



CAPITAL AREA WORKFORCE DEVELOPMENT BOARD  
MEETING MINUTES  
August 27, 2009

The Capital Area Workforce Development Board met in regular session on Thursday, August 27, 2009 at 8:30 a.m. at Johnston Community College, Smithfield, North Carolina. Members present: Susan Jackson, Chair; Bruce Clarke, Robert Barham, Kenny Gibbs, Linda Horton, P.R. Latta, Terry Keene for Earl Marett, Dr. David Johnson, Gerald Mitchell, David Rockefeller, Nelson Rose, Marie Watson and Durwood Woodall. Staff: Alfreda Barnett, Jessica Locklear McLeod, Lisa Ramsey, Jane Sterner and Brenda Wilkerson. Guests: Lisa Arnette, Employment Security Commission; Tex Bennett, Capital Area Youth Council; Matt Bosse, Wake County Manager's Office; Harlan Daniels, Yes I Can Program, Johnston County Industries; Denny Jenkins, Wake County Human Services; Ramell Oakley, Capital Area JobLink at Johnston Community College; Reginna Z. Ford, Labor Market Information, Employment Security Commission; Bob Kingery, Southern Energy Management; Durvelle Sanders, Summer Youth Employment Program Participant; Jan Oakley, Yes I Can Program, Johnston County Industries; Sam Strickland, Wake Technical Community College; and Patricia Torres, Summer Youth Employment Program Participant.

Chairman Jackson called the meeting to order and welcomed everyone. She introduced Dr. David Johnson, the new President of Johnston Community College and asked him to say a few words. Dr. Johnson commented that he has been in his new position at Johnston Community College for approximately two months. He thanked Capital Area Workforce Development Board for their work and stated that he is excited to be a part of the workforce development initiatives for Wake and Johnston Counties. Chairman Jackson proceeded and asked if there were any corrections to the draft minutes of June 25, 2009. The minutes were approved as written.

The first item on the agenda was Highlighting the Green Industry, and Chairman Jackson called upon Mr. Bob Kingery with Southern Energy Management to provide his presentation. Southern Energy Management was a 2008 Capital Area Incumbent Workforce Training Grant recipient.

Mr. Kingery began by saying that Southern Energy Management provides high performance energy efficiency and renewable energy solutions to a wide variety of residential, commercial and industrial clients. While the demand for projects and services in the green industry is still in its infancy stage, there are many jobs that are related to this area. Most green jobs are available in the manufacturing industry with a focus on solar and green building.

The majority of solar energy solutions are a derivative of the plumbing and electrical arenas as solar solutions springboard off these components. As individuals begin to prepare for jobs in the green industry, the community college becomes an essential element to provide the necessary training for these jobs.

Mr. Kingery added that two areas of opportunity for programs at the local community college level include the North American Board of Certified Energy Practitioners (NABCEP) Entry Level Certificate Program and the Residential Energy Savings Network (RESNET) Home Energy Rating System (HERS) training.

The NABCEP Entry Level Certificate Program is designed for those individuals wanting to enter the solar field. The certificate allows an individual to show that they have achieved basic knowledge comprehension and application of key terms and concepts of photovoltaic (solar electric) system operations.

RESNET is a national standards making body for building energy efficiency rating systems. Many industries recognize RESNET standards including the mortgage industry for capitalizing energy efficiency in mortgages, the financial industry, and the federal government for verification of building energy performance for federal tax credits.

Chairman Jackson thanked Mr. Kingery for his informative presentation.

Moving onto other business, Chairman Jackson announced that the Nominating Committee sent a letter of recommendation to Board members for the slate of officers for the 2009-2010 fiscal year. The period for this slate of officers will be retroactive to July 1, 2009. The nominations were as follows:

Susan Jackson – Chair  
Bruce Clarke – Vice Chair  
Marie Watson – Secretary

At this time, Chairman Jackson called to receive additional nominations; none were presented. Chairman Jackson opened the floor to receive a motion to accept the recommendation of the Nominating Committee. Mr. Gerald Mitchell made a motion to accept; Mr. Durwood Woodall seconded the motion. Motion carried. Chairman Jackson thanked the committee for their work.

The next item on the agenda was the JobLink System Committee Status Report and Chairman Jackson called upon Mr. Durwood Woodall, JobLink Committee Chair, to provide an update.

Mr. Woodall indicated that the Capital Area JobLink Career Center at Clayton Corners was originally chartered under the North Carolina Chartering Criteria on August 24, 2006 as a Non-comprehensive Level I JobLink Career Center.

