

# CAPE FEAR WORKFORCE DEVELOPMENT BOARD MEETING

Wednesday, August 8, 2018

3:00 p.m. – 4:30 p.m.

## MINUTES

**BRUNSWICK COUNTY GOVERNMENT COMPLEX  
30 GOVERNMENT CENTER DRIVE NE, BOLIVIA NC**

### **Members Present:**

Jim Kornegay, Chair	Jai Robinson	Melissa Singler (via phone)
Karl Zurl	Dale Perry	Carolyn Crocker (via phone)
Scarlett Chalmers	Angie Ball (via phone)	

### **Absent:**

Gordon Corlew	Joaquin Cuevas	Jean Duncan	Bob Ferraro	Jon Hicks
Greg Washington	John Ashley	Gary Lanier	Mark Lanier	Karen Pleva
Fred Spain	Yasmin Tomkinson	Teresa Woods-Cox		

### **CFWD Staff Present:**

Ginger Brick	Lashauna Parker	Scott Levine	Karen Schraml
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#### **1. Call to Order, Welcome, & Opening Comments**

Jim Kornegay called the meeting to order at 3:05 p.m., welcomed everyone and thanked them for attending. Jim Kornegay recognized board members attending by telephone. New member, Carolyn Crocker, was welcomed to the board. Due to new CFWDB members, the upcoming Vision East retreat, and the additional work done by the board to award new contracts, the annual election of officers is postponed until the October meeting. Jim Kornegay recognized Bettina Cox (Southeastern Community College – Title I Programs and One Stop Operator) for her outstanding customer service.

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

Jim Kornegay read the Ethics Awareness & Conflict of Interest Statement and asked board members who have not executed their Conflict of Interest form to do that at this time.

#### **3. Consideration of Minutes – June 13, 2018**

There was no quorum present at this meeting and the minutes of June 13, 2018 were not able to be approved at this time. They will be carried over to the October meeting for approval.

***NO VOTE: The minutes for the June 13, 2018 meeting will be brought to the board for approval at the next meeting.***

#### **4. Brunswick Business & Industry Development Presentation**

Kevin Lackey of Brunswick Business & Industry Development gave presentation to the board and those present.

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### 5. CFWDB Committee Reports

**Finance Committee:** In Gordon Corlew's absence, Jim Kornegay thanked him for keeping the finances on track and for his hard work on the committee. Ginger Brick presented the finance report for the period ending June 30, 2018. The Program Year 2017-18 has been completed. The program year 2018-19 allocations were budgeted at 90% and were received at 89% causing a deficit. The carryover funds not spent from PY17 made up that deficit bringing the budget back to 90%.

***No Vote: The finance report for the period ending June 30, 2018 will be brought to the board for approval at the next meeting.***

**NC Works Committee:** In Yasmin Tomkinson's absence, Karl Zurl gave the NCWorks Committee Report. Karl Zurl stated that the NCWorks committee meeting was to take place this afternoon and was rescheduled due to member schedule conflicts today. Karl Zurl discussed the results of the Business Needs Survey sponsored by the NCWorks Commission and will share the link to survey with board.

**Business Engagement Committee:** In Karen Pleva's absence, Scott Levin, CFWDB Business Engagement Manager and committee liaison, presented the committee's report. The committee has connecting with companies to determine labor gaps. The last meeting was held at UNCW's career center. The Committee is looking at finding different ways to partner with employers.

**Youth Standing Meeting:** Melissa Singler shared that the Youth Standing Committee is scheduled to meet on a date after the board meeting, so there is nothing new to report at this time.

### 6. Old Business

**Work Ready Communities:** Scott Levine updated the board on the Work Ready Communities initiative. Scott Levine is the lead on this project and is gathering information and establishing a work plan. Nationally, North Carolina is within the top five in the nation as far as work ready communities.

- Staff Report:** Ginger Brick gave the staff report. The NCWorks Commission staff has reviewed our application for board-wide NCWorks Career Center Certification and requested some minor modifications. The plan is to be dually recognized for NCWorks Career Center Certification and the Certified Career Pathway in Construction Technologies at the NCWorks Commission meeting in November in Jacksonville.



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### 8. Contractor Reports

**Career Center Updates:** Ginger Brick gave the update highlighting some of the work being done in the Cape Fear area career centers.

In July, Brunswick County hosted a Well Care home care job fair. They also with Atlantic Coastal Entry and Carolina Computer for on-the-job training and work experience projects. They are also working with Dept. of Public Safety meeting with candidates and scheduling interviews. Brunswick County Career Center has also been working with Stand Against Human Trafficking to connect their clients with services.

Columbus County has formed relationships with Addeca Staffing, the Dept. of Public Safety and also participate in the Columbus County Industry group meetings. In June and July, they held six HRV pre-employment training classes at BB&T, Atlantic Packaging, and West Fraiser. These are industry driven classes designed to improve soft skills. The State also placed a customer service survey kiosk in the Center. The Career center staff is rotating through center.

New Hanover County held sixteen hiring events in June and July. They hosted an offsite hiring event at Rankin Terrace, a low income housing development. The Center represented employers at three job fairs. There is an upcoming veteran job fair in planned for November. The House of Raeford staffing new chicken processing plant in Wallace. Forty-five persons attended the event and 35 were offered a job. They held three hiring events for National Gypsum and 25 of their referrals were offered a job.

Pender County has a new One-Stop Operating in place. The agency is tracking customer traffic and beginning to do employer outreach.

There are no clear numbers on the number of people being served with the Title I Contracts because of the changes with the program year end. We will share that data monthly regarding number of people being served in each county.

#### **Title I Program Contractor Introductions:**

*EDSI:* Katie Moberg presented an overview of EDSI's services for PY18.

*Southeastern Community College:* Bettina Cox presented an overview of SCC services for PY18.

*Telamon:* Yvette Womack presented an overview of Telamon services for PY18.

*Step Up:* Will Rikard presented an overview of Step Up Wilmington services for PY18.

### 9. New Business

Finish Line Grants is a project of Governor Cooper. The grant is for people close to getting a



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credential but are at risk for not finishing due to financial emergencies, such as medical issues or car repairs. Community college staff will identify participants in need, and our Title I contractors will enroll them. Finish Line Grants area managed by board staff but implemented in collaboration with the community colleges and Title I contractors.

The Vision East Board Retreat is scheduled for September 21 and 22. It will focus on the business side of workforce. The private sector is encouraged to attend this retreat.

### 10. Chairman/Member Comments

Jim Kornegay asked the board members for updates on their businesses. Attending members provided information on hiring needs. Lois Smith, CFWDB One Stop Operator for the New Hanover County Career Center, introduced the new veteran's employment staff, Matt Suggs, to the board.

### 11. Adjourn

There being no further comments, James Kornegay declared the meeting closed at 4:10 p.m.

### 12. Next Meeting Date:

Wednesday, October 10, 2018 3:00PM at Southeastern Community College, T Building, Room 120/121, 4564 Chadbourn Highway, Whiteville, NC.

It was noted that the meeting conflicts with the annual Partnership Conference and corresponding state-wide meetings. Jai Robinson will attend through her position with Vocational Rehabilitation and will represent CFWDB at the annual NC Association of Workforce Development Boards meeting.

Respectfully submitted,

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Karen Schraml  
Fiscal Compliance Officer

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James Kornegay  
Chair