

KERR-TAR
WORKFORCE DEVELOPMENT BOARD/CONSORTIUM MEETING MINUTES
Tuesday, March 14, 2023, 6:00 PM
Kerr-Tar Council of Governments, Henderson, NC

WORKFORCE DEVELOPMENT BOARD (WDB) MEMBERS: Hal Muetzel, Fred Keller, Derrick Sims, Leo Kelly, Harry Mills, Monica Satterwhite, Barbara Buchanan, Allison Thomas, Michelle Burgess, Phillip Betts, Gordon Agingu, Rob Wiliford, Dennis _____ Kelli London (by phone)

COG/LA STAFF: Lou Grillo, Kelly Hundley, Sharon Thomas, Desiree Brooks, Deborah Cozart, and Diane Cox

SERVICE PROVIDERS: James Lanier, Jamie Cunningham, Helen Bradby

DWS STAFF: Jennifer Jones

Welcome/Introduction of New Board Members & Meeting Call to Order – Hal Muetzel

Chairperson, Hal Muetzel welcomed two new board members: Commissioner Rob Williford, Granville County Appointee replacing Commissioner Tim Karan and Allison Thomas, Business/Industry Representative for Person County (Dill Air Controls).

Approval of Consent Agenda – Hal Muetzel

- Motion was made and seconded to approve of the consent agenda (December 13, 2022 Meeting Minutes and the Finance Report – YTD through January, 2023). Motion carried.

Program & Performance Updates – Deborah Cozart

Deborah provided an overview of PY22 Performance:

- Measureable Skills Gains (MSG) - All three programs (Adult, Dislocated Workers, and Youth) are very close in meeting their goals and they have until the end of the PY22 (end of June, 2023) to meet their goals.
- Adult, DW, Wagner Pyser, and Youth exceeded goals in Employment quarters 2, 4, and in Credentials.
- Statement of Work (SOW) Adult (A) & Dislocated Worker (DW) Outcomes were reviewed and all were very close in attaining the planned goals.

Youth Program & Special Projects Updates – Sharon Thomas:

Sharon provided an overview of Youth PY22 Performance:

- Total of Services Provided – 668
 - Occupational Skills Training – 31
 - Measureable Skills Gain – 150
 - Credentials – 123
 - On-the-Job Training – 5
 - Work Experiences – 10
- The Regional Young Adult Hiring Event will be held on Tuesday, May 9, 2023 at the Raleigh Outdoor Theater from 12:00 PM to 4:00 PM.
- Reentry Simulation will be held at Warren County Armory on March 16, 2023 and host will be Warren County Economic Development Director, Charla Duncan.
- Expungement information sessions are held the 1st Tuesday of every month at three locations (NCWorks Career Center in Henderson, Oxford Housing Authority, Oxford, NC and at the BDEC Roxboro, NC at the BDEC).

Business Services Update– Desiree Brooks

Desiree provided an overview of PY22 YTD Performance for Business Services:

- Businesses served – 108
- Services provided – 779
- Employers Self-Service – 289 (23 employers)
- Registered employers – 39 and new employers - 14
- KT Career Center Customers Hired – 96
- OJT Participants – 9
- Work Experiences (paid internships) – 12
- Job Fair Services – Hardee’s and MeelCorps each held their own hiring event at the center.
- On February 24, 2023 the NCWorks Career Center held a CyberHire 2023, which allowed employers to join virtually while job-seekers attended in person. There were 10 employers and 40 job seekers. Job Seekers attended zoom sessions by local employers at several of the career centers and staff was there to assist with job search and NCWorks registration.
 - The LIVE presentation was broadcast across five locations simultaneously, which included: NCWorks Career Center, Warren County Library, Vance-Granville Community College South Campus, Vance-Granville Community College Franklin Campus, and the Business Development & Entrepreneurship Center, Roxboro. There was also a “Replay” (recording) of the event on March 20, 2023.
- Incumbent Worker Training - a reimbursement of up to \$10,000 for training. There is still some funding available if interested.
 - Ontic completed its training for 21 employees through Incumbent Worker. They received \$10,000 which covered 83% of their training costs.

