



CAPITAL AREA WORKFORCE DEVELOPMENT BOARD
MEETING MINUTES
April 23, 2009

The Capital Area Workforce Development Board met in regular session on Thursday, April 23, 2009 at 8:30 a.m. at Johnston Community College, Smithfield, North Carolina. Members present: Susan Jackson, Chair; Robert Barham, Ruby Bryant for Marie Bryant, Pam Harrell for Dr. Donald Reichard, JoAnne Honeycutt for Dr. Ed Croom, Linda Horton, Earl Marett, Howard Manning, Gerald Mitchell, Nelson Rose, Vicki Shore, Michele Tavernise, Donna Steele, and Durwood Woodall. Staff: Alfreda Barnett, Lisa Ramsey and Jane Sterner. Guests: Lisa Arnette, Employment Security Commission, Region IV; Carmen Carroll, Capital Area JobLink at Swinburne; Reginna Z. Ford, Labor Market Information, Employment Security Commission; Jackie McMillian, Workforce Development Unit, Employment Security Commission Central Office; Leon Perry, Capital Area JobLink at Raleigh Employment Security Commission; Jan Oakley, Johnston County Industries, Yes I Can Program; Ramell Oakley, Capital Area JobLink at Johnston Community College; and Nancy Stancil, Capital Area JobLink at Johnston Community College.

Chairman Jackson called the meeting to order and welcomed everyone to the beautiful Johnston County Community College campus. After introductions, Chairman Jackson proceeded and asked if there were any corrections to the draft minutes of February 26, 2009. The minutes were approved as written.

The first item on the agenda was the Workforce Investment Act (WIA) Plan Modification #4, and Chairman Jackson called upon Ms. Alfreda Barnett, Capital Area Project Officer, for an update. Ms. Barnett commented that at the recent Board Retreat, Ms. Regina Crooms advised the Board that the PY 2009 Local Transition Plan Modification #4 is due to the North Carolina Department of Commerce, Division of Workforce Development by Thursday, April 30, 2009. Changes to the plan will primarily be in terms of the receipt of the Federal Stimulus Funds.

At the retreat, the Board approved a motion for Capital Area staff to complete a modification of the plan and for it to be approved by the Capital Area Board Executive Committee prior to submission to the Division of Workforce Development. The plan is now completed and will be submitted to the Executive Committee for approval on Monday, April 27, 2009. Chairman Jackson thanked Ms. Barnett for this update.

Moving onto other business, Chairman Jackson advised the Board that the Executive Committee of the Board was called together to discuss next year's WIA Adult Services contracts. In the Board mailing, members received recommendations from the Executive Committee. The Executive Committee recommends a one-year contract with our current WIA Adult Service Providers as outlined in the handout.

Chairman Jackson opened the floor to receive a motion to accept the recommendation of the Executive Committee. Mr. Bob Barham made a motion to accept; Mr. Gerald Mitchell seconded the motion. Motion carried.

The JobLink Report was the next item on the agenda, and Chairman Jackson called upon Mr. Durwood Woodall for his report. Mr. Woodall reminded the Board that the Capital Area JobLink at Swinburne was approved for continued Level III Chartering status on August 28, 2008. The Chartering status was confirmed by the State in September 2008, and the Center was recognized at the State Workforce Development conference in Greensboro on October 22, 2008. Today the official Level III Charter issued by the State of North Carolina is presented to the JobLink Center at Swinburne. Ms. Carmen Carroll, JobLink Coordinator, came forward as Chairman Jackson made the presentation.

Mr. Woodall continued and announced that consistent with the Capital Area Workforce Board's request for a reduction in paperwork, a new JobLink Center chartering process was developed. This process centers around assessment forms that are based on the North Carolina Chartering Criteria and Capital Area's additional criteria.

The form is completed by the JobLink Coordinator and submitted to Capital Area staff for review. After review by Capital Area staff, site visits are scheduled to verify information documented on the assessment forms. This information is submitted to the JobLink System Committee for review and action. If approved, the item is submitted before the Board for action. JobLink Centers must still develop or update a Business Plan as part of the process. There will still be a review and site visit by the State JobLink Unit and confirmation of the Charter.

Mr. Woodall concluded by requesting concurrence with the JobLink Committee's recommendation for approval of the new Capital Area Center Chartering Process; the Board concurred.

The final item on the JobLink Report was the JobLink System Expansion. The JobLink Committee approved several new additions to the Capital Area JobLink System at their last meeting. A new JobLink Information Site was approved at the new Wake County Human Services Center located at 2809 Millbrook Road in Raleigh. It features computers, information, and referrals to area employment resources.

Additionally, six (6) new Access Points were approved. These sites went through a Request for Application process that included site visits. There are three (3) new sites in Wake County and (3) new sites in Johnston County. The sites are as follows:

Celebration Community Church in Raleigh
The Hope Center of Pullen, Inc. in Raleigh
Johnston County Industries in Selma
Kenly Church of God Worship Center in Kenly
Mitchener Memorial Baptist Church in Smithfield
Urban Ministries of Wake County in Raleigh

The Grand Opening is scheduled for Thursday, June 25, 2009, and Mr. Woodall requested Board members to volunteer to assist. Please contact Jane Sterner at 919-856-6117 if you are able to

volunteer. Chairman Jackson thanked Mr. Woodall for this informative report and urged all Board members to participate in the Access Point Grand Opening festivities.

