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07/21/2025



MID-CAROLINA WORKFORCE DEVELOPMENT BOARD

11am, Tuesday, April 1st, 2025

Sandhills Community College

Van Dunsen Hall

Room 102 & 103

3395 Airport Road

Pinehurst, NC 28374

-MINUTES-

ATTENDEES: HUGH CARR, JENNIFER WILLIAMSON (VIRTUAL), CAROLYN HELMS, SAVANNAH HEATH, LEE SPRUILL, DANA DAWSON, CANDACE HOWELL (VIRTUAL), DELVIN MCALLISTER, VICTOR GLOVER, LONNIE BALLARD (VIRTUAL), GREGORY MCELVEEN

1. CERTIFICATION OF A QUORUM/CALL TO ORDER – Justin Hembree

A quorum was certified, and the meeting proceeded.

2. CONSIDERATION & APPROVAL OF THE AGENDA – Justin Hembree

The agenda was presented for approval.

Motion to approve the agenda made by Dana Dawson, seconded by Savannah Heath.

Agenda approved unanimously without amendments.

3. ETHICS AWARENESS & CONFLICT REMINDER – Justin Hembree

In accordance with the State Government Ethics Act, it is the duty of every Board Member to avoid both conflicts of interest and the appearance of conflict. Does any Board Member have any known conflicts of interest or appearance of conflict with respect to any matter coming before the Board? If so, please identify the conflict of appearance or conflict and refrain from any undue participation in the particular matter involved.

No conflicts of interest were reported by board members.

4. CONSENT AGENDA – Justin Hembree

Consent Agenda items are considered and approved by a single motion and vote. Any member of the Board may request an item be removed, without a motion or a vote, from the Consent Agenda for separate consideration. If an item is removed from the Consent Agenda, that item will be placed under the Business/Discussion/Updates section of the agenda.

Call to Action Items: **Requires Action**

- A. Consideration of Approval for the January 7, 2025, Mid-Carolina Workforce Development Board Meeting Minutes
- B. Consideration of Approval for the Proposed Meeting Dates for 2025-2026
- C. ELTP Approval – Carolina Trucking

Motion to approve the Consent Agenda made by Gregory McElveen, seconded by Lee Spruill. Consent Agenda approved unanimously with no items removed for separate consideration.

5. Election of Mid Carolina WDB Officers: Justin Hembree

The Mid Carolina Workforce Development Board will nominate and vote for officers for the upcoming year (April 1, 2025 – April 7, 2026).

Call to Action Items: **Requires Action**

- Nomination and Voting for Chair Person of MCWDB
- Motion to nominate Lee Spruill as Chair until July '2025 was made by Dana Dawson, seconded by Delvin McAllister. Nomination.

6. ITEMS OF BUSINESS/DISCUSSION/UPDATES

A. MCWDB MEMBER SURVEY RESULTS SUMMARY AND REVIEW

Survey results on meeting preferences (day, time, location) were reviewed. Board discussed options for optimizing meeting schedules and locations.

B. MCWDB REQUEST FOR PROPOSAL UPDATE

- i. OSO Request for Proposal Status Update
- ii. Service Provider Request for Proposal and Award Announcement

Updates provided on the One-Stop Operator (OSO) RFP status and Service Provider RFP award announcement. Discussion on next steps for procurement processes

C. Annual Plan 2025-2026

Call to Action Item: **Requires Action**

Overview of the Annual Plan for 2025-2026 presented. Motion to approve the Annual Plan and authorize administrative changes made by Gregory McElveen, seconded by Delvin McAllister. Motion passed unanimously.

7. REPORTS

- A. MID-CAROLINA WDB FY24 SNAPSHOT
- B. MID-CAROLINA WORKFORCE DEVELOPMENT BOARD
MYFUTURENC 2025 ATTAINMENT PROFILE
- C. BOARD PERFORMANCE REPORT

8. ADJOURNMENT

Next Board Meeting
11am, Tuesday, July 8th, 2025

April 1 2025 MCWDB Meeting Minutes

Final Audit Report

2025-07-21

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