**Business Resources & Opportunities Committee (BROC) Minutes**

Meeting Date: January 26, 2021 (2:00PM) via GoToMeeting

Present: Larry Lombardi, Marcus Cutrell, Rex Raiford, Amber Morse (staff)

Absent: David Loope, Deb Keenan, David Carroll

1. **Call to Order:** Larry Lombardi called the meeting to order at 2:05 PM
2. **Approval of Minutes:** Minutes from the December 2020 meeting were provided to committee members. A motion to approved was provided by Rex Raiford with a second provided by Marcus Cutrell. With no discussion the minutes were unanimously approved.
3. **Business Engagement Events:** Amber reported on the first virtual Business Round Table that was hosted by the Elizabeth City Career Center. 8 businesses were in attendance from 4 counties and across multiple industries. A brief presentation was given from NCWorks staff and Elizabeth City Economic Development. The last hour was opened up for discussion between the employers to discuss topics such as retention, and successes. The second round of business services surveys were sent out. Currently, the open rate is around 60% but no responses have been sent back. Amber is to include Larry in the next round send out so he can review. Amber gave an update on current hiring events in planning. NWDB is working with Currituck Chamber of Commerce to plan a drive thru hiring event in the Spring. It is currently in the early stages of planning and looking to secure a location. Larry mentioned enterprise used to offer a leased van service that may be helpful to these employers as they look to bring in workers from other areas. Amber presented business services metrics and BROC strategic plan update for the months of December and January.
4. **LMI Books:** Amber presented the topics covered in the current LMI book for review and suggestions for improvement as well as the current LMI tool that is being used, Economic Modeling. The committee agreed to remove topics surrounding increasing online job orders as this is no longer relevant in todays digital age. The committee also agreed to focus on growth occupations as a whole versus broken down my age or degree level. Amber reported she and Emily are having a meeting with LEAD 1/27/21 regarding vendors.
5. **Open Discussion:** Larry informed the committee that Frog Island in Currituck is expanding. Amber is to make a visit to see if we can offer them any business services. Amber reported that PPP loan applications have been reopened and can be submitted until 3/31/21.
6. **Adjourn:** With no future discussion a call to adjourn was provided Marcus Cutrell with a second carried by Larry Lombardi.
7. **Next committee meeting date**: Tuesday, February 23, 2021.

Minutes prepared by Amber Morse

Approved by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_2/24/21\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_