



Capital Area Workforce Development Board Meeting

March 23, 2023

Zoom Meeting

Board Members Present:

Rob Axford, IBEW Local 553
Rodney Carson, SAS, Inc.
Brian Holland, Sectigo, Inc.
Nicole Jarvis Miller, Nordstrom
Courtney Holcomb, Bharat Forge
Harold Keen, KS Bank
Tamika Walker Kelly, NCAE
Gail McDougal, Wake County Public School System
Vic McCormick, Johnston Community College
Marsha Mebane, 3M
Jerilyn Meckler, Ankura Consulting Group
David Palumbo, Raleigh Marriott City Center
Melissa Short, Transitions Life Care
Sarah Stone, NCWorks Career Center-Lee County
Jill Straight, Dorcas Ministries
Craig Sullivan, A.D. Tubi USA, Inc.
Patrick Townsend, Mountaire Farms
Glenda Underwood, Lowe's Home Improvement
Tom White, North Carolina State University
Ross Yeager – Wake County Northern Regional Center

Staff Present:

Pat Sturdivant, Executive Director
Barbara Brothers, Business Engagement Director
Jacob Dolan, Hospitality Program Coordinator
Thomas Pulickal, Business Manager
Natalie Mabon, Reentry Program Manager
Jessica Locklear McLeod, One-Stop System Director
Thomas Pulickal, Business Manager
Malinda Todd, Strategic Initiatives Director
Crystal Waters, Executive Assistant
Brenda Wilkerson, Communications Manager
Joseph Wilson, Small Business Program Coordinator

Guests Present:

Rochelle Brown, Equus Workforce Solutions
Patrick Buford, EDSI Solutions
Kenneth Gathers, Equus Workforce Solutions
Nikita Jeffries, NC DHHS
Taylor Kirks, Johnston Community Industries
Shastine Lee, North Carolina Department of Commerce
Michelle Muir, North Carolina Department of Commerce
Maurice Webb, EDSI Solutions

Minutes Prepared by: Crystal Waters

| Item | Discussion | Actions | | |
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| | | 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.</p> <p>Brian mentioned the number of new businesses coming to the area and the fact that while this is exciting, it will also create challenges. There are mixed messages in the economy about the workforce on the national and local levels. He stressed the importance of being local and the feedback members bring because of their connection to local employers.</p> <p>Brian stated that the transfer of Orange County has been approved by Gov. Cooper and the NCWorks Commission. The change will be effective on July 1, 2023. The staff has already begun working with the Regional Partnership WDB and their service providers to ensure a smooth transition.</p> <p>Brian recognized David Palumbo who joined the board on July 1, 2022. David said a few words about himself; this was his first opportunity to address the board.</p> <p>The Board Committees did not present updates to allow time for the presentations from the Reentry and Hotel Initiatives. Brian shared a few highlights of the work of the committees.</p> <p>Highlights:</p> <ul style="list-style-type: none"> • Branding & Outreach Committee is building an ambassador program for business professionals. • Customer Success Committee will focus on recruiting and connecting women to careers in construction/skilled trades. • Employer Engagement will focus on the Advanced Manufacturing with a focus on Life/BioSciences. They are drafting a recommendation to update the strategic plan to include these as high-demand sectors. | | | |
| 2. Action of Minutes | There were no additions or changes to the minutes from the December 1, 2022 Board meeting. The minutes were approved as written. | | | |

