

NORTEC  
WDB AND GOVERNING BOARD MINUTES  
FRIDAY, JULY 17, 2020  
ZOOM MEETING

I. CALL TO ORDER

The meeting was called to order by W. Meith, WDB Chair, and J. Fenley, Governing Board Chair, at 10:02 a.m.

II. ROLL CALL

There was a quorum of the Workforce Development Board and the Governing Board.  
[Roster](#)

III. APPROVAL OF AGENDA

***A motion made by T. Cochran, seconded by D. Beeson, for WDB approval of the July 17, 2020, agenda passed unanimously.***

***A motion made by P. Roen and seconded by E. Cavasso for Governing Board approval of the July 17, 2020, agenda passed unanimously.***

IV. PUBLIC COMMENT

There were no public comments.

V. EXECUTIVE DIRECTOR EMPLOYMENT CONTRACT

W. Meith reviewed the Executive Director contract changes as outlined in the agenda of a three-year term with an increased salary from \$170,000 to \$195,000 and an annual vacation increase of an additional 80 hours.

Discussion ensued regarding both the salary increase and vacation allotment. Clarification of the rationale for the increases was requested. A request was made to clarify the verbiage in the employment contract to state the number of total vacation hours received, rather than the increase of hours. Due to the discussion and requests for further clarification, it was determined to table the topic to be reviewed by the Executive Committee meeting. The Executive Committee recommendation will be considered at a future Board meeting.

VI. OLD BUSINESS (INFORMATION)

W. Meith reviewed the information regarding Workforce Development Board member terms that expired on June 30, 2020. Meith stated the Executive Committee had previously extended the term expiration dates until the next scheduled in-person board meeting. Meith requested members that wished to be considered for reappointment submit their applications and nomination letters to Terrienne Brown, Assistant Director, no later than Wednesday, August 12, 2020, so if the board meeting at the end of August was held, the members would be eligible to be considered for reappointment.

VII. NEW BUSINESS (INFORMATION)

A. Upcoming WDB/Governing Board Meetings

W. Meith announced the next meeting date of August 27, 2020, WDB/Governing Board meeting. He said staff are planning to wait until closer to the meeting date to determine if it feasible to hold the meeting in person.

B. Other New Business

No additional New Business was discussed.

VIII. ADJOURNMENT