

**NCWorks Commission**

**Business Session  
Jane S. McKimmon Center  
December 2, 2015  
1:00 pm**

**Minutes**

Present:

Chair Jerri Tryon, Josh Arant, Jo Anne Honeycutt, John Bailey, Claudia Horn (for Rick Brajer), Sherry Carpenter, Mel Chernoff, Korey Coon, Elk Richardson (for Bill Daughtridge), Linda Weiner (for George Fouts), Eric Hall, Susan Jackson, Marti Matthews, Olalah Njenga, Nat Robertson, Leslie Boney (for Tom Ross), Walter Siegenthaler, Kevin Sills, John Skvarla, and Kim Toler.

Absent: Joe Magno, Stu Matthis, Governor Pat McCrory, Tracy Philbeck, Joe Rogers, and Hope Williams

Chair Jerri Tryon opened the meeting by welcoming the commission and its new members. In her comments she mentioned that a morning orientation was conducted for new commission members and future orientation opportunities will be provided for those who were not able to attend. Ms. Tryon explained that the Governor and his staff continue to appoint new members to the commission and it was hoped that membership appointments would be complete by January 2016. Details for additional orientation opportunities will be provided when the new members are confirmed. Chair Tryon expressed her excitement over the passion that was shared for workforce development, the opportunity for fresh perspectives, and the challenges ahead. After brief introductions by each member, the Honorable Judge Wanda Bryant performed the swearing in of all members.

Chair Tryon called for approval of the minutes from the August 12 meeting. A motion was made by Susan Jackson and seconded by Sherry Carpenter. The minutes were approved as written.

Ms. Tryon outlined the day, reflecting on the work of the commission and how important it was to have participation and input from each member moving forward. She noted that the commission is well positioned to continue promoting collaboration among agencies and programs. Ms. Tryon recommended that the commission take the opportunity to reevaluate the strategic vision for workforce development in the state, as well as commission procedures. She further elaborated that the members should be thoughtful about the commission's future direction, objectives and goals.

Referring to the agenda, Ms. Tryon explained that the Workforce Innovation and Opportunity Act (WIOA) State Unified Plan (the Plan) requires commission approval in February. Therefore, much of the day's activity revolve around updating the commission members on current progress and their responsibilities.

Ms. Tryon moved into the discussion on the NCWorks Commission's participation in the Governor's NCWorks Leadership Summit on October 28 in Greensboro, NC. This summit was also attended by representatives from the North Carolina Independent Colleges and Universities, State Board of Education, UNC Board of Governors, NC Community Colleges, NC Business Committee for Education and the Economic Development Partnership of NC. Governor McCrory issued a call to action requesting each board pass a resolution supporting the goal that by the year 2025, 67% of working-aged North Carolinians will have education or training beyond high school to meet the growing needs of North Carolina's economy. Currently only 54% of NC citizens meet that criteria. Ms. Tryon, referring to the draft resolution provided to members, indicated she would be convening an ad-hoc committee to review and ensure the resolution is reflective of the commission's strategy for achieving the Governor's goal. Once complete, a recommendation will be presented to the Governor.

Chair Tryon introduced Catherine Moga Bryant, Executive Director of the Commission, to provide a status report of the commission's current Strategic Plan. Ms. Tryon prefaced Ms. Moga Bryant's remarks by noting the biggest milestone thus far was the convening of the State Agency Sub-Committee on September 9. This meeting resulted in the establishment of specific working groups tasked to address action items in the Strategic Plan.

Ms. Moga Bryant, citing the importance of transparency and tracking the progress of the Strategic Plan, provided a comprehensive overview of the goals and objectives along with updates of the implementation plan. Thanking Ms. Moga Bryant, Chair Tryon reiterated that there has been much work done on the Strategic Plan, and that while some action items are complete, others are still in progress.

