

**CUMBERLAND COUNTY WORKFORCE DEVELOPMENT BOARD**  
**March 13, 2018 – 11:06 AM to 1:31 PM**  
**FAYETTEVILLE TECHNICAL COMMUNITY COLLEGE**  
**Thomas R. McLean Administration Building – Conference Room # 170**

Members Present:

Ms. Dina Simcox  
MG Rodney Anderson  
Mr. Jonathan Charleston  
Ms. Charlene Cross  
Mr. Albeiro Florez  
Mr. Kent Listoe  
Mr. John Lowery  
Mr. Carl Manning  
Ms. Joy Miller  
Ms. Ellen Morales  
Ms. Diana Potts  
Ms. Jody Risacher

Members Absent:

Ms. Crystal Bennett  
Mr. Jesse Brayboy  
Mr. Marty Cayton  
Mr. Jimmy Driscoll  
Ms. Isabella Effon  
Dr. Dallas Freeman  
Ms. Pam Gibson  
Mr. Chad Kormanek  
Mr. Jenson McFadden  
Mr. Charles Royal  
Captain David Servie  
Mr. Robert Van Geons  
Ms. Cynthia Wilson

Guests Present:

Ms. Nore Brantley  
Ms. Rochelle Brown  
Ms. Dana Davis  
Mr. Kirk deViere  
Mr. Tracy Jackson  
Ms. Amy Karpinski  
Mr. Chip Lucas  
Ms. Raven McKoy  
Ms. Christine Michaels  
Ms. Catherine Moga Bryant  
Mr. Tim Moore  
Mr. Scott Panagrosso  
Mr. Adam Svolto  
Ms. Lorria Troy

Staff Present:

Ms. Nedra Rodriguez  
Ms. Kim Cribb  
Ms. Peggy Aazam

**Due to not having a quorum, the following items within this meeting subject to Approval Action were tabled:**

**Revised Policies:** Policy #26: Conflict of Interest and Policy #27: Serving Immediate Family Members

**Reconvening of WDB Membership Task Force**

**Convening of One Stop System Committee**

**Convening of NCWorks Nominations Task Force**

**One Stop Operator Contract**

**Career Center Lease**

## **Incumbent Worker Training Budget**

**I. Call to Order** - The March 13, 2018 meeting of the Workforce Development Board was called to order by the Board Chair, Ms. Dina Simcox, at 11:06 am.

**II. Welcome and Recognition of Guests** – Ms. Simcox welcomed and thanked the guests in attendance. Attendees introduced themselves. Ms. Simcox presented a plaque to Ms. Ellen Morales (WDB member 2006-2018); Ms. Morales is retiring from Vocational Rehabilitation as of April 1<sup>st</sup>.

**III. Ethics Awareness and Conflict of Interest Statement** – Ms. Simcox read the North Carolina State Ethics Commission Ethics Awareness & Conflict of Interest reminder statement to the Board.

**IV. Approval of Minutes** – Due to not having a quorum, approval of the minutes from the January 16, 2018 WDB meeting was tabled.

**V. Consent Agenda** – The consent agenda includes items for information only that will not be subject to discussion and/or items that were introduced at the previous meeting that are subject to approval action at this meeting.

A. ***Revised Policy: Policy #26 Conflict of Interest and Policy #27 Serving Immediate Family Members*** – Due to not having a quorum, the approval of these policies was tabled.

B. ***LMI Reports*** (January & February 2018) – Provided for information purposes, further discussion took place regarding the comparison of unemployment rates at the local, state, and national levels. Mr. Jonathan Charleston spoke about the need to integrate local hiring throughout the City and County. Mr. Rodney Anderson shared that at a recent hiring event, Fayetteville State University business students had an opportunity to meet with local businesses. Mr. Charleston said that while small businesses may be apt to hire local talent, local government should be encouraged to spend tax payer dollars through contracting with local businesses that hire local citizens. He explained that while the “Hire Fayetteville First” initiative was not passed by the City, “Buy Raleigh” was being promoted throughout Raleigh. Ms. Diana Potts spoke about an event scheduled for May 22, 2018 from 3-7 pm with various stakeholders involved with the downtown revitalization/ballpark project. Mr. Charleston agreed to take the lead on behalf of the WDB on the initiative to reinforce with policymakers the need to hire local businesses and citizens; this topic will be added to the agenda for the next WDB meeting. Mr. Tracy Jackson explained that the County does try to work with local businesses first, but must also take into consideration being good stewards of funds.

