

LUMBER RIVER WORKFORCE DEVELOPMENT BOARD
30 CJ WALKER ROAD
PEMBROKE, NC 28372
THURSDAY, MARCH 24, 2022
8:30 A.M.
Via Zoom Conference Call

MEMBERS PRESENT

Private Sector: Jay Todd; Ophelia Ray; Roderick Locklear; Mark Ward;
Terry Lewis
Community Based Organization: Thomas Brooks
Consortium Board Member: John Cummings
Higher Education: None
Wagner Peysers: Peggy Hunt Davis
Vocational Rehabilitation: Bobbie McNeil
Economic Development: William Wright; Channing Jones
Organized Labor: None
Adult Education & Literacy: Dr. Amanda Lee

MEMBERS ABSENT

Community Based Organization: John Alford
Private Sector: Evans Sheppard (excused); Jean Fletcher (excused);
James Taylor (excused); Jamie Woodell (excused); Kelly
Lowry (excused); Jessica Wilson (excused); Kimberly
Futrell (excused);
Consortium Board Member: Justin Dawkins
Higher Education: Dr. William D. McInnis
Vocational Rehabilitation: None
Economic Development: Channing Jones (excused)
Organized Labor: Carolyn Floyd-Robinson

STAFF

Patricia Hammonds, WD Administrator; Sonya Johnson, LRCOG Administrative Secretary/Clerk
to Board; Alice Williams, WD ; David Richardson, LRCOG Executive Director

GUESTS

Sherwood Southerland, Two Hawk Workforce Services; Lindsey Almond, Two Hawk Workforce Services; Melba McCallum, Partners in Ministry; A.J Johnson, NCWorks Career Center, Robeson; Stephanie Littles, Richmond and Scotland NCWorks Career Center

CALL TO ORDER

Chairman Jay Todd called the meeting to order at 8:30 a.m. and welcomed everyone in attendance. Roll Call was completed by Sonya Johnson, Clerk to Board. Mr. Todd read the Conflict of Interest policy from the By-Laws.

CONSIDERATION OF MINUTES

A motion was made by Dr. Amanda Lee and seconded by Mr. Mark Ward to approve the October 28, 2021 minutes as presented. Motion was unanimously approved. Voting in favor of the motion were: Jay Todd, Ophelia Ray, Roderick Locklear, Mark Ward, Terry Lewis, Thomas Brooks, John Cummings, Peggy Hunt Davis, Bobbi McNeil, Channing Jones, William Wright, and Dr. Amanda Lee.

OLD BUSINESS

There was no Old Business.

NEW BUSINESS

PY 21 AD & DW Expenditure Report

Ms. Patricia Hammonds reviewed the Adult and Dislocated Worker Expenditure reports for July 2021 through January 31, 2022

A motion was made by Mr. Roderick Locklear and seconded by Mr. John Cummings to approve the PY 22 AD & DW Expenditure Report as presented. Motion was unanimously approved. Voting in favor of the motion were: Jay Todd, Ophelia Ray, Roderick Locklear, Mark Ward, Terry Lewis, Thomas Brooks, John Cummings, Peggy Hunt Davis, Bobbi McNeil, Channing Jones, William Wright, and Dr. Amanda Lee.

PY 21 Youth Expenditure Report

Ms. Patricia Hammonds presented the Youth Service Delivery and Expenditure reports for July 1, 2021 through January 31, 2022.

A motion was made by Ms. Peggy Hunt-Davis and seconded by Mr. Roderick Locklear to approve the PY 21 Youth Expenditure Report as presented. Motion was unanimously approved. Voting in favor of the motion were: Jay Todd, Ophelia Ray, Roderick Locklear, Mark Ward, Terry Lewis, Thomas Brooks, John Cummings, Peggy Hunt Davis, Bobbi McNeil, Channing Jones, William Wright, and Dr. Amanda Lee.

Incumbent Worker Training Application:

The LRWDB staff received an Incumbent Worker Training Funds Application from Specialty Product Technologies (SPT) located in Bladen County on March 15, 2022. SPT is seeking funding assistance to offer ISO 9001:2015 Internal Auditor Training and Practice Audit provided by The Blue Water Group, Inc. to current employees. The anticipated start date is May 15, 2022. The amount requested is \$5,400 to train 10 employees.

A motion was made by Mr. Roderick Locklear and seconded by Ms. Peggy Davis to approve the Incumbent Worker Training Application as presented. Motion was unanimously approved. Voting in favor of the motion were: Jay Todd, Ophelia Ray, Roderick Locklear, Mark Ward, Terry Lewis, Thomas Brooks, John Cummings, Peggy Hunt Davis, Bobbi McNeil, Channing Jones, William Wright, and Dr. Amanda Lee.

LRWDB Evaluation Committee Summary

The LRWDB Evaluation Committee met on Tuesday, March 15, 2022 to review and discuss the following: WIOA Adult & Dislocated Worker (AD/DW) Program items: Expenditure Reports (July 1, 2021 – January 31, 2022), Service Delivery Reports (July 1, 2021 – January 31, 2022), Funds & Transfer Request, and NCWorks Career Center Operator Request For Proposal (RFP) Timeline. The following items were approved by the Committee:

- I. **WIOA AD/DW Program Service Delivery Report (July 1, 2021 – January 31, 2022)**
- II. **WIOA Adult Funds Request & In-House Funds Transfer**

The Committee recommended to the Board:

1. Approval to transfer \$53,391.55 from In-House Unobligated Dislocated Worker Funds to In-House Unobligated Adult Funds.
2. Approval to allocate \$106,783.10 in WIOA Adult funds to Two Hawk Workforce Services to support participant obligations in Hoke, Richmond, Robeson, and Scotland Counties.

A motion was made by Mr. Terry Lewis and seconded by Mr. John Cummings to approve the funds requests as presented. Motion was unanimously approved. Voting in favor of the motion were: Jay Todd, Ophelia Ray, Roderick Locklear, Mark Ward, Terry Lewis, Thomas Brooks, John Cummings, Peggy Hunt Davis, Bobbi McNeil, Channing Jones, William Wright, and Dr. Amanda Lee.

- III. **NCWorks Career Center Operations RFP Timeline**

LRWDB Career Center Committee Meeting Summary

Mr. Mark Ward advised the Board that the LRWDB NCWorks Career Committee met on March 16, 2022 to review and discuss Career Center Operations. The following items were discussed:

- PY 21 Career Center Metrics Report
- NCWorks Career Center Certification Criteria
- NCWorks Career Center Operations Request for Proposal Timeline

- NCWorks Career Center Updates

WD ADMINISTRATOR'S REPORT

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

- NCWorks
- LRWDB Customer Impact Stories
- Covid-19 Employment Program Update
- Finish Line Grant Update
- Labor Market Information report

CHAIRMAN'S REPORT

None

PUBLIC PARTICIPATION

None

ADJOURNMENT

There being no further business to discuss, meeting was adjourned at 9:17a.m.