Strategic Plan was approved provisionally. The following were positive comments on the Plan: Thorough LMI, Strong business and community

development, Multiple funding streams for services. There were no major issues to be addressed, and most of the issues were included in the detail plan. The negative comments or items to be corrected are: Vague details. A corrective action plan needs to be submitted by June 4, 2021.

INFORMATIONAL ITEMS

Ms. Carico provided the One-Stop Operator report and program updates. Mr. Cash highlighted the Success Story and provided program information. Ms. Holliday and Ms. Bolte provided Grants updates. Ms. Simmons provided the Business Services update.

CONSORTIUM BOARD MEMBERS TIME

Chair Biggs asked if any members of the Consortium Board wished to address the Board during the member's time. Hearing none she proceeded with the agenda.

NEXT MEETING

Chair Biggs instructed the Board that they would be receiving a survey concerning interest in the next Board meeting on July 21, 2021 being an in person meeting. She asked that all complete the survey out and return it to either herself or Ms. Holliday.

ADJOURNMENT

With no further business to discuss, the meeting was adjourned at 11:39 a.m.

Respectfully Submitted,



Beverly Suthers,
Workforce Operations Coordinator