# New River/Mount Rogers Workforce Development Area Consortium Board

**MEETING MINUTES**
**September 18, 2024**

**CALL TO ORDER**

Chair Biggs called to order the regular meeting of the NRMR Workforce Development Area Consortium Board at 10:08 am on September 18, 2024 at the Wytheville Meeting Center

**MOMENT OF REFLECTION**

Chair Biggs lead the Board in the Pledge of Allegiance and a moment of reflection.

**ROLL CALL**

Ms. Holliday conducted a roll call. A quorum of the Consortium Board was not present. Chair Biggs called the Executive Committee to order to continue to conduct business.

**<u>Board Members In Person</u>**

Montgomery County – Mary Biggs, Chair
Bland County – Cameron Burton
Grayson County – Michael Hask

Washington County – Charlie Hargis

**<u>Guests</u>**

Beth Carico, People Inc
Mike Miller WDB Chair.

**<u>Staff</u>**

Marty Holliday
Jenny Bolte
Renee Sturgill
Kimber Simmons
Angi Chandler
Kathy Pickel

**APPROVAL OF CONSENT AGENDA**

A motion was made to approve the consent agenda as presented by Ms. Burton with a second from Mr. Hargis. The Motion passed unanimously.

**PUBLIC COMMENTS**

Ms. Biggs opened the floor to public comment. Hearing none, she proceeded with the next item on the agenda.

**FINAL PY24 BUDGET**

Ms. Holliday reviewed the Final PY24 Budget with carryovers included. Ms. Burton made a motion to approve the final budget as presented with a second from Mr. Hash. The Motion was passed unanimously.

**PY24 CONTRACT MODIFICATIONS**

Ms. Holliday noted that carryover amounts were less than expected. With those considerations staff is recommending modifications to the contracts for Adult, DLW and Youth based on the document presented. Mr. Hask made a motion to approve the PY24 Contract Modifications as presented with an effective date of July 1, 2024. Ms. Burton seconded the motion and the motion was passed unanimously.

**CLOSED SESSION**

Chair Biggs noted that the Committee needed to go into closed session Sec. 2.2-3711(A)(1) of the Code of Virginia. 1. Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body; Ms. Collins made the motion to go into closed session for the stated reason. Mr. Austin seconded the motion and a called vote was taken with all members present voting yes..

Ms. Burton made the motion to come out of closed session. Mr. Hash seconded the motion and a called vote was taken with all members present voting yes.

Mr. Hargis made a motion to certify that only the item related to Sec. 2.2-3711(A)(1) of the Code of Virginia. 1. Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body was discussed in the closed session. Mr. Hash seconded the motion and a called vote was taken with all members present voting yes.

Ms. Burton made the motion to accept the recommendation from the Workforce Board to hire from within and consider Ms. Jenny Bolte as the new Executive Director when Ms. Holliday retires June 30. 2025 and to consider bringing Ms. Holliday back on a part-time basis to work on special projects and offer support as needed to ensure a smooth transition. Mr. Hargis seconded the motion and the motion passed unanimously.

This action needs to go to the Consortium Board at the December meeting.

**EXECUTIVE DIRECTOR SUMMARY**

Ms. Holliday reviewed the executive summary and gave an update on the Workforce Transition Advisory Committee.

**INFORMATIONAL ITEMS**

Ms. Carico provided the One-Stop Operator report and program updates. Ms. Chandler and Ms. Pickel provided Grants updates. Ms. Simmons provided the Business Services update to those in the room.

**NEXT MEETING**

Ms. Holliday stated the next meeting would be Joint Meeting in person at the Wytheville Meeting Center on December 4, 2024 at 10 am. Ms. Holliday then reminded the Board members in attendance to complete their Travel Documents for processing.

**ADJOURNMENT**

With no further business to discuss, the meeting was adjourned at 11.46 am.

Respectfully Submitted,

Marty Holliday

Marty Holliday
Executive Director