

# CAPE FEAR WORKFORCE DEVELOPMENT BOARD MEETING

Wednesday, December 6, 2017

3:00 p.m. – 4:30 p.m.

## MINUTES

**NEW HANOVER COUNTY CAREER CENTER  
1994 S. 17<sup>TH</sup> STREET, WILMINGTON, NC**

### **Members Present:**

Jim Kornegay	Bobby Davis	Phillip Hedgepeth	Karl Zurl
Jean Duncan	Greg Bland	Gary Lanier	Paul Gerald
Greg Washington <i>via phone</i>			

### **Absent:**

Ken Buck	Gordon Corlew	Rick Edwards	Jon Hicks
Lindsay Miller	Fred Spain		

### **CFWDB Staff Present:**

Ginger Brick	April Johnson	Dawn Tucker	Karen Schraml
Scott Levine	Araceli Matheny		

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### **1. Call to Order, Welcome, & Opening Comments**

Chair Jim Kornegay called the meeting to order at 3:00PM. Mr. Jim Kornegay presented Mr. Paul Gerald with a Certificate of recognition and thanked him for his service to the people of the Cape Fear Region with his service to the WD Board.

Mr. Jim Kornegay expressed his thanks to the board for their vote of confidence in electing him the new Chair.

### **2. Ethics Awareness & Conflict of Interest Statement**

Mr. Jim Kornegay read the Ethics Awareness & Conflict of Interest Statement. There were no conflicts.

Mr. Jim Kornegay asked the attending board members who had not previously signed the new Conflict of Interest policy to do so and pass the signed documents to the front.

### **3. Consideration of Minutes – October 18, 2017**

Mr. Jim Kornegay asked the board if there were any questions about the October 18, 2017 Minutes. There were no questions. A motion was made to approve the Minutes. Mr. Paul Gerald moved to approve the Minutes, seconded by Mr. Greg Bland. The motion carried unanimously.

***MOTION PASSED: Approving CFWDB Minutes of October 18, 2017***

### **4. Finance Report**

Ms. Dawn Tucker present the Finance Committee Report on behalf of Mr. Gordon Corlew. Ms. Dawn Tucker explained the delay in paying Contractors. The CFCOG has received approval from the State to pay the Contractors through October and she hopes to have approval to pay current before the end of the year. Ms. Dawn Tucker addressed

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questions from the board. After discussion Mr. Bobby Davis moved to accept the Finance Report, seconded by Mr. Paul Gerald. The motion carried unanimously.

***MOTION PASSED: Accepting the CFWDB Financial Report through of October 31, 2017***

### 5. Old Business

Ms. Ginger Brick informed the board that 10 new Workforce Development Board Members were approved and appointed by the Consortium Board the night before (December 5, 2017). Ms. Ginger Brick held back on announcing the names until the newly appointed board members could be contacted and accept their appointments.

### 6. Cape Fear Workforce Development Board Committee Reports

Ms. Ginger Brick presented the board with a Committee sign-up sheet and asked each member to indicate their interest in a committee by sign their name on the committee sheet they are interested in. Mr. Jim Kornegay expressed the importance of filling committees with individuals that can dedicate time to the duties of each committee.

### 7. Staff Report

Ms. Ginger Brick gave an update on the NCWorks Commission and explained more details will be provided in upcoming training.

Ms. Ginger Brick presented the Certified Career Pathways (CCP) update to the board. Ms. Ginger Bricks hopes to have a minimum of 3 CCP by the April Meeting. Mr. Scott Levine spoke on CCP and the importance of employer involvement in the program.

Ms. Ginger Brick informed the board that all Career Center staff have received the required training for the One-Stop and Contractor Training.

### 8. Contractor Reports

Ms. Ginger Brick gave the board a brief report on each Contractor. Ms. Ginger Brick informed the board that she is working on making the Contractor Reports more user friendly/understandable. Mr. Ginger Brick addressed questions/concerns of the board about understanding the Contractor reports.

### 9. New Business

Ms. Ginger Brick touched on the process of obtaining NCWorks Certification. After getting certified we will be “branded” as NCWorks.

Mr. Jim Kornegay asked that each board member address an area of interest for their area of business/expertise. Each board member touched on items they feel will help improve the relationship of the board, community & they people they are representing.

Mr. Jim Kornegay announced the April board meeting date, location and time have changed. The board was invited to participate in a conference being held at the Wilmington Hilton on April 4, 2018 at 10:00AM.

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Mr. Jim Kornegay asked the audience if they had any input for the board to address. Ms. Yasmine Tomkinson of the Cape Fear Literacy Council thanked the board for one of the most informative meetings she has attended to date. Mr. Frankie Roberts of LINC, Inc. thanked the board for their efforts to support the contractors and the people they represent. Ms. Katie Moberg of EDSI, Bettina Cox of SECC, Subrena Jacobs of Two Hawk and Veronica Howard and John of CFCC all echoed to comments and gratitude.

### 10. Chairman/Member Comments

Mr. Jim Kornegay asked the board if they had any other comments. There were none.

### 11. Adjourn

Mr. Jim Kornegay adjourned the meeting at 4:5PM.

### 12. Next Meeting Date:

Wednesday, February 21, 2018 3:00PM at the Pender County Government Complex 805 S. Walker St., (Assembly Room) Burgaw, NC

Respectfully submitted,

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April D. Johnson, Clerk to the Board

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Jim Kornegay,  
CF Workforce Development Chair