

East Central Community College Winston County Manufacturing Recovery Project



Winston County Manufacturing Sector Leadership Team - Action 1.1

Form a Winston County Manufacturing Sector Leadership Team consisting of Winston County employers plus the local economic developer and representatives of the Mississippi Department of Employment Security (TAA), Mississippi Partnership (LWIB), and the Mississippi Manufacturing Association (regional industry) to guide strategy implementation and review, to review programs, data, LMI reports, credentials, and research, and to make recommendations for program improvement.

Winston County Manufacturing Sector Leadership Team Membership and Operating Procedures

ESTABLISHMENT

East Central Community College will establish the Winston County Manufacturing Sector Leadership Team to:

- a) Represent interests of industry, workforce and economic development. Since this is a manufacturing training grant, the industry focus is manufacturing.
- b) Advise ECCC of manufacturing skills training needs in Winston County.
- c) Help ECCC develop a strategic vision for manufacturing training in Winston County.
- d) Help review training programs developed by the project and suggest improvements when needed.
- e) Help inform the Labor Market Information report and advise ECCC of manufacturing job opportunities in Winston County.
- f) Review ECCC's Work-based Learning and Internship Plan and help recruit industries in Winston County to participate in the programs.
- g) Provide feedback to the project's external evaluator on project performance.

MEMBERSHIP

- (1) The Team shall consist of up to ten (12) members, including representatives of the Winston County Economic Development District Partnership, the Mississippi Department of Employment Security (TAA), the Mississippi Partnership (LWIB), and the Mississippi Manufacturing Association. The remainder (at least a majority) shall be selected by the college to represent the manufacturing sector in Winston County. Other workforce and education partners may be invited to attend meetings but shall be non-voting participants.
- (2) East Central Community College shall staff the Team and provide a secretary to record minutes.
- (3) The Team may elect a presiding officer from its membership or allow ECCC staff to convene and facilitate meetings.

MEETINGS

- (1) There shall be an annual meeting attended in person by Team members to review prior council actions and to conduct its evaluation of the project.
- (2) To accommodate the busy schedules of Team members, meetings other than the annual session may be conducted over time via email, telephone, and or face-to-face meetings.

AGENDA

- (1) ECCC staff shall prepare an agenda for each session of the Team.
- (2) Team members may add items to the agenda by providing such to ECCC staff.
- (3) The agenda shall be provided to Team members along with supporting documents and information at least two days before discussion on any agenda item may begin.

PUBLIC ACCESS TO RECORDS

Except where prohibited by law, any person will have the right to inspect or obtain reproduction of any public record of the Winston County Manufacturing Leadership Team.

This workforce product was funded by a grant awarded by the U.S. Department of Labor's Employment and Training Administration. The product was created by the grantee and does not necessarily reflect the official position of the U.S. Department of Labor. The U.S. Department of Labor makes no guarantees, warranties, or assurances of any kind, express or implied, with respect to such information, including any information on linked sites and including, but not limited to, accuracy of the information or its completeness, timeliness, usefulness, adequacy, continued availability, or ownership.