

**Triangle South Workforce Development Board**  
**Meeting Minutes**  
**August 18<sup>th</sup>, 2016**

***Board Members Present:***

Chairman Russell Hieb, Carolyn Blue, Jim Burgin, Scott Daniel, Nicholas Dula, Ronald Hewett, Bob Kain, Alice Kendrick, Bruce Ledford, John Lowery, Meg Moss, Vicki Newell, Eugene Pearsall (via phone), Jim Roberts, Edward Timmons

***Absent:*** Gary Mac Herring Jr., Deanna Jones, Harry Parker, John Ruffin, Donna Williams

***Others in Attendance:*** Rosalind Cross, Adena Mitchell, Tiffany Swenson, Mike Peluso, Dottie Cieciorcka, Angela Nicholson, Scott Panagrosso, Gary Hart, Dr. Andy Bryan, Harold Smith, Ashley Voss, Patricia Little, Taylor Kirks, Ken Chambers, Faye Hall, Malinda Marsh, Sherwood Sutherland, Paul Maynor, Subrena Jacobs, Charlotte Leach, Anitra Hart, LeeAnn Gonzales

***Meeting called to order at 4:32 pm, quorum established.***

Chairman Russell Hieb welcomed attendees to the meeting and allowed Scott Panagrosso, the regional representative for Career Pathways for DWS, to introduce himself.

***Approval of Meeting Minutes:*** The meeting minutes from the April Board meeting were reviewed by the board members present. The motion to approve the minutes was made by Jim Roberts and seconded by Bob Kain. The minutes were approved with no discussion or opposition.

***Approval of Financial Report:*** Dottie presented the information to the Board regarding the total expenditures of the contractors for Program Year 2015 and the expected allocations for Program Year 2016. The budget for Program Year 2016 is roughly \$20,000 less than Program Year 2015. Chairman Hieb asked the Board members in attendance to review the additional financial spreadsheet that showed contractor allocations, expenditures, and participants served by agency rather than county. Bruce Ledford made the motion to approve the financial reports from Program Year 2015, and the approved allocations for Program Year 2016. Jim Roberts seconded the motion. The motion was approved with no opposition.

***Board Development: Work Ready Communities –***

Gary Hart, the CTE Director for Lee County Schools and Dr. Andy Bryan, the Superintendent for Lee County schools, presented information to the Board concerning the Work Ready Communities initiative in Lee County. Highlights from the presentation and the question and answer session included the following:

- Work Keys Assessments are taken by high schools students. The result of their assessments will show their employability levels, whether it be Bronze, Silver, Gold, or Platinum.
- Based on the certificate level, employers will be able to readily recognize the skill levels of a potential applicant.

- In addition to Work Keys, students will have the ability to earn additional certifications through the Work Ready Communities Initiative. Last school year, 84% of Lee County School System graduates had a certification beyond a high school diploma.
- 83 Business Industry partners have joined the initiative and will recognize the Work Keys Assessments.
- As soft skills are a big concern among local employers, the Work Ready Communities initiative will ensure that students attend workshops focused on interviewing skills and dressing for success, as well as internships to ensure the proper written and verbal skills and work place etiquette are taught to future jobseekers.
- The initiative serves both High School and Community College students, and the school system is working towards granting college credit for Platinum level Work Keys certificates.

***Contractor/Career Center Updates:*** No questions were posed regarding the contractor reports.

***CCCC Updates:*** CCCC associate provost, Jon Matthews, gave the CCCC updates in Dr. Pamela Senegal's absence:

- Fall curriculum classes have begun, Continuing Education classes are starting each week.
- Godwin Manufacturing has agreed to take six Welding Apprentices as part of Carolina Apprenticeship Works.
- HRD classes are re-launching this spring to include online, hybrid, and face to face sessions in an effort to meet the repeated requests of improving soft skills of job candidates.
- Lee County's application to become a certified work ready community has been submitted.
- CCWorks enrolled more than 1100 students in the 2015-16 year, and 91% of those students earned an A, B, or C.
- Manufacturing Day will be held on October 7<sup>th</sup>. For registration information contact Pamela Fincher.
- On January 27<sup>th</sup>, a speaker that specializes in generational communication strategies from the Center for Creative Leadership in Greensboro, will be at the Dennis A. Wicker Civic Center. Registration for the event opens in October.
- Starting the first Saturday in September, a fast track program for entrepreneurs will be held at the new CCCC Dunn Site.
- Both Dr. Senegal and Director Rosalind Cross will head to Sampson Community College next week in an effort to continue to strengthen partnerships in Sampson County.

