



9815 David Taylor Drive, Suite 100
Charlotte, North Carolina 28262
(704) 348-2717 Fax : (704) 899-5624
E-Mail : dhollars@centralina.org
www.centralinaworks.com

MEETING NOTICE

TO: Centralina Workforce Development Board (WDB) Members, Centralina Workforce Development Consortium Members, and guests

FROM: David L. Hollars, Centralina Workforce Development Board Executive Director

DATE: February 1, 2018

RE: Notice and Agenda of Joint Meeting
(PLEASE BRING AGENDA/ATTACHMENTS TO THE MEETING)

Centralina WDB Chair Panico Peres and Consortium Chair Jarvis Woodburn have called the next joint meeting of the WDB and Consortium, respectively, for **TUESDAY FEBRUARY 13, 2018 at 4:00 P.M.** at **Rowan-Cabarrus Community College at NC RESEARCH CAMPUS (399 Biotechnology Lane) - Kannapolis, NC.**

The agenda includes **The Board in Action** – Focus Team efforts, Mission moment, Environmental scanning; **Board Engagement** – Charlotte Regional Partnership presentation; and **Board Education** – Conflict of Interest and Code of Conduct policy, workforce briefings; plus, upcoming events; workforce project updates, and a look at the local and national economy.

Your attendance and participation are vital to the success of workforce development and economic development efforts in the region and in your county. **We need your support and your attendance at this meeting.** If you are unable to attend, please respond on the Constant Contact invitation or contact Narissa Knight at (704) 348-2718 or nknight@centralina.org . Please response by **Friday February 9, 2018.**

*** WDB/CONSORTIUM MEMBERS:** If you cannot attend the meeting, please give your "PROXY" to another WDB member who will be attending the meeting. You can indicate your "Proxy" through the Constant Contact invitation. Be sure to check "NO" and you will be prompted to enter your proxy and list the name of the attending Board member who will be your proxy. This is for WDB and Consortium members only.



Centralina Workforce Development Board
Serving – Anson, Cabarrus, Iredell, Lincoln, Rowan, Stanly, and Union Counties

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Auxiliary aids and services available upon request to individuals with disabilities

The Centralina Workforce Development Board and Consortium Tentative Agenda
Tuesday February 13, 2018 at 4:00 PM
Rowan-Cabarrus Community College – NCRC campus – Kannapolis
399 Biotechnology Lane, Kannapolis, NC

The agenda is as follows:

1. **Call To Order** **Panico Peres, WDB Chair**
2. **Invocation** **Designee**
3. **Confirm Quorum for Meeting** **Sherika Rich**
- *4. **Minutes of December 12, 2017 Meeting** **Panico Peres**
5. **Introduction/Welcome of Guests** **Panico Peres**
6. **Mission and Vision Statements - Affirmation** **Designee**
7. **Mission Moment – EDGE Factor** **John Dancoff, LEDA**

To bring the mission of the Centralina WDB to life, the WDB Executive Committee has asked John Dancoff with Lincoln Economic Development Association (LEDA) to speak to the Board about the involvement of the Centralina WDB, LEDA, Lincoln County Schools, and local employers in bringing the message of STEM jobs and careers to students and their parents. This event puts the mission of the Board into action in helping to build the future workforce for our local employers.

8. **Economic Development and Workforce Development** **Ronnie Bryant, CRP**

As president and CEO of the Charlotte Regional Partnership (CRP), Ronnie Bryant leads the economic development organization that promotes the 16-county Charlotte USA region as a premier location for businesses considering expansion or relocation. Ronnie will discuss the connection between economic development and workforce development and how the Centralina WDB can help ensure the region has the skilled talent necessary to compete. Board members are encouraged to participate in the discussion.

9. **Environmental Scanning- *Leading Information*** **Centralina WDB members**

Centralina WDB Chair Panico Peres will ask each Board member to provide their insights on what is happening in workforce and economic development – i.e. ***Leading Information***. This includes presenting any updates on economic issues, new developments, labor force issues, industry trends, what local employers need for success, good news, etc. Any other relevant workforce/economic development topics or projects Board members or related groups are involved with may also be presented.

- *10. **Conflict of Interest/Code of Conduct policy** **Panico Peres/
David Hollars**

The newly revised Conflict of Interest/Code of Conduct Policy Statement includes guidance on North Carolina's General Statute that prohibits public officers or employees from benefitting from public contracts. WDB members and staff must be committed to maintaining the highest standards of ethical conduct and to guard against problems arising from real, perceived, or potential conflicts of interest. All WDB members and staff must sign and attest to the WDB Conflict of Interest and Code of Conduct Policy. David Hollars will provide a summary of the policy and answer

questions. Board members will be asked to approve the policy and then individually sign the final document.

* = Action items requiring WDB and/or Consortium approval

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11. Focus Team Assignments **David Hollars**

New Focus Team assignments have been completed for 2018. David Hollars will explain the changes and ask for updates/next steps from representatives from each Focus Team.

12. Workforce Activities Briefing **David Hollars/Staff**

- Upcoming events/training:
 - Centralina WDB NEXTGEN Council meeting – February 27 – RCCC-Kannapolis
 - Board Training (USDOL sponsored) – March 8 – Kernersville
 - Centralina COG Annual Conference – April 12 – CPCC-Harris campus
- NCWorks Certified Career Pathways week – local events – Mark Seifel (information)
- NCWorks Online registration campaign – Ken McCoy (call to action)
- Centralina Labor Market Information Update – January 2018 (information)
- Other workforce initiatives/upcoming events involving the Board and its partners
- Updates on other state and federal workforce development issues

13. Take Up Other Business

➤ **Next Centralina WDB meeting – Tuesday April 10, 2018 – 4:00 PM – Rowan-Cabarrus CC – NCRC campus - Kannapolis**

14. Adjournment

ATTACHMENTS

1. Minutes of December 12, 2017 Centralina WDB/Consortium meeting (see agenda item # 4)
2. Centralina WDB Mission & Vision statements (see agenda item #6)

**THE CENTRALINA WDB AND WORKFORCE DEVELOPMENT CONSORTIUM
RESERVE THE RIGHT TO DEVIATE FROM THE AGENDA.**

The Centralina Workforce Development Board will comply with the Americans with Disabilities Act (ADA), which prohibits discrimination based on disability. Centralina will make reasonable accommodations in all programs/ services to enable participation by an individual with a disability that meets essential eligibility requirements. Centralina's programs will be available in the most integrated setting for everyone.

If any accommodations or any other access related items are necessary for participation, please contact: Narissa Knight, Centralina Workforce Development Board, 9815 David Taylor Drive – Suite 100, Charlotte, NC 28262, (704) 348-2718 (voice), FAX: (704) 899-5624; E-Mail: nknight@centralina.org, Relay North Carolina (TTY) 1-800-735-2962, Relay North Carolina (Voice) 1-800-735-8200. **Please allow seventy-two (72) hours' notice for preparations.**