

**LUMBER RIVER WORKFORCE DEVELOPMENT BOARD  
30 CJ WALKER ROAD  
PEMBROKE, NC 28372  
THURSDAY, AUGUST 23, 2018  
8:30 A.M.**

**MEMBERS PRESENT**

Private Sector:	Jay Todd; Theresa Walker; Roderick Locklear; Terry Lewis; Terri Beard; Kelly Lowry;
Community Based Organization:	Thomas Brooks
Consortium Board Member:	None
Higher Education:	Dr. William D. McInnis
NCWorks:	Peggy Davis
Vocational Rehabilitation:	Denise McKoy
Economic Development:	Vacant
Organized Labor:	None
Adult Education & Literacy:	Dr. William Findt

**MEMBERS ABSENT**

Community Based Organization:	John Alford
Private Sector:	Timothy Locklear; Evans Sheppard (excused); Jean Fletcher (Excused); Teresa Johnson (excused); David Chestnut (excused); Merrideth Hale (excused); Ophelia Ray (excused); James Taylor (excused); Cathy Poole (excused); Lee Anne Sago (excused)
Consortium Board Member:	Raymond Cummings
Organized Labor:	Carolyn Floyd-Robinson
Higher Education:	None
NCWorks:	None
Secondary Education:	Vacant
Vocational Rehabilitation:	Vacant
Economic Development:	Varonica McKoy Livingston (excused)
Adult Education & Literacy:	None

**GUESTS**

Sherwood Southerland, Two Hawk Workforce Services; Paul Maynor, Two Hawk Workforce Services; Aletha Poole, Two Hawk Workforce Services; Kathy Pone, Two Hawk Workforce Services; Carolyn Anderson, Two Hawk Workforce Services; Ricky Ransom, UNCP; Sharon Harris, Partners in Ministry; Yolanda Moore, NCWorks Hoke; Jessica Hendrix, Hoke County Schools; Sandra Guyton, Bladen Community College; Katrina Harbison, Bladen Community College; John Lowery, DWS-NCWorks; Ben

Jacobs, LRDA; Sabrina Jackson, Two Hawk Workforce; Enrique Torres, Telamon Corp.; Willa Dean Williams, Bladen County Schools; Demorric Thomas, DWS; Lori Williams, Sandhills Community College; Nicole Worley, Sandhills Community College; Kay Peterkin, Scotland County Shaw Academy; Scott Panagrosso, NCWorks;

### **STAFF**

Patricia Hammonds, WD Administrator; Sonya Johnson, LRCOG Administrative Secretary; Arnetra Shaw, WD Staff; David Richardson, LRCOG Executive Director; Jautam Davis, WD Staff; Precious McArn, WD Staff; Kammala Brayboy, WD Staff; Antoinette Bullard, WD Staff; Matthew Ammons, WD Staff

### **CALL TO ORDER**

Chairman Jay Todd called the meeting to order at 8:30 a.m. and welcomed everyone in attendance. Mr. Todd read the Conflict of Interest policy from the By-Laws. Mr. Todd introduced Mr. Kelly Lowry with Elkay Corp. Mr. Lowry will be replacing retired Board Member Beth McPhaul.

### **CONSIDERATION OF MINUTES**

Motion was made by Mr. Roderick Locklear and seconded by Ms. Peggy Davis to approve the June 28, 2018 minutes as presented. Motion carried.

### **CONSENT ITEMS**

#### **WIOA Adult/ DW Service Report**

Motion was made by Dr. Dale McInnis and seconded by Dr. William Findt to accept the WIOA Adult/DW Service Report as presented. Motion carried.

#### **NCWorks Career Center Customers Served Report**

Motion was made by Mr. Roderick Locklear and seconded by Ms. Theresa Walker to accept the NCWorks Career Center Customers Served report as written. Motion carried.

#### **Business Enrichment Services Report**

Motion was made by Mr. Roderick Locklear and seconded by Dr. Dale McInnis to accept the Business Enrichment Services Report as presented. Motion Carried.

#### **Lumber River Youth Service Delivery Report**

Motion was made by Mr. Roderick Locklear and seconded by Ms. Denise McKoy to accept the Lumber River Youth Service Delivery Report as written. Motion carried

## **Lumber River Youth Services Regional Report**

*Motion was made by Mr. Roderick Locklear and seconded by Ms. Denise McKoy to accept the Lumber River Youth Services Report as presented. Motion carried.*

## **WDB Performance Accountability Measures July 2017- June 2018**

*Motion was made by Dr. Dale McInnis and seconded by Mr. Terry Lewis to accept the WDB Performance Accountability report as presented. The motion carried.*

## **OLD BUSINESS**

There was no Old Business.

