

NWDB Leadership Committee Meeting Minutes  
October 3, 2018

**Present:** Zach Bray (Chair), Michael Twiddy, Wanda Fletcher, Loretta Williams, Lora Aples (staff), Dave Whitmer (Staff), Annette Barnes (staff), Emily Nicholson (staff).

**Absent With Notice:** Steve Bryan (Vice-Chair)

**Absent Without Notice:**

1. **Welcome and Approval of Minutes:** Chairman Bray called the meeting to order and made a motion to approve the minutes from the October meeting. Wanda Fletcher seconded the motion and it passed unanimously.
2. **Updates: BS Funds; Enhancement Grant; Finish Line Grants:** Director Whitmer stated he needed to add an item to the updates. He then informed the committee that COG Director, Cathy Davison, resigned. Chairman Bray stated that he was sad to hear that as Cathy has been a tremendous support to NWDB. Director Whitmer then stated that we applied for and received \$75K for Business Services funds. Also, we applied for and received the Enhancement Planning grant. There are multiple components of the grant but the main component is to continue the work being done through the innovation grant. He then stated that a Finish Line Grant application with COA had been submitted and that we are working on one with Beaufort County CC. He then asked to add another update and informed the committee of the RFP process for the Center in EC. He stated that much needed improvements to the Center had been requested and the landlord would not comply. With this in mind, and with input from the Career Center Committee, the decision was made to go through the RFP process to potentially find another location.
3. **Committee Chair Check-in:** Lora Aples stated that the Real World Simulation was a huge success with 9 school/youth agencies attending and over 40 volunteers. Michael Twiddy stated that the Career Center Committee was scheduled to meet on the 16<sup>th</sup>. Emily Nicholson reported that the BROCC did not meet since the board meeting was canceled. She also stated that Motion Sensors applied for the Employee Training Grant.
4. **NEXTGEN Committee Applicant:** Director Whitmer informed the committee that Heather Collins of Beaufort County CC had submitted an application to serve on the NEXTGEN Committee. Wanda Fletcher made a motion to approve her application. The motion was seconded by Zach Bray and passed unanimously.
5. **NWDB Supportive Services Policy:** Director Whitmer stated that changes to the supportive services policy were required in order to administer the Finish Line Grants. He stated that these changes had been made and the draft policy had been included in the committee meeting packet. After discussion, Wanda Fletcher made a motion to approve the supportive services policy as presented. The motion was seconded by Chairman Bray and passed unanimously.
6. **November NWDB Meeting Date:** Chairman Bray informed the board that the November board meeting was scheduled during the week of Thanksgiving and suggested moving it to November 13.

Wanda Fletcher made a motion to change the NWDB meeting to November 13. The motion was seconded by Chairman Bray and passed unanimously.

**Next committee meeting date: 11/7/2018**

Minutes prepared by Dave Whitmer.

Approved by: *Guild Z. Gray* Date: 11/7/18