

# **New River/Mount Rogers Workforce Investment Area Consortium Board Executive Committee**

## **MEETING MINUTES**

**February 18, 2010**

A meeting of the NR/MR WIA Consortium Board's Executive Committee was held on February 18, 2010 at the Wytheville Workforce Center. Those in attendance were as follows:

### **Council Members**

David Hutchins – Chairman  
Bill Brown  
Bruce Brown  
Mike Maynard

### **Staff**

Ronnie Martin  
Marty Holliday

### **Guest**

Martha Samples – WIB Chair

At 1:10PM, Chairman Hutchins called the meeting to order and opened with a prayer.

Mr. Martin gave a brief overview of the conversation with Phyllis Katz and that despite the fact that the Executive Committee had wanted to keep the arrangement with the NRV PDC as Fiscal Agent the same, that would not be possible due the legal definition of “employer.” He explained that the Committee had a choice – to contract out all HR and Financial duties (but still have their own Federal ID, Benefits & HR policies) or hire staff to perform these duties. After a lengthy discussion it was determined that the following was to happen:

1. The Financial Committee would develop an RFP for all the HR and Financial duties and Mr. Martin would have it distributed
2. Ms. Holliday will request copies of HR manuals & will begin to develop a draft
3. Staff would prepare the form and apply for the Federal Tax ID
4. Transition to the new system would happen Jan 1, 2011 (extending the contract with the NRV PDC for six months - \$20,000)

A discussion followed on the need for closer partnership between the WIB, Staff and Economic Development in the area.

Chairman Hutchins explained the need to “tell our story” to local elected officials in the area. A discussion followed on how that might happen.

A short discussion was held on the need for the Program Operators to focus on “outcomes.” It was the consensus of the group that Program Operators would be invited to future Consortium Board meetings to share their successes.

With no further business to discuss the meeting was adjourned at 2:30PM.

Respectfully Submitted,

Marty Holliday  
Program Planner