

Northeastern Workforce Development Board Finance Committee Minutes (ZOOM)
Tuesday, February 11, 2021 11:00 a.m.

Call to Order: Chair JD Williamson called the meeting to order at 11:00 a.m. Present were JD Williamson, David Whitmer, Jeri Hansen, Amber Morse and Niaisha Stokley.

Approval of November 2021 Minutes: Chair JD Williamson decided to carry the minutes forward to March Committee meeting as he was the only committee member present.

Financial and Administrative Support Specialist: Chair Williamson welcomed Financial and Administrative Support Specialist Niaisha Stokley to the committee as this was her first meeting.

December Fund Report and Expenditure Graph: Jeri Hansen, AC Finance Director, reviewed the fund report with the committee. She noted that we are spending PY20 funds and on track to fully expend the funds before the end of the fiscal year. Director Whitmer reviewed the expenditure graph and financial projection graph with the committee. Director Whitmer said that we continue tracking lower on expenditures, which is good.

Informational Updates: Director Whitmer informed the committee that the Good Jobs Challenge Grant with the Hampton Roads Workforce Investment Council, along with many other partners including College of the Albemarle was submitted February 2, 2022. Director Whitmer stated that the financial monitoring process is still underway.

Strategic Plan Discussion: Chair Williamson asked Niaisha Stokley to revise the Strategic Plan by removing Cindy Gossage' name and replacing it with hers.

Budget Calendar: Jeri reviewed the budget calendar document that was provided with the meeting packet.

Discussion was brought up about bringing on a new board member due to Carson Rich and Sandy Smith leaving.

Topics for Next Meeting:

- NWDB Financial
- Good Jobs Grants
- New board member status
- Financial monitoring with DWS

Adjourn: The next meeting will be on March 8, 2022 at 11:00 a.m. Motion JD to adjourn the meeting.

JD Williamson

03 / 23 / 2022

Chair JD Williamson

Date

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(johndouglaswilliamson@gmail.com) from nstokley@accog.org
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