**VI. Greetings from the NC Department of Commerce** – Ms. Catherine Moga Bryant, Executive Director of the NCWorks Commission, provided information about the NCWorks Commission which recommends policies and strategies that enable North Carolina’s workforce and businesses to compete in the global economy. The mission of the NCWorks Commission is to ensure North Carolina has an innovative, relevant, effective, and efficient workforce development system that develops adaptable, work ready, skilled talent to meet the current and future needs of workers and businesses to achieve and sustain economic prosperity. Designated as the state’s Workforce Development Board under the Workforce Innovation and Opportunity Act (WIOA), the NCWorks Commission is similar to the structure of local WDBs in that it is made up of a majority of private business, and also includes representatives from state workforce agencies, educators, and

community leaders. Although the Commission is highly collaborative, Ms. Moga Bryant noted that the workforce system will only be successful when we all work together, through local, regional, and statewide support and collaboration. The Commission is working to strengthen partnerships with local Directors in support of the NCWorks mission to develop and connect talent to businesses. The Commission's goals include: creating an integrated, seamless, and customer-centered workforce system; create a workforce system that is responsive to the needs of the economy; prepare workers to succeed in the North Carolina economy and to continuously improve their skills; and use data to drive strategy and ensure accountability. The Commission strives to meet these goals through researching, convening, promoting (e.g., best practices and success stories, innovative and collaborative employer engagement), and advocating (policies). NCWorks Commission members are appointed by the Governor; improving the state's Workforce Development system is one of the most important priorities announced by Governor Cooper. Among the items on Governor Cooper's Workforce Development platform are NC Job Ready, Business Engagement, and Career Pathways. Ms. Moga Bryant reported that there are currently 27 certified Career Pathways across NC (with more in progress), two of which are in Cumberland County (Collision Repair & Refinishing Technology and Nursing & Allied Health). She recognized Scott Panagrosso for his work as a Facilitator for Career Pathways development to help North Carolinians get the education and training needed to work in high-demand, high-wage careers. Through various initiatives that include aspects of work-based learning with a strong emphasis on increasing employability through the attainment of improved soft skills and technical skills, the state strives to "Grow Our Own." Governor Cooper supports the goal that by 2025, 67% of working adults will have education and/or training beyond high school; currently, 63% of NC residents meet this criteria. The Commission is also responsible for Government and System Alignment, the WIOA State Unified Plan, oversight of the state's workforce system and NCWorks Career Centers, and performance accountability (for over two dozen programs at the state level). Continually encouraging and developing partnerships throughout the state, the Commission meets four times per year at various locations throughout the state. The next NCWorks Commission meeting is scheduled for May 23<sup>rd</sup> in Hickory; upcoming NCWorks Commission meeting dates will be added to upcoming events for WDB members. Ms. Charlene Cross asked for more information about NC Job Ready, which was detailed in the Governor's press release dated February 13, 2018. As the primary focus for his administration to ensure more North Carolinians are ready for the jobs of today and tomorrow, Governor Cooper's NC Job Ready initiative highlights core principles related to Skills and Education Attainment, Employer Leadership, and Local Innovation. Education is the foundation to a strong workforce: businesses need the right people, with the right skills; as skill requirements rapidly change and increase, individuals need access to training so they can be ready for those jobs. NC Job Ready focuses on increased skills and education attainment through career awareness (access to labor market, training, and career information), making North Carolina a Top Ten Education State (by 2025, by increasing the number of children enrolled in pre-K, raising the high school graduation rate, and increasing the number of North Carolinians with a post-secondary degree or credential), easier access to job training for high-demand fields (through certified Career Pathways), and lowering barriers to education (with assistance for supportive services beyond training, such as childcare, transportation, and cost of books/supplies). Employer-led job training programs have the best career outcomes; to that end, NC Job Ready calls for increased work-based learning opportunities, employer-led training for new and existing employees, and streamlined employer partnerships that promote and support employer leadership. Ms. Moga Bryant noted that due to the varied Business Services Representatives, and there may be hundreds across the state, too many individuals are reaching out to businesses, causing confusion and oversaturation; there is a dire need to streamline our processes to more effectively engage employers and develop collaborative efforts. In support of the activities across the state, NC Job Ready will identify and highlight local innovation and success. Ms. Nedra Clayborne Rodriguez, Director, shared that Cumberland County was mentioned in Governor Cooper's press release in regard to the pilot Next Generation Sector Partnership initiative. Mr. Anderson said Cumberland County would love to host