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| <p>2. Voting Items</p> | <p>There were 5 voting items: 2023 NCWorks Career Center Operator, Adult/Dislocated Worker Services, and the Youth Service Provider.</p> <p>The RFP was released on December 1, 2022. Brian thanked the staff and the board members who served on the RFP committee. The board members involved were Danielle Sardo, Sarah Stone, and Ross Yeager. Ross Yeager said a few words about the process. The contract recommendations with backup information were emailed on Friday, March 17th.</p> <p>Brian asked if there were any comments or questions about the recommendation for EQUUS. There were no questions or comments. The motion was read and shown.</p> <p>Motion: To award EQUUS Workforce Solutions the contract for Program Year 2023-2024 as the One-Stop Operator for the Chatham, Lee, Wake, Johnston, and Orange Counties and WIOA Adult/DW Service Provider in Chatham, Lee, Wake, and Johnston Counties with an option to renew the contract up four years. Staff will negotiate contract terms and agreements. Staff will determine funding levels once allocations have been identified. <i>Staff anticipates funding of approximately \$3,260,254.</i></p> <p>Rodney Carson made the motion to accept the recommendation. Tom White seconded the motion. Crystal Waters called the roll, and all voted in favor.</p> <p>Brian asked if there were any comments or questions about the recommendation for the Orange County Department of Social Services. There were no questions or comments. The motion was read and shown.</p> <p>Motion: To award the Orange County Department of Social Services a contract with conditions for Program Year 2023-2024 as the WIOA Adult/DW Service Provider in Orange County. Staff will negotiate contract terms and agreements. Staff will determine funding levels once allocations have been identified. <i>Staff anticipates funding of approximately \$220,221.74.</i></p> <p>Rodney Carson made the motion to accept the recommendation for the Orange County</p> | | | |
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| | <p>Department of Social Services. 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 read and shown.</p> <p>Motion: To award EDSI a contract with conditions for Program Year 2023-2024 as WIOA Youth Service Provider for Chatham, Lee, and Wake, Staff will negotiate contract terms and agreements. Staff will determine funding levels once allocations have been identified. <i>Staff anticipates funding of approximately \$1,252,926.40.</i></p> <p>Jerilyn Meckler made the motion to accept the recommendation for EDSI. Tom White seconded the motion. Crystal called the roll, and all voted in favor.</p> <p>Brian Holland asked if there were any comments or questions about the recommendation for Johnston County Industries (JCI). There were no questions or comments. The motion was read and shown.</p> <p>Motion: To award Johnston County Industries a contract for Program Year 2023- 2024 as the WIOA Youth Service Provider in Johnston County with an option to renew for up to three years. Staff will negotiate contract terms and agreements. Staff will determine funding levels once allocations have been identified. <i>Staff anticipates funding of approximately \$500,000.</i></p> <p>Tom White made the motion for JCI. Harold Keen seconded the motion. Crystal Waters called the roll, and all voted in favor.</p> <p>Brian asked if there were any comments or questions about the recommendation or backup information for Orange County Government. There were no questions or comments. The motion was shown.</p> <p>Motion: To award Orange County Government a contract with conditions for Program Year 2023-2024 as WIOA Youth Service Provider for Orange</p> | | | |
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| | <p>County. Staff will negotiate contract terms and agreements. Staff will determine funding levels once allocations have been identified. <i>Staff anticipates funding of approximately \$184,353.79.</i></p> <p>Craig Sullivan made the motion. Tom White seconded the motion. Crystal called the roll, and all voted in favor.</p> <p>Brian thanked everyone for their attention to the voting items.</p> | | | |
| <p>3. Director's Report</p> | <p>Pat Sturdivant reminded the board members that the report is sent ahead so they can be ready to ask questions during the meeting or send them after the meeting.</p> <p>Highlights:</p> <ul style="list-style-type: none"> • North Carolina Department of Commerce, Division of Workforce Solutions ARPA Grant awarded CAWD 850K received to support small business work-based learning • Small Business Workforce Virtual Forum 229 people attended. • 60% of CAWD funding comes from other sources not WIOA funding. | | | |
| <p>4. Program Highlights</p> | <p>Natalie Mabon, Reentry Program Manager, presented for the Reentry Initiative.</p> <p>Highlights:</p> <ul style="list-style-type: none"> • CAWD began managing Wake LRC in February 2020 with a grant of 150K from the NC Dept. of Public Safety. • Wake County Commissioners approved 2M in ARPA funds for the Reentry expansion in November 2021. • Being co-located at the NCWorks Career Centers allows reentry clients to receive wrap-around services sometimes within one visit. • Second Chance Employment Pilot program along with Wake County Government and the City of Raleigh will target the unemployed, underemployed, and those seeking to change careers. The pilot will create a pipeline to jobs specifically within Wake County and the City of Raleigh. • Behavioral Health Manager is key in helping returning citizens manage their recovery and navigate the system. | | | |