## **NEW BUSINESS**

### **PY17 WIOA AD/DW Program Expenditure Reports**

Ms. Antoinette Bullard presented the WIOA Expenditure Reports July, 2017 thru June, 2018

<b>Fund 4020 Adult Funds</b>	<b>Total Budget PY17 Allocations</b>	<b>Reported Expenditures YTD April 2018</b>	<b>Percent Expended YTD April 2018</b>
Bladen Community College	142,229.00	122,258.73	85.96%
In-house Expenditures	348,535.00	197,108.85	56.55%
Two Hawk total	1,272,752.00	1,130,472.09	88.82%
<b>TOTAL</b>	<b>1,763,517.00</b>	<b>1,449,839.67</b>	<b>82.21%</b>

<b>Fund 4030 Dislocated Worker Funds</b>	<b>Total Budget PY17 Allocations</b>	<b>Reported Expenditures YTD April 2018</b>	<b>Percent Expended YTD April 2018</b>
Bladen Community College	104,507.00	102,596.60	98.17%
In-house Expenditures	235,521.76	169,281.18	71.87%
Two Hawk Total	669,967.00	586,691.94	87.57%
<b>TOTAL</b>	<b>1,009,995.76</b>	<b>858,569.72</b>	<b>85.01%</b>

*A motion was made by Dr. Dale McInnis and seconded by Mr. Roderick Locklear to accept the WIOA Adult Fund 4020 and WIOA Dislocated Worker Fund 4030 as presented. The motion Carried.*

<b>Fund 4040 Youth Funds</b>	<b>Total Budget PY17 Allocations</b>	<b>Reported Expenditures YTD April 2018</b>	<b>Percent Expended Year to Date April 2018</b>
In-house Expenditures	109,158.01	103,905.41	95.19%
Bladen Community College	150,944.10	127,304.15	84.34%

Scotland Co. Schools (ISY)	55,294.77	51,053.60	92.33%
UNCP	613,072.67	588,822.91	96.04%
Partners in Ministries Scotland Co. (OSY)	150,883.32	132,150.18	87.58%
Partners in Ministries Richmond Co.	185,862.47	164,618.60	88.57%
Hoke Co. Schools	183,879.66	162,841.20	88.56%
<b>TOTAL</b>	<b>1,449,095.00</b>	<b>1,330,696.05</b>	<b>91.83 %</b>

A motion was made by Ms. Theresa Walker and seconded by Dr. William Findt to approve the WIOA Youth Fund 4040 as presented. The motion Carried.

### **LRWDB Evaluation Committee Recommendations**

Dr. Dale McInnis stated that the Lumber River WDB Evaluation Committee met on August 9, 2018 to review and discuss PY 17/18 WIOA Adult/Dislocated Worker Service Delivery Reports, PY 17/18 WIOA Program Expenditure Reports, PY 18 LRWDB Ad/DW Initial Planning Budget, Training Requests, Service Provider Reports revisions and LRWDB Expenditure Report Revisions. The following items were approved by the Committee:

#### **I. PY 17/18 WIOA AD/DW Program Performance through June 2018**

#### **II. Program Years Expenditure Comparisons**

#### **III. PY17 Adult Carryover Funds and Plans of Use**

Dr. McInnis stated that Two Hawk Workforce Services requested the following PY17 Adult Carryover funds:

Hoke:	\$59,846.00
Richmond:	\$51,416.00
Robeson:	\$16,781.00
Scotland:	<u>\$44,301.00</u>
<b>Total:</b>	<b>\$172,344.00</b>

Two Hawk Workforce Services presented a plan of use that would increase the following placements: Occupational Skills training, On-the-job Training, Work experience, participant supportive costs, increase funding for additional case managers to be located in Hoke, Richmond and Scotland Counties. This will also increase current WIOA staffing at each of these locations. This will allow 2 full time WIOA staff members at each of these locations.

A motion was made by Dr. Dale McInnis and seconded by Mr. Roderick Locklear to approve the PY 17 carryover fund request and plan of use from Two Hawk Workforce Services with the expectation that performance outcomes will improve for the PY18 Adult program year. The motion carried.

Dr. McInnis then stated that Bladen Community College requested \$45,000 to use to increase on the job training placements, increase work experience placements; increase participant supportive costs and to maintain staffing for the WIOA program.