an NCWorks Commission meeting. He inquired about their relationship and participation with Veteran and Military Affairs. Ms. Moga Bryant spoke about the Division of Workforce Solutions' Veteran Program and how representatives are working together to effectively leverage existing resources. Mr. Anderson spoke about the Career Resource Center on Fort Bragg, a unique, innovative initiative to provide a smooth transition for transitioning veterans. Approaching their first anniversary, Mr. Anderson reported that the Fort Bragg CRC has already had notable results. Ms. Cross encouraged others to visit the CRC; she shared that several companies that have Apprenticeship Programs are a part of the CRC (e.g., Spectrum, ISG, ACS). Ms. Potts spoke about the Electrical Course Program available through the CRC (individuals must have a 10% disability to participate; the program is self-paced with 13 certifications available). Mr. John Lowery shared that currently there is no Cumberland County representation serving on the NCWorks Commission; interested applicants and recommendations can be sent to Ms. Moga Bryant. There is currently one opening on the NCWorks Commission, but a higher turnover is expected next year due to expiring terms.

**VII. Community Updates** – Mr. Tracy Jackson, Assistant County Manager, provided updates on behalf of Cumberland County, including: March to Work Job Fair (the annual Cumberland County Department of Social Services' March to Work Job Fair is March 21<sup>st</sup> from 9 am – 2 pm at the Crown Expo Center); Adult Health Services expansion at the Health Department (through a partnership with Stedman-Wade Health Services, Inc., Cumberland County's Department of Public Health will expand its adult health services; the Wade Family Medical Center – Adult Health Clinic will offer services at the Health Department Monday through Thursday from 8 am to 5 pm and Friday from 8 am to 2 pm); Commissioners approve conducting Gray's Creek engineering report (at their February 19<sup>th</sup> regular meeting, the Cumberland County Board of Commissioners unanimously approved hiring the local engineering firm, Moorman, Kizer & Reitzel, Inc. to complete a Preliminary Engineering Report for extending water lines in the Gray's Creek Water and Sewer District). Mr. Rodney Anderson provided an update regarding activities and priorities of Fort Bragg. Fort Bragg's Career Resource Center (CRC; a concept and a place) and Career Skills Program (CSP) are accepting new companies that agree to hire, train, and employ transitioning soldiers. Through the CSP, a Department of Defense (DoD) program, transitioning soldiers are permitted to train for their next job/career during their last six months on active duty. Existing participating companies at the CRC include Spectrum, CVS Health, and NC State Agriculture. Mr. Anderson shared upcoming events on Fort Bragg related to workforce and employment including: DoD's Pentagon to the People (April 11-12<sup>th</sup>; FSU Student Center; semi-annual event); USO Career Expo (April 24-26<sup>th</sup>, 9 am to 4 pm; Iron Mike Conference Center; includes hiring event for businesses with actual openings to direct interview attendees); and the Bragg Education Expo (May 15<sup>th</sup>, 10 am to 2 pm; Iron Mike Conference Center; annual Career fair for educational institutions).

