

New River/Mount Rogers Workforce Development Board

MEETING MINUTES

August 24, 2022

CALL TO ORDER

Chair Miller called to order the regular meeting of the NRMR Workforce Development Board at 10:02 am on August 24, 2022.

ROLL CALL

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

<u>Board Members</u>		<u>Staff</u>
Mike Miller, Chair	Shannon Mutter	Marty Holliday
Jay Williams, Vice-Chair	John Overton	Beverly Suthers
Thad Austin	Chris Pfolah	Jenny Bolte
Howard Bartholomay	Bryan Phipps	
Joy Butler	Martha Rasnake	
Vicky Collins ZOOM Attendance	Brad Rodriquez	
Jeff Dunnack	Jimmy Smith	<u>Guests</u>
Mary Ann Gilmer	Aaron Vaughn	Mary Biggs, CLEO Chair
Mary Anne Holbrook	Larry Wyatt	Brenda Rigney
Phil Hull ZOOM Attendance		John Matthews
Perry Hughes	<i>Alternate</i>	Stephanie Hoer
Jordan Loupe	Brennan O'Quinn	Beth Carico
Christy Lowe	Brittany Quesenberry	Gwen Johnson ZOOM Attendee

A quorum was present. Mr. Dunnack made a motion to allow ZOOM Board member attendees to vote and participate in the Board meeting. The motion was seconded by Ms. Gilmer. The motion was passed unanimously.

CONSENT AGENDA

Mr. Williams made the motion to approve the Consent Agenda as presented with a second from Mr. Overton. The motion was passed unanimously.

PUBLIC COMMENT PERIOD

Hearing none, Chair Miller moved on with the agenda.

ELECTION OF OFFICERS

Ms. Holiday thanked Ms. Gilmer and Mr. Hughes for the work that was done by the Nomination Committee. Ms. Gilmer brought forth the slate of officers stating that there are no term limits on the Board. She thanked everyone on the Nomination Committee for their work. Ms. Gilmer stated the existing slate of officers had agreed to continue in their current roles:

Workforce Development Board	Executive Committee
Mike Miller, Chair	Timothy McVey, MR
Jay Williams, 1st Vice-Chair	Mark Tapp, NRV
Howard Bartholomay, 2nd Vice-Chair	Jeff Dunnack, MR
	Martha Rasnake, MR

Mr. Overton made a motion to accept the appointment of officers as presented with a second from Mr. Hughes. The motion was passed unanimously.

COMMITTEE REPORTS

- **Budget and Administration Committee:**

Mr. Overton made a motion to approve the Final Draft of the PY22 Budget as presented with a second from Mr. Miller. The motion was passed with Mr. Phipps and Ms. Gilmer abstaining.

Ms. Holliday explained the need for the Statement of Economic Interest stating that it must be returned by 09/30/2022. For those that did not complete the statement at the Board Meeting, she would be emailing the statement to the Board Members.

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

Mr. Williams made a motion to approve the PY'22 Contract Modification effective 09/01/2022 as presented with a second from Ms. Rasnake. The motion was passed with Mr. Phipps and Ms. Gilmer abstaining.

Next Ms. Holliday explained that every three years an RFP must be conducted for the Program Operators. This would be voted on by both Boards at the Joint December 2022 Meeting. Anyone is allowed to turn in a proposal for any are in the 13 jurisdictions. Ms. Gilmer informed the Board that due to changes in the Goodwill Industries of the Valleys (Goodwill) Board, and the new structure at Goodwill did not have plans to continue operating WIOA Programs in the future. They hoped to continue serving on the Board and supporting WIOA Programs with Partnerships, but they would not be re-applying as a Program Operator.

Mr. Miller stated that due to this new information was the Board interested in updating the RFP to include one program operator to cover all 13 jurisdictions. A brief discussion followed with the Board members deciding to pursue one program operator for 13 jurisdictions for Adult and Youth Programs. This would be worded the same as the One-Stop Operator/Dislocated Worker Program. Ms. Holliday informed the Board that as long as she is the Executive Director, the Board office would not run its own programs.

- **Training Provider Committee:**

In the absence of Mr. McVey Ms. Holliday asked the Board to approve the new Training Providers. Ms. Gilmer asked for the new programs be monitored every six months in order to get data on participants passing the required State Certifications. All agreed this would be a good idea. Ms. Rasnake made a motion to approve the new training programs as presented with a second from Mr. Austin. The motion was passed.

- **Youth Committee:**

Ms. Rasnake made a motion to approve the PY'22 Contract Modification effective 09/01/2022 as presented with a second from Mr. Wyatt. The motion was passed with Mr. Phipps and Ms. Gilmer abstaining.

CONSORTIUM BOARD UPDATE

Ms. Biggs, Consortium Board Chair, informed the Board that the Consortium Board would be voting on the Nominations for the WDB at the next meeting in October 2022.

EXECUTIVE DIRECTOR SUMMARY

Ms. Holliday highlighted the trainings that staff had attended. The most recent trainings had been Mental Health First Aid for Adults and Youth.

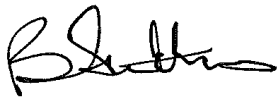
PARTNER REPORTS

Reports for the following partner agencies were given: Adult Education, Ms. Mutter; Community Based Organizations, Ms. Holbrook; Institute of Higher Education, Mr. Hughes;; Job Corp, Mr. Loupe; TANF Programs, Ms. Collins; Title 1 Rehabilitation Act of 1973, Mr. O'Quinn; Virginia's Employment Services, Ms. Lowe; WIOA Title 1 Programs, Ms. Carico and Ms. Johnson; Special Grants, Ms. Holliday & Ms. Bolte. A video of the Youth Career Camp was shown. This was a joint venture between both People Incorporated and Goodwill Industries of the Valleys.

ADJOURNMENT

Chair Miller stated that the next meeting would be a ZOOM meeting on October 26, 2022 at 10:00 am. Next Chair Miller highlighted the travel reimbursement forms located in the packet. With no further business to discuss, the meeting was adjourned at 11:33 a.m.

Respectfully Submitted,



Beverly Suthers,
Workforce Operations Coordinator