Center staff has completed the new Chartering Assessment Form and submitted it to Capital Area for review on July 1, 2009. All documentation has been reviewed by Capital Area staff, and a site visit was conducted on July 8, 2009. The JobLink Committee met on July 16, 2009 to review the chartering request and brings it before the full Board for approval.

The committee reports that the Capital Area JobLink Career Center at Clayton Corners has met the criteria for chartering as a Non-Comprehensive Level II Center. Mr. Woodall made a motion to accept the recommendation; Mr. Robert Barham seconded the motion. Motion carried. The documentation will be submitted to the NC Commission on Workforce Development for confirmation.

Mr. Woodall continued and advised the Board that the Capital Area JobLink Career Center at Johnston Community College was granted Comprehensive Level III Chartering Status on September 25, 2006.

Center staff has completed the new Chartering Assessment Form and submitted it to Capital Area for review on July 1, 2009. All documentation has been reviewed by Capital Area staff, and a site visit was conducted on July 8, 2009. The JobLink Committee met on July 16, 2009 to review the chartering request and brings it before the full Board for approval.

The committee reports that the Capital Area JobLink Career Center at Johnston Community College has met the criteria for rechartering as a continued Level III Center. Level III status indicates that the center provides services through a continuous improvement, customer driven service delivery system. Mr. Woodall made a motion to accept the recommendation; Mr. Robert Barham seconded the motion. Motion carried. The documentation will be submitted to the NC Commission on Workforce Development for confirmation.

Chairman Jackson thanked the JobLink Committee for their work to ensure continued quality services in our JobLink Centers.

The next item on the agenda was the Stimulus Funds Report. Chairman Jackson reminded the Board that Capital Area staff has been very busy the last several months with the Summer Youth Employment Program which concluded in Wake County on August 14, 2009 and in Johnston County on August 21, 2009. Chairman Jackson called upon Ms. Jessica Locklear McLeod, Youth Services Coordinator to provide a report of the highlights and successes of the program.

Ms. Locklear McLeod advised the Board that the Summer Youth Employment Program served a total of 562 youth ages 16-24 in Wake and Johnston Counties. Additionally, there were 165 worksites that participated between the two counties. The Capital Area office operated the program for Wake County, and Johnston County Industries provided services for Johnston County youth.

A Summer Youth Employment Recognition Ceremony was held on August 14, 2009 for Wake County youth and employers, and over 150 people were in attendance. The ceremony acknowledged Summer Youth Employment Program success stories and culminated in awarding certificates of participation to those in attendance.

Additionally, two summer youth program participants attended the Board meeting to share their experiences regarding the Capital Area Summer Youth Employment Program. Ms. Locklear McLeod called upon Ms. Patricia Torres and Mr. Durvelle Sanders for their remarks.

Ms. Torres commented that she was placed at Johnston Community College in the Defensive Driving Program. Through the Summer Youth Employment Program, she learned how to manage money and how to become more patient. Ms. Torres also learned what she wanted to do with the rest of her life. She is applying to attend Johnston Community College in January 2009 with a goal of eventually becoming a Spanish Interpreter.

Mr. Sanders added that he also worked in the Defensive Driving Program at Johnston Community College this past summer. As this employment opportunity was Mr. Sanders' first job, he gained knowledge regarding communication skills, job skills and how to be patient. Through this job, Mr.

Sanders was encouraged to learn more about school and career choices, and he is also applying to attend Johnston Community College in January 2009 to study Information Technology.

Chairman Jackson thanked Ms. Locklear McLeod, Ms. Torres and Mr. Sanders for their delightful presentation, and commended Capital Area staff for all of their hard work and efforts regarding the Summer Youth Employment Program.

Continuing with updates on the Stimulus Funds, Chairman Jackson asked Ms. Alfreda Barnett to provide information regarding the upcoming Adult and Dislocated Worker Programs.

Ms. Barnett explained that the Adult and Dislocated Worker Programs consist of classroom training and work activity which includes work experience or on-the-job training. Classroom training will be offered through the Community College System with the JobsNow 12 in 6 Initiative.

Wake Technical Community College is offering the following curriculum under the 12 in 6 Initiative: Certified Nursing Assistant (CNA), Medical Healthcare Office Occupation, Office Technology, HVAC/Plumbing, BioWork and Hospitality/Customer Service. Johnston Community College is offering BioWork and Allied Health (CNA/Phlebotomy).

To manage the number of inquiries Capital Area is receiving, a Stimulus Hot Line has been created. Individuals can call 919-856-6043 to gain more information about the Adult and Dislocated Worker Programs as well as the timeline and options available. Individuals must meet federal Workforce Investment Act (WIA) guidelines to be eligible for any of the programs.

A Request for Proposal (RFP) will be released in early September to provide workforce development services funded under the American Recovery and Reinvestment Act of 2009 to adults and dislocated workers in Wake and Johnston Counties.

