



West Piedmont Workforce Development Board Meeting

Minutes

November 6, 2017

Present: Julie Brown, Debra Buchanan, Petrina Carter, Tim Clark, Robin Ferguson, Teresa Fontaine, Shannon Hair, Donna Higdon, Rhonda Hodges, Wayne Knox, Monica Mosley, John Moody, Creed Taylor, Corrie Teague, Tora Terry, Ray Williams, Brian Wilson, Adam Wright, and Guy Stanley

Guests Present: Chris Pope (VEC), Natalie Hodges (Ross), Wade Coffindaffer (Ross), Sharon Barksdale (VEC), Betty Jo Foster (DPC Chamber)

Staff Present: Guy Stanley (Interim Executive Director), Alanna Nicholas, Robbin Hall

Adam Wright, Chairman, called the meeting to order. Roll was called and quorum established.

Mr. Wright welcomed all guests and called for public comment. Natalie Hodges with Ross reported that Area 17 was only region in state to submit for center certification. Currently, working on youth programming with big goals and expectations. A new case manager has been hired and staff training continues. Wade Coffindaffer with Ross reported that feedback is welcomed and encouraged the Board members and Youth Committee to get involved. Betty Jo Foster reported that the Danville Pittsylvania County Chamber is getting back on track and that Allison is working hard on Incumbent Worker Training.

Mr. Wright welcomed the two newest Board members: Donna Higdon from Davenport Energy and Shannon Hair from Danville Community College. Tory Shepherd from Sovah Health was absent.

Mr. Wright asked Board members to review the minutes of the September 25, 2017 meeting. Julie Brown made a motion to approve the minutes; Tim Clark seconded; the motion passed.

Ray Williams made a motion to accept the consent agenda containing the Finance Reports through August 31, 2017, as approved by the Finance Committee on November 2, 2017; Debra Buchanan seconded; the motion passed.

Petrina Carter made a motion to go into closed session is to discuss personnel matters dealing with the hiring of new Executive Director. The session is in accordance with the Code of Virginia, Title 2.2, Chapter 37, FOIA, Section 2.2.-3711(A) – Closed Meeting, the following: Personnel matters as authorized by Subsection 1. Debra Buchanan seconded. Rhonda Hodges called the roll. The motion was approved. All staff and guests exited the meeting.

Petrina Carter made a motion to reconvene open session as the closed session was to discuss personnel matters dealing with the hiring of new Executive Director. The session was in accordance with the Code of Virginia, Title 2.2, Chapter 37, FOIA, Section 2.2.-3711(A) – Closed

Meeting, the following: Personnel matters as authorized by Subsection 1. Tim Clark seconded. Rhonda Hodges called the roll. The motion was approved. All staff and guests were invited to return.

Reports

- Chair/Executive Committee (Adam Wright) – Mr. Wright thanked all the partners and expressed the importance of utilizing funding to make our workforce successful and to help our employers across the region.
- CLEO (Debra Buchanan) – No report
- Youth Council (Dick Ephgrave) – No report
- Audit (Tom Davis) – No report
- Finance (John Parkinson) – No report
- Governance (David Stone) – No report
- Marketing and ASR (Wayne Knox) – No report
- Program Planning & Development (Teresa Carter Fontaine) – No report
- Executive Director (Guy Stanley) – Mr. Stanley reported that the staff are working hard to accomplish our goals and assist our partners even though they are young in tenure. He stated that we are making strides in improving teamwork. He expressed appreciation to the partners, LEOs and county administrators and city managers for their support during this time of transition. He informed the Board that Mary Ann Lawrence, a consultant for Ross, has volunteered to donate an evaluation of our policies and operations. She will visit the WIB at end of November. This evaluation will be helpful to the new director. Alanna Nicholas reported that Incumbent Worker Grant ends December 31, 2017. An extension request is due by the end of the week. The Business Services team projections are very hopeful.

Old Business – None

New Business – Ms. Brown commented that there were several committee chairs absent and that it would be helpful if they would appoint a committee member to report to the Board, so the Board will be informed of what is happening. Mr. Stanley reported that committee members are needed for Audit and Finance.

Debra Buchanan made a motion to adjourn, and Creed Taylor seconded. The motion passed. The meeting adjourned at 4:45 p.m.