PY23 Planning and Procurement /Allocations – Lou Grillo

This year, the full RFP process was completed. The allocations are based from last year’s allocations. The new allocations should be out in May. Each contract must be approved separately.

The recommendations made by the review committee were as follows:

- The One-Stop Operator which covers operations at the Career Center –NC Commerce DWS
- Adult and Dislocated Worker – EDSI (\$600,000)
- Youth Services – EDSI (\$300,000) and VGCC (\$100,000)

Recommendation: Motion to accept NC Commerce DWS as the service provider for the One-Stop Operator program and allow staff to move forward with Program Year 2023 contracts for services.

- Barbara Buchanan made the first motion. Leo Kelly seconded. Motion carried.

Recommendation: Motion to accept EDSI as the service provider for the Adult and Dislocated Worker programs and allow staff to move forward with Program Year 2023 contracts for services.

- Gordon Agingu made the first motion. Phillip Betts seconded. Motion carried.

Recommendation: Motion to accept EDSI and VGCC as the service providers for the Youth program and allow staff to move forward with Program Year 2023 contracts for services.

- Harry Mills made the first motion. Barbara Buchanan seconded. Motion carried.

NC P.R.O.W.D. – Lou Grillo:

- \$9.9 million federal grant has been awarded to North Carolina by the US Department of Labor and US Department of Justice to assist with employing the justice involved population that are coming out of incarceration. (Handout) The program will begin on May 1, 2023 and will end in 2026.
- The due date for the proposals is March 22, 2023 and the award notification date is March 31.
- Kerr-Tar is the lead on this project so Kerr-Tar will put out the proposal and will approve the service provider.

- Each board will have a contract with the service provider and every service provider will be responsible for their own allocation.
 - Kerr-Tar - 1.6 million dollars, Durham – 1 million dollars, and Capital Area –2 million dollars.
- The grant will serve the Federal Correctional Complex in Butner and DWS Labor & Economic Analysis Davidson (LEAD) and three local WDBs. Capital Area WDB will serve Chatham, Johnston, Lee, and Wake counties. Durham WDB will serve Durham County, and Kerr-Tar WDB will serve Franklin, Granville, Person, Vance and Warren counties.
- The intent is to serve 375 justice involved individuals 12 months before their release and up to 18 months after their release.
- The Executive Committee does have the authority to act on the Board's behalf. The Executive Committee consists of Hal Muetzel, Fred Keller, and Sara Lloyd.

Recommendation: Motion to allow the Workforce Board Executive Committee to approve and award the P.R.O.W.D Grant Service Provider contract on behalf of the Workforce Board.

- Barbara Buchanan made the first motion. Monica Satterwhite seconded. Motion carried.

Director's Report – Lou Grillo

- On February 8, 2023 at the NC State McKimmon Center, the Kerr-Tar Career Center received an award for the NCWorks Career Center certification. This means that the career center is up to the standards of the state to serve the people in our community.
- VOS Greeter – Career Center customers check in and enter information from a list of services. The list is seen by the career center advisors before they meet with the customers. This helps Career Advisors identify the needs of the customers before meeting with them.
- The Institute for Emerging Issues with NC State held a session called "Talent First Economics" Emerging Issues Forum at the NC State McKimmons Center on February 13, 2023. The session was attended by Lou, Sharon, and Desiree. It was about examining ways to overcome barriers and help workers find employment and stay engaged in the workplace.
- The Executive Directors for the WDB meeting is commonly held on the same day as the Kerr-Tar WDB meeting. They are held on the first Tuesday of each quarter. According to the WDB Bi-Laws, if the board cannot have a meeting on the first Tuesday of the month every quarter then it should be moved to the second Tuesday of that month in that quarter. If the WDB decides that they will be to move meetings to the 2nd Tuesday of each month in the quarter, then the WDB Bi-Laws would need to be changed. This will be tabled until our next meeting.
- "Innovate 2023 Summit" will be held at the Lakeland Cultural Arts Center in Littleton on March 23, 2023. (Handout) Registration is online.

There being no further business, the meeting was adjourned.

*****The next meeting will be held on Tuesday, June 13, 2022 at 6:00 PM.**

Respectfully Submitted by Kelly Hundley, Workforce Development Program Specialist