



Agenda Item(s): 4A Consent Items –

Approval of the minutes from the October 1, 2024, Mid-Carolina Workforce Development Board Meeting

Presenter(s): Justin Hembree, Interim Executive Workforce Development Director

Responsible Staff: Justin Hembree, Interim Executive Workforce Development Director
Lorria Troy, Operations Consultant
Mary Beth Haire, Workforce Development Administrative Coordinator

Action Item: Yes

Attachment(s): Mid Carolina Workforce Development Board Minutes from October 1, 2024 quarterly meeting.

Background:

The minutes from our previous meeting serve as an official record of the discussions, decisions, and action items undertaken during that session. Accurate and comprehensive minutes are crucial for maintaining transparency, accountability, and continuity within our organization. These minutes are a reflection of our collective efforts and commitments as a team. All members are requested to review the minutes circulated before this meeting and raise any corrections or amendments if necessary. Following any revisions, a vote will be conducted to approve the minutes.

Staff Recommendation(s):

Staff recommends approval of the proposed amendment.

Suggested Motion(s):

“Move to approve the minutes from our previous meeting as presented.”



MID-CAROLINA WORKFORCE DEVELOPMENT BOARD
11am, Tuesday, October 1st, 2024

Cumberland County Headquarters Library – Pate Room
300 Maiden Lane
Fayetteville, North Carolina 28301

-MINUTES-

Members Present:

Mr. Xavier DeBrough (Business)
Ms. Dana Dawson (Small Business)
Ms. Candace Howell (Registered Apprenticeship)
Mr. Hugh Carr (Representative of Business) ~Virtual
Mr. Victor Glover (Division of Workforce Solutions) ~ Virtual
Ms. Vainette Walker (Vocation Rehabilitation Program)
Ms. Jennifer Williamson (Business)
Ms. Savannah Heath (Montgomery County Economic Director)
Mr. Lee Spruill (Business) ~ Virtual
Ms. Carolyn Helms (Business)
Mr. Delvin McAllister (Community Based Organization)
Mr. Gregory McElveen (Higher Education)
Dr. Fallon Brewington (Adult Education/WIOA Title II)
Mr. Ken Adelberg (Business)
Mr. Tony McKinnon (Representative of Workforce – Labor)
Mr. Naynesh Mehta (Business)
Ms. Nicole Peterson (Business)

Members Absent:

Ms. Phyllis Godwin (Representative of Workforce – Registered Apprenticeship)
Mr. Jerry Milton (Representative of Business)
Mr. Curtis Brown (Representative of Workforce – Registered Apprenticeship)
Mr. Lonnie Ballard (Community Based)
Mr. Jeremy Sanders (Labor Organization- Youth Services)

1. CERTIFICATION OF A QUORUM/CALL TO ORDER – Chair DeBrough

- 2. CONSIDERATION & APPROVAL OF THE AGENDA – Chair DeBrough**
Jennifer Williamson made a motion to approve, Gregory McElveen seconded the motion. Vote passed unanimously.

- 3. ETHICS AWARENESS & CONFLICT REMINDER – Chair DeBrough**
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.

- 4. CONSENT AGENDA – Chair DeBrough**
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.

- A. Consideration of Approval of July 16, 2024 Mid-Carolina Workforce Development Board Meeting Minutes (Action Item)
- B. Consideration of Approval of Revised Policy #14 – Youth Service and Incentive Policy (Action Item)
- C. Consideration of Approval of Policy #25 – Non-Criminal Complaint Procedures (Action Item)

Jennifer Williamson made a motion to approve, Gregory McElveen seconded the motion. Vote passed unanimously.

- 5. ITEMS OF BUSINESS/DISCUSSION/UPDATES**
- A. Discussion Concerning Service Delivery for the Current Program Year – Hembree**
Updates: Operations remain stagnant since July, with ongoing staffing challenges from Equus impacting service delivery.
Key Issues: Vacancies in Program Manager and Business Services roles continue to affect enrollments and employer engagement.
 - B. Discussion Concerning Strategic Approaches to Program Implementation – Hembree**
Staffing Plan: Proposed 16 new FTEs to address service gaps, including positions for youth and adult services in under-resourced counties and two business services positions.
Contract Negotiations: Equus awaits a signed contract to proceed but staffing gaps raise concerns about moving forward.

D. Discussion Concerning Structure and Management of Mid-Carolina Regional Council Workforce Development Staff – Hembree

Reviewed staffing challenges and proposed organizational changes to address systemic inefficiencies.

Discussed the need for expertise to address barriers in workplace learning programs and the importance of aligning services with high-demand careers.

1. Program Delivery and Staffing Challenges
 - a. Staffing issues and their correlation with low enrollments in Sampson, Montgomery, and Moore counties.
 - b. Challenges with Montgomery County library access point due to inconsistent staffing and public confusion.

2. Workplace Learning Programs
 - a. New workers' compensation requirements are delaying job experience approvals.
 - b. Efforts to identify solutions and ensure alignment with in-demand careers.

3. Regional Service Delivery and Provider Models
 - a. Comparison of nonprofit, for-profit, and local government models.
 - b. Emphasis on nonprofit and government providers for prioritizing service delivery over profit motives.

4. Strategic Workforce Plan Alignment
 - a. Collaboration with economic developers and educational partners to identify high-demand sectors and coordinate training.
 - b. Focus on aligning workforce programs with local economic development goals.

Motion was made to contact DWS to develop an RFP by October 30, to include clear performance metrics and accountability measures and establish a Workforce Board Committee to oversee the RFP process and vendor selection. Dr. Fallon Brewington made the motion, Candace Howell seconded the motion. The motion passed unanimously.

6. REPORTS

- A. Director's Report – Hembree
 - 1) Workforce Development Acronyms
Provided as a reference for new members.
 - 2) October 30 North Carolina Justice Academy Open House and BBQ Dinner

Scheduled for October 30, featuring facility tours and live demonstrations.

- 3) Performance Dashboard
Updated metrics were provided for review.

B. Other Reports

7. ADJOURNMENT

Next Board Meeting

11am, Tuesday, January 7, 2025
Harnett County – Specific Location to be Determined






MCWDB Minutes October 1 2024

Final Audit Report

2025-01-09

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