



Capital Area Workforce Development Board Meeting

March 24, 2022

Zoom Meeting

Board Members Present:

Chanda Armstrong, NC Department of Vocational Rehabilitation
Rob Axford, IBEW Local 553
Mark Bertoncino, Buhler Aeroglide
Deborah Bolin, Johnston County Youth Services, Inc.
Rodney Carson, SAS, Inc.
Michael Haley, Raleigh Chamber of Commerce
Brian Holland, Global Knowledge Training
Nicole Jarvis Miller, Advance Auto Parts
David Johnson, Johnston Community College
Harold Keen, KS Bank
Gail McDougal, Wake County Public School System
Jerilyn Meckler, Ankura Consulting Group
Prem Ranganath, Trilliant Networks
Melissa Short, Transitions Life Care
Glenda Underwood, Lowe's Home Improvement
Cindy Waite, Accentuate Staffing
Tom White, North Carolina State University
Chip Wood, NC Commerce, Division of Workforce Solutions
Ross Yeager – Wake County Northern Regional Center

Staff Present:

Pat Sturdivant, Executive Director
Tyler Daniel, Small Business Manager
Thomas Pulickal, Business Manager
Jane Sterner, One-Stop System Director
Malinda Todd, Strategic Initiatives Director
Crystal Waters, Executive Assistant
Brenda Wilkerson, Communications Manager

Guests Present:

Danyel Bailey, NC Department of Vocational Rehabilitation
Traci Bridges, Johnston Community Industries
Rochelle Brown, Equus Workforce Solutions
Patrick Buford, EDSI Solutions
Kenneth Gathers, Equus Workforce Solutions
Jo Anne Honeycutt, Wake County Public School System
Taylor Kirks, Johnston Community Industries
Shastine Lee, North Carolina Department of Commerce
John Metcalf, Workforce Systems Associates
Michelle Muir, North Carolina Department of Commerce
Monica Satterwhite, North Carolina Department of Commerce

Minutes Prepared by: Crystal Waters

Item	Discussion	Actions		
		What	When	Who
1. Call to Order	<p>Brian Holland welcomed everyone to the meeting and provided some housekeeping rules. Crystal Waters took the roll. Brian recognized Chip Wood, Manager of NCWorks Career Center and Employment Services Manager for the NC Department of Commerce Division of /workforce Solutions who is retiring from the board. Chip spoke a few words of appreciation.</p> <p>Brian reminded the Board about the importance of their engagement with the goal to develop a new strategic plan.</p>			
2. Action of Minutes	There were no additions or changes to minutes from the December 2, 2021 Board meeting. The minutes were approved as written.			
2. Voting Items	<p>There were 4 voting items: 2022 NCWorks Career Center Operator, Adult/Dislocated Worker Services, Youth Service Provider, and the Bylaws. This is their third year for Equus and the fourth year for JCI and EDSI under the most recent RFP process. Under WIOA, operator contracts can be renewed without a competitive process for up to four years and all others up to three years. The contract recommendations with backup information were emailed on Thursday, March 10th. Brian asked if there were any comments or questions about the recommendation for Equus. There were no questions or comments. The motion was shown.</p> <p>Motion: Continuation of the contract with Equus Workforce Solutions for Program Year 2022 (July 1, 2022 – June 30, 2023) to provide NCWorks Career Center Operator & WIOA Adult/Dislocated Worker Services in Wake & Johnston Counties. Capital Area Staff will negotiate contract terms, budgets, and a pay for performance agreement for budgeted profit with Equus. Staff will determine funding levels once allocations have been identified by the Division of Workforce Solutions (DWS). Staff will have the ability to increase funding throughout the year based on customer demand or decrease based on contractor performance and/or availability of funding.</p>			