A motion was made by Mr. Thomas Brooks and seconded by Ms. Terri Beard to approve the PY17 carryover fund request and plan of use from Bladen Community College for their plan of use of the PY17 Adult Carryover Funds. Dr. William Findt abstained. The motion carried.

Dr. McInnis presented to the Board a request from LRWDB staff to keep \$75,000 of the PY17 Adult carryover funds in house. The additional funds would allow them to increase the number of IWT contracts; continue to develop regional initiative for job seekers and businesses, research and apply for additional grants; professional development, supplies and other administrative costs associated with overseeing these requests.

A motion was made by Dr. William Findt and seconded by Ms. Terri Beard to approve the PY17 Carryover funds request and plan of use from the LRWDB Staff for in house use of the PY17 Adult Carryover funds. The motion carried.

#### **IV. PY17 Dislocated Worker Carryover Funds and Plans of Use**

Dr. McInnis stated that the WD Staff had finalized PY17 closeout for the Dislocated Work Program. There are a total of 152,426.00 available for carry over funds distribution.

Dr. McInnis stated that Two Hawk Workforce Services requested the following PY17 Dislocated Worker Carryover funds:

Hoke:	\$38,876.00
Richmond:	\$26,163.00
Robeson:	\$12,975.00
Scotland:	<u>\$24,865.00</u>
<b>Total:</b>	<b>\$102,879.00</b>

Two Hawk Workforce Services presented a plan of use that would increase the following placements: Occupational Skills training, On-the-job Training, Work experience, participant supportive costs, increase funding for additional case managers to be located in Hoke, Richmond and Scotland Counties. This will also increase current WIOA staffing at each of these locations. This will allow 2 full time WIOA staff members at each of these locations.

A motion was made by Mr. Roderick Locklear and seconded by Mr. Terry Lewis to approve the PY 17 Dislocated Worker carryover fund request and plan of use from Two Hawk Workforce Services with the expectation that performance outcomes will improve for the PY18 Adult program year. The motion carried.

Dr. McInnis then stated that Bladen Community College requested \$25,000 to use to increase Occupational Skills training, on the job training placements, increase work experience placements; increase participant supportive costs and to maintain staffing for the WIOA program.

A motion was made by Ms. Theresa Walker and seconded by Ms. Denise McKoy to approve the PY17 carryover fund request and plan of use from Bladen Community College for their plan of use of the PY17 Dislocated Worker Funds. Dr. William Findt abstained. The motion carried.

Dr. McInnis presented to the Board a request from LRWDB staff to keep \$24,547.00 of the PY17 Dislocated Worker carryover funds in house. The additional funds would allow them to continue to develop regional initiative for job seekers and businesses, research and apply for additional grants; professional development, supplies and other administrative costs associated with overseeing these requests.

A motion was made by Mr. Roderick Locklear and seconded by Dr. William Findt to approve the PY17 Carryover funds request and plan of use from the LRWDB Staff for in house use of the PY17 Dislocated Carryover funds. The motion carried.

## **V. Training Provider Consideration**

Dr. McInnis stated that staff had presented information requested regarding training provider consideration for Innovative Systems Group. Ms. Kammala Brayboy advised the Board that research had been conducted regarding training that individuals may acquire through the training services offered, cost of course, course syllabus and that they had also consulted with the LRWDB IT Consultant. She advised that the Community Colleges in our Region offered the same services at a lower cost. Dr. McInnis stated that the Committee's recommendation was to deny the request.

A motion was made by Ms. Theresa Walker and seconded by Ms. Terri Beard to deny Innovative Systems Group's request to be considered as an eligible training provider for the Lumber River Workforce Development Local Area. Dr. Dale McInnis abstained. The motion carried.

Dr. McInnis stated that staff had presented information requested regarding training provider consideration for Chosen Healthcare Institute of Lumberton. Ms. Kammala Brayboy advised the Board that research had been conducted concerning training that individuals may acquire and compared the trainings with what is offered at the Community Colleges in our Region. She advised that the Community Colleges in our Region offered the same services at a significantly lower cost. Dr. McInnis stated that the Committee's recommendation was to deny the request.

A motion was made by Mr. Roderick Locklear and seconded by Mr. Terry Lewis to deny Chosen Healthcare Institutes' request to be considered as an eligible training provider for the Lumber River Workforce Development Local Area. Dr. Dale McInnis abstained. The motion carried.

