

NWDB Leadership Committee Meeting Minutes
October 6, 2021

Present: Sean Lavin (Chair), Janet Russ (Vice-Chair), Larry Lombardi, JD Williamson, Kimberly Gregory, Emily Nicholson (staff), Annette Barnes (staff), Cindy Gossage (staff), Rachel Clipston (staff)

Absent With Notice: Tameka Gibbs

Absent Without Notice: None

1. **Welcome and Approval of Minutes:** Chairman Lavin called the meeting to order. Dr. Kimberly Gregory made a motion to approve the minutes of the September 2021 meeting. The motion was seconded by Larry Lombardi and passed unanimously.

2. **Updates:** Director Whitmer informed the committee that Kenny Kee, NCWorks Career Center Manager, was still in the hospital but hopeful that he would soon be transferred to a rehab facility in Greenville. Director Whitmer next told the committee that things were progressing well with the NCWorks Career Center MOU and IFA and that he expects to have it completed by the deadline of October 30. Next, he informed the committee that he had spoken with Larry Donley about being removed as a voting member of the Career Center Committee. Larry understood and agreed to stay on as a resource member and the Career Center Committee voted to approve this. He then told the committee that he sent the letter regarding bylaw changes to Chief Elected Official, Lloyd Griffin, and was told to send it to attorney John Leidy for his review. Next, Director Whitmer informed the committee that the Albemarle Commission's audit had taken place throughout September, and as far as we know, all has gone well. NWDB's annual financial monitoring is scheduled to start the week after Thanksgiving. Lastly, Director Whitmer told the Committee that Larry Donley reported at the Career Center Committee that DWS had made a job offer to a candidate, the offer was accepted and a start date was agreed upon, and then he was instructed to rescind the job offer. Director Whitmer stated that since then he has been told that the candidate had already quit his/her job. Numerous committee members expressed concern about this and asked Director Whitmer to follow up with them as he learned more details.

3. **Committee Chair Check-in:**

Larry Lombardi, reporting on behalf of the Business Resources and Opportunities Committee stated that the committee did not meet last month. Amber Morse had been out on maternity leave but is now back at work. Larry also reported that committee member Rex Raiford had retired and therefore will no longer serve on the committee. Rex will be missed.

Dr. Kimberly Gregory, reporting on behalf of NextGen, stated that that we had our first successful NextGen outing since COVID. Five participants toured ECSU and COA. Also, the first E3 cohort is underway with participants who are interested in careers in healthcare.

JD Williamson, reporting on behalf of the Finance Committee, reported that the committee the committee continues with its normal business monitoring financials and completing work outlined on the work plan.

4. **NextGen request to add new member:** Dr. Gregory told the committee that the NextGen

Committee is trying to increase its membership and would like for Nathan Large, a Currituck Sherriff's Deputy assigned as the School Resource Officer at Currituck County High School, to be appointed to the committee. Dr. Gregory made a motion to approve Nathan Large to the NextGen Committee. The motion was seconded by Larry Lombardi and passed unanimously.

5. **BROC Recommendation – Employee Training Grant:** Larry Lombardi told the committee that after being on hold due to funding cuts, staff are ready to start offering again the Employee Training Grant. It's going to be more competitive due to the reduction in funding, so the BROC would like to score the applications as normal, but then bring a recommendation of funding or not funding to the Leadership Committee for approval. Larry Lombardi then made a motion to require Employee Training Grants to go to the Leadership for approval consideration. The motion was seconded by Vice-Chair Janet Russ and approved unanimously.

6. **Letter of Support – Build Back Better Grant – NCSU and Department of Commerce:** Director Whitmer informed the committee that he had received a request from Tom White with NCSU to provide a letter of support for a Build Back Better grant application that they are working on with NC Department of Commerce. At first, Director Whitmer thought this would be a conflict since NWDB is working with the Hampton Roads team on this grant. However, the Hampton Roads team is aware of the "NC" grant and has agreed to support it. Larry Lombardi made a motion to direct Director Whitmer to draft and send a letter of support for the "NC" grant. The motion was seconded by Janet Russ and passed unanimously.

Minutes prepared by Dave Whitmer.

Approved by:  Date: 03 / 29 / 2022

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