

NWDB Leadership Committee Meeting Minutes
November 2, 2022

Present: Sean Lavin (Chair), JD Williamson, Kimberly Gregory, Krystal Watson, Tameka Gibbs, Janet Russ, Amber Morse (staff), Rachel Clipston (staff), Dave Whitmer (staff), Annette Barnes (staff), Niaisha Stokley (staff)

Absent With Notice: None

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 2022 meeting. The motion was seconded by Krystal Watson and passed unanimously.
2. **Updates:** Director Whitmer informed the committee that we have been notified that our NCWorks Career Center system has been recertified. We plan to attend the NCWorks Commission meeting where we will receive the certificates. Director Whitmer then spoke about staffing challenges at the career centers. Since the end of June, there has been about a 75% loss of DWS staff in our career centers. This has had a significant impact on operations with the loss of a lot of institutional knowledge. DWS is working on replacing some of the recently emptied positions. Director Whitmer then informed the committee that the annual NCWorks Partnership Conference was great and it was really good to be back in person. Tameka Gibbs and Dr. Gregory both agreed that the conference was valuable and a great opportunity. Director Whitmer then reviewed the SWOT analysis conducted by the NC Association of Workforce Development Board's Executive Director's Council's Future of NCWorks Committee. This SWOT analysis was included in the meeting packet. Lastly, Director Whitmer informed the Committee that we have developed a new App. Amber Morse explained that the App will allow us to connect with people through their phones. We think that we will be able to connect to people that we would not have been able to connect with otherwise.
3. **Committee Chair Check-in:**

Tameka Gibbs, reporting on behalf of the Career Center Committee, stated that the committee would be meeting later in the afternoon.

Krystal Watson stated that there were no updates from the BROCC.

Dr. Kimberly Gregory, reporting on behalf of NextGen, stated that the Real World was a huge success. There were 110 youth from 9 different schools, 50 volunteers, and 25 chaperones. There was also an "Employer in the Foyer" event held at COA. There were so many students to attend that there was no walking room.

JD Williamson, reporting on behalf of the Finance Committee, stated that the committee will meet next week. The committee will discuss the budget process for next year along with all of the normal operations.

Chair Sean Lavin discussed with the committee having a board retreat in the Spring. The committee agreed that that would be a good idea and should be discussed at the board meeting.

4. **NWDB September Meeting Agenda:** After discussion, the committee agreed to include the following items on the November NWDB meeting agenda in addition to normal meeting items: Presentation from Brandi Bragg; Discussion of spring board retreat.

Minutes prepared by Dave Whitmer.

Approved by:  Date: 04 / 06 / 2023

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