

Business Resources & Opportunities Committee (BROC) Minutes

Meeting Date: April 4, 2023 (4:00PM) via Zoom

Present: Marcus Cutrell, Krystal Watson, Kirstin Bradley, Dave Carroll, Hillary Robertson(staff), Amber Morse (staff)

Absent: David Loope

1. **Call to Order:** Krystal Watson called the meeting to order at 4:02 PM
2. **Approval of Minutes:** Minutes from the December 2022 meeting were provided to committee members. A motion to approve was provided by Krystal Watson with a second provided by Dave Carroll. With no discussion the minutes were unanimously approved.
3. **Business Services Updates:** Hillary Robertson presented the March business services metrics report. Hillary reported that there were no new work-based learning activities this month due to the pause on new work experiences, reverse referrals for OJT, and employee training grants due to budget restrictions. Amber reported that we currently have 5 employers on a waiting list for employee training grants for when those open back up. Amber also reported on the Employer Resource Summit event in February. Attendance for that even was good and we made many employer contacts. Amber reported that the Elizabeth City Career Center held a Spring Job Fest event on March 31st which had 18 employers on site. Multiple employers made job offers that day. Dave asked how to we reach out to new businesses when they open up to the area and do we utilize chambers of commerce for new businesses? Amber stated we work with out partners for referrals of new businesses and try to keep up to date with things as they open so we can reach out. Hillary stated she attends chamber of commerce events and those are also helpful.
4. **Retreat Recap:** Krystal stated that she thought the board retreat was a great event and questioned when the report would be ready. Amber stated she did not know exactly but expected it would be ready soon. Dave Carroll stated he is a strong supporter of the event and focusing on our core values and priorities. He stated he is also proud that our committee had two out of the five goals that we were picked for the full board. Dave also have kudos to Dr. Loope for advocating for our rural counties and to Krystal for her leadership and guidance of the group.
5. **Committee Recruitment:** Amber reported there was a committee application for Alexis Davis received right before the meeting. Alexis has been hired for Marcus Cutrell's old position and would like to take his place on the committee. Alexis would be a resource member meaning he does not have the ability to vote. Amber will send out the application after the meeting for members to review and vote by email by end of day Monday.

Next committee meeting date: May 2, 2023 at 4pm.

Minutes prepared by Amber Morse

Approved by: Kristal Watson

Date 05 / 08 / 2023

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