**VIII. Focus – Pathways for Prosperity** – Mr. Kirk deViere introduced Mr. Adam Svolto (Executive Director for Policy and Engagement) and Ms. Raven McKoy (Community Engagement Coordinator) of the NC Justice Center. Mr. deViere acknowledged that the American Dream is broken, with too many children being raised in poverty with little to no chance for upward mobility. Pathways for Prosperity (P for P) focuses on five factors that keep people stuck in poverty: segregation, income inequality, school quality, social capital, and family structure. Education, which is critical from pre-K through post-secondary, makes a difference; adult children of those with a post-secondary credential consistently earn a higher income than those adult children of individuals without a post-secondary credential. Mr. deViere shared information regarding family-supporting wages: the gross family-supporting wage per hour is \$22.37; 17.2% of occupational jobs pay a family-supporting wage, 23.3% excluding military; 79% of these jobs require a post-secondary degree or credential, but the median hourly earnings per job is only \$15.94 per hour). Based on statistics calculated by an outside, third party source, the reality for our community is that children born into poverty are 17.8% likely to be worse off than their parents, one in four

children live in poverty, and 42.9% of single mothers live in poverty. Mr. Anderson spoke for many when he declared that we ought to be mad about that unacceptable state of affairs. Mr. deViere agreed and shared P for P's clear imperative to "build an infrastructure of opportunity to ensure all our citizens have a clear path to family-supporting work, that employers have the workforce they need to grow and innovate, and that our civic culture is one that supports prosperity for all." It's about creating our future workforce. Mr. Svolto spoke about the toxic repercussions from living in poverty; although Cumberland County is at an 18% poverty level, there are pockets of concentrated areas at 2-3 times that level. Ms. Potts added that single mothers living in poverty may have their children taken away; when you don't have money for basic needs, too often it leads to a downward spiral. Mr. deViere acknowledged that families in poverty report higher abuse. This is why we have to do something to change the dynamic and culture of generational poverty- it affects everything and everyone. Mr. deViere, Commissioner Glenn Adams, and City Councilmember Larry Wright brought the idea of the P for P initiative to the area. A lot of data had already been gathered and reported through various means (MDC reports, Harvard Study, Fayetteville Observer), but they needed a champion. The initiative is not about taking over programs, and not about creating new ones, but aligning existing resources and optimizing systems, policies, and resources. The P for P initiative was launched through grant funding; the City of Fayetteville serves as the convener of the initiative, but P for P is a close, strategic partnership of numerous organizations and individuals, including the City, Cumberland County, and Rick Glazier, Executive Director of the NC Justice Center. Mr. deViere acknowledged that generational poverty is our problem to fix; P for P allows an open, public process. Ms. McKoy provided a recap of that the P for P initiative has already accomplished (Community Member Survey, P for P Summit), as well as several planned milestones (Comprehensive Action Plan in May 2018; Community Revitalization Teams in Summer 2018; Accountability Session in December 2018). P for P requires a high level of community engagement and involvement. The results of the community survey, shared at the community summit on November 15, 2017. Based on 1,514 responses, the survey yielded three top barriers (lack of job training, high cost of living, and criminal background) and three top supporting factors (job training, affordable housing, and higher minimum wage). At the summit, 250 participants broke into seven discussion groups, which led to five key focus areas: pre-K education, affordable housing, life skills & mentorship, workforce, and K-12 education. Mr. deViere expects the focus areas to have a lot of overlap, but through comprehensive planning, the overall goal is to get best practices on a team level. Mr. deViere said they plan to target the most distressed, highest-concentrated poverty neighborhoods first to make a bigger, faster impact. Mr. Svolto shared information about the identified neighborhoods/census tracts (CT) that will be the focus of P for P (Old Wilmington Rd/B St area [CT 2]; Massey Hill [CT 5]; Murchison Rd [CT 10 and 11]; Ramsey St/Country Club Dr [CT 12]; Cedar Creek Rd [CT 14]; Bonnie Doone [CT 22 and 23]; Shaw Heights/University Estates [CT 24.01 and 24.02]; SE Cumberland CO [unincorporated CT 29]; Bunce Rd [CT 33.02]; Spring Lake [CT 35 and 36]; and Downtown Fayetteville [CT 38]). Developing strategies and goals through the key focus areas and support at the local and community level, P for P seeks to break the cycle of generational poverty. P for P can further support the work of the Workforce Development Board; Mr. Svolto acknowledged that many of the WDB's strategic plan objectives overlap with P for P, including partnership opportunities, reducing duplication, and streamlining and expanding the Board's network and impact. We can't do it alone; P for P is a diverse coalition that shares the work, from core focus to neighborhood revitalization teams. Mr. deViere spoke about calling on historically underutilized businesses, minority and women-owned businesses, with a first source hiring focus, referring to the "Made in Durham" campaign, as well as Fair Chance, Ban the Box, and other replicable initiatives. Community partnerships will also allow for opportunities to introduce career pathways and other resources to the underserved, opportunities that will get them excited for their future. P for P will seek out grant opportunities that will allow for the most collective impact through synergy and better alignment of programs and entities. Mr. Anderson shared that he is a member of Mt. Olive Baptist Church, which supports the Bonnie Doone area; he suggested they reach out to non-profits and churches to help channel

