

**LUMBER RIVER WORKFORCE DEVELOPMENT BOARD  
30 CJ WALKER ROAD  
PEMBROKE, NC 28372  
WEDNESDAY, FEBRUARY 20, 2019  
8:15 A.M.**

**MEMBERS PRESENT**

Private Sector:	Jay Todd; Roderick Locklear; Kelly Lowry; Cathy Poole; Terry Lewis;
Community Based Organization:	Thomas Brooks; John Alford; Ophelia Ray
Consortium Board Member:	Raymond Cummings
Higher Education:	Dr. William D. McInnis; Dr. Kimberly Gold
NCWorks:	Peggy Davis
Vocational Rehabilitation:	Denise McKoy
Economic Development:	Channing Jones
Organized Labor:	Carolyn Floyd-Robinson
Adult Education & Literacy:	Dr. Amanda Lee

**MEMBERS ABSENT**

Community Based Organization:	Lee Anne Sago, Excused
Private Sector:	Evans Sheppard (excused); Jean Fletcher (Excused); James Taylor (excused); Terri Beard (excused); Vacant (7)
Consortium Board Member:	None
Organized Labor:	Vacancy (1)
Higher Education:	None
NCWorks:	None
Secondary Education:	None
Vocational Rehabilitation:	None
Economic Development:	Vacancy (Hoke)
Adult Education & Literacy:	None

**GUESTS**

Sherwood Southerland, Two Hawk Workforce Services; Paul Maynor, Two Hawk Workforce Services; Sabrina Jacobs, Two Hawk Workforce Services; Ricky Ransom, UNCP; Sharon Harris, Partners in Ministry; Jessica Hendrix Brown, Hoke County Schools; Sandra Guyton, Bladen Community College; Vondia Caple, Scotland County Schools; Enrique Torres, Telamon Corp.; Lori Williams, Sandhills Community College; G. Ann Garrett, NCWorks-Bladen; Melba McCallum, Partners in Ministry;; Ben Jacobs, LRDA; Scott Panagrosso, NCWorks; Demorris Thomas, NCWorks; Chris English, LBG/Scotland County Chamber of Commerce

## **STAFF**

Patricia Hammonds, WD Administrator; Sonya Johnson, LRCOG Administrative Secretary; Jautam Davis, WD Staff; Precious McArn, WD Staff; Kammala Brayboy, WD Staff; Antoinette Bullard, WD Staff; Matthew Ammons, WD Staff; Johanna Allen, WD Staff; Kendrick Thomas, WD Staff; Alice Williams, WD Staff; Kimberly Lewis, WD Staff; Jessica Locklear, 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.

## **CONSIDERATION OF MINUTES**

*Motion was made by Mr. Raymond Cummings and seconded by Mr. Roderick Locklear to approve the October 25, 2018 minutes as presented. Motion carried.*

## **CONSENT ITEMS**

- **Lumber River WDB Regional Report**
- **Lumber River NCWorks Career Center Customers Served Report**
- **Lumber River Youth Service Delivery Report**
- **Business Services Report**

*A motion was made by Ms. Ophelia Ray and seconded by Mr. Raymond Cummings to approve the Consent items as presented. The motion carried.*

## **OLD BUSINESS**

There was no Old Business.

## **NEW BUSINESS**

### **WIOA Program Expenditure Reports**

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

<b>Fund 4020 Adult Funds</b>	<b>Total Budget</b>	<b>Reported Expenditures YTD DEC 2018</b>	<b>Percent Expended YTD DEC 2018</b>
Bladen Community College	160,442.00	54,165.75	33.76%
In-house Expenditures	362,967.00	87,019.52	23.97%
Two Hawk total	1,082,335.00	502,948.02	46.47%
<b>TOTAL</b>	<b>1,605,744.00</b>	<b>844,133.29</b>	<b>40.11%</b>

<b>Fund 4030 Dislocated Worker Funds</b>	<b>Total Budget</b>	<b>Reported Expenditures</b>	<b>Percent Expended YTD Dec. 2018</b>
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		<b>YTD Dec. 2018</b>	
Bladen Community College	82,716.00	27,021.88	32.67%
In-house Expenditures	228,710.00	142,322.25	62.23%
Two Hawk Total	599,239.00	193,252.71	32.25%
<b>TOTAL</b>	<b>910,665.00</b>	<b>362,598.84</b>	<b>39.82%</b>

