# CUMBERLAND COUNTY WORKFORCE DEVELOPMENT BOARD

# May 19, 2020 – 11:04 AM to 11:38 AM

# Cumberland County Courthouse - Room 564

**Virtual Meeting**

Members Present:

Ms. Dina Simcox (Representative of Business)

Ms. Nora Armstrong (Representative of Workforce)

Mr. Kevin Brooks (Representative of Business)

Dr. J. Lee Brown (Representative of Education and Training – Higher Education)

Ms. Isabella Effon (Representative of Business)

Mr. John Lowery (Representative of Education and Training)

Mr. Carl Manning (Representative of Workforce – Community Based Organization)

Ms. Diana Potts (Representative of Business)

Dr. Mark Sorrells (Representative of Education and Training – Adult & Ed. Literacy)

Ms. Sherri Turner (Representative of Business)

Mr. Robert Van Geons (Representative of Education and Training – Economic Development)

Mr. Mark Wilderman (Representative of Business)

Members Absent:

Ms. Vainette Walker (Representative of Education and Training - Vocational Rehabilitation)

Mr. Eric Buck (Representative of Business)

Mr. Tony McKinnon (Representative of Labor - American Postal Workers Union))

Mr. Naynesh Mehta (Representative of Business)

Mr. Allen Rogers (Representative of Business)

Mr. Chas Sampson (Representative of Business)

Ms. Jennifer Watson (Representative of Business)

Guests Present:

Mr. Charles E. Evans (Cumberland County Board of Commissioners)

Mr. Chip Lucas (Cumberland County Schools)

Mr. Johnny Dawkins (Fayetteville City Council Member, Ex-Officio Board Member)

Staff Present:

Mr. Tracy Jackson

Ms. Peggy Aazam

Ms. Cyndi McKoy

Ms. Ashley Duncan

Ms. Janice Anderson

Ms. G. Danyell Bjorklund

Ms. Tamara Hodge

Ms. Kiersten Powell

Mr. Gregg Wade

Mr. Teddy Warner

**I.** **Call to Order -** The May 19, 2020, virtual meeting of the Cumberland County Workforce Development Board was called to order by Board Chair, Ms. Dina Simcox, at 11:04 am.

**II. Welcome and Roll Call of Guests** – Ms. Simcox welcomed and thanked those in attendance.

Attendees announced themselves.

**III. Ethics Awareness and Conflict of Interest Statement** – Ms. Simcox read the North Carolina State

Ethics Commissions’ ***Ethics Awareness & Conflict of Interest*** statement to the Board.

**IV. Approval of January 21, 2020 Minutes –** Ms. Diana Potts made a motion to approve the minutes from the January 21, 2020 WDB meeting; the motion was seconded by Ms. Nora Armstrong. The minutes were approved with no discussion or opposition. The approved minutes will be posted on the Cumberland County Workforce Development Board website at the conclusion of the Board meeting.

**Approval of April 3, 2020, Executive Committee Meeting Minutes -** Ms. Potts made a motion to approve the minutes from the April 3, 2020 WDB meeting; the motion was seconded by Mr. Robert Van Geons. The minutes were approved with no discussion or opposition.

**V. Director’s Report**

1. ***RFP Updates***: Mr. Tracy Jackson, Interim Director, mentioned the recent Request for Proposals (RFP) for WIOA Title I Program Services and One-Stop Operator in which Two Hawk Workforce Services was chosen as the successful proposer for both services. On April 3, 2020, the Executive Committee met to approve the recommendation from the task force to award the contract of WIOA Title I Program Services and One-Stop Operator to Two Hawk Workforce Services. Presently Two Hawk Workforce Services and Board Support are working on a negotiated contract that, upon completion, will need the approval of the Executive Committee (due to timelines and meeting schedules, etc.) prior to the presentation of the contract to the Board of Commissioners for final approval in June 2020. The plan is to have a new provider prior to July 1st, 2020 due to the departure of the previous contractor.
2. ***Grant Request Updates***
	1. ***Golden Leaf:*** Mr. Jackson informed the Board of a grant award of $300,000 for professional development for the nursing program from Golden Leaf and that the acceptance of the grant was approved on May 12, 2020, by the Executive Committee. A 45-day extension was requested due to the COVID-19 pandemic, the change of Director, and time to construct a sub-service contract with Southeastern Regional AHEC to be the administrator of the services and to provide the training within the community and region to enhance nursing recruitment and retention for nursing students. Mr. Jackson informed the Board that the 45-day extension was approved by the Executive Committee to give ample time to develop and execute an agreement that will work for both parties.
3. ***Proposed Career Center Lease:*** Mr. Jackson continued with an update of the impending relocation to a new building at 490 McPherson Church Road in Fayetteville, stating that we are in a holding pattern and are waiting on the State property management and negotiations with the current building owner.
4. ***Director’s Updates***
5. ***New WDB Director:*** Mr. Jackson stated that recruitment for a new Workforce Development Board Director will begin in approximately one month. A panel will be formed from the WDB members to vet the applications that will be received from the position posting.
6. ***WIOA Allocation Changes for PY20:*** Mr. Jackson informed the Board that there has been a reduction in PY20 allocations for WIOA Title I. The approximate funding allocation is as follows with the total amount of $2.4M in allocations and total reductions of approximately $112K:
* Administration services of $237K, reduced by $19,288;
* Adult services $754K, reduced by $64,948;
* Dislocated Worker $571K, reduced by $3,764; and
* Youth $795K, reduced by $24,087 (ISY: 198K:$6,021.75 reduction/OSY: 596K:$18,065.25 reduction)

