

# CAPE FEAR WORKFORCE DEVELOPMENT BOARD MEETING

Wednesday, April 12, 2017

3:00 p.m. – 4:30 p.m.

## AGENDA

PENDER COUNTY ASSEMBLY ROOM  
805 SOUTH WALKER ST. BURGAW, NORTH CAROLINA

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**3:00 p.m. Call to Order, Welcome & Opening Comments, Introduction**  
Craig Umstead

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**3:12 p.m. Ethics Awareness & Conflict of Interest Statement**

The following is to be read aloud at the beginning of each meeting:

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

If any member has a conflict of interest, an ABSTENTION FROM VOTING form [attached] is now required to be submitted *prior to the meeting*.

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**3:13 p.m. Additions or Corrections to the Agenda**

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**3:15 p.m. Consideration of Minutes – February 8, 2017**

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**3:20 p.m. Guest Presentation:** Jeff DeBellis, Labor & Economic Analysis Division, NC  
Dept. of Commerce

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**3:35 p.m. Cape Fear Workforce Development Board Committee Reports**

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**3:45 p.m. Contractor Reports:** Jim Lott, Cape Fear Workforce Development Director

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**4:00 p.m. Staff Report**

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**4:15 p.m. Chairman/Member Comments**

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**4:30 p.m. Adjourn**

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**Next Meeting Date:**

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# Cape Fear Workforce Development Board Meeting

Wednesday, April 12, 2017

## ABSTENTION FROM VOTING

The undersigned Cape Fear WDB Member abstains from voting on the following Agenda items and requests that the official record of the Meeting shows that he or she did not vote on the motion:

Item \_\_\_\_\_

Reason for Abstention: \_\_\_\_\_  
\_\_\_\_\_

Item \_\_\_\_\_

Reason for Abstention: \_\_\_\_\_  
\_\_\_\_\_

Item \_\_\_\_\_

Reason for Abstention: \_\_\_\_\_  
\_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

*Each Cape Fear WDB Member should review the agenda prior to the meeting, list the agenda items or other matters for which he or she desires to abstain from voting, sign name, and give request to Jim Lott, Secretary to the Cape Fear WDB, prior to the meeting.*