



## **West Piedmont Workforce Development Board Meeting**

### **Minutes**

**September 25, 2017**

Present: Julie Brown, Debra Buchanan, Petrina Carter, Tim Clark, Dick Ephgrave, Robin Ferguson, Teresa Fontaine, Donna Higdon, Rhonda Hodges, Wayne Knox, Monica Mosley, John Parkinson, John Moody, Tory Shepherd, David Stone, Tora Terry, Adam Wright, Stacey Wright, and Guy Stanley

Guests Present: Chris Pope, Natalie Hodges, Wade Coffindaffer

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

The Hiring Process was presented and discussed. Julie Brown recommended an amendment to #10 so that it reads "A minimum of two (2) reference checks and a background check on the recommended candidate will be conducted by the Board's fiscal agent. If the fiscal agent cannot conduct reference checks, the Selection Committee will appoint someone to conduct them. Upon successful completion of reference and background checks, the Selection Committee will present a recommended candidate for hire to the WPWIB at either the next regularly scheduled meeting of the Board or at a meeting called by the Board Chairperson for such purpose. Upon approval by a majority vote of the WPWIB, the Board Chairperson will make a formal offer of hire to the recommended candidate." This allows the Selection Committee to get references and background check information to consider and make a recommendation to the Board. Julie Brown made a motion to accept the Hiring Process as amended. Debra Buchanan seconded and the motion passed.

Adam Wright stated that the members of the Selection Committee are: Petrina Carter, Tim Clark, Dick Ephgrave, Rhonda Hodges, Guy Stanley, and Tora Terry. Tim Clark made a motion to accept the Selection Committee. Stacey Wright seconded. The motion passed.

Old Business: Tim Clark reported that he met with the Danville Pittsylvania County Chamber of Commerce regarding the Business Services contract. They updated him on their plan of action and expenses and reimbursements. A follow-up meeting is scheduled.

Mr. Wright thanked all for attending and conveyed his appreciation for everyone's support during this transition.

Tim Clark made a motion to adjourn, and David Stone seconded. The motion passed. The meeting adjourned at 4:50 p.m.