Moving onto Board Committee reports, Chairman Jackson advised the Board that at the recent retreat, the committees made extreme progress that will allow Capital Area to move forward in a positive, proactive manner. To ensure that the momentum keeps going, a time will be set aside at each meeting for committee updates.

Mr. Gerald Mitchell, Chair, Human Resource Development Committee commented that their committee held a teleconference call on Thursday, April 16, 2009. During the call the committee members discussed their key priority areas, goals and committee work plan for the upcoming year. Additionally, an ad hoc member was added to the committee.

Mr. Mitchell also added that there will be an Incumbent Worker Training Grant Orientation Session scheduled in Wake and Johnston Counties on Tuesday, April 28, 2009. Any business interested in applying for the grant is encouraged to attend.

Providing remarks for the JobLink Committee, Mr. Durwood Woodall, Chair, responded that the JobLink Committee is strategically positioned to meet the needs of the JobLink System. The committee currently meets every other month opposite of the Board meeting schedule. Most committee procedures have been in place since 2005; however, the committee made some minor changes at the recent Board Retreat.

Ms. Vicki Shore, Chair, Industry Sectors/Economic Development Committee advised the Board that the committee sent out an e-mail requesting the names of potential ad hoc committee members that should be "at the table". While this committee has received good response from Johnston County, they are still in need of additional ad hoc committee members from Wake County. The next step is to develop an industry specific workforce needs assessment. Chairman Jackson thanked the Board Committee Chairs for their updates.

In the Chair's report, Chairman Jackson commented on the recent Board Retreat, and Ms. Kathleen Sturgis' excellent job as the facilitator. She also commented that every industry including healthcare is experiencing the effects of the economy. Recently, WakeMed Health and Hospitals processed 2500 patients that had medical insurance when admitted. By the time the paperwork was processed through insurance, these individuals no longer had coverage. Charity cases have rise 1 ½% to 2 ½%.

Chairman Jackson concluded that despite the state's current unemployment rate, North Carolina still receives a significant amount of interest outside the region from businesses that are interested in relocating here.

At this time, Chairman Jackson called upon Ms. Alfreda Barnett to provide a stimulus funding update. Ms. Barnett announced that the summer youth website is up and running. and we are anticipating to employ 600 youth (400 in Wake County and 200 in Johnston County) beginning Monday, June 15, 2009 for a 7-week period. Interested youth can complete a pre-application by going online to www.JumpInTheJobPool.com. Ms. Tina Sinclair has been hired as the Summer Youth Program Manager. Ms. Barnett closed by saying that the Adult and Dislocated Worker work experience will be the next area of focus.

Under Other Business and Announcements, Ms. Pam Harrell commented that Governor Beverly Perdue launched a workforce development initiative designed to benefit North Carolinians who have lost their jobs due to recent layoffs and plant closures. The initiative will create community college programs in twelve (12) careers, each requiring less than six months to complete. The NC Community College System and the NC Department of Commerce are collaborating on the program as part of Governor Perdue's larger JobsNOW initiative, which focuses on job creation and economic development.

The twelve (12) career areas were selected based on current and/or anticipated market demand and include: Nursing Assistant, Phlebotomy, Medical Coding, Office/Clerical Support, Masonry/Tile Cutting, Plumbing, Carpentry, Welding, Food Service, Autobody Repair, Manufacturing/Materials, and HVAC/Industrial Maintenance.

Mr. Gerald Mitchell added that Wake Technical Community College has seen an increase in the number of enrollments as a result of the current economy. Many students are opting to attend Wake Technical Community College as they cannot afford to attend North Carolina State University.

Ms. Nancy Stancil advised the Board the Johnston County Community College Job Fair will be held on Wednesday, May 20, 2009. In previous years forty (40) employers participated; however, this year only twenty (20) employers have committed to attending. Most job openings are in law, insurance, nursing and administrative areas.

Ms. Lisa Ramsey announced that May is Older Americans Month, and Capital Area is launching ASSETS (Ageless Senior Seeking Employment and Training Services) resources in the JobLink Career Centers in Wake and Johnston Counties. Ms. Ramsey is volunteering with AARP's Mature Workforce Speakers Bureau and will be a point of contact for resources and information for the 50+ job seekers. Capital Area will be participating in two (2) upcoming expos – the Golden Jubilee Expo and the Wake County Senior Expo, both designed specifically for the older worker.

In regards to the status of unemployment insurance (UI) benefits, Mr. Nelson Rose advised the Board that extended UI benefits are ending for some individuals, and there is a growing concern among those exhausting benefits on how they will survive financially. There are 37,000 unemployed workers in Wake County and 8700 unemployed workers in Johnston County.

Ms. Reginna Ford added that the North Carolina seasonally adjusted unemployment rate for February 2009 was 10.7%, while Wake County was 8.3%. and Johnston County was at 10.7% respectively. The only employment sector experiencing any growth statewide was government.

Chairman Jackson thanked everyone for attending and reminded the Board that the next meeting is scheduled for Thursday, June 25, 2009 at 8:30 am in Wake County. The meeting was adjourned at 9:45 am.