



Capital Area Workforce Development Board Meeting

March 28, 2019

NCWorks Career Center – Raleigh, NC

Board Members Present:

Rob Axford, IBEW 553
Deborah Bolin - Johnston County Youth Services, Inc.
Anthony Caison – Wake Tech Community College
Joy Callahan – Johnston Community College
Rodney Carson, SAS, Inc.
Joy Frankoff, Wake County Public Schools
Brian Holland – Global Knowledge Training, LLC
Howard Manning, Dorcas Ministries
Stephen Miller – Novo Nordisk Pharmaceutical Industries, Inc.
Melissa Short, Transitions Life Care
Stephanie Vinson -NC Division of Vocational Rehabilitation
Jonathan Williams, Focus Design Builders, LLC
Tom White - North Carolina State University
Ross Yeager – Wake County Northern Regional Center

Staff Present:

Pat Sturdivant- Executive Director
Jane Sterner – One Stop Center Director
Shannon Thai, Program Assistant
Malinda Todd, Strategic Initiatives Director
Crystal Waters – Executive Assistant
Kimberly Wheeler – Business Engagement Director
Brenda Wilkerson – Communications Manager




Guests Present:

Patrick Buford- EDSI
Alicia Price, EDSI
Ray Eidel, EDSI
Amanda Tyndall, Johnston County Industries
Lynn Hamilton – ResCare, Inc.
Derwick Paige, Wake County
Kirks Taylor- Johnston County Industries

Minutes Prepared by: Crystal Waters

Item	Discussion	Actions		
		What	When	Who
1. Call to Order	<p>Stephen Miller, Vice Chair, opened the meeting. He thanked everyone for attending the meeting. Stephen welcomed Derwick Paige, Chief Community Vitality Officer of Wake County, to the meeting. Derwick spoke to the group and expressed his enthusiasm in working with the CAWD Board.</p> <p>Stephen mentioned the Laurie Moran Award that CAWDB and the Greater Raleigh NC Chamber of Commerce received from the National Association of Workforce Boards. This award recognizes the collaboration of workforce board and their local chamber of commerce. Tom White was thanked for his nomination. Melissa Short spoke on behalf of the Board. Pat, Tom, and Kimberly presented a workshop at NAWB Forum to present an overview of the initiatives that led to the receiving of the award.</p> <p>Stephen welcomed and introduced a new Board member, Rob Axford, Business Manager for the International Brotherhood of Electrical Workers, Local 553. Rob was presented with a CAWD pin.</p> <p>Rob spoke and expressed his excitement about joining the Board and looks forward to getting involved.</p> <p>Board members introduced themselves.</p>			
2. Action on Minutes	<p>There were no additions or corrections to the minutes from the December 6, 2018 Board meeting. The minutes were approved as written.</p>			
3. Voting Items	<p>Stephen asked all guests to step out of the room for discussion on voting items.</p> <p>Stephen introduced the items up for vote: the 2019 Career Center Operator, Adult/DW Services, Business Services, and Youth Services.</p> <p>ResCare Workforce Services The RFP Committee recommended awarding ResCare Workforce Services the contract for Program Year 2019-2020 as the One-Stop</p>			

