



Capital Area Workforce Development Board Meeting

March 27, 2025

NC State University Club

Board Members Present:

Kenneth Angeli, NC Career Center, Raleigh
Doug Blizzard, Catapult
Rodney Carson, SAS
Michael Haley, Wake County Economic Development
Brian Holland, Sectigo
Paul Kane, Home Builders Assoc. of Raleigh-Wake County
Tamika Walker Kelly, NCAE
Vic McCormick, Johnston Community College
Shawnice Meador, Wolfsped (Former)
Melissa Short, Transitions Life Care
Tom White, North Carolina State University
Ross Yeager, North Regional Career Center

Staff Present:

Pat E. Sturdivant, Executive Director
Jessica Locklear McLeod, One-Stop Director
Malinda Todd, Assistant Director
Jasmin Volkel, Strategic Initiatives Manager
Crystal Waters, Executive Assistant
Brenda Wilkerson, Communications Manager

Guests Present:

Lauren Holubec, Axios Strategy
Safiya Jackson, Board of Commissioners
Nikia Jeffries, NC DHHS
Jesse McCree, Axios Strategy
Shinica Thomas, Board of Commissioners

Minutes Prepared by: Crystal Waters

Item	Discussion	Actions		
		What	When	Who
1. Call to Order	Brian Holland welcomed everyone to the meeting.			
2. Action of Minutes	The minutes from the December 5, 2024, Board meeting did not include additions or changes, and they were approved as written.			
3. Voting Items	<p>There were voting items: continuing the contracts with the existing NCWorks NextGen Service Providers, NCWorks Career Center Operator, and the Adult\Dislocated Worker Service Providers for Program Year 2025 (July 1, 2025 -June 30, 2026). The recommendations and backup information were mailed to the board on Friday, March 7th.</p> <p>Brian Holland stated that there is an RFP scheduled for December 2025. He mentioned that staff are aware that the Orange County service provider is not performing at the level expected but are moving in the right direction. With the scheduled RFP, the staff recommended the continuation of their contract with the understanding that the staff will continue to work closely with them on areas of concern.</p> <p>Brian informed the board that Capital Area staff will restructure the format of the recommendation information to make it easier to understand and follow.</p> <p>Brian 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 shown.</p> <p>Motion: Continuation of the contract with Johnston County Industries (JCI) for Program Year 2025 (July 1, 2025 - June 30, 2026), to provide year-round services to the youth of Johnston County. 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 contractor performance and/or availability of funding.</p> <p>Rodney Carson made the motion to accept the recommendation for Johnston County Industries</p>			

