

New River/Mount Rogers Workforce Development Board

MEETING MINUTES

June 23, 2021

CALL TO ORDER

Chair Miller called to order the regular meeting of the NRMR Workforce Development Board at 10:05 am on June 23, 2021. The Governor's COVID19 Pandemic Emergency Order has not been lifted. The meeting was in person and via ZOOM.

ROLL CALL

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

Board Members

Mike Miller, Chair	Perry Hughes
Jay Williams, Vice-Chair	Jordan Loupe
Karen Akers	Jimmy Smith
Howard Bartholomay	Terry Smusz
Vicky Collins	
Heather Duncan	
Jeff Dunnack	
Mary Ann Gilmer	
Rob Goldsmith	

Staff

Marty Holliday
Beverly Suthers
Della Wheeler
Jenny Bolte

Guests

Elizabeth Carico
Jon Cash

A quorum was present.

APPROVAL OF AGENDA

Chair Miller called for a motion to approve the Agenda. Mr. Hughes made the motion to approve the Agenda as presented with a second from Mr. Goldsmith. The motion was passed unanimously.

APPROVAL OF CONSENT AGENDA

Chair Miller called for a motion to approve the Consent Agenda. Mr. Dunnack 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:**
 - Approval of Draft PY21 Budget V 5/13/21 and 6/14/21: Ms. Holliday reviewed the budget letting the Board know the Consortium Board had seen and voted on the V5/13/21 Budget, but another grant had been received and the official WIOA allocations were now known. The Board would be presented with what she hoped was the final budget in August with Program Operator Carryovers. Both budgets would need to be approved by the Board and it could be done separately or together. Vice-Chair Williams made a motion to approve both budgets as presented with a second from Mr. Dunnack. The motion was passed unanimously. Mr. Goldsmith and Ms. Gilmer abstained.

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

- **Approval of PY21 Funding Modification for Adult, Youth, DLW:** Ms. Holliday stated that she had not sent official notification to the Program Operators concerning funding since the funding has changed with the receipt of the WIOA allocations. The numbers presented in the packet will change yet again once carryover is known in July. Vice-Chair. Williams made the motion to approve the PY21 Funding Modification for the Adult, Youth & DLW Programs as presented with a second from Mr. Hughes. The motion was passed with Ms. Gilmer and Mr. Goldsmith abstaining.
- **Center Certification:** Ms. Holliday stated that Centers have had their initial walk through and ADA reviews. Only minor items have been found and corrected. Five centers are ready to move forward for State Certification. Chair Williams made a motion to move forward with State Certification of five of the seven centers with a second from Mr. Goldsmith. The motion was passed unanimously.

Ms. Holliday stated that the Pulaski Center would need to make expensive modifications to their building before they would be able to be ADA certified. Mr. Cash spoke on the areas that would need to be addressed and the progress that had been made. Ms. Holliday asked that since the Pulaski Center was located in a Non-profit establishment, the expenses being high, and that the renovations would not be required if not for WIOA presences in the building, if she negotiate a reimbursement of some of the costs required for ADA compliancy.

- **Performance:** Ms. Holliday 3rd Quarter Performance numbers.
- **Strategic Planning Committee:**
 - Ms. Holliday informed the Board that in the past the State would review the entire Strategic Plans for the Workforce Board Areas. This year they were required to answer questions on Appendix D and limit the number of pages of supporting documents. the NRMR Strategic Plan was reviewed by the State and only needed more detail added to Appendix D. This updated document will be submitted once she is able to clarify how some items will be measured.
- **Nomination Committee:**
 - Mr. Goldsmith presented a slate of nominations:
Executive Committee: Mike Miller, Chair (NRV), Jay Williams, 1st Vice-Chair (NRV), Howard Bartholomay, 2nd Vice-Chair (MR), Tim McVey (MR), Mark Tapp (NRV), Jeff Dunnack(MR), Martha Rasnake (MR). Ms. Holliday opened the floor for nominations. There were none. Ms. Holliday called for a vote and the nominations were approved as presented.

CONSORTIUM BOARD UPDATE

Ms. Biggs, Consortium Board Chair, was not in attendance. Ms. Holliday reviewed the WDB Board Certification processes. She stated an extension was give on time to become certified and listed WDB members who would be leaving/retiring.

EXECUTIVE DIRECTOR SUMMARY

Ms. Holliday reviewed with the Board the new YouthBuild grant and the Unite Us Virginia initiative.

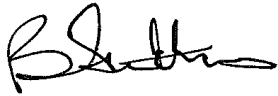
PARTNER REPORTS

Reports for the following partner agencies were given: Community Based Organizations, Ms. Smusz and Mr. Goldsmith; Institute of Higher Education, Mr. Hughes; Job Corp, Mr. Loupe; TANF Programs, Vicky Collins; Virginia's Employment Services, Ms. Akers; WIOA Title 1 Programs, Ms. Carico and Mr. Cash; Special Grants, Ms. Holliday & Ms. Bolte.

ADJOURNMENT

Mr. Miller highlighted travel documents and the next scheduled WDB meeting on August 25, 2021 at the Wytheville Meeting Center in the Grand Ballroom. Until the governor removes the current executive order, meetings will be allowed to be a combination of virtual and in person. After the executive order is lifted, allowed meeting formats will be unknown. With no further business to discuss, the meeting was adjourned at 11:45 a.m.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "B. Suthers", written in a cursive style.

Beverly Suthers,
Workforce Operations Coordinator