	<p>Operator and WIOA Adult/DW Service Provider in Wake and Johnston Counties. Capital Area Staff will negotiate contract terms and agreements. Staff will determine funding levels once allocations have been identified. <i>Staff anticipates funding of approximately \$2,265,500.</i></p> <p>Tom White made the motion to approve the contract with ResCare as the NCWorks Career Center Operator & Adults and Dislocated Worker Services in Wake and Johnston Counties for Program Year 2019. Rodney Carson seconded the motion. All voted in favor to approve the recommendation.</p> <p>ResCare Business Services The RFP committee recommends awarding ResCare Workforce Services the contract for Program Year 2019-2020 to provide WIOA Business Services in Wake and Johnston Counties. Staff will negotiate contract terms and agreements. Staff will determine funding levels once allocations have been identified. <i>Staff anticipates funding of approximately \$1,132,500.</i></p> <p>Joy Callahan made the motion to approve the ResCare contract for Program Year 2019. Ross Yeager seconded the motion. All voted in favor to approve the recommendation.</p> <p>Educational Data Systems, Inc. The RFP committee recommended awarding Educational Data Services, Inc. (EDSI) the contract for Program Year 2019-2020 to provide Workforce Innovation and Opportunity Act (WIOA) youth services in Wake County. Staff will negotiate contract terms and agreements. Staff will determine funding levels once allocations have been identified. <i>Staff anticipates funding of approximately \$1,091,000.</i></p> <p>Deborah Bolin made the motion to approve the EDSI contract for Program Year 2019. Brian Holland seconded the motion. All voted in favor to approve the recommendation.</p> <p>Johnston County Industries The RFP committee recommended awarding Johnston County Industries, Inc. (JCI) the contract for Program Year 2019-2020 to provide Workforce Innovation and Opportunity Act (WIOA) youth services in Johnston County. Staff will negotiate contract terms and agreements. Staff will</p>			
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	<p>determine funding levels once allocations have been identified. <i>Staff anticipates funding of approximately \$500,000.</i></p> <p>Tom White made the motion to award JCI the contract for Program Year 2019. Joy Callahan Holland seconded the motion. All voted in favor to approve the recommendation.</p> <p>Stephen thanked the committee for their time and effort in reviewing the proposals.</p> <p>The guests were brought back into the board room. Stephen informed everyone that all voting items were approved.</p>			
<p>4. Board Retreat Follow Up</p>	<p>Stephen presented a basic outline of what will be focused on for the next few years. The new Board committees are Customer Success, Outreach, and Sector Strategies. He mentioned that Mary Ann Lawrence, Board Facilitator, will continue to work with the new committees until August. The final Strategic Plan will be complete by the September board meeting.</p> <p style="text-align: center;">COMMITTEE DRAFT GOALS</p> <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">  <p>Customer Success</p> <p><small>We will transition more job seekers into employment that leads to a livable wage.</small></p> </div> <div style="text-align: center;">  <p>Outreach</p> <p><small>Increase brand awareness with our stakeholders</small></p> </div> <div style="text-align: center;">  <p>Sector Strategies</p> <p><small>Align sector initiatives with workforce system and economic development needs</small></p> </div> </div> <p style="text-align: right;"><small>CAVD CAPITAL AREA</small></p> <p style="text-align: center;">PROMISING PRACTICES & INNOVATION</p> <p>Committee Next Steps</p> <ol style="list-style-type: none"> 1 Mary Ann Lawrence contract extended until August 30, 2019 2 New committees meet in mid-May 3 Consultant supports team to draft strategic flow chart 4 Committees meet in May, July, August 5 Final Strategic Plan by September Board meeting <p style="text-align: right;"><small>CAVD CAPITAL AREA</small></p>			
<p>5. Committee Updates</p>	<p>Apprenticeship</p> <p>Kimberly Wheeler presented for the Apprenticeship Committee. Their mission statement was to serve as advocates for apprenticeship and pave the way to new opportunities through education and</p>			

