# Minutes of the

**Northeastern Workforce Development Consortium**

**March 24, 2021**

**5:00 p.m. via teleconference**

**Call to Order/Quorum: Chairman Lloyd Griffin** called the meeting to order at 5:00 p.m. The presence of a quorum was determined with **7 members present**. Clayton Riggs, Linda Hofler, Earl Pugh, Lloyd Griffin, Fondella Leigh, Jordan Davis, Tracey Johnson (dialed in late). **Members absent with notice:** Tray Taylor, J. O. Etheridge, Rob Ross.

**Partners, guests, and staff present:** NWDB Finance Chair JD Williams, David Whitmer, Jeri Hansen, and Emily Nicholson.

**Welcome and Introductions:** Chair Griffin greeted those in attendance and determined a quorum was present.

**Approval of April, 2020 Minutes (VOTE):** Chair Griffin asked for a motion to approve the minutes from the April, 2020 Consortium meeting. **Motion Linda Hofler, seconded by Jordan Davis, to approve the April 2020, minutes as written. Motion passed unanimously by roll call vote.**

**Recommendation from NWDB – Removal of Board members (VOTE):** Director Whitmer asked that the following members be removed from the NWDB Board: Vernon Brinkley and Deb Keenan. **Motion by Fondella Leigh, seconded by Earl Pugh to accept the recommendation. Motion by unanimously by roll call vote.**

**Appointment of NWDB Board Members (VOTE):**  Director Whitmer requested the Consortium appoint the following people to the Northeastern Workforce Development Board: Alvan Overton, Owner, Bout Thyme Kitchen as the Business Representative from Perquimans County; Mickey Lee, Owner, Lee Insurance Agency as the Business Representative from Gates County; and, Lisa Brown, Managing Broker/Owner, Inner Banks Real Estate Group Inc. as the Business Representative from Camden County. **Motion by Clayton Riggs, seconded by Linda Hofler to appoint Alvan Overton, Mickey Lee, and Lisa Brown to the NWDB Board of Directors. Consortium members Clayton Riggs, Linda Hofler, Lloyd Griffin, Fondella Leigh, Jordan Davis voted yes. Tracey Johnson abstained from voting. Tracey Johnston dropped off the call.**

**NWDB FY2021-2022 Proposed Budget.** Chair Griffin asked Director Whitmer to give a summary of the proposed budget and any changes anticipated. Director Whitmer presented the budget to the Consortium, with Finance Chair JD Williamson provided additional comment. **Motion by Clayton Riggs, seconded by Jordan Davis, to accept the FY20-21 NWDB Budget. Motion passed unanimously with roll call vote.**

**Adjourn:** With no further discussions, Chair Griffin adjourned the meeting at 5:17 p.m.

# Chair, Lloyd E. Griffin III Date