1. ***NCWorks Reopening Plan:*** Mr. Jackson mentioned thatCounty staff returned to the Career Center on Monday, May 11th; Two Hawk Services and DWS staff returned the following week on Monday, May 18th. The plan is to partially reopen to the public on Monday, June 1st by appointment only with Career Advisors or for computer use, not to exceed 5 participants in the computer room at a time, with a one hour limit per participant. Presently, participants can call in and receive services, which will continue to be an option that will be encouraged. Mr. Jackson stated that we anticipate the full center to reopen on Monday, June 29th, pending the Governor’s recommendation and any new COVID-19 issues. Mr. Jackson added that we will utilize all media outlets to get the word out, however, virtual options will still be strongly encouraged as we phase back into normalcy.
2. ***New appointment of Youth Council Chair***: Ms. Simcox announced that on April 3, 2020, the Executive Committee approved the appointment of Mr. Kevin Brooks as the new Young Adult Council Chairperson. The Executive Committee also approved changing the bi-monthly Young Adult Council meeting time from 12 noon to 11 am, to accommodate Mr. Brooks’ work schedule.
3. ***Eligible Training Provider Requests:*** Ms. Tamara Hodge provided the names of the providers and programs that were reviewed by the Eligible Training Provider (ETL) task force:
* **Provider: Richale R. Reed PLLC dba CateRRRflies Lifework NC (approved)**

**Program: Depression & Anxiety GroupProvider: Everblue**

* **Provider: Richale R. Reed PLLC dba CateRRRflies Lifework NC (approved)**

**Program: Substance Use Disorder Counseling**

* **Provider: Fayetteville Technical Community College (approved)**

**Program: A\_Z Grant Writing**

* **Provider: Fayetteville Technical Community College (approved)**

**Program: Fundamental Skills for Substance Abuse Counselors Part 2**

* **Provider: Fayetteville Technical Community College (approved)**

**Program: Electrical Systems Technology**

* **Provider: Fayetteville Technical Community College (approved)**

**Program: Understanding the Human Resources Function**

* **Provider: Fayetteville Technical Community College (approved)**

**Program: Administrative Assistant Applications**

* **Provider: Fayetteville Technical Community College (approved)**

**Program:  Introduction to Quickbooks**

* **Provider: Fayetteville Technical Community College (approved)**

**Program: Cardiovascular Monitor/Technician**

* **Provider: Fayetteville Technical Community College (approved)**

**Program: Electrical Systems Technology**

* **Provider: Fayetteville Technical Community College (approved)**

**Program: Culinary Technology**

* **Provider: Fayetteville Technical Community College (approved)**

**Program: Photoshop Elements for the Digital Photographer**

* **Provider: NC Dental U (denied)**

**Program: Dental Assistant I**

* **Provider: Sandhills Dental Career Center, Inc. (denied)**

**Program: Dental Assisting I / Dental Radiology**

* **Provider: North Carolina Project Management Institute (denied)**

**Program: PMP Certification Preparation Course**

* **Provider: FAST TRACK CAREER PREP, INC. (denied)**

**Program: Nurse Aide I**

Ms. Potts made a motion to approve the recommendations of the task force regarding the listed eligible training providers, Mr. Van Geons seconded the motion.

1. ***Draft of NC 2020 WIOA Unified State Plan*** - Ms. Simcox informed the Board that the local area plan draft has been submitted to the State but will need to be approved by the Board of Commissioners and the Workforce Development Board. Ms. Simcox mentioned that the 2020 Comprehensive Annual Plan draft was shared with the Annual Plan Taskforce consisting of Mr. Kevin Brooks, Dr. Mark Sorrells, Ms. Jennifer Watson, and Ms. Dina Simcox and opened the floor for the taskforce to comment or ask questions.

Ms. Potts made a motion to approve theNC 2020 WIOA Unified State Plan for submission to the State; Ms. Armstrong seconded the motion.

**IX. Next Board meeting**- The next meeting of the Workforce Development Board is scheduled for 11 am

on Tuesday, July 21, 2020, location TBD.

**X. Adjournment**- Ms. Simcox adjourned the meeting at 11:38 am.

Respectfully Submitted By:

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 Cynthia McKoy, Executive Assistant

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 Dina Simcox, Board Chair