

NEW RIVER/MOUNT ROGERS WORKFORCE DEVELOPMENT BOARD

MEETING MINUTES

October 28, 2015

A meeting of the New River/Mount Rogers Workforce Development Board was held on October 28, 2015 at the Wytheville Meeting Center. Those in attendance were as follows:

Board Members

Lynn White, Chair	Michael Jennings
Greg Adkins	Timothy McVey
Karen Akers	Robin Meadows
Howard Bartholomay	Michael Miller
Carol Blankenship	Martha Samples
Shirley Carlson	Rick Weaver
Jeff Dunnack	David Wright
Joe Ferrell	Jimmy Smith (alternate)
William Fields	Betty Segal (alternate)
David Hutchins	Lee Williams (alternate)

Guest

Beckie Cox
Debbie Melvin
Phyllis Conner
Rocky Warren

Staff

Marty Holliday
Ronnie Martin
Beverly Burke
Renee Sturgill

Chair White called the meeting to order at 10:05 a.m. and welcomed all WDB members and guests to the meeting and had the guests stand to introduce themselves to the Board.

The roll was then called and it was established that a quorum was present.

Chair White asked for a motion to approve the agenda. Ms. Blankenship made a motion to approve the agenda as presented. Mr. Wright seconded the motion which was approved unanimously.

Chair White asked for a motion to approve the minutes of the August 26, 2015 meeting which had been previously distributed to WDB members. Mr. Wright made a motion to approve the minutes. Mr. Dunnack seconded the motion which was approved unanimously.

Chair White asked if anyone in the audience wished to address the Board during the public comment period. There was none.

Moving on with the agenda, Chair White called for Committee reports:

- **Budget & Administration** – In the absence of Mr. Overton, Committee Chair, Mr. Martin stated that next month the Program Operators would be into WIOA moneys for all programs. Currently the Program Operators are already into the 40% training expenditure requirement for the Adult program. Mr. Martin stated that he is tracking the following: 40% Training expenditure requirement for Adult/DLW, 75% of Youth funds expended on Out of School Youth and 20% of Youth funds expended for Work

Experience activities. Mr. Martin also stated that the Board has finally received the Notice of Obligation for the balance of PY15 Adult and DLW funds. We are now at full funding for WIOA. Additionally Mr. Martin reviewed 4th quarter PY'14 performance with Board Members. Area 2's performance was very good as we met or exceeded all performance requirements. Mr. Martin thanked the Program Operators for a job well done.

- Executive – no report.
- Outreach & Marketing – Ms. Holliday brought the Boards attention to the new roll-up banners for Ticket to Work, Business Services, and Job Seekers that were located in the room. Funding was leveraged using DEI, WIOA, and Incentive funds to purchase the banners. A black backdrop was also setup behind the roll-up banners. Two backdrops were donated by Coldwell Banker Select Real Estate, Inc.. One backdrop will be kept in Wytheville and one will be kept in Fairlawn.
- One-Stop Operations & Delivery System – Mr. Martin informed the board that the RFP process has started. Since there are still no regulations from the DOL on WIOA, he is having to use the WIOA Law as the basis for the RFP. Contracts will be for one year with an option to extend for 3 years. In November the Youth Committee and the One-stop Committee will meet to approve the RFP. The RFP will be presented at the combined meeting in December 2015 for action.
- Policy & Procedures - No report at this time.
- Strategic Planning – Mr. Miller stated that the WIOA transitions funds of \$15,000 will be used towards the cost of the Sector Strategy of \$28,700. He will be reaching out to Economic Development and Planning /Regional Commissions to assist with the remainder of the cost.
- Training Provider & individual Training Account – no report at this time.
- Youth Committee – Mr. Adkins stated that the Youth Committee had an informational meeting on October 26. Program Operators gave an overview of what they had been doing with the Youth Program. The Youth Committee will meet quarterly with the next meeting being on February 1, 2016.

Continuing with the agenda, Chair White asked Mr. Hutchins, Consortium Board Chair, to give the Consortium Board update. Mr. Hutchins said that the Sector Strategies has the full support of the Consortium Board. The challenge will be getting larger industries to the table for discussions. The question would be how to allocate resources to make this happen. Ms. Holliday stated that WIOA law requires Career Pathway Development in the regions. In order to do this there must be a sector strategy. The Workforce Board will facilitate the process. The voices of the business leaders who serve on the Workforce Development Board are very important and will help determine how best to communicate during the Sector Strategy process.

Chair White asked Ms. Holliday to give the Executive Summary. Ms. Holliday updated the Board on Staff activities since their last meeting, in three key areas: Backbone Organization Work, System Building Work and Staff Training. She asked if the Board would like more information other than what was in the report to please let her know. Ms. Holliday is currently serving on the Coal Reliant Communities Challenge representing Giles County. Ms. Holliday informed the Board that she would be attending the Director/Chair meeting in Richmond on October 29. She requested permission to speak on the Boards behalf requesting that the State remove Admin moneys from the 40% training requirement calculation. Tying all our funding to the 40% training requirement ties the Program Operators and Board Staff's hands. Chair White called for a motion to allow Ms. Holliday to speak on the Boards behalf. Mr. Hutchins made the motion and Mr. Wright seconded the motion which was approved unanimously.

Chair White asked the Workforce System Representatives to give a brief update on activities happening around the region.

- Adult Education and Literacy – Ms. Carlson shared that Adult Ed is continuing with GED classes throughout the region, but they will also assist in math skills and customized training for any agency or industry. They are currently working on CRC tutoring as well.
- Career & Technical Education – Mr. Weaver shared that he is struggling with Industry Certification in the K12 system. Students are now required to pass an industry certification or license starting this school year. He will be happy for the results of the Sector Strategy.
- Job Corps – Mr. Fields shared that he is glad for the focus on certification instead of degree programs. The Job Corps focus is on hard skilled trades. Their focus is on supporting others. The Marion Branch raised \$5,000 for local cancer awareness.
- TANF – Mr. Jennings stated that the House of Representatives has come to an agreement that TANF funding levels will be approved as they currently are and that it is rumored that this agreement will be passed by all parties.
- Virginia's Employment Services – Ms. Akers stated that the VEC is continuing with Job Fairs and hiring events. Employers seems to be satisfied with job pools so far. The VEC is screening applications for qualified individuals, but mechanical engineers and maintenance positions are difficult to fill. Job Fairs are individualized and customized to meet a specific business's needs. Positions are listed on the radio, TV, and in newsprint. TAA files are continuing to be uploaded. The DOL is loosening standards for TAA eligibility so there should be more TAA activities in the near future.
- WIA Title I Programs –
 - Ms. Segal gave the One-Stop Operator Report highlighting the Success Story of Adam Mayfield.
 - Ms. Williams & Ms. Segal updated Board members on the activities of the Just Hire One Re-entry Project.
- Special Grants - Ms. Holliday gave a brief update on recent activities.

Chair White asked if any member had anything that they would like to share during member time. There was no one.

The 2015 WDB meeting schedule was reviewed with Board members noting that the next WDB meeting is a combined meeting with the Consortium Board which is scheduled for December 9, 2015 at the Wytheville Meeting Center beginning at 10:00 AM. Lunch will be served. Members were asked to fill out the WDB Member Travel Reimbursement form and leave them on the table.

With no further business to discuss, the meeting was adjourned by Chair White at 11:30 PM.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Beverly Burke', with a long horizontal flourish extending to the right.

Beverly Burke,
Workforce Operations Coordinator