Chairman Jackson thanked Ms. Barnett for this update and is looking forward to the opportunities that the programs will provide to assist adult and dislocated workers in the local area.

At this time, Chairman Jackson called upon Ms. Brenda Wilkerson, Capital Area Business Services Representative, to provide information on the new and innovative ways she has been promoting the Board.

Ms. Wilkerson responded that there has been a big focus on “regionalism” during the past year, and she has been collaborating on projects and initiatives with the Durham Workforce Development Board and Kerr-Tar Workforce Development Board.

In September 2008, a regional Biotech Forum was held at Research Triangle Regional Partnership (RTRP) which brought employers, educators and the workforce development community together to discuss employer workforce concerns related to the biotech industry. Suggestions from the forum included discovering ways to better promote biotech careers, changing the perception regarding the value of a 2-year degree and offering a central point for businesses to access relevant information.

To meet these challenges, Ms. Wilkerson is working with Durham and Kerr-Tar Workforce Development Boards to create “Triangle WorkSource”, a regional web based access point for businesses and job seekers to connect to labor resource opportunities. The goal is to create a website that is professional, non-governmental and easy to navigate.

Ms. Wilkerson is also serving on the Membership Committee of the Healthcare Works! Regional Partnership. This employer-driven partnership with a formal organization structure plans on growing the membership through personal invitation and using new media outlets such as LinkedIn with the goal of promoting allied healthcare professions.

Outreach opportunities included speaking engagements at the National Association of Women in Construction (NAWIC) and the Executive Orientation at the Raleigh Chamber of Commerce. A WorkKeys and Career Readiness Certification (CRC) Information Session was held in partnership with Wake Technical Community College in February 2009. Approximately 25 business representatives attended resulting in three companies requesting personal follow-up. Ms. Wilkerson was also asked to present at the GMP Forum which is a newly formed association of training managers from the Biotech Industry.

When Ms. Wilkerson is not working on a specific project she represents Capital Area Workforce Development Board at events such as the Economic Forecast Breakfast hosted by the Raleigh Chamber of Commerce, Wake County Business Advisory Council meetings, Allied Health HR Solutions Forum, the State of Morrisville, Morrisville Economic Development Forum and the Johnston County Economic Development Update.

Chairman Jackson thanked Ms. Wilkerson for all that she is doing to keep Capital Area Workforce Development Board in the forefront.

In the Chair’s report, Chairman Jackson advised the Board that Capital Area has received a \$250,000 Allied Healthcare grant. This grant allows Capital Area to hire two positions (a coordinator and an office support person) to address the shortage in the healthcare industry by promoting training and employment opportunities in allied healthcare professions. This information will be presented at the Wake County Board of Commissioners meeting on September 8, 2009 for approval.

While the Allied Healthcare Initiative is a regional collaboration with hospitals, healthcare industries and workforce boards including Mid Carolina and Kerr-Tar, Capital Area is the intermediary and fiscal agent for the grant.

Chairman Jackson announced that the North Carolina Workforce Development Partnership Conference is scheduled for October 7-9, 2009 in Greensboro, North Carolina. Board members interested in attending need to see Lisa Ramsey immediately following the meeting.

Under Other Business/Announcements, Mr. Nelson Rose, Manager, Employment Security Commission - Smithfield, asked Board members to draw their attention to the Capital Area Labor Market Information handout. Mr. Rose announced that to meet the challenges of the high unemployment rate in North Carolina, the Employment Security Commission has launched a new reemployment services program to provide individuals that have exhausted unemployment benefits with additional services.

Ms. Reginna Z. Ford, North Carolina Employment Security Commission Labor Market Representative added that the Capital Area unemployment rate has increased .2% since May 2009 and is up 4.1% in comparison from June 2008 to June 2009. Wake County's unemployment rate has increased 4.1% comparing June 2008 to June 2009, and Johnston County is up 4.8% for the same timeframe. Chairman Jackson thanked Mr. Rose and Ms. Ford for this information.

Additional announcements included:

AmeriCorps Program Year begins September 1, 2009 with 23 members starting September 14, 2009.

WRAL JobLink Career Expo- September 23, 2009 at the Raleigh Convention Center.

Ms. Jane Sterner added that Capital Area is very excited about their partnership with WRAL at the upcoming Career Expo. The WRAL JobLink Career Expo will offer a variety of resources including employers that are hiring, community resources and workshops.

Chairman Jackson thanked everyone for attending and reminded the Board that the next meeting is scheduled for Thursday, October 22, 2009 at 8:30 am in Wake County.

The meeting was adjourned at 10:04 am.