Ms. Moga Bryant continued by introducing a video from the annual NCWorks Partnership Conference awards banquet in October. The conference was attended by approximately 1,250 individuals, including career counselors and coaches, community college presidents, state boards, and leaders and staff from across North Carolina who share a common goal – improving the workforce system. Ms. Moga Bryant explained that videos were shown at the Governor's Awards Banquet to highlight the successes of nominated youth, adults, employers and staff. Ms. Moga Bryant then shared with members the outstanding employer award video honoring HCL America, Inc. located in Cary, NC. She stated that "this video not only honors the recipient, but highlights the great work and partnership among those involved."

Ms. Moga Bryant concluded her comments by stating that each commission meeting will highlight a best practice in workforce development. She invited members to share recommendations they felt represented best practices and success stories for future meetings.

Chair Tryon then introduced Jeff Moore, project manager for the WIOA State Unified Plan at the Division of Workforce Solutions, who along with Jeff DeBellis, Labor and Economic Analysis Division (LEAD); Danny Giddens, Division of Workforce Solutions; Lisa Chapman, Community College System Office; and Jerry Protz, Department of Health and Human Services, provided a high level overview of the WIOA State Unified Plan. Each participant outlined their agency's role in the planning process in an effort to provide members with the information they need to review the Plan before recommending it to the Governor for approval.

Jeff Moore thanked his colleagues for their participation, reiterating the need for a unified plan for North Carolina's jobseekers and employers. The State Unified Plan plots the course for NC's workforce system to become intentionally better, to better understand the needs of employers, to develop an inventory of workforce system assets and tools, and to establish a common set of goals with core partners to emphasize alignment and coordination of programs. Mr. Moore concluded by saying "this is an opportunity to implement, innovate and target strategies in North Carolina."

Chair Tryon asked Mr. Moore if a draft would be available online for members who may want to review the Plan. Mr. Moore confirmed a link would be made available soon. Reminding members that the Plan would be voted on at the next quarterly meeting on February 17, the Chair discussed the need to create a temporary, ad hoc committee to review the Plan. The Plan Review committee would be a small group of commission members who would review specific aspects of the Plan before bringing it to the full commission for approval at the February 17 meeting. Chair Tryon anticipated the work could be done via one webinar and one face-to-face meeting with the steering council in January 2016 to allow enough time for adjustments during the comment period. Chair Tryon emphasized that although there will be a committee to review the Plan, all commission members will be invited to comment.

Chair Tryon outlined temporary, ad hoc committees which will be necessary to maintain a level of engagement and momentum for the work of the commission through February 2016.

One ad hoc committee will be needed to review the commission's draft resolution to support Governor McCrory's call to action. It is expected that the review of the draft resolution will be virtual. The draft resolution will be shared at the next Education Cabinet meeting, scheduled for January 19. This Resolution Review committee will prepare the resolution to be voted on by the full commission at the February 17 meeting.

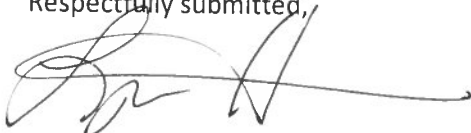
Another ad hoc committee will be assembled to review the commission's cadence structure, bylaws and Strategic Plan in order to make recommendations to the full commission on the short-term future of the commission.

Another temporary committee will concentrate on performance and accountability to ensure legislative reporting and other accountability requirements that fall to the commission are met in the short term. It is expected this committee will participate in one meeting in January.

The State Agency Sub-Committee will also reconvene in January or February to continue its work. Chair Tryon emphasized that she will be appointing members to each ad hoc committee.

Chair Tryon concluded her comments outlining the usual protocol for the next meeting on February 17 and then asked for comments or questions. There being none, the Chair adjourned at 3:30 pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Lynn Hayes', with a long horizontal flourish extending to the right.

Lynn Hayes

Pending Approval February 17, 2016

\*In July 2015, the Work Opportunity and Innovation Act (WIOA) became law, replacing the Workforce Investment Act (WIA). The new WIOA law and policies changed the requirements and makeup of the NCWorks Commission. The changes were enacted per the 2015 Appropriations Act. (Session law 2015-241) The December 2nd meeting of the NCWorks Commission was the first meeting of the reorganized commission.