



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

May 11, 2021
Zoom Meeting
3:30 pm

Type of Meeting: Regularly Scheduled Meeting

Meeting Facilitator: Dr. Kimberly Gregory, Chairperson

Members attending: Dr. Kimberly Gregory, Stephanie Tenpenny, Frankie Manning

Members absent with notification:

Members absent without notification:

NWDB Staff: Rachel Clipston, Nancy Hamilton, Janaye Clark

Other Attendees:

- I. **Call to order and welcome** – New committee chair Dr. Gregory called the meeting to order at 3:30pm.
- II. **Approval of Minutes: March 2021 Meeting** – Dr. Gregory asked if everyone received the minutes from the March Meeting and if there were any corrections needed. Frankie motioned to approve the minutes and Stephanie seconded the motion. The March Meeting minutes passed unanimously.
- III. **Success Story – ~~Amanda Rachel~~** – NextGen Career Advisor, Erica Banks submitted a success story on participant Destiny Hill. Destiny came to NextGen in Spring 2020 during the pandemic. She was working part-time at a local gas station, but wanted to gain occupational skills and training to obtain employment in the health care field and earn a sustainable income for herself and her daughter. After enrolling in the Nurse Aide program at COA, Destiny accepted a position at Elizabeth City Health & Rehabilitation. In addition to attending workshops provided by the NCWorks Career Center to gain soft skills, Destiny has completed and passed the Nurse Aide and Medication Aide classes and state exams. She is continuing to work towards her goals and currently working at Sentara Hospital.
- IV. **NEXTGEN Program Update** – Rachel reported that we have 90 enrolled youth, with 27 of those in follow up. Those in follow up have completed the active portion of NextGen and are moving forward in their careers. As we are approaching the end of program year 2020, our program fund expenditures are 77% for out-of-school youth, and 23% for in-school-youth. We have expended 27% towards work-based-learning which surpasses our goal which was 20%.

V. NextGen Sylvan Recommendation Update – Rachel informed the committee that PY2020 is the last year we are able to extend the current contract. During the recent monitoring on their services that they have provided, the only issue is that the number of participants in tutoring sessions could be greater. This year we have sent 5 youth to Sylvan and they have done a good job. Over 100 hours of tutoring have been rendered and the services are valuable. A vote to continue Sylvan services is needed from the committee to be presented at the NWDB Board meeting on next Tuesday. Dr. Gregory put the motion to a vote to continue receiving services from Sylvan. Stephanie recommended we continue working with Sylvan and Dr. Gregory seconded the motion. Rachel informed the committee that next year we will have to do an RFP. There are currently no other providers that can cover our whole region and Sylvan only bills us for the services that are provided. The committee voted and all members were in favor of Sylvan and none were opposed.

VI. NextGen policy updates – Rachel

- a. Work Experience Policy Updates** – We put a hold on starting the increase in pay for work experiences because we are nearing the end of a program year. We will implement a work experience readiness checklist and make the checklist a formal part of our process as we set up new work experiences. The changes include a requirement for the participant to have enrollment in 14 elements, which offers an online course in paid and unpaid WEX. We also have made a follow up survey for work experience host employers to find out how the experience is for them and to get their feedback on the experience.
- b. Incentive Policy Updates** – There is a minor change in our process. We have switched to checks instead of giving out gift cards to the participants. We already require them to have a bank account for their work experiences, and this change offers more incentive for them to manage a bank account to get their incentive checks cashed.

VII. Other Business

Rachel and Dr. Gregory will meet to discuss adding additional members to the committee.

Meeting adjourned at 3:45pm.



Chairperson, Kimberly Gregory

04 / 14 / 2022

Date