

New River/Mount Rogers Workforce Development Board

MEETING MINUTES

April 28, 2021

CALL TO ORDER

Vice-Chair Williams called to order the regular meeting of the NRMR Workforce Development Board at 10:03 am on April 28, 2021 via ZOOM due to the COVID19 Pandemic.

ROLL CALL

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

<u>Board Members</u>		<u>Staff</u>
Mike Miller, Chair	Timothy McVey	Marty Holliday
Jay Williams, Vice-Chair	Austin Phipps	Beverly Suthers
Pam Allison	Martha Rasnake	Della Wheeler
Shirley Carlson	Jimmy Smith	Jenny Bolte
Vicky Collins	Terry Smusz	
Brook Dawson	Mark Tapp	
Heather Duncan		<u>Guests</u>
Jeff Dunnack		Mary Biggs
Mary Ann Gilmer		Elizabeth Carico
Barry Hollandsworth		Trent Moore
Perry Hughes	<u>Alternates</u>	
Josh Lewis	Christina Lowe	
Jordan Loupe	Beth Carico	

A quorum was present.

APPROVAL OF AGENDA

Vice-Chair Williams called for a motion to approve the Agenda. Mr. Hollandsworth made the motion to approve the Agenda as presented with a second from Ms. Gilmer. The motion was passed unanimously.

APPROVAL OF CONSENT AGENDA

Vice-Chair Williams called for a motion to approve the Consent Agenda. Chair Miller made the motion to approve the Consent Agenda previously distributed with a second from Ms. Smusz. The motion was passed unanimously.

PUBLIC COMMENT

Vice-Chair Williams 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:**
 - Approval of 1st Draft PY21 Budget: Ms. Holliday reviewed the budget letting the Board know the committee had seen and reviewed the budget as presented. Mr. Hollandsworth made the motion to approve the Draft Budget as presented with a second from Mr. Smith. The motion was passed unanimously.

- **One-Stop Operations & Delivery Committee:**
 - **Approval of PY21 Service Delivery and Funding:** Ms. Holliday stated that the committee had seen to proposed service delivery and funding and were ready to move forward with the best guess without actual allocations or carryover figures. Ms. Smusz made the motion to approve the PY21 Service Delivery and funding as presented with a second from Mr. Smith. The motion was passed with Ms. Gilmer and Ms. Carico abstaining (as they represent WIOA Program Operators).
 - **Center Certification:** Ms. Holliday stated that Centers have had their initial walk through and ADA reviews. Only minor items have been found. Currently they are waiting on teams to make recommendations. More information should be made available by the June 2021 meeting.
 - **Performance:** Ms. Holliday 2nd Quarter Performance numbers.
- **Youth Committee:**
 - Ms. Holliday stated that the committee has had to time to review the proposed service delivery and funding and were ready to move forward with the best guess without actual allocations or carryover figures. Mr. Tapp made the motion to approve the PY21 Service Delivery and funding as presented with a second from Mr. Dunnack. The motion was passed with Ms. Gilmer and Ms. Carico abstaining (as they represent WIOA Program Operators).

CONSORTIUM BOARD UPDATE

Ms. Biggs, Consortium Board Chair, informed the Workforce Development Board that Board had been busy with the Certification process. She was impressed with the quality of people working on the programs and learned a lot in the process. She asked if anyone on the One-Stop teams present would like to speak. Hearing none, she thanked everyone for their hard work.

EXECUTIVE DIRECTOR SUMMARY

Ms. Holliday reviewed the reviewed the new process for certifying WDB Business Board members. She is required to get new signatures for the Business Representatives. She was granted an extension from the May 1, 2021 deadline until July 23, 2021.

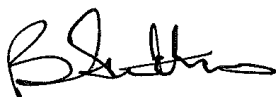
PARTNER REPORTS

Reports for the following partner agencies were given: Community Based Organizations, Ms. Smusz and Ms. Carico; Community Based Organizations, Mr. Hughes; Economic & Community Development, Josh Lewis; Job Corp, Mr. Loupe; TANF Programs, Vicky Collins; Title 1 Rehabilitation Act of 1973, Pam Allison; Virginia's Employment Services, Ms. Lowe; WIOA Title 1 Programs, Ms. Carico and Mr. Moore; Special Grants, Ms. Holliday & Ms. Bolte.

ADJOURNMENT

Ms. Holliday highlighted the next scheduled WDB meeting on June 23, 2021 at the Wytheville Meeting Center in the Grand Ballroom. Until the governor removes the current executive order, meetings will be allowed to be virtual. After the executive order is lifted, allowed meeting formats will be unknown. With no further business to discuss, the meeting was adjourned at 11:23 a.m. with a motion to adjourn by Mr. Miller with Mr. Smith seconding.

Respectfully Submitted,



Beverly Suthers,

Workforce Operations Coordinator