



**Quarterly Council Meeting**  
Wednesday, December 13, 2017  
1:00 PM (CST)  
**Central Alabama Community College**  
**Alexander City, Alabama**  
**December 13, 2017**

## **AGENDA**

**I. Welcome and Introductions**

Janet Ormond, Chair

- a. Voting reminder

**II. Host Presentation**

Central Alabama Community College

**III. Approval of Minutes**

Karen Gresham, Secretary

**IV. Treasurer's Report**

Sheron Rose, Treasurer

- a. Treasurer's Report
- b. Budget Presentation
- c. Audit Update

**V. Executive Director's Report**

Mikki Ruttan, Director

- a. Office location update
- b. New positions update
- c. Cluster updates

**VI. Old Business**

Janet Ormond, Chair

- a. Grant updates

**VII. New Business**

Janet Ormond, Chair

- a. Amendment of bylaws re: voting members.
- b. Inactive voting members. Recommendations.
- b. Name change

**VIII. Adjourn**



**REGION 5 WORKFORCE COUNCIL  
MEETING**

Wallace Community College Selma  
Selma Alabama

September 27, 2017 12:00- 1:00 PM (CST Minutes RWC)

1. **Call to Order**-Janet Ormond, Chair

Meeting called to order at 1:05pm

2. **Roll Call for Quorum**- Karen Gresham

17 of 26 voting members present- Quorum met

Members present: Connie Bainbridge (by proxy), Amy Brabham, Ashley Brooks Keiser, Aubrey Carter, Frances Ford, Kimberly Carter Fuller, Karen Gresham, Davis Henry, Noah Hopkins, Mike Jordan, Don McClellan, Janet Ormond, Cleve Poole, Hawthorne Reed, Sheron Rose, Wayne Vardaman, Pebblin Warren (by proxy)

Members absent: Rhonda Davis, Jay Dowdle, Wayne Embry, Leisa Finley, Jay Harris, Jennifer Lowman, Evelyn Smart, Tanya Speir, Ron Stiver

Others present: Laura Bailey, Peggy Bridges, Tai Boos, Frank Chestnut, Emalyn Clark, Deana Goodwin, Quenton Goodwin, Lashanda Hails, Jimmy Hull, Mickey Hutto, Jacques Jarry, Rheba Knox, Gerald Nix, James Ramsey, Fawn Romine, Ken Sealy, Laodecea Seay, Adiliah Smith, Brenda Tuck, Steve Watson, Ashley Watts, Gary Weaver, David White, Jason Williams

3. **Host Presentation**- Dr. James Mitchell, Wallace Community College, Selma

Wallace wants to be a part of what we are doing to ensure a skilled workforce to meet the needs of our business and industry.

4. **Guest Speakers:**

Barry May; Statewide Initiatives -ACCS and Workforce Development

Manufacturing skills gap initiative: 6 of 10 open skilled production positions are unfilled due to talent shortage: over 14,000 manufacturing jobs remain unfilled each year

ACCS Goal is to develop and implement nationally recognized industry certification programs driven by industries' hiring practices and workforce occupational forecasts

MSSC represents the Gold Standard for certifications/credenti aling. ACCS is promoting 3 credentials. MSSC credentials are stackable credentials.

Certified production technician (CPT) and Certified production technician plus (CPT-Plus)

Certified logistics associate (CLA)

Certified logistics technician (CLT)

Created a website to promote careers in manufacturing. [www.dreamit.doit.com](http://www.dreamit.doit.com)

Dream it. Do it. Is a year-long campaign to promote careers in manufacturing.

5. **Approval of Previous Minutes-** Karen Gresham, Secretary
  - a. Approved with 2 corrections as stated; 1st Cleve Poole; 2nd Davis Henry
  
6. **Treasurer's Report-** Sheron Rose
  - a. CAW statement reviewed- reimbursable expenses will be coming back from the state
  - b. Career Discovery expenses reviewed- all bills received have been expensed, there are a few outstanding bills expected. There are also a few sponsors who will meet their obligation in the upcoming weeks.
  - c. Annual budget is deferred until board can meet and approve.
  - d. Financials were reviewed and approved by the board.
  - e. Motion to approve financials- 1st Karen Gresham, 2nd Cleve Poole- unanimous approval
  
7. **Chairs Report-** Janet Ormond
  - a. Career Discovery Update-  
Held September 14-15; approx. 4000 eighth graders attended, over 100 business and industry participants, over 600 volunteers; final numbers will be reported at a later date; SUSCC has agreed to host the 2018 Career Discovery; debrief and appreciation meeting will be held Oct 11, 2017.
  - b. **WIOA Update-**  
Central Alabama WIOA board met; board is made up of our RWC board and a few others. Information on the WIOA plan are now available on the website:  
<http://centralalabamaworks.com/regional-data/>
  
8. **Executive Director's Report-** Executive director, Mikki Ruttan
  - a. Goals: Continue to infiltrate my Region
    - i. Meet key contacts
    - ii. listen to their concerns and needs
    - iii. Evaluate current resources
    - iv. Begin **working** towards solutions
  - b. Career Discovery was a huge success.
  - c. Created 2 clusters: Automotive Technology and Healthcare. Working on creating Manufacturing cluster
  - d. Attended numerous HR Roundtable meetings, RTW meetings, job fairs, toured several communities, schools, and Community Colleges in addition to multiple Chamber meetings and functions.
  - e. Met and/or spoken with multiple Career Coaches, Colleges, Administrators, Department of Education Administrators on local and state level, and numerous Economic Development contacts
  - f. Website updates.

- g. Social media- Facebook, Twitter, LinkedIn, and Instagram pages
  - h. Strategic plan- now on website
  - i. Staff- hiring Project Manager and Administrative Assistant
9. **State Workforce Development Report-** Brenda Tuck
- a. Metrics for RWC will be turned in by September 30<sup>th</sup>. We have met 8 possibly 9 of the metrics. We were only required to meet 3.
  - b. Emalyn with AIDT- several companies throughout Region are working with AIDT. These can be found on the website: [www.aidt.edu](http://www.aidt.edu)
  - c. Frank Chestnut- Apprentice Alabama program update
10. **Unfinished Business**
- a. REMINDER: Next RWC meeting on December 13<sup>th</sup> in Zone 3 at 1pm CST (Chambers, Lee, Macon, Tallapoosa, or Russell county) Location TBA
11. **New Business**
- a. Election of Officers- Nominating committee (board)- current committee is willing to continue to serve another year if needed. Call for nominations from the floor- no additional nominations- Cleve Poole motioned to close nominations, Noah Hopkins seconded; unanimous approval by counsel
  - b. Grants- 2 grants have been submitted with recommendation to fund by the Grant committee. If approved, these grants would be funded in 2018. New process does not require us to rank the grants. The RWC must agree that the grants meet criteria for workforce development.  
Maintenance Training: pt Henry Davis, 2<sup>nd</sup> Aubrey Carter; unanimous approval  
Cumberland Plastics- quality skills upgrade training (ISO standards) \$15,000 motion to approve 1<sup>st</sup> Noah Hopkins, 2<sup>nd</sup> Karen Gresham; unanimous approval
12. **Adjourn**

*Minutes approved:*  
*Janet W. Osmond*