resources. Mr. deViere shared P for P's next steps which include the planning of neighborhood revitalization teams, increased community outreach, asset mapping and identification of key assets. P for P won't be a non-profit entity applying for grants, but will help identify which existing organization should be the lead/fiscal agent for doing so. Mr. Carl Manning shared that Kingdom CDC initiatives have built affordable housing solutions in areas such as Old Wilmington Road, Murchison Road, and Spring Lake. Mr. deViere thanked Ms. Rodriguez for jumping into the P for P initiative with both feet; he is confident that working together, we will change the conversation. Ms. Rodriguez shared that she is co-lead of the Workforce & Industry Alignment committee; she said it was natural for the Cumberland County NCWorks Career Center/Board to participate on the P for P initiative; working together will make all of our jobs easier and a bigger impact.

**IX. Items of Business** – Several items required an approval action; due to not having a quorum, these items were tabled. Ms. Peggy Aazam will coordinate a follow up meeting, ensuring a quorum that will allow for further action.

### *New Business*

- A. ***NCWorks Career Center Changes*** – Ms. Rodriguez explained that Laura Webster has left her position as Career Center Manager to pursue other interests. As the One Stop Operator contractor, Two Hawk Workforce Services is currently interviewing candidates for the position. Ms. Rodriguez explained that as the One Stop Operator contractor, Two Hawk is responsible for hiring the Career Center Manager as their employee.
- B. ***Reconvening of WDB Membership Task Force*** – Tabled due to requiring an approval action.
- C. ***Convening of One Stop System Committee*** – Tabled due to requiring an approval action.
- D. ***Convening of NCWorks Nominations Task Force*** – Tabled due to requiring an approval action.
- E. ***One Stop Operator Contract*** – Tabled due to requiring an approval action.
- F. ***ICON Summer Internship Program*** – Ms. Nore Brantley shared information about the ICON Summer Internship Program (Innovative Career Opportunities Now), a collaboration of the NCWorks Career Center, CCS, Cumberland County, City of Fayetteville, and Public Works Commission (PWC), for a direct impact on skill development to “Grow Our Own.” The goal is to hire at least 30 young adults (between the ages of 16 – 24; an expansion from previous years’ rising high school juniors and seniors) to work 32 hours per week for six weeks (June 18 – July 27, 2018) in positions with businesses in the Cumberland County area. Completed applications can be dropped off through CCS’ CTE Facilitators in all of the high schools, to Ms. Brantley (at A.B. Wilkins High School at 1429 Skibo Rd), or Ms. Aazam (at the NCWorks Career Center). Ms. Brantley explained they are looking for local businesses to partner with the program to provide internship opportunities. The estimated cost to sponsor an intern is \$2150, but the first 10 businesses to register are eligible for a \$500 scholarship toward the cost of the internship, courtesy of the City of Fayetteville. Ms. Brantley has confirmed positions with the City of Fayetteville (10), PWC (10), and 219 Group. The ICON program provides relevant, meaningful work experience. For many participants,

