

**LUMBER RIVER WORKFORCE DEVELOPMENT BOARD
30 CJ WALKER ROAD
PEMBROKE, NC 28372
THURSDAY, JUNE 28, 2018
8:30 A.M.**

MEMBERS PRESENT

Private Sector:	Jay Todd; Theresa Walker, Roderick Locklear, Lee Anne Sago; Cathy Poole,
Community Based Organization:	Thomas Brooks,
Consortium Board Member:	None
Higher Education:	Dr. William D. McInnis
NCWorks:	Peggy Davis
Vocational Rehabilitation:	Denise McKoy
Economic Development:	Donald Porter
Organized Labor:	None
Adult Education & Literacy:	None

MEMBERS ABSENT

Community Based Organization:	John Alford
Private Sector:	Timothy Locklear, Evans Sheppard, (excused), Jean Fletcher (Excused); Teresa Johnson (excused); Terry Lewis (excused), David Chestnut (excused), Beth McPhaul (excused); Terri Beard (excused); Merridith Hale (excused); Ophelia Ray (excused); James Taylor (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:	Dr. William Findt

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; Vondia Caple, Scotland County Schools; Ricky Ransom, UNCP; Melba McCallum, Partners in Ministry; Charles Gunnings, Partners in Ministry;; Yolanda Moore, NCWorks Hoke; Allison Melvin, NCWorks/Richmond;

Regina Smalls, NCWorks; Jessica Hendrix, Hoke County Schools; Sandra Guyton, Bladen Community College; Katherine Harbison, Bladen Community College

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, Planning Fiscal Coordinator; Matthew Ammons, WD Staff; Johanna Allen, WD Staff; Kendrick Thomas, WD Staff

PUBLIC HEARING

Chairman Jay Todd called the Public Hearing to order at 8:27 a.m. to discuss the 2018 Local WIOA Plan. There being no discussion, motion was made to close the public hearing.

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.

CONSIDERATION OF MINUTES

Ms. Lee Anne Sago made a motion, seconded by Dr. Dale McInnis to approve the May 3, 2018 minutes as presented. Motion carried.

CONSENT ITEMS

WIOA Adult/ DW Service Report

Motion was made by Mr. Roderick Locklear and seconded by Ms. Lee Anne Sago 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. Denise McKoy to accept the NCWorks Career Center Customers Served report as written. Motion carried.

Lumber River Youth Service Delivery Report

Motion was made by Dr. Dale McInnis 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 Ms. Theresa Walker and seconded by Dr. Dale McInnis to accept the Lumber River Youth Services Report as presented. Motion carried.

LRWDB PY 2017 Programmatic & Fiscal Monitoring Closeout Letters

Motion was made by Dr. Dale McInnis and seconded by Mr. Roderick Locklear to accept the LRWDB PY2017 Programmatic & Fiscal Monitoring Closeout letters. The motion carried.

WDB Performance Accountability Measures July 2017-May 2018

Motion was made by Ms. Cathy Poole and seconded by Ms. Denise McKoy to accept the WDB Performance Accountability report as presented. The motion carried.

OLD BUSINESS

There was no Old Business.

NEW BUSINESS

LRWDB BYLAWS DRAFT

Ms. Patricia Hammonds presented the proposed changes to the LRWDB Bylaws.

Motion was made by Dr. Dale McInnis and seconded by Mr. Roderick Locklear to accept the changes to the LRWDB Bylaws as presented. The Motion carried.

PY17 WIOA AD/DW Program Expenditure Reports

Antoinette Bullard presented the WIOA Expenditure Reports July, 2017 thru April, 2018

Fund 4020 = Adult Funds	Total Budget	Reported Expenditures	Percent Expended
Bladen Community College	142,229.00	90,607.33	63.71%
In-house Expenditures	348,535.00	167,515.33	48.06%
Two Hawk total	1,214,252.00	874,827.52	72.05%
	1,705,016.00	1,132,950.18	66.45%

Fund 4030 Dislocated Worker Funds	Total Budget PY17 Allocations	Reported Expenditures YTD April 2018	Percent Expended YTD April 2018
Bladen Community College	104,507.00	91,065.26	87.14%
In-house Expenditures	242,395.00	145,079.29	59.85%
Two Hawk Total	649,067.00	466,464.11	69.62%
TOTAL	1,016,869.00	702,608.66	69.10%

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

Fund 4040 Youth Fund	Total Budget	Reported Expenditures YTD April 2018	Percent Expended Year to Date April 2018
In House	109,158.01	81,634.68	56.34%
Bladen Community College	150,944.10	99,915.43	66.19%
Scotland Co. Schools	55,294.77	40,780.91	73.75%
UNCP	613,072.67	531,571.26	86.71%
Partners in Ministries Scotland Co. (OSY)	150,883.32	91,128.40	60.40%
Partners in Ministries Richmond Co.	185,862.47	108,417.61	58.33%
Hoke Co. Schools	183,879.66	116,261.62	63.23%
Total	1,449,095.00	1,069,709.91	73.82%

A motion was made by Mr. Roderick Locklear and seconded by Dr. Dale McInnis to approve the WIOA Fund 4040 Youth Fund Expenditure Report. The motion Carried.