	<p>Tom White made the motion to accept the recommendation. Mark Bertoncino seconded the motion. Crystal called the roll, and all voted in favor.</p> <p>Brian asked if there were any comments or questions about the recommendation for Johnston County Industries. There were no questions or comments. The motion was shown.</p> <p>Motion: Continuation of the contract with Johnston County Industries (JCI) for Program Year 2022 (July 1, 2022 – June 30, 2023), to provide year-round services to the youth of Johnston County. This continuation will be with the following contingencies:</p> <ul style="list-style-type: none"> • continuing with their current performance improvement plan related to federal performance indicators, • if no significant federal performance improvements are visible at the next download of performance data in April, the service provider will be put on probation which includes a more extensive performance improvement plan with weekly reporting and monthly monitoring. <p>Capital Area Staff will negotiate contract terms and budgets with JCI. Staff will also determine funding levels once allocations have been identified. Staff will have the ability to increase funding throughout the year based on customer demand or decrease funding based on service provider performance and/or availability of funding.</p> <p>Rodney Carson made the motion to accept the recommendation for JCI. Tom White seconded the motion. Crystal called the roll, and all voted in favor.</p> <p>Brian asked if there were any comments or questions about the recommendation for Educational Data Systems, Inc. (EDSI). There were no questions or comments. The motion was shown.</p> <p>Motion: Continuation of the contract with Educational Data Systems, Inc. (EDSI) for Program Year 2022 (July 1, 2022 - June 30, 2023), to provide year-round services to the youth of Wake, Lee, and Chatham Counties. Capital Area Staff will</p>			
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	<p>negotiate contract terms, budgets, and a pay for performance agreement for budgeted profit with EDSI. Staff will also determine funding levels once allocations have been identified. Staff will have the ability to increase funding throughout the year based on customer demand or decrease based on service provider performance and/or availability of funding.</p> <p>Glenda Underwood made the motion to accept the recommendation for EDSI. Rodney Carson seconded the motion. Crystal called the roll, and all voted in favor.</p> <p>Bylaws Amendment An email was sent to the Board on March 9th with the proposed changes. The highlighted language reflects the change. The change is being made to reflect the inclusion of Lee and Chatham counties to the board composition and the posting of vacancies. The bylaws changes will be effective July 1, 2022. Brian asked if there were any questions or comments about the proposed changes: Article II, Sec 2, Composition and Sec. 6, Vacancies. The motion was read and shown.</p> <p>Motion: Section 2. Composition Proposed change: This board shall be composed of a majority of members who are representatives of businesses in the local area. CAWD total membership shall be 28 board members. This Board shall also include representatives, not to constitute less than 20 percent, of labor organizations, a representative from a joint labor-management apprenticeship program or apprenticeship program in the area and may include representatives of community-based organizations demonstrating experience addressing employment barriers for adults, veterans, and individuals with disabilities and employment, training, and the education needs of eligible youth. This board shall include a representative of eligible providers administering adult education and literacy activities, a representative of institutions of higher education, a representative of economic and community development, a representative from the State employment service office under that Wagner-Peyser Act, a representative of the programs carried out under title I of the Rehabilitation Act of 1973 and may include representatives of community-based organizations, local educational agencies, representatives of agencies</p>			
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	<p>administering housing, transportation and public assistance, and philanthropic organizations serving the local area. This board may include such other individuals or representatives of entities as the chief elected official determine appropriate.</p> <p>Section 6. VACANCIES: Proposed change: Upon vacancy of any position on this Board, the procedure in Article II, Section 1, will be followed to provide replacement representation to complete the remainder of that term of appointment. Vacancies will be communicated to the Chief Elected official through the Wake County Clerk's office as well as a notice to the Johnston, Lee, and Chatham County Clerk's offices. All vacancies are listed on Wake County Government "Citizen Advisory Boards and Commissions" page.</p> <p>Brian asked for a motion to accept the proposed changes to the Bylaws. Tom White made the motion and Glenda Underwood seconded the motion. Crystal called the roll, and all voted in favor.</p>			
<p>3. Wake County Public School Update</p>	<p>Brian introduced Jo Anne Honeycutt, Director of Career and Technical Education for the Wake County Public School System. Jo Anne offered an update on the career and technical education pathways offered through Wake County Public Schools and asked for input and feedback on the following questions:</p> <ul style="list-style-type: none"> • What industries and/or occupations are projected to grow? • What skills are needed for career success? • What credentials are most valued in the career area(s) that you support? <p>Board members gave verbal and written feedback. Crystal will send chat responses to Jo Anne. The input and feedback will be used to inform their local application to the State which seeks a systematic approach to determine the needs of the local area.</p>	<p>Send chat responses</p>	<p>ASAP</p>	<p>Crystal</p>
<p>4. Director's Report</p>	<p>Pat Sturdivant asked if there were any questions or comments on the operations report. She gave an update on a few items discussed in the report.</p>			