the opportunity may be their first job and may expand to long term employment. Attendees were asked to share the ICON flyer, worksite request form, and application (participants must be a Cumberland County resident). For additional information or questions, please contact Ms. Brantley (910-864-5438 ext. 759 or [norebrantley@ccs.k12.nc.us](mailto:norebrantley@ccs.k12.nc.us)). Ms. Brantley also provided an update on the Work Ready Community initiative. Cumberland County is at 99% of their goal to become a certified Work Ready Community. The County has met the emerging (achieved 7598 of the 600 goal) and current (achieved 578 of the 100 goal) goals for those who have earned a Career Readiness Credential (CRC), as well as the employer commitment goal of 158. Ms. Brantley explained there had been some confusion about checking the correct box on the test, but that after further clarification and guidance, we are very close to meeting the CRC transitioning number goal (achieved 1586 of the 1599 goal). To be safe, Ms. Brantley did request a six month extension, and she said that the state is working with us to get certified. She has also spoken to Ms. Rodriguez about making the CRC part of the transition tech program (a partnership between the NCWorks Career Center and FTCC).

### ***Completed/Ongoing Business***

- G. ***Update on Next Gen Sector Partnership*** – Ms. Rodriguez provided an update on the Next Generation Partnership for Cumberland County. Emily Lesh has been guiding us through the process while Francie Genz is on maternity leave. The core team has identified the healthcare sector as the industry to focus on for the pilot, and they are in the process of making contact with individuals identified as potential “Champions” of the initiative. Potential dates for the launch meeting are May 4, 10, or 11, 2018. Regarding the Request for Proposal (RFP) for WIOA Title I Program Services, Ms. Rodriguez explained that they will update the timeline as soon as the RFP has been released.
- H. ***Finance Report*** – Ms. Kim Cribb, Accountant, provided an update on the program’s financial position through January 31, 2018, based on the County fiscal year of July - June. Charts included in the report show the breakdown of program spending by category (45% participants, 10% indirect/fixed management fee, 2% operating expenses, and 43% personnel) as well as budgeted and year-to-date spending within the programs for the total ResCare contract (December 2016-January 2018). In addition to formula funding, there is also funding budgeted for the NDWG (National Dislocated Worker Grant received as a result of Hurricane Matthew) and SPNEG (Sector Partnership National Emergency Grant received for the certified Career Pathways) grants. The report also included the planned contract analysis for Fiscal Year (FY) 17-18 as of March 5, 2018.
- I. ***Youth Committee Update*** – Ms. Cross provided an update on the Youth Committee, which met on Friday, March 9, 2018. Recent outreach events included; NCWorks NextGen College and Career Day (January 22<sup>nd</sup>); A.B. Wilkins High School Information Session (February 13<sup>th</sup>); and FTCC Educational Center Information Session (February 28<sup>th</sup>). Led by NextGen participant, Antiquah Carter, the Future Leaders Group held their first meeting on January 31<sup>st</sup> at the NCWorks Career Center. These “Future Leaders” discussed what they are looking for in the NextGen Young Adult program and how to most effectively share the services and resources of the NCWorks Career Center. After the Committee was provided with knowledge regarding the fourteen required elements of the WIOA Youth Program and the estimated budget and performance expectations for FY19, they formed a

task force charged with developing a mission statement and vision for the committee in order to assist with the oversight and direction of the NextGen Youth Program. This task force, as well as the Social Media task force led by Mr. Jesse Brayboy, strongly encourages input from young adults and partners.