***Vacant Chatham Vice Chair nomination:*** Chairman Hieb stated that with the resignation of former Board Chair Faythe Canson Clark, there is now a vacancy for a Vice Chair in Chatham County who would serve as the Chatham representative on the Executive Committee. Deanna Jones is an active and knowledgeable Board member that would work well in that position. Chairman Hieb asked if any Board members would be opposed to her appointment to the position. Jim Roberts made the motion to appoint Deanna Jones as the Vice Chair for Chatham County, Meg Moss seconded the motion. The motion was approved with no opposition.

**Chatham Youth RFP:** Two agencies submitted an RFP to operate the Chatham Youth program and Central Piedmont Community Action (formally Joint Orange Chatham Community Action or JOCCA) had the strongest proposal. The Executive Committee approved them as an operator during their June meeting.

**Career Center Manager Vacancies:** Director Rosalind Cross stated that the interviews for the NCWorks Career Center Manager position in Sanford have taken place and the candidate chosen should be made an offer in the near future.

**Sager Creek/ Del Monte Rapid Response:** Business Services Coordinator Mike Peluso stated that the Del Monte plant in Sampson County closed without providing the proper notification to the state. When the state and Local Area were aware of the closing, a Rapid Response was put together to serve the remaining 85 people who were being laid off. An information fair was held and three employers were on site to interview those laid off for positions in their companies. NCWorks Career Center Manager of Clinton, Sandra Webster, worked in coordination with Mike to make the event a success. Her office will keep track of the amount of individuals hired at the information fair by the attending employers. In total, 300 individuals were laid off.

**Committee Updates:**

**Executive Committee:** Chairman Hieb stated that the Executive Committee Meeting approved the contract to Central Piedmont Community Action for the Youth Program in Chatham County.

**Youth Standing Committee:** Scott Daniel stated that the Youth Council has been dissolved, and 10 members were appointed to the Standing Youth Committee. Meetings will be held on a bi-monthly basis. Branding for WIOA Youth programs has also changed, WIOA Youth services will now be referred to as WIOA Young Adult and Youth Services. The recent Youth Rally was a success (as featured in the newsletter), and WIOA Young Adult and Youth Services Coordinator Angela Nicholson is playing an active role in NC Youth Leads. Angela stated that the NC Commission of Workforce Development has required that the local area serve 199 youth with WIOA Young Adult and Youth Services funds. She stated that the Local Area goal will be more ambitious, and require contractors to serve a combined total of 223.

**Career Center Committee:** Chatham County has submitted their application for Tier 2 NCWorks Certification.

**Communications Committee:** Ron Hewett stated that the Communications committee has met twice, and has done a thorough evaluation of the employer needs in the local area based on the current services being provided, and previous surveys taken of both local and statewide businesses. After an effective Communications plan has been put in place to reach employers, the emphasis will shift to employees. One of the goals of the committee is to make each Board Member an effective communicator of Board services. In October, the committee will present some valuable information to the Board about employer/board relations in an effort to drum up support for programs with the biggest pay-off. Ron encouraged Board members to share any ideas they may have.

**Director's Report:** Director Cross covered the following topics in her report –

- The IWDP grant has ended and will now become the Public Private Partnership Grant. The layout has yet to be announced, but Mike Peluso states the changes will help eliminate some of the bureaucracy and paperwork.
- NCWorks Career Center signage is now up and in place in both Lee and Sampson Counties.
- The Chatham County Career Center is on the right path to receive certification.
- WIOA Boot Camp will be held on September 21<sup>st</sup> and 22<sup>nd</sup>. WIOA partners and Board Members are encouraged to attend to learn more about WIOA and its partner programs.
- TSWDB website has been updated to show updates to WIOA, success stories have also been added to the site as a separate page.
- The newsletter will be converting to an e-newsletter and distributed electronically.
- USDOL WIOA Final Rules have been released and are currently being read and reviewed by staff.
- SETA Regional Conference will be held September 25<sup>th</sup> through the 28<sup>th</sup> in Biloxi, Mississippi.
- The NCWorks Partnership Conference will be held October 5<sup>th</sup> through the 7<sup>th</sup>. A Harnett County Youth participant has been selected to receive the Governor's Award for Outstanding Teen. Board members were encouraged to attend the conference and the Awards Banquet held on October 6<sup>th</sup>.
- The Board Retreat is scheduled for November 10<sup>th</sup> at Campbell University. Information presented will include Career Pathways and an in-depth Q&A session for Board and staff. Should Board members have any suggestion on topics, or have any specific menu requests, they should reach out to Director Rosalind Cross.

Chairman Hieb stated that he hopes that attendance at the Board Retreat will increase. He also plans on having a facilitator come and discuss how to Build a Better Board. Chairman Hieb reminded attendees that the next Board Meeting will be held on October 20<sup>th</sup>, 2016.

*The meeting adjourned at 5:48 pm.*

*Minutes respectfully submitted by Adena Mitchell.*