

NWDB Leadership Committee Meeting Minutes
November 7, 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:** Director Whitmer informed the committee that the Commission had hired an Interim Director named Bob Murphy. He then informed the Committee that board member Sean Lavin had been elected as County Commission in Pasquotank County.
3. **Committee Chair Check-in:** Chairman Bray informed the Committee that he would be meeting with Director Whitmer and NWDB Finance Officer, Carloyn LaDow, to get the Finance Committee started. Michael Twiddy stated that the Career Center Committee met on October 16 and would be meeting later in the day. He stated that Director Whitmer and Regional Operations Director, Larry Donley, had kept the Committee updated on the search for a Center Manager and Assistant Manager and lease updates for the Centers. He also stated the Committee was now reviewing the data in the performance dashboard and looking for trends and would be working on determining how to present data to the full board. Lora Aples reported that the annual youth summit was being planned. Loretta Williams reported that the BROC will be meeting tomorrow and she will have additional information to report at the board meeting.
4. **Individual Training Account (ITA) limit proposed increase:** Director Whitmer stated that after a lot of work and research, he and staff are proposing to increase the ITA maximum to \$11,000. He stated that he was not sure when the current limit was set but it was before he had started over nine years ago. Comparisons have been made with six other boards and NWDB's ITA maximum amount was the lowest. After discussion, Michael Twiddy made a motion to recommend to the board at the next NWDB meeting an increase of the NWDB maximum ITA amount from \$6,000 to \$11,000. Chairman Bray seconded the motion and it passed unanimously.

Next committee meeting date: 12/5/2018

Minutes prepared by Dave Whitmer.

Approved by: Gerald J. Bray

Date: 12/5/18