	<p>(JCI). Tom White seconded the motion. All voted in favor. A quorum was met by members present or represented by proxy.</p> <p>Brian asked if there were any comments or questions about the recommendation for the Educational Data Systems, Inc. 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 2025 (July 1, 2025 - June 30, 2026), to provide year-round services to the youth of Wake County. Capital Area Staff will 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 contractor performance and/or availability of funding.</p> <p>Michael Haley made the motion to accept the recommendation for the Educational Data Systems, Inc. Rodney Carson seconded the motion. All voted in favor. A quorum was met by members present or represented by proxy.</p> <p>Brian Holland asked if there were any comments or questions about the recommendation for Orange County Department of Social Services (OCDSS). The motion was shown.</p> <p>Motion: Continuation of the contract for Orange County Department of Social Services for Program Year 2025 (July 1, 2025 – June 30, 2026) as the WIOA Youth Service Provider for Orange County. CAWD staff will negotiate contract terms, budgets, and agreements. Staff will determine funding levels once allocations have been identified by the Division of Workforce Solutions (DWS). CAWD 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>Tom White made the motion to accept the recommendation for Orange County Department of Social Services. Melissa Short seconded the motion. All voted in favor. A quorum was met by members present or represented by proxy.</p>			
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	<p>Brian Holland asked if there were any comments or questions about the recommendation for EQUUS Workforce Solutions. There were no questions or comments. The motion was shown.</p> <p>Motion: Continuation of the contract with EQUUS Workforce Solutions for Program Year 2025 (July 1, 2025 – June 30, 2026) to provide NCWorks Career Center Operator for the CAWD One-Stop system and WIOA Adult/Dislocated Worker Services in Wake, Johnston, Lee, and Chatham Counties. CAWD staff will negotiate contract terms, budgets, and a pay-for-performance agreement for budgeted profit with EQUUS Workforce Solutions. 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 service provider performance and/or availability of funding.</p> <p>Melissa Short made the motion to accept the recommendation for EQUUS. Doug Blizzard seconded the motion. All voted in favor. A quorum was met by members present or represented by proxy.</p> <p>Brian Holland asked if there were any comments or questions about the recommendation for Orange County Department of Social Services (OCDSS). The motion was shown.</p> <p>Shawnice Meador asked what the reasons were for the favorable recommendation of the staff and what processes were being implemented to help ensure that OCDSS would succeed. Pat Sturdivant stated that the OCDSS has moved to a new location, which has better access for clients, hired new staff, and has begun trending upward. If progress is not made in the next 6 months, the staff will reevaluate their contract. She also mentioned that due to the scheduled RFP for December 2025, staff recommended the continuation of their contract with the understanding that staff will continue to work closely with them on areas of concern.</p> <p>Motion: Continuation of the contract for Orange County Department of Social Services (OCDSS) for Program Year 2025 (July 1, 2025 – June 30, 2026) to provide WIOA Adult/Dislocated Worker Services in Orange County.</p>			
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	<p>Progress will be reassessed after six months to determine if further continuation is warranted. If OCDSS is not on track to meet the specified deliverables and conditions by December 31, 2025, CAWD will implement a 90-day transition plan to transfer customers to another service provider and begin proceeding to end the OCDSS contract.</p> <p>CAWD staff will negotiate contract terms, budgets, and agreements. Staff will determine funding levels once allocations have been identified by the Division of Workforce Solutions (DWS). CAWD 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>Shawnice Meador made the motion to accept the recommendation for Orange County Social Services. Melissa Short seconded the motion. All voted in favor. A quorum was met by members present or represented by proxy.</p> <p>The following board members provided a proxy vote of "yay" for all motions:</p> <ul style="list-style-type: none"> • Rob Axford • Mark Bertoncino • Sue Holaday • Kenneth Vic McCormick • Jerilyn Meckler • Nicole Jarvis Miller • Jerry Pedley • Danielle Sardo • Jordan Thomas • Glenda Underwood • Ross Yeager <p>Brian thanked everyone for their attention to the voting items.</p>			
4. Board Officer Nominations	<p>Nominations are being accepted for officers for the Capital Area Workforce Development Board for the term from July 1, 2025, to June 30, 2027. Board members may nominate themselves, another board member, or the incumbent officer. The Capital Area Workforce Development Board officers and the Executive Director make up the Board's Executive Committee. The following positions are open for nomination:</p> <ul style="list-style-type: none"> • Chair (must be private sector rep) 			

	<ul style="list-style-type: none"> • Vice-Chair (must be private sector rep) • Secretary • Current officers are: <ul style="list-style-type: none"> ○ Brian Holland, Chair - open to nomination ○ Rodney Carson, Vice-Chair - not open to nomination ○ Tom White, Secretary – open to nomination <p>Brian Holland informed the board that volunteers are needed to serve on the Nominations Committee to help facilitate the selection process. An email will be sent next week with more information.</p>			
5. Strategic Planning Board Retreat	<p>Brian Holland stated that the purpose of the strategic planning retreat was to develop the board's three-year plan. The plan will help set clear priorities, align efforts with economic and workforce trends, and ensure long-term sustainability.</p> <p>He introduced the retreat facilitators, Jesse McCree, CEO, and Lauren Holubec, Vice President, both from Axios Strategy. Their bios were shown.</p> <p>The remainder of the meeting was led by the facilitators. The presentation and a summary of the discussion are attached.</p> <p><u>Strategic Planning Summary Notes.</u></p> <p><u>CAWD Axios-Strategic Planning ppt</u></p>			
Meeting Adjourned: 3:00 pm				