

High Country Workforce Development Board Meeting
August 13, 2009, 3:00 PM

MINUTES

Call to Order: by Chairman Tipton at 3:11 PM.

Members Present: Barbara Barlow, Connie Barnette, Jake Blood, Anne Bowlin, David Edwards, Kendra Walsh-eller, Marie Gwyn, Jim Halsey, Fonda Harris, Carl Jenkins, Scott Moncrief, Jane Moore, Charley Nash, Jayne Phipps-Boger, Bryan Peterson, Sam Ray, Truman Robbins, Stacy Sears, Earl Tipton, Sallie Woodring

Staff Present: Rebecca Bloomquist, Carole Coates, Ruby Greene, Kathleen McFadden, Don Sherrill, MaryAnn Urka

Guests Present: Dawn Boyer, Walter Savage, John Greene, Patrick McKemie, Phil Trew, Sara Williams

Consideration of June Minutes: June 11, 2009 minutes were approved as submitted. Chairman Tipton administered the Oath of Office to Edwards, Eller, Moore, and Robbins. No declarations of conflict of interest were reported.

Committee Reports

Executive: Mr. Tipton reviewed the new committee structure, new meeting schedule and committee assignments and updated member contact list for Program Year 2009/2010. He announced that the Executive Committee will hold teleconference meetings at 4:00 PM on the Thursday preceding Board meeting days.

Quality Assurance: Mr. Moncrief reported that the committee has retained the current list of demand occupations. Agribusiness has been added as a high-growth sector for Alleghany and Ashe Counties, and Retail/Hospitality/Tourism has been added for Mitchell and Yancey Counties. Two new Incumbent Worker Grant applications have been approved for funding. Three Rapid Response interventions have been held. He reported that staff had updated the committee on the contracting process for Adult/Dislocated Worker services. Staff will continue work on a local Incumbent Worker Policy with the newly formed Adult Services Committee.

Youth Council: Ms. Gwyn reported that 206 youth received WIA services in PY 2008. As of August 10th, 178 youth were enrolled in the ARRA Summer Youth Employment Program. The Council will begin work on the Request for Proposal (RFP) process for Program Year 2010 youth services providers at its next meeting.

Workforce Information: Ms. Coates reported on current unemployment rates across the region. She noted that grant applications for the WIA-funded JobsNow "12 in 6" program have been approved for both Caldwell and Mayland Community Colleges, and that approval for the Wilkes Community College application is expected shortly.

Coates reported that the NC Division of Workforce Development has conducted programmatic monitoring for the ARRA Summer Youth Employment Program with no findings, and noted that the fiscal monitoring review is scheduled for September 22-23.

A search is underway for two temporary staff positions: Operations Assistant, and Business Services Coordinator. The NC Workforce Development Partnership Conference will be held in Greensboro, October 7-9, 2009. Members should contact staff member MaryAnn Urka for additional conference information. Coates reminded members that the next Board meeting is scheduled for October 15, 2009, and will be held at the Council of Governments' new location: 468 New Market Blvd.

Action Item:

Phil Trew, Director of Planning, High Country Council of Governments, summarized the 2009 Comprehensive Economic Development Strategy (CEDS) Performance Report, and requested that the Board, which serves as the CEDS Advisory Committee, recommend approval of the plan to the COG Executive Committee. Motion for approval by Moncrief, second by Sears. Unanimous approval.

Board Self-Assessment, Strategic Plan Goals and Evaluation of Strategic Plan:

Members met in committee groups to discuss strategic plan strategy successes and Program Year 2009 committee goals. Summaries of committee goals follow:

- **Adult Services:** Understand each county's workforce and train workers to fill those needs; continue and improve services with a direct impact on job placement.
- **Business Services:** Use new Business Services Coordinator to identify employer workforce needs; review "12-in-6" performance to align training with employer needs
- **JobLink Continuous Improvement:** Build staff partnerships; increase outreach and services to underemployed; serve both jobseekers and employers; increase inclusivity of customer base.
- **Youth Council:** Conduct meaningful evaluation of Summer Youth Employment program with prospect of continuing the program; build new employer interest in providing career awareness work opportunities.

Adjournment: Motion to adjourn offered by Sam Ray, seconded by Jake Blood at 4:22 PM.

The next meeting of the High Country Workforce Development Board will be held on Thursday, October 15th, at 3:00 PM in the COG Board Room, 468 New Market Boulevard, Boone.

**High Country Workforce Development Board
Meeting Attendance
August 13, 2009**

%	Name	Aug. 08	Oct. 08	Dec. 08	Feb. 09	Apr. 09	Jun. 09	Aug. 09
72%	Barbara Barlow		late					
57%	Connie Barnette							
86%	Jake Blood							
72%	Anne Bowlin							
100%	David Edwards (Eff. 6/09) John Brubaker (8/08-5/09)							
100%	Kendra Eller (Eff. 7/1/09) Maria Cunningham (7/07-6/09)							
100%	Marie Gwyn							
86%	Jim Halsey							
72%	Fonda Harris							
29%	Dwayne Howell							
29%	Joallen Lowder							
86%	Scott Moncrief							
100%	Jane Moore (7/1/09) Vanya Baker (7/06-2/09)							
100%	Charley Nash							
57%	Jayne Phipps-Boger							
50%	Bryan Peterson (Eff. 1/09)							
100%	Sam Ray							
72%	Sandra Reese							
100%	Truman Robbins (Eff. 7/09) Tom Hughes (6/08-6/09)							
57%	Stacy Sears							
100%	Sallie Woodring (Eff. 1/09) Susan Pittman through 12/08.							
86%	Earl Tipton							
0%	Watauga Co. Vacancy							
		62%	55%	68%	78%	48%	58%	95%

Youth Council Members Present

Carl Jenkins

LEGEND

Present
Absent
Vacant