



Capital Area Workforce Development Board Meeting

Thursday, June 23, 2011

Public Safety Training Center, 321 Chapanoke Rd, Raleigh, NC

Board Members Present:

Susan Jackson - WakeMed Physician Practices
Bruce Clarke - Capital Associated Industries
Scott Hadley - NAI Carolantic Realty
JoAnne Honeycutt - Johnston County Schools
Joy Frankoff - Wake County Public School System
Howard Manning - Dorcas Ministries
Leon Perry - Employment Security Commission, Raleigh Local Office
Valerie Sachariat - Time Warner Cable
Vicki Shore - Johnston County Industries
Tom White - NC State University
DeAnn Willard - for Marie Watson/Johnston-Lee-Harnett Community Action
Dan Williams - SEPI Engineering
Durwood Woodall - Tarheel Tooling
Ross Yeager - Wake County, Northern Regional Center

Staff Present:

Pat Sturdivant, Executive Director
Alfreda Barnett, Workforce Development Program Manager
Stephen Barrington, Business Services Manager
Trenice Cutler, Youth Program Coordinator
Sara Davarbakhsh, Executive Assistant
Susan Jablonski, Accountability Specialist
Ashley Reams, AmeriCorps Program Manager
Denna Sharp, Accountant
Jane Sterner, JobLink System Manager

Guests Present:

Carol Cutler-White - Wake Technical Community College
Reginna Ford - NC Employment Security Commission
Darrell Kain - Educational Data Systems Inc
Tony Marshall - Innovative Systems Group
Andrea Moore - Community Partnership, Inc., YES Program
Susan Oney - Educational Data Systems Inc
Jose Picart - NC State University
Kristen Rosselli - City of Raleigh
Stephanie Vinson - Vocational Rehabilitation
Harolyn Whitehead - Wake Technical Community College

| Item | Discussion | Actions | | |
|---|---|---------|------|-----|
| | | What | When | Who |
| Welcome/ Introductions | Susan Jackson called the meeting to order and welcomed everyone to the meeting. Susan Jackson announced Durwood Woodall's retirement from the Board and presented Durwood with a plaque to thank him for his leadership, dedication and commitment to the Board. | | | |
| Previous Minutes | The minutes from the February 24, 2011 Board meeting and the April 28, 2011 Board retreat were approved with no changes. | | | |
| Raleigh Colleges & Community Collaborative | <p>Jose Picart (NCSU), Carol Cutler-White (Wake Tech) and Kristen Rosselli (City of Raleigh) presented the 'Raleigh Colleges and Community Collaborative (RCCC) Project' to the Board.</p> <p>The RCCC Project is funded by the Bill and Melinda Gates Partnership for Post Secondary Success. In September 2010, the RCCC received a \$100,000 planning grant, which later resulted in a \$1.5 million implementation grant.</p> <p>The RCCC Project is a cross sector, community partnership focused on increasing post-secondary success and the living wage of low income youth in Raleigh. Members of the partnership include: All Six Raleigh Colleges and Universities, Wake County Public Schools, City of Raleigh, Wake County Health and Human Services, Southeast Raleigh Assembly, United Way of the Greater Triangle, The Fountain of Raleigh Fellowship, NC Society of Hispanic Professionals, Greater Raleigh Chamber of Commerce, Wake Med Health and Hospitals, Wake Education Partnership, Capital Area Workforce Development Board, Raleigh Business and Technology Center and Bovin Lend Lease.</p> <p>The project has so far identified 3,000 youth across the 6 Raleigh colleges that meet the criteria for eligibility. The program model aims to provide these youth with financial help to complete their studies, mentoring and career counseling.</p> <p>To learn more about the RCCC Project contact Jose Picart, Ph.D. Executive Director, RCCC at: Jose_picart@ncsu.edu</p> | | | |

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| <p>Director's Update</p> | <p>Pat Sturdivant at the request of the Executive Committee at their May 19 committee meeting provided the Board with a Director's update.</p> <p><u>Board Retreat</u></p> <ul style="list-style-type: none"> - Feedback received on the 2011 Board Retreat has been very positive - Improvements for next year's retreat will include a more focused agenda - The facilitator pointed out the objectives in the Board's Strategic Plan were not worded properly as objectives and needed to be rewritten to make them measurable. - Based on work done in the retreat the objectives have been revised accordingly - Pat Sturdivant requested Board members review the suggested changes to objectives in their committee meetings and provide feedback to staff before the next Board meeting. <p><u>Budget Update</u></p> <ul style="list-style-type: none"> - The 2011 budget allocations have been approved - The State will hold back 5%, with the remainder going to the Boards. - Capital Area will receive a 6.2% increase from last year - An extra \$308,783 <p><u>Lunch & Learn Sessions</u></p> <ul style="list-style-type: none"> - Staff are organizing lunch & learn sessions for Board members to learn more about programs and services - The funding model and JobLink System will be some of the first sessions available | <p>Review revised objectives in committee meetings & provide feedback</p> | <p>Aug, 2011</p> | <p>JobLink System & Business Alliance Committee & Youth Council</p> |
| <p>Committee Reports</p> | <p>JobLink System Committee</p> <p>Durwood Woodall provided the Board with an update on the activities and outcomes of the JobLink System Committee since the last Board meeting on February 24, 2011. Under their strategic goals and objectives the JobLink System Committee has accomplished the following:</p> <ul style="list-style-type: none"> - Met with business services representatives to discuss outreach needs - Continued working on the workforce development system's reorganization including, holding focus groups, obtaining demographic maps of service locations, and preparing a cost analysis of the system | <p>Notify members of Lunch & Learn schedule</p> | <p>Aug, 2011</p> | <p>Staff</p> |

- Distributed enhancement funds to JobLink Centers based on quality assurance site visits
- Finalized the AmeriCorps Grant despite a 20% state based reduction in funds
- Opened two new JobLink Access Points in Wake County (Diversified Resources for Better Living, in Raleigh and Passage Home, Inc., in Raleigh)

Business Alliance Committee

Valerie Sachariat provided the Board with an update on the activities and outcomes of the Business Alliance Committee since the last Board meeting on February 24, 2011. Under their strategic goals and objectives the Business Alliance Committee has accomplished the following:

- Obtained 7 business referrals (2 from Wake County Economic Development, 1 from the NC Department of Commerce, 3 from the Raleigh Downtown Association, and 1 from Johnston Community College)
- Working on an out-of-state business relocation project in the Capital Area, currently engaging external partners to collaborate
- Received multiple requests from business owners for market research
- Received 4 incumbent workforce development grant applications (awards to be announced in July 2011)

Susan Jackson offered to visit local businesses with the Business Alliance Committee.

Youth Council

Harolyn Whitehead provided the Board with an update on the activities and outcomes of the Youth Council since the last Board meeting on February 24, 2011. Under their strategic goals and objectives the Youth Council has accomplished the following:

Annual Youth Summit

- Held the 7th Annual Youth Summit on March 1
- 200 youth attended
- 30 vendors/youth organizations participated

Youth Issues

- Created opportunities for community dialogue on important local youth issues, such as human trafficking

Youth Council Chair

Ross Yeager has been appointed as the new chair of the Youth Council.