## **LRWDB Youth Committee Recommendation**

Chairman Jay Todd advised the Board that the Lumber River WDB Youth Committee met on August 14, 2018. The following items were discussed by the Committee:

### **I. PY 17/18 WIOA Youth Program Performance (July 1, 2017 – June 30, 2018 Service Delivery Reports and July 1, 2017 – June 30, 2018 Youth Program Expenditure Reports)**

#### **II. Program Year Expenditures Comparisons**

**PY 2017 Carryover Negotiations-** Mr. Todd stated that the WD Staff had finalized PY17 closeout for the Youth Program. There are a total of 118,379.00 available for carry over funds distribution. Bladen Community College has requested \$15,000.00 to increase number of on the job training placements, increase number of work experience placements and increase funds for supportive services costs.

Mr. Roderick Locklear made a motion, seconded by Mr. Thomas Brooks to approve the allocation of \$15,000 from PY 2017 Youth Carryover funds to Bladen Community College to support requested services for Bladen County as stated. Dr. William Findt abstained. The motion carried.

Hoke County Schools requested \$30,000 to increase number of on the job training placements; ISY Summer Work experience, Occupational Skills training and additional funds for supportive and contracted services cost.

Mr. Roderick Locklear made a motion, seconded by Dr. Dale McInnis to approve allocation of \$30,000 from PY2017 Youth carryover funds to Hoke County Schools to support requested services as presented. The motion carried.

Partners in Ministry has requested \$45,000 to increase number of on the job training placements, number of work experience placements, number of Internships and additional funds for supportive services cost.

Dr. Dale McInnis made a motion, seconded by Mr. Roderick Locklear to approve the allocation of \$45,000 from PY2017 Youth Carryover Funds to Partners in Ministry to support the requested services for Richmond and Scotland County as presented. The motion carried.

Scotland County Schools requested \$8,513 to increase funds for participant support services costs, increase participant incentives, contractual costs and maintain administrative costs associated with program.

Dr. William Findt made a motion, seconded by Ms. Denise McKoy to approve the allocation of \$8,513 from PY2017 Youth Carryover Funds to Scotland County Schools to support requested services as presented. The motion carried.

UNC-P requested \$13,407.70 to increase number of Summer Work experience placements, OSY work experience placements and staff travel.

Ms. Theresa Walker made a motion, seconded by Dr. Dale McInnis to approve the allocation of \$13, 407.70 from PY 2017 Youth Carryover Funds to UNCP to support requested services as presented. The motion carried.

LRWDB staff has requested that \$6,458.30 be allocated to In-house funds to be used for Outreach materials, Regional Outreach Youth Events, Youth Staff Development, Supplies, and administrative costs.

Ms. Theresa Walker made a motion, seconded by Ms. Denise McKoy to approve the allocation of \$6,458.30 from PY17 Youth Carryover Funds to LRWDB In-House. The Motion carried.

### **LRYS Regional Event – Real World Event**

Mr. Jay Todd informed the Board that the Real World Event was held on Tuesday, June 26, 2018 at the Richmond Community College, Cole Auditorium. There were 75 youth that participated in these hands on simulation that offered youth hands on learning in areas of fiscal decision making pertaining to education, careers and lifestyle choices. The theme of this event was “Welcome to the Real World”.

### **SPECIAL GUEST PRESENTATION: Antwan Pippen, NC Community College**

Mr. Antwan Pippen presented to the Board information from the NC Community College System regarding Apprentices Programs. He stated that registered apprenticeship programs help to build a competitive workforce. He advised that the five core components of registered apprenticeship are

Employer Involvement

Structured On-the-job learning

Related instruction

Rewards for Skill Gains

National Occupational Credential

## **WD ADMINISTRATOR'S REPORT**

Ms. Patricia Hammonds discussed with the Board the following information:

- Cost Sharing Infrastructure Update
- WD Work Based Learning Grant Update
- NC Works Certified Work Ready Community Update for Robeson County
- Maximize Carolina Grant Updates for Hoke County and Robeson County
- Disaster Relief Employment Program Update
- Labor Market Information Report
- LRWDB Member of the Year
- Vision East Strategic Planning Session
- NC Association of Workforce Development Board Meeting
- LRCOG Annual Dinner

## **CHAIRMAN'S REPORT**

None

## **PUBLIC PARTICIPATION**

David Richardson announced that there would be a Broadband 101 Workshop on Sept. 27, 2018 at the LRCOG.

## **ADJOURNMENT**

*There being no further business to discuss, meeting was adjourned at 9:58 a.m.*