	<p>Highlights:</p> <ul style="list-style-type: none"> • First round of Reentry Program Grants awarded to five community-based organization. • Adult and Youth outcomes are trending in right direction but still not at pre COVID numbers. • Lee and Chatham County transition to Capital Area has been approved by all counties. • Capital Area is anticipating a 9% reduction in WIOA funding for PY22, which is about \$400,000. • The unemployment rate is one of the factors in determining how much funding is received. This does not consider that the people who are unemployed are the ones that need the most help. Pat has reached out to other sources for funding to help close the gap. <p>Malinda Todd, Strategic Initiatives Director, provided more information about the Good Jobs Challenge grant. Jane Sterner, One-Stop System Director, provided additional comments about the transition of Lee and Chatham county to Capital Area.</p> <p>Pat mentioned that the NCWorks Commission's recommendation for realignment of workforce boards by economic region will be voted on next week. The State cannot mandate the changes, by law, the counties will determine what local area they want to join. Capital Area may see other boards requesting to join.</p>			
<p>5. Board Retreat Discussion</p>	<p>Brian talked about the April 21st Board Retreat. He referenced a chart which showed what people thought was causing the current labor shortage. He stated that this highlighted the vast differences of opinions around this subject. He encouraged the board to begin thinking about how employers and employees think differently about the subject. As an effective board, they must draw on the diversity of opinions in order to successfully engage customers. He encouraged the board to enthusiastically join the conversation.</p> <p>Brian introduced John Metcalf, President of Workforce Systems, the Board Retreat facilitator. John led the discussion about strategic planning and the results of the Board Retreat surveys.</p>			

	<p>Highlights:</p> <ul style="list-style-type: none"> • Engage your partners and stakeholders to move toward a common vision. • A time to think critically about what matters for your board and your community. • Leave with a plan that will guide your work for the next several years with goals and strategies. • Come prepared to share and provide input or the best possibilities for your board. <p>John asked the following questions:</p> <ul style="list-style-type: none"> • When you read the responses and possible themes and strategies, what were your reactions? • Are there other themes/strategies you should consider? • Did any of the pre-retreat reading influence your perceptions of why we are experiencing mobility issues and the tightening of the labor market? <p>Board members responded verbally and by using the chat feature. Both Tom White and Brian Holland thought the readings influenced their thinking on the topics. Brian also stated that the readings made him more sensitive to the shift on work/life balance. Most studies are indicating that it's more than just more pay.</p> <p>Highlights:</p> <ul style="list-style-type: none"> • The tightening labor market and economic mobility can be complementary; and can help drive economic mobility. • There is a shift in employers where the pain of not getting the work done is greater than the pain of shifting. Employers are being more flexible in regard to compensation ranges, experience level, criminal background checks, drug screens, remote work. • The thinking process of hiring managers is changing. Employees are looking at company values that match personal values. • The environment in which they are working and the environment in which they live is a key component. Social environment, company environment, and personal skill sets/core values must all be in place in order for it to work. 	<p>Send chat responses</p>	<p>ASAP</p>	<p>Crystal</p>
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	<ul style="list-style-type: none"> • Mental health issues have built up and the ability to handle to complexity of work, home life has decreased. • Pandemic has affected the student population in ways that are not yet known. Young people have not been trained on how to deal with these complex issues. <p><u>March Board Meeting Presentation</u></p>			
6. Public Participation	There was no public participation.			
7. Other Business	<p>Deborah Bolin, Chair of the Johnston County Youth Advisory Council, mentioned that the JoCo Pilot Mentoring Program has started with 9-10 students with a focus on workforce development topics.</p> <p>Pat reminded the Board to think about the career centers and business engagement/services and what we can be done differently on an operational level. The strategies from the retreat can impact service delivery.</p>			
Meeting Adjourned: 10:23 am				