



# Northeastern Workforce Development Board

**ALBEMARLE COMMISSION**  
REGION R COUNCIL OF GOVERNMENTS

*Camden, Chowan, Currituck, Dare, Gates, Hyde, Pasquotank, Perquimans, Tyrrell and Washington Counties*

## **NWDB NextGen Committee Meeting Minutes**

January 12, 2021

GoToMeeting

3:30 pm

**Type of Meeting:** Regularly Scheduled Meeting

**Meeting Facilitator:** Lora Aples

**Members attending:** Diane White, Dr. Kimberly Gregory, Terri Gallop

**Members absent with notification:**

**Members absent without notification:**

**NWDB Staff:** Dave Whitmer, Amanda Patrick, Janaye Clark, Erica Banks, Angus Spencer, Amanda Hurdle, Phillip Holloway

**Other Attendees:**

- I. **Call to order and welcome** –Lora called the meeting to order and welcomed everyone.
- II. **Approval of Minutes: Nov 2020 Meeting** – Lora called for a motion to approve the November 2020 minutes. Minutes were reviewed and Terri motioned to approve the minutes. The motion was seconded by Diane and with none opposed, the minutes passed unanimously.
- III. **NEXTGEN Program Update** – Lora reported that there are 84 participants enrolled in NextGen. We are on target to reach our mandate to expend 75% of funds on participants that enrolled as Out-of-school youth. We are also on target at having expended 28% of funds on work-based learning expenses.
- IV. **NextGen policy updates** – Lora informed the committee updates are in the process of being made on our policies that will affect finances.
  - a. **WEX policy:** We are looking at making changes to our work experience policy with pay increase amounts. Participants are eligible for a pay raise after 2 months of work based off of good performance. They are evaluated by their worksite supervisor in at least 10 areas of performance. Justification behind the pay raise is related to the work experience being time limited. It would help our participants see the impact of being rewarded for their good job performance. It would also

encourage them to take part in a work experience to get career related skills and enhance their resume.

Lora invited the career advisor and committee members to provide feedback on justifications for pay raises for youth work experiences. Career Advisor, Angus Spencer responded that we are in competition with youth finding employment at other businesses and the pay raise would help them stay on track with a work experience and the skills they are gaining from it. Diane asked if the increases will be supported by our budget. David answered that there are no budget issues.

The committee had discussion on what amount the raise would be. Most current work experiences begin at a payrate in the \$9 range. Starting pay is decided by the business hosting the work experience, based on the participant's skill levels. Under the current policy if youth receive a rating averaging 3.0 or better, they are eligible for a \$.25 pay increase, after their first 100 work hours. They are eligible for an additional \$.25 to \$.50 pay increase after 400 hours of the Work Experience with an average of 3.0 or better on subsequent ratings. The committee discussed changing the pay increases to 75 cents and \$1 on subsequent ratings.

A second change to work experience was discussed regarding the duration. Lora informed the committee that increasing the maximum duration from 800 hours to 1040 would put it in line with what the on the job training program offers. This would not only give the participant more time to gain experience, but to do a work experience with more than one worksite if needed. This would put them in better standing to make an informed decision about their career field. The committee took a vote to present these changes to the board. Increasing the pay raise to up to \$1 and the length of the work experiences to 1040 hours was put up for vote. Diane motioned to accept the changes and Dr. Gregory seconded the motion. None were opposed and there was no further discussion.

**b. Incentive policy**

Lora asked the committee for recommendations regarding incentives for participants completing a Career Readiness Certificate. Career Advisor Phillip Holloway suggested having a 2-test maximum of attempts for incentive. If they take a second test and score higher, then they can receive the difference. Dr. Gregory motioned to present this to the board and Terri seconded the motion. None were opposed and the motion carried.

**V. Strategic Plan –**

- a. **Choices Brochure:** This brochure shows young adults that there are options if they choose not to participate in traditional high school. Dr. Gregory informed the committee that Pasquotank County Schools has a drop out coordinator that has to be contacted before students who have dropped out of high school can enroll in community college. Dave suggested checking with Pitt Community College to see what discussions they had with their area high schools and how they went about

presenting their brochure. Dr. Gregory and Terri suggested having 2 separate brochures so each college can cover the high schools in the counties they are responsible for.

Career Advisor, Erica Banks asked is there a way to get the brochures to people that do not return to school to discuss options with the guidance departments. Dr. Gregory informed the committee that students have to have been out for at least 6 months for approval to enroll in a community college. Youth 18 years and over do not need the approval. Lora stated that superintendents will be contacted and we may move forward by selecting a school to pilot the brochure.

VI. Other Business

No other business was discussed. Meeting adjourned 4:45pm.

Next Meeting: March 9, 2021

*Terri Gallop*

Chairperson, Terri Gallop

03 / 09 / 2021

Date

<b>TITLE</b>	NextGen Committee Meeting Minutes Jan 2021
<b>FILE NAME</b>	NextGen Committee...tes 01122021.docx
<b>DOCUMENT ID</b>	2e1d854f69bb49ffe6973d868f5583c97ca050d4
<b>AUDIT TRAIL DATE FORMAT</b>	MM / DD / YYYY
<b>STATUS</b>	● Completed

---

### Document History



SENT

**03 / 09 / 2021**

17:17:45 UTC-5

Sent for signature to Terri Gallop (tgallop1@gmail.com) from  
 laples@accog.org  
 IP: 65.114.49.178



VIEWED

**03 / 09 / 2021**

17:18:33 UTC-5

Viewed by Terri Gallop (tgallop1@gmail.com)  
 IP: 166.182.252.15



SIGNED

**03 / 09 / 2021**

17:19:54 UTC-5

Signed by Terri Gallop (tgallop1@gmail.com)  
 IP: 166.182.252.15



COMPLETED

**03 / 09 / 2021**

17:19:54 UTC-5

The document has been completed.