*A motion was made by Mr. Roderick Locklear and seconded by Raymond Cummings 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</b>	<b>Reported Expenditures YTD August 2018</b>	<b>Percent Expended YTD August 2018</b>
In-house Expenditures	136,597.30	34,984.15	25.61%
Bladen Community College	147,760.00	62,385.05	42.22%
Scotland Co. Schools (ISY)	51,419.00	16,620.76	32.32%
UNCP	633,340.70	258,864.22	40.87%
Partners in Ministries Scotland Co. (OSY)	150,718.00	85,872.90	56.98%
Partners in Ministries Richmond Co.	186,344.00	115,749.77	62.12%
Hoke Co. Schools	158,269.00	48,912.27	30.90%
<b>TOTAL</b>	<b>1,464,448.00</b>	<b>623,389.12</b>	<b>42.57 %</b>

*A motion was made by Mr. Roderick Locklear and seconded by Mr. Raymond Cummings to approve the WIOA Youth Fund 4040 as presented. The motion Carried.*

### **LRWDB Evaluation Committee Recommendations**

Dr. Dale McInnis advised the Board that the LRWDB Evaluation Committee met on February 7, 2019 and discussed the following items:

- **PY18/19 WIOA Adult and Dislocated Worker Program Expenditure Reports (July-December 2018) - No action taken.**
- **PY18/19 NCWorks Career Center Report- No action taken**
- **Quality Improvement Plan- NCWorks Career Center**  
*A motion was made by Mr. Terry Lewis and seconded by Mr. John Alford to accept the Quality Improvement Plan as presented. The motion passed.*
- **WIOA Adult and Dislocated Worker Contractor PY 18/19 Monitoring Reports- No action taken**
- **Two Hawk Workforce Services (Action Update Plan) – No action taken**
- **PY 2019/20 WIOA Adult and Dislocated Worker Program Operations - A motion was made by Dr. Dale McInnis and seconded by Ms. Carolyn Robinson to remove the one-year provisional contract effective July 1, 2019 and to allow Two Hawk Workforce**

Services to continue to operate the Adult and Dislocated work program in Hoke, Robeson, Richmond, and Scotland Counties through June 30, 2020. The motion carried.

- PY 2019/20 NCWorks Career Center Operator – A motion was made by Ms. Carolyn Robinson and seconded by Mr. Raymond Cummings to release a request for proposal to solicit interest for NCWorks Career Center Operators in Hoke, Richmond, Robeson and Scotland Counties. The Motion passed.
- **Approval for Professional Services** – to approve Stock Class as vendor for Uniforms A motion was made by Ms. Carolyn Robinson and seconded by Mr. Raymond Cummings to approve request to allow Stock Class as the vendor for specific work attire items. The motion passed.
- **Explanation of Funds Transfer Request - Dr. McInnis** advised that a request had been submitted from Two Hawk Workforce Services for additional funds for Hoke County. A motion was made by Mr. Roderick Locklear and seconded by Mr. Kelly Lowry to approve a local level transfer of \$60, 700.00 of Unobligated In-House funds to Hoke County Adult WIOA Services operated by Two Hawk Workforce Services. The Motion passed.

### **LRWDB Youth Committee Recommendations**

Ms. Ophelia Ray advised that the Lumber River WDB Youth Committee met on February 6, 2019 to review and discuss the following items:

- **PY 18/19 WIOA Youth Program Performance (July-December 2018)**  
No Action was taken.
- **WIOA Youth Contractor PY2018 Monitoring reports**  
No Action was taken.

### **WD ADMINISTRATOR'S REPORT**

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

- Hurricane Florence Disaster Relief Employment Program Update
- Finish Line Grant Update
- Enhancement Planning Grant Funds
- NCWorks Local Innovation Fund
- Labor Market Information Report
- Lumber River Workforce Development Board Social Media Update

### **SPECIAL PRESENTATION – Manufactured Modernized Campaign**

### **CHAIRMAN'S REPORT**

Chairman Todd advised the Board that Long time WDB Member, Ms. Catherine Poole, was retiring. He presented Ms. Poole with a Certificate of Appreciation for her years on the Board.

### **PUBLIC PARTICIPATION**

None

### **ADJOURNMENT**

There being no further business to discuss, meeting was adjourned at 9:56 a.m.