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| | <p>Pat asked how many agencies are involved in the Reentry council. Natalie Mabon responded that there are about 175 members. The members do not represent individual agencies. There are about 70 agencies with more being added. Their key council members are individuals with lived experience; they are of great value to help guide the work and understand the challenges faced by reentry citizens.</p> <p>Harold Keen asked if there were any efforts of this magnitude in other counties. Natalie responded that there are 11 Local Reentry Councils across the state, but she was not aware of any as comprehensive or diverse as Capital Area.</p> <p>Pat stated that in Johnston County, being the intermediary for the Local Reentry Council (LRC) is a competitive process through the Dept. of Adult Correction. She believes the process was put on hold by the Department of Adult Correction.</p> <p>Malinda Todd, Assistant Director, added there is support within the Dept. of Adult Correction to start an LRC in Johnston County, but it was not included in the funding for this year. She shared that in the central Carolina region, the community college is beginning to pull together something like an LRC. The biggest difference is having a full-time staff devoted to working on reentry which is a struggle for some other counties. Capital Area hopes to support the region with NCPROWD grant.</p> <p>Pat stated that the reason Capital Area is able to have a Reentry program is due to funding from Wake County.</p> <p>Malinda Todd talked about the NCPROWD-North Carolina Partner for Reentry Workforce Development Grant; funded through the Department of Labor and Department of Justice. A joint grant with Capital Area, Durham, and KerrTar workforce boards. The program will serve clients in and from Federal prison; will help develop skills and career awareness. Capital Area received 3.2M; grant ends November of 2026. The project is in the early stages and will give resources to provide a regional response to returning citizens.</p> <p>Jill Straight asked if participation was voluntary or a condition of their probation. Natalie stated that participation with the LRC is voluntary. Their probation may give them other requirements. The</p> | | | |
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| | <p>LRC serves as a vehicle to help them meet those requirements.</p> <p>Jill also asked if the new client management software will replace the NCWorks system. It will not replace NCWorks but will only help manage their caseload.</p> <p>Jill asked about what percentage of the services are delivered before the citizen leaves the facility, and what percentage is after release. Natalie stated that the majority of the work is done post-release. There is some in-reach work done at the detention center. The case manager goes to the facility to present information on the academic and clinical side of the center. On the state level, information is shared on how to get connected to the LRC services so the staff can make referrals and the residents can connect upon release.</p> <p>Jill asked if clients were released into homelessness or homeless shelters. There are some that are released into homelessness but there is usually an approved home plan. When those plans do not work out, LRC may be able to assist with emergency housing funds. But some do face homelessness.</p> <p><u>Reentry Initiative</u></p> <p>Jacob Dolan, Hospitality Program Coordinator, presented for the Five Stars Hotel Initiative Program.</p> <p>Highlights:</p> <ul style="list-style-type: none"> • Wake County and the City of Raleigh approached Capital Area to develop a program to help the hotel industry. • Capital Area received over 1M in ARPA funds from Wake County and the City of Raleigh. • Team has developed partnerships with 50 hotels. • Program will work with employers to establish work-based learning, OJT, and incumbent worker opportunities. • Website was launched in January 2023. www.fivestarswake.org • Partnered with WakeWorks to develop apprentice and pre-apprenticeship programs for hotels. • To drive improvements in their workplace culture Five Stars Hotel Initiative created a DEIA statement. | | | |
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| | <p>Brian Holland asked what an apprenticeship looks like in the hospitality industry. Jacob stated WakeWorks currently works with 95 plus employers. A few examples are Culinary Arts, Engineering and Maintenance, front desk, and leadership skills.</p> <p>Jill Straight asked if living wages are being addressed when talking to hotels. Jacob stated that the labor market has forced hotels to be competitive and raise wages. Living wage issues are discussed in recruiting and marketing to hotels. As a policy, for Capital Area to refer people to hotels, the jobs must be in NCWorks and the career center does not post/or refer to jobs less than \$15-\$17/hour.</p> <p><u>Five Stars Hotel Initiative</u></p> <p>Brian stated that while these initiatives are specific to Wake County due to their funding source. He reminded the board members to be in touch with their local county commissioners and remind them of the importance of investing in the workforce. Capital Area is committed to developing the workforce across the entire region.</p> | | | |
| 5. Public Participation | There was no public participation. | | | |
| 6. Other Business | <p>Brian commented on the things he’s learned while being on the board. The hospitality industry offers career paths that are often based on merit and talent, not credentials. It’s broader and more diverse and offers many opportunities. He encouraged the board members to attend a reentry simulation which will help them understand the challenges returning citizens face. When they think about talent, this pool of talent is not being accessed.</p> <p>Jill Straight mentioned having success finding candidates on social media through Facebook groups-Networking Women of the Triangle.</p> | | | |
| Meeting Adjourned: 10:16 am | | | | |