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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: December 1, 2017

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 DECEMBER 12, 2017 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** – NextGen services update, Mission moment, Environmental scanning; **Board Engagement** – NC Commerce meeting with Board members; NCMI award; and **Board Education** – What it means to be a workforce development board member, 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 December 8, 2017.**

*** 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.

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The Centralina Workforce Development Board and Consortium Tentative Agenda
Tuesday December 12, 2017 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 October 17, 2017 Meeting** **Panico Peres**
5. **Introduction/Welcome of Guests** **Panico Peres**
6. **Mission and Vision Statements - Affirmation** **Designee**
7. **Mission Moment – Centralina Day of Giving** **Ken McCoy**

To bring the mission of the Centralina WDB to life, the WDB Executive Committee has asked Ken McCoy, Centralina Workforce Services Project Director, to speak to the Board about the annual Centralina Day of Giving that was held around the region on Friday November 17, 2017. This event which involves our NCWorks Career Centers and staff puts the mission of the Board into action in helping our local communities.

8. **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.

9. **Centralina NEXTGEN Services – Progress Update** **Gary Mason**

Centralina NEXTGEN Services Leader Gary Mason will provide an update on the transition of services for PY 2017 for NEXTGEN. Highlights include Transition, Outreach, Recruitment, Business Services, Technology, and Success Stories. Gary will also discuss various challenges in finding 16-24 youth willing to become part of the next generation of workers for our local employers. Board members are encouraged to participate in the discussion and help formulate solutions.

10. **NC Commerce – Meeting with Board Chairs/Vice-Chairs** **Panico Peres/
Kristina Forbes**

New NC Commerce Deputy Secretary Napoleon Wallace held a called meeting with NC workforce development board chairs and vice-chairs on November 9 in Greensboro to hear from private sector members regarding their views on the NC workforce system, partnerships, priorities, and engagement. Centralina WDB chair Panico Peres and Vice-Chair Kristina Forbes attended the meeting and will provide a report on the discussion with the new Deputy Secretary and seek input from Board members to assist them in future meetings with the Deputy Secretary.

* = Action items requiring WDB and/or Consortium approval

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11. I'm a Workforce Board Member. Now, What Do I Do? David Hollars

With so many new Board members, the Centralina WDB Executive Committee has requested WDB Executive Director David Hollars to provide an overview of what it means to be a workforce development board member. David will outline the roles and responsibilities of Board members and the difference between stewardship requirements versus leadership requirements.

12. Workforce Activities Briefing David Hollars/Staff

- NC Manufacturing Institute update (information/award presentation)
- NCWorks Certified Career Pathway – Healthcare (information/recognition of approval)
- Project Flash – Amazon HQ2 bid package/video - www.charlotteisprime.com/ (update)
- Centralina NEXTGEN Council – 2018 meeting dates (information)
- Centralina Labor Market Information Update – November 2017 (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 February 13, 2018 – 4:00 PM – Rowan-Cabarrus CC – NCRC campus - Kannapolis**

14. Adjournment

ATTACHMENTS

1. Minutes of October 17, 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.**