- J. ***Revised Policies*** – Revised policies #28, Procurement and Contracting Policy, and #29, Incumbent Worker Training Policy, were tabled due to not having a quorum. New policies, #28: Procurement and Contracting and #29: Incumbent Worker Training were issued for distribution and review purposes at this meeting; they will be subject to approval action at the next WDB meeting.
- K. ***Memorandum of Understanding between WDB and DWS*** – Ms. Rodriguez shared the Memorandum of Understanding between the WDB and DWS. The first MOU under WIOA will be reviewed annually; its purpose is to establish procedures and guidelines for the delivery of workforce services through a partnership between the WDBs and DWS as outlined in WIOA legislation. The MOU details the roles and responsibilities of the WDB, DWS, One Stop Operator, and Career Center Manager, as well as the vision for how NCWorks Career Centers are to do business under Integrated Services Delivery.
- L. ***Career Center Lease*** – Tabled due to not having a quorum.
- M. ***Director’s Report*** – Ms. Rodriguez provided information regarding the proposed FY2019 budget. The RFP for WIOA Title I (Youth, Adult, and Dislocated Worker) Program Services was budgeted for one year of allocation; the actual amount will include roll-over funding determined after the current year’s close out. In a continuation of the request for regular training on Board governance, as well as additional information related to the WDB/DWS MOU, Ms. Rodriguez referenced the current WDB and NCWorks Career Center organizational charts. She acknowledged that although we are very fortunate to be a single Career Center in single County (most other local areas cover multiple counties), it is crucial for everyone to understand the scope of the Cumberland County NCWorks Career Center, for which the WDB has oversight, that includes various entities including Cumberland County and State employees, partner organizations, and service contracts. Included as part of the report, Ms. Rodriguez spoke about the need for knowledge and understanding of the 14 Youth Program elements, which provides insight into the flexibility for what we can and can’t do through the WIOA Youth Program. The NCWorks Career Center is the best-kept secret; very few know of all of the services and resources available. Ms. Rodriguez reiterated the Center’s many benefits for the community, further explaining that many non-intensive services are available to all citizens. Ms. Rodriguez passed around the job seeker, business, and young adult brochures that have been developed, which will be printed and available for distribution within the coming weeks. The request for approval regarding the Incumbent Worker Training Budget was tabled due to not having a quorum.
- N. ***Cumberland County NCWorks Career Center report*** – Ms. Amy Karpinski, Assistant Career Center Manager, presented the Career Center report. While the search for a new Career Center Manager as well as a DWS Manager takes place (Laura Webster left in February; Josephus Thompson retired at the end of January), Ms. Karpinski and Marsha Horne (DWS Assistant Manager) have been given co-leadership roles for daily management oversight and have been working together



as a management team on behalf of the Center and its customers. Ms. Karpinski shared progress on the project to remodel and upgrade the Center's Career Resource Center (CRC); the remodeling of the CRC is scheduled to coincide with the upgrade of computers which is expected in late April/early May, and will greatly enhance the visual appeal, customer flow, accessibility, and overall usefulness of the CRC for the Center's customers. Ms. Karpinski thanked Career Center staff for their support.

**X. Next Board meeting**- The next meeting of the Workforce Development Board is scheduled for 11 am on Tuesday, May 15, 2018, in the FTCC Administration Building, room 170. This meeting is a change from the previously rescheduled date of April 24<sup>th</sup>.

Upcoming events include the Southeastern Employment and Training Association (SETA) conference in Memphis, TN, March 18-20<sup>th</sup>; the National Association of Workforce Boards (NAWB) Forum in Washington DC, March 24-27<sup>th</sup>; the NC Employment & Training Association (NCETA) Conference in Wilmington, NC, April 4-6, 2018; Workforce Development Board Training in Raleigh, NC, April 17, 2018 from 10 am – 4 pm; and the National Association of Workforce Development Professionals conference in Phoenix, AZ, May 5-9<sup>th</sup>. Those interested in attending should contact Peggy Aazam.

**XIII. Adjournment**- Ms. Simcox adjourned the meeting at 1:31 pm.

Respectfully Submitted By:

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Peggy Aazam, Executive Assistant

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Dina Simcox, Board Chair