LRWDB Evaluation Committee Recommendations

Dr. Dale McInnis stated that the Lumber River WDB Evaluation Committee met on June 11, 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 April 2018

A motion was made by Dr. Dale McInnis and seconded by Mr. Roderick Locklear to approve the report as presented. The motion carried.

PY 18 LRWDB WIOA AD/DW Initial Allocation Planning Budget

II. Program Year 2018 WIOA Adult Allocations

A motion was made by Mr. Roderick Locklear and Seconded by Mr. Don Porter to approve the Program Year 2018 WIOA Adult Allocation as presented. The Motion Carried.

III. Program Year 2018 WIOA Dislocated Worker Allocations

A Motion was made by Mr. Don Porter and seconded by Mr. Roderick Locklear to approve the Program year 2018 WIOA Dislocated Worker Allocations as presented. The motion carried.

Training Provider Requests

- A. Medcerts Online Training-** Committee recommended denying Medcerts Online Training request to be considered as an eligible training provider for the Lumber River Workforce Development Local Area.

A motion was made by Mr. Roderick Locklear and seconded by Mr. Don Porter to accept the Evaluation Committees recommendation to deny the Request from Medcerts Online Training. The Motion carried.

- B. Chosen Healthcare Institute- The** Committee's recommendation was to table for future consideration until the LRWDB Staff researches the availability of certifications offered by Chosen Healthcare Institute compared to the Community Colleges in the Lumber River Local Area.

A motion was made by Mr. Don Porter and seconded by Ms. Theresa Walker to accept the Committee's recommendation to table the request from Chosen Healthcare Institute. The Motion carried.

- C. Innovative Systems Groups** – The Evaluation Committee recommended that the request be tabled until the LRWDB staff researches the program training that is offered and how it will be beneficial to participants becoming more employable.

A motion was made by Mr. Don Porter and seconded by Ms. Theresa Walker to accept the recommendation as presented. The motion carried.

IV. Service Delivery Reporting Revisions

Dr. McInnis stated that the WD Staff had presented draft revisions to the WIOA AD/DW Service Delivery and NCWorks Career Center Reports. The revisions include a more cohesive depiction of service delivery within NCWorks Career Centers in conjunction with WIOA, AD/DW Programs. He stated that the Committee recommended approving the revisions.

A motion was made by Mr. Don Porter and seconded by Mr. Roderick Locklear to approve the revised Service Delivery Report format. The motion carried.

V. LRWDB Expenditure Report Revisions

Dr. McInnis advised the Board that the WD Staff had presented a draft revision to the LRWDB Expenditure Report. He stated that the revision would include alignment with the In-house Budget line item descriptions and a column chart would be utilized to capture each line item description and level of spending. The Committee recommended the changes for approval by the Board.

A motion was made by Ms. Cathy Poole and seconded by Mr. Don Porter to approve the LRWDB Expenditure report revisions as presented. The motion carried.

LRWDB YOUTH COMMITTEE RECOMMENATIONS

The Lumber River WDB youth Committee met on June 12, 2018 to review and discuss the PY 17/18 WIOA Youth Service Delivery Report, PY 17/18 WIOA Youth Program Expenditure report, and PY 18 LRWDB WIOA Youth Program initial allocation Planning Budget and LRWDB Youth Program Expenditure Report revisions. The following items were approved by the Committee:

- I. PY 17/18 WIOA Youth Program Service Delivery and Expenditure Reports (July 1, 2017-April 30, 2018)**

A motion was made by Dr. Dale McInnis and seconded by Mr. Roderick Locklear to approve the Service Delivery and Expenditure Reports as presented. The motion carried.

- II. PY 18 LRWDB WIOA Youth Program Initial Allocation Planning Budget**

A motion was made by Mr. Roderick Locklear and seconded by Mr. Don Porter to approve the PY 18 LRWDB WIOA Youth Program Initial Allocation Planning Budget as presented. The motion carried.

- III. LRWDB Youth Program Expenditure Report Revisions**

A motion was made by Mr. Don Porter and seconded by Mr. Roderick Locklear to approve the LRWDB Youth Expenditure Report revisions as presented. The motion carried.

WD ADMINISTRATOR'S REPORT

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

- 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
NC Division of Workforce Solutions Training Series

CHAIRMAN'S REPORT

None

PUBLIC PARTICIPATION

Dr. Dale McInnis recognized Mr. Donald Porter and thanked him for all his years of service on the WD Board.

ADJOURNMENT

There being no further business to discuss, meeting was adjourned.