Joint Meeting of the New River/Mount Rogers
Workforce Development Board and Consortium Board

MEETING MINUTES

May 15, 2024

CALL TO ORDER

Chair Miller and Chair Biggs, respectively, called to order the Joint meeting of the NRMR Workforce Development Board and the Consortium Board at 10:01 am on May 17, 2023 in person at the Wytheville Meeting Center and online via Zoom.

MOMENT OF REFLECTION

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

ROLL CALL

Ms. Holliday conducted a roll call. The following persons were present and online a quorum was present for both Board members in attendance:

Board Members In Person	**Board Members & Guests Online**	**Staff**
Consortium Board	***Consortium Board Online***	Marty Holliday
Montgomery County – Mary Biggs, Chair	Pulaski County – Laura Walters	Kimber Simmons
Bland County – Cameron Burton		Renee Sturgill
Floyd County – Joe Turman		Jenny Bolte
Galax City – Michael Barnette		Angi Chandler
Smyth County – Jason Parris		
Washington County – Charlie Hargis		Kathy Pickel
Workforce Development Board	***WDB Online***	
Mike Miller, Chair		
Thad Austin		
Joy Butler		
Vicky Collins		
Kelly DeBusk	**Guests Online**	
Nicole Hair		
Mary Ann Holbrook		
Phil Hull		**Guests**
Jordan Loupe		Beth Carico
Christy Lowe		
Tim McVey		
Shannon Mutter		
Byran Phipps		
Bradley Rodriguez		
Jimmy Smith		
Jay Williams		
Larry Wyatt		

APPROVAL FOR ZOOM ATTENDEES

Ms. Burton made the motion to allow all zoom attendees to be counted as attended, participate and vote during the meeting. Mr. Hargis seconded the motion and the motion passed unanimously.

APPROVAL OF CONSENT AGENDA

Ms. Hair made the motion to approve the Consent Agenda as previously distributed to all members via email Mr. Hargis seconded the motion and the motion was passed unanimously.

PUBLIC COMMENTS

Ms. Biggs opened the floor to public comment. There was none.

ACTION ITEMS:

<u>Draft PY24 Budget</u>

In reviewing the Draft PY24 Budget Ms Holliday explained that there were two unknows: the actual PY24 WIOA allocations and the actual PY23 Carryover and she gave a brief explanation of her methodology of estimating those budget amounts. A Final Budget would not be available until August 2024. She further explained that the Consortium Board's Finance Committee and the WDB's Budget and Administration Committee had reviewed and approved the Draft Budget. For the WDB, Ms. Collins made the motion to approve the Draft Budget as presented. Ms. Holbrook seconded the motion and motion carried. Mr. Phipps abstained as he is employed by People Inc. For the Consortium Board Ms. Burton made the motion to approve the Draft Budget as presented. Mr. Parris seconded the motion and the motion passed unanimously.

<u>PY24 Contract Award and Funding Allocation Recommendations</u>

Ms. Holliday reviewed the Contract Award and Funding Allocation process and amounts, noting that at this time is's only an estimate to give People Inc. a starting point and that the One-Stop Operations and Youth Committees have reviewed these documents. Ms. Collins made the motion to approve the Contract Award to People Inc and accept the funding allocations as recommended by the Committees. Ms. Hair seconded the motion and motion carried. Mr. Phipps abstained as he is employed by People Inc. For the Consortium Board Mr. Turman made the motion to approve the Contract Award to People Inc and accept the funding allocations as recommended by the Committees. Mr. Hargis seconded the motion and the motion passed unanimously.

<u>PY24 Fiscal Agent Agreement</u>

Ms. Holliday gave a review of the Fiscal Agent approval process as it relates to the Federal Law, the grant recipient (Pulaski County) and the Consortium Board. She stated that other than dates, there was no change to the agreement from PY23. Mr. Parris made the motion to approve the PY23 Fiscal Agent Agreement with the New River Valley Regional Commission. Ms. Burton seconded the motion, and the motion passed unanimously.

<u>Review and Action of the Region-Wide MOU</u>

Ms. Holliday gave an overview of the Region-Wide MOU purpose and process. She noted that only the WDB needs to approve the MOU, but that the CB will approve their Chair to sign. Mr. Williams made the motion to approve the PY24-26 MOU. Mr. Smith seconded the motion and the motion passed unanimously.

<u>Review and Action of the Wytheville IFA for PY24</u>

Ms. Holliday gave an overview of the Wytheville IFA purpose and process. She noted that only the WDB needs to approve the IFA, but that the CB will approve their Chair to sign. Ms. Collins made the motion to approve the PY24 IFA. Ms. DeBusk seconded the motion and the motion passed unanimously.

<u>Action of the CB for Chair to Sign Region-Wide MOU and Wytheville IFA for PY24</u>

Ms. Burton made the motion to approve Chair Biggs to sign the MOU and IFA. Mr. Barnette seconded the motion and the motion passed unanimously.

EXECUTIVE DIRECTOR SUMMARY

Ms. Holliday gave a brief updates on the Workforce Reorganization, Federal Reauthorization and the Workforce Foundation.

DEPUTY DIRECTOR SUMMARY

Ms. Bolte gave a brief update on various initiatives that she has been working on.

INFORMATIONAL ITEMS

Updates were given for WIOA Title 1 Programs by Ms. Carico and Discretionary Grant Updates were given by Ms. Chandler and Ms. Pickel

NEXT MEETING

Chair Biggs noted that the next board meeting would be in person at the Wytheville Meeting Center:

- Workforce Board – August 28, 2024 beginning at 10am
- Consortium Board: September 18, 2024 beginning at 10am

ADJOURNMENT

The official meeting of the WDB and Consortium Board was adjourned at 12:50pm.

Respectfully Submitted,

Marty Holliday

Marty Holliday
Executive Director