	<p>regional engagement. Through their work employers, influencers and students gain a clear understanding of apprenticeship, recognize their full value proposition and are confidently able to make decisions regarding their own pursuits.</p> <p>They were successful in the following areas:</p> <ul style="list-style-type: none"> • Developed and implemented apprenticeship education campaign for employers. • Hosted first employer education/outreach event. • Identified a list of known challenges from an employer perspective. • Created an action plan to address the challenges. • Provided toolkits with step by step guide to minimize the challenges and barriers that employers may encounter. <p>The Committee recommended that the following items continue across all committees:</p> <ul style="list-style-type: none"> • Engage employers and drive apprenticeship as a winning strategy. • Develop and implement an apprenticeship education campaign for parents, influencers (CTE, counselors, etc.) and students. <p>Pat emphasized the statewide work-based learning initiative as a means to further apprenticeship.</p> <p><u>Apprenticeship Presentation</u></p> <p>Capital Area Youth Action Committee Joy Callahan presented for the CAYAC. Their mission was to support the creation of an education-to-career system that enables every young person under the age of 25 in Wake and Johnston to:</p> <ul style="list-style-type: none"> • Graduate from high school • Engage in work experiences • Complete a post-secondary credential or degree • Secure living wage work <p>The committee reviewed the final report from the Partners for Impact on the NextGen evaluation. They also held informational interviews with the Lumina Foundation and other successful programs in Detroit, MI and Columbus, IN. Howard Manning, Committee Chair and Malinda Todd,</p>			
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	<p>Strategic Initiative Manager, will attend the Lumina Convening in April on attainment goals and talent hubs.</p> <p>The Committee recommended that the following items continue across all committees:</p> <ul style="list-style-type: none"> • Create county-wide Youth Advisory Committees to support the work of NextGen Center and build a support system around youth career success. • Work with Youth Committees to create measurable indicators that connect to each piece of the CAYAC mission. • Provide input on in-demand careers and potential employers. <p><u>CAYAC Presentation</u></p> <p>Advocacy Committee</p> <p>Brian Holland presented for the Advocacy Committee. The committee mission was to build the capacity for others to understand the importance of CAWD and what we do.</p> <p>They were successful in the following areas:</p> <ul style="list-style-type: none"> • Built a web page to house tools and documents as a resource for Board members. • Created a printable fold-and-go pocket card which contains short bullet points about current projects. • Created Project briefs with in-depth details on current projects. • Increased social media presence on LinkedIn. • Completed a Board Member training survey of desired topics to be discussed. <p>The Committee recommended that the following items continue with the Outreach Committee:</p> <ul style="list-style-type: none"> • Keep web page and printable documents up to date. • Board Member training through interactive classroom, field visits, virtual sessions (live & self-paced). • Speakers Bureau- compile a list of advocacy-related activities in which Board members have participated. Develop a survey to determine where, and in what capacity, members are willing to speak. <p>Pat mentioned that the staff can begin to implement Lunch N Learns for Board training.</p>			
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	<p>Brian suggested getting commitments from the Board before dates and times are set. Rodney Carson thanked Brian for his leadership and keeping the group on task. Stephen said that the Executive Committee will review the web materials at the next meeting.</p> <p><u>Advocacy presentation</u></p>	<p>Send Board list of topics and dates for training</p> <p>Review web page materials</p>	<p>ASAP</p> <p>Before May 14th</p>	<p>Staff</p> <p>Executive Committee</p>
<p>6. Director's Update</p>	<p>The Operations Report was emailed, and a copy was included in the Board members' folders. Pat mentioned that CAWD NCWorks Career Centers are the first of three Boards to be certified by the North Carolina Commission. All the centers in Johnston and Wake County are certified by the State.</p> <p>Highlights:</p> <ul style="list-style-type: none"> • Access NCWorks is in Phase 2 and services have been expanded to include career services over the phone. • Economic Development- CAWD has supported 8 projects since December of 2018. The relationship with the Chamber of Commerce is very strong. • YouthBuild- An awards banquet was held in February to celebrate the participants. All participants received either a recognition for participation and/or for completing program components. Pat mentioned that CAWD will apply for another grant to serve the youth. • Finish Line Grant- 21 applicants have been approved as of the end of February. Efforts are being put in place to make more students aware of this program. • The quarterly performance report for the State shows that CAWD is one of three boards that has either met and/or exceeded their goals. <p>Stephen suggested having some YouthBuild participants speak at the June Board meeting.</p> <p>Howard asked how to receive more information about YouthBuild.</p> <p>Pat reminded them that in order to receive funding for the Finish Line Grant, students must have completed 50% of their education and be unemployed or under employed. Applicants can also be in a continuing education program and a</p>	<p>Invite YouthBuild participants to June Board meeting</p> <p>Send Board information on YouthBuild</p> <p>Send Finish Line Grant</p>	<p>ASAP</p> <p>ASAP</p> <p>ASAP</p>	<p>Crystal</p> <p>Crystal</p> <p>Crystal</p>

	transfer student. Ross Yeager suggested making connections with Human Services.	information to the Board		
7. Member Communication	Several members spoke about areas of interest within their companies and activities that they are involved in.			
8. Other Business	There was no other business.			
Meeting Adjourned: 10:25				