

DWDB Minutes – January 26, 2012

The following provision under Section IV of the Durham Workforce Development Board Bylaws states:

“All Board and Committee meetings shall be open to the public, except in cases specifically outlined in the North Carolina Public Records Act. All public comments shall be at the discretion of the Board Chair and be limited up to three minutes per action item”

Under the discretion of the Board Chair, public comment shall be received at the beginning of each official meeting of the Durham Workforce Development Board. The public will be required to submit a notice in writing to the Board Chair on each action item in which they are requesting to provide comment on”



Durham Workforce Development Board

Meeting Minutes

The Historic Parrish Street Forum, 108 W. Parrish Street, Durham, NC 27701

January 26, 2012 - 8:30am – 10:00am

DWDB Members Present: Denise Motley, Johnston, Alvis Aikens, Autrice Campbell Long, Kathy Hoffmeier (Proxy for Casey Steinbacher), Darryl Thompson, Del Mattioli, Diane Catotti, Donald Hughes, George Hining, Gerald Spence, Iheoma Iruka, Jamie Glass, Janis Clark, John Rodriguez, Lea Henry, Dr. Williams (Proxy for Dr. Li-An Yeh), Marilyn Rochelle, Rick Sheldahl, Sharon McCormick, Shishir Shonek, Steven Williams,

DWDB Staff Present: Nicholas McCoy, Pheon Alston, Darrell Solomon, Tanya Hill, James Dickens

Visitors Present: Maya Sirur, Tanya Dingle, Sandy Ogburn, Debra Torrence, Floyd Borden, Regina Ford, Victoria Peterson

Welcome and Call to Order

Denise Motley Johnston, Chair, called the meeting to order at 8:39 a.m.

Review and Approval of Minutes from the November 17, 2011 DWDB Meeting

***Motion** by Del Mattioli and **second** by Steven Williams, the DWDB approved the minutes from the November 17, 2011 DWDB meeting.*

ANNOUNCEMENTS

3. Youth Summit 2012 - Nicholas McCoy announced that starting in February, planning will begin for the 2012 Youth Summit that it is anticipated to be held in the spring of 2012.
4. Kevin Dick provided an overview of the several grants that have either been recently submitted and/or that are being sought in the next two-three months. Kevin stated that we will be submitting a renewal application for the EPA Brownfields program in April and that there is a Workforce Innovation grant that is being prepared for March. Kevin stated that Durham did not receive the H1-B grant, but will continue to assess and submit grant applications that have the opportunity to benefit Durham jobseekers and businesses.

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REPORT ITEMS

1. **Financial/Performance Reports (as of December 31, 2011)**

Nicholas McCoy provided financial/performance reports on WIA Adult/Dislocated Worker, Youth, Ex-Offender and JobLink programs.

2. **Special Youth Grant – Project RITE Close-Out Report**

Nicholas McCoy provided a close-out report on the activities and accomplishments that were achieved under the state funded *youth pilot demonstration grant* (\$149,000) that had supported Project RITE over the past two years and concluded on 12/31/11.

ACTION ITEM

1. **2012-14 DWDB Strategic Plan**

Nicholas McCoy led a discussion on the recent efforts undertaken by the Executive Committee to refine and solidify a final draft of the 2012-14 DWDB Strategic Plan. Nicholas stated that at the December 20, 2011 DWDB Executive Committee “special” meeting and January 12, 2012 Exec meeting, representatives from the Executive Committee and board further discussed and delineated the strategic goals, initiatives, and proposed measures that would be addressed in the 2012-14 DWDB Strategic Plan. Nicholas stated that members also looked at the existing 2010-12 DWDB Strategic Plan to identify potential objectives that should be included in the final version of the new plan.

Kevin Dick stated that the responses from these meetings (and from the preceding strategic planning discussions that were held during the September and November DWDB board meetings) have been transcribed, synthesized and integrated into a draft version of the 2012-14 DWDB Strategic Plan. Kevin presented the 2012-14 DWDB Strategic Plan for approval and/or modification if needed.

Motion by Jamie Glass and second by Kathy Hoffmeier (Proxy for Casey Steinbacher) the DWDB approval of the 2012-2014 Durham Workforce Development Board Strategic Plan (as written).

DISCUSSION ITEM

2. **DWDB (preliminary) 2012 Retreat Planning –set for March 22ND 2012**

Nicholas McCoy led a discussion on the 2012 DWDB Retreat. Kevin Dick presented the draft Retreat agenda and proposed key items/topics for the 2012 DWDB retreat (for consideration). It was agreed by the Board to pursue the agenda as presented.

Adjournment

The DWDB meeting was adjourned at 9:56 a.m.