



WEST PIEDMONT REGION

Executive Committee Meeting Agenda

October 31 , 2023

12:00 PM

Zoom Meeting

Welcome/Call Meeting to Order..... Adam Wright

Roll Call (7 total, need 4 for quorum)

- | | |
|---|--|
| <input type="checkbox"/> Adam Wright | <input type="checkbox"/> Rhonda Hodges |
| <input type="checkbox"/> Blake Shumate | <input type="checkbox"/> Shannon Hair |
| <input type="checkbox"/> Jason Davis | <input type="checkbox"/> Teresa Fontaine |
| <input type="checkbox"/> John Parkinson | |

Performance Update..... Kim Turner, Ross Project Director

Action Items

- Approval of Minutes from September 21, 2023
- Approval of Financial Reports
- Approval of Policy Revisions

Updates

- Committee Updates:
 - Business Engagement – Rhonda Hodges
 - Quality Assurance – Teresa Carter-Fontaine
 - Special Populations – Jason Davis
 - Youth – Blake Shumate
- CEO Update

Old Business

New Business

Next Zoom Meeting - March 14, 2024 at 12:00 PM

Adjourn

Executive Committee Minutes
September 21, 2023 at noon

Present: Adam Wright, Blake Shumate, Jason Davis, Rhonda Hodges,
Teresa Fontaine

Absent: John Parkinson, Shannon Hair

Staff: Tyler Freeland, Lavinia Wingfield, Jael Rosas, Robbie Knight

Guests: Brandon Martin, Mallard & Mallard CPA; Kim Turner (Ross)

The Zoom meeting was called to order by Mr. Shumate. Roll call confirmed a quorum. Ms. Turner provided a performance update. She shared the team was excited to launch the YouthBuild grant on October 1st. Adult enrollments as of September is at 47% of the goal. DW is at 22%, Youth is at 38%. She also shared that our region is the first to have 14 registered apprenticeships. The minutes from June 28, 2023 were reviewed. Mr. Shumate made a motion to approve the minutes; Ms. Fontaine seconded; the motion passed unanimously.

Mr. Martin (Mallard and Mallard) presented the financial reports. He presented the summary sheets by funding stream to the committee. Mr. Martin shared Ross operational spending was at 8.20%. Ideal spending would be 8.33%. Ross actual training spending is at 3.40% with ideal spending being 3.33%. We have met the Adult/DW training requirement and the WEX benchmark. All rent and shared costs were collected from the Partners. Mr. Wright made a motion to approve the financial reports; Ms. Fontaine seconded; the motion passed unanimously. The policy revisions were discussed. Mr. Shumate moved to approve the policy revisions. Mr. Wright seconded. The motion passed unanimously.

- Business Engagement - Ms. Hodges is looking forward to increase committee engagement. Mr. Knight provides a wealth of knowledge to the committee.
- Quality Assurance - Ms. Fontaine shared the committee will review membership and meet with more frequency.
- Special Populations - Mr. Davis is excited to continue to serve the region and youth.
- Youth - Mr. Shumate shared the committee is planning a CTE tour in Patrick County,

Mr. Freeland, CEO, shared his report. He shared the new Soft Skills grant will allow the team to provide soft skills and use existing staff. He shared the City of Martinsville and Henry County will join the WPWDB and Harvest to discuss a new \$2 million program. Mr. Freeland explained the need to search for a potential new location for the Danville Center and encouraged the Committee to share suggestions. There was no old business.

Mr. Shumate thanked the committee and adjourned the meeting.