

HIGH COUNTRY WORKFORCE DEVELOPMENT BOARD
December 13, 2007

MINUTES

The December 13th meeting of the High Country Workforce Development Board (WDB) was called to order by Executive Committee member Scott Moncrief. Mr. Moncrief welcomed members and guests in attendance. Mr. Moncrief introduced new Board member Dwayne Howell, HR Director at Gates Corporation in Ashe County. Mr. Howell stood and recited the WDB Oath of Office with Mr. Moncrief. On behalf of the WDB Don Sherrill presented umbrella and coaster welcome gifts to Mr. Howell. Mr. Moncrief introduced himself as a Board member and Chair of the Quality Assurance Committee. Mr. Moncrief announced that since Chairman Doug Pratt and Vice-Chair Vanya Baker could not attend today's meeting he would act as Chair for the meeting. He stated that WDB Director Carole Coates was also not in attendance due to attending a US Department of Labor initiative in Chicago. Mr. Moncrief recognized special guests in attendance from the Division of Workforce Development in Raleigh: Virginia Brogden, Programmatic Monitor with the Field Services Division, and Mark Roberts, Workforce Development Planner with the Planning Unit. Mr. Moncrief stated that they both offer the Board a great deal of assistance with the Work force Area particularly with the Board staff.

The following Workforce Development Board members and Youth Council members were present:

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| Barbara Barlow | Gwen Harris | Sam L. Ray |
| Anne Bowlin | Dwayne Howell | Sandy Reese |
| Maria Cunningham | Scott Moncrief | Earl Tipton |
| Marie Gwyn | Jayne Phipps-Boger | Tommy Williams (YC) |
| Jim Halsey | | |

The following Workforce Development staff members were present: Misty Bishop-Price, Rebecca Bloomquist, Ruby Greene, Andrea Morgan, and Don Sherrill.

Guests: Philip Billings, Mike Bloomquist, Mike Brisson, Virginia Brogden, Vassie Cooke, Joe Furman, Charles Hardin, Dan Meyer, Dr. Carol Pollard, Mark Roberts, Chilton Rogers, Ricky Roten, Ginger Shaffer, Charles Vines, and Dr. James Young.

Mr. Moncrief gave the Quality Assurance (QA) Committee report. Mr. Moncrief stated that the December Board Book (p. 15) has a copy of the QA Committee meeting notes from November 1. Mr. Moncrief reported that the Alleghany JobLink will not be pursuing rechartering due to lack of qualification based on staffing. Mr. Moncrief expects that Watauga JobLink will also be doing the same thing. Mr. Moncrief reported that a Workforce Investment Act (WIA) service provider meeting was held on October 5. WDB staff and providers shared best practices. The meeting was productive and generated enthusiasm. The QA Committee reviewed some qualitative services reports and received some other updates. Mr. Moncrief stated that there have been no other quality assurance developments since that meeting on November 1.

Mr. Moncrief called on Earl Tipton to give the Strategic Planning Workgroup report. Mr. Tipton reported that following the October WDB meeting when the Board reviewed and approved the Strategic Plan Update, the Board has been in the public comment phase of this process. Mr. Tipton stated that the plan update along with request for comments has been given to the WIA service providers in person, Regional Business Leadership Team in person on November 1, High Country Council of Governments (HCCOG) Executive Board in person on November 19, County Managers by email, and WDB Consortium by email. The HCCOG November 2007 ReCOGNition newsletter (p. 2) has the plan available for review and comment. The new WDB website has a link to the Strategic Plan Update for review and comment. The December Board Book (p. 12) also has the plan update. Mr. Tipton said that all comments so far have been positive with no suggested changes. Mr. Tipton stated that the public comment period will remain open through December 31, 2007. Mr. Tipton reported that WDB business cards have now been updated to include the Board's revised *Vision* along with the *Priorities* that spell out the *DREAM* acronym. Mr. Tipton said the updated business cards were currently being produced and would soon be given to Board members.

Mr. Moncrief gave the Executive Committee report. He stated that the committee met today at 2:00 p.m. Discussions included a summary of committee activities and meetings, financial report, recent awards and recognitions, and Board meeting evaluation. Mr. Moncrief reported that the previous WDB meeting evaluation indicated that members continued to prefer a meeting length of 1-1 ½ hours as has been the past goal. The Board will continue to keep that goal. The High Country WDB's business services approach was selected by the