

# NEW RIVER/MOUNT ROGERS WORKFORCE INVESTMENT BOARD

## MEETING MINUTES

February 25, 2015

A meeting of the New River/Mount Rogers Workforce Investment Board was held on February 25, 2015 at the Wytheville Meeting Center. Those in attendance were as follows:

### Board Members

Martha Samples, Chair	Terry Smusz
David Wright	Michael Jennings
Neil Sagebiel	Jeff Dunnack
Wilma Faulkner	Carol Blankenship
Lynn White	Mary Ann Gilmer
Kevin Semones	David Hunt
Patty Moore	Jimmy Smith (alternate)
Tim McVey	Betty Rowe (alternate)
Shirley Carlson	

### Guest

Patty Bevil  
Angelea Martin

### Staff

Marty Holliday  
Beverly Burke  
Kimber Simmons  
Renee Sturgill

Martha Samples – Chair called the meeting to order at 10:03 a.m. and welcomed all WIB members and guests to the meeting.

Chair Samples introduced new members to the Board.

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

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

Next, Chair Samples asked for a motion to approve the minutes of the previous meeting which had been previously distributed to WIB members. Mr. Wright made a motion to approve the minutes. Mr. Semones seconded the motion which was approved unanimously.

Chair Samples asked if anyone in the audience wished to address the Board during its public comment period. Ms. Gilmer announce that Goodwill Industries of the Valleys will be opening a "Career Connect" at the Christiansburg Goodwill Store (in the old bookstore section). She said it will have five computers and staff to assist customers.

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

- Budget & Administration - no report
- Executive - no report
- Outreach and Marketing - Mr. Sagebiel, Committee Chair, told the members that the new website was a few weeks away from the "go live" status. He told the members that nearly a year's worth of work has gone into the site development and that the members would be notified when the new site was up.

- One-Stop Operator and Delivery Service - Mr. White, Committee Chair, brought the members attention to the Quarter 1 & 2 Performance comparison, and he noted a significant difference. He told the members that staff was researching to identify what occurred. He felt by the April meeting staff would have some information for the Board on this issue. Mr. White asked Ms. Holliday to elaborate on the Program Operator contract extensions. Ms. Holliday asked the members to review the documents attached to a copy of a letter that Mr. Ronnie Martin sent to Delegate Israel O'Quinn. She told the members that the Consortium Board had requested that Mr. Martin send this letter to all of the Virginia Senators and Delegates that serve our area, to bring their attention to this very important issue. She then asked that they flip to the back of the packet and follow the email trail to the email response from Mr. George Taratsas, WIOA Administrator for the Virginia Community College System. Ms. Holliday noted that the important statement was that they would soon be issuing guidance to the WIB Directors that the "current competitively procured contracts could continue into the first year of WIOA." She reminded the members that at the December Joint Meeting both the WIB and the Consortium Board voted to extend the current contracts should we be allowed to do so.
- Policy and Procedure - no report
- Strategic Planning - no report
- Training Provider - Mr. Wright, Committee Chair, gave an update on Training Provider Committee activities and brought the members attention to the proposed 2015 Approved Training Provider list contained in their meeting packet. He stated that the Committee was meeting following the Board meeting to review new data.
- Youth Council - Ms. Holliday told the members that starting July 1, 2015 this will be the Youth Committee and that Mr. Martin is currently working with the Youth Council on the transition.

Next, since Consortium Board Chair David Hutchins was unable to attend today's WIB meeting, Chair Samples asked Ms. Holliday for an update on Consortium Board activities. Ms. Holliday told the members that Mr. Martin was working with the Consortium Board on the new Workforce Development Board's composition based on the new Workforce Innovation and Opportunity Act (WIOA). She stated that with the new members recently added the Board is in compliance with WIOA requirements, but that at the Consortium Board's next meeting they will be taking a final vote on composition and membership in order to request Board Certification which is due to the State in April.

Chair Samples asked Ms. Holliday to explain the changes to the agenda and to continue with Board Enrichment. Ms. Holliday told the members that requirements of the Board were changing (and that she'd cover this in more detail during the Executive Summary). She asked the members to review the handout in their packet on Roles Boards Play. Ms. Holliday told the members that the NR/MR WIB was exceptional Grant Stewards and that Mr. Martin will be on staff in March to continue with that tradition, but that the roles of System Builder and Regional Backbone would become more critical with new laws (both Federal and State) going into effect as of July 1, 2015. She said the agenda has been changed to support those changes.

Chair Samples asked Ms. Holliday to give the Executive Summary. Ms. Holliday gave a brief update on the following:

## Workforce Innovation and Opportunity Act (WIOA)

- Implementation regulations have been delayed until "Spring" of 2015.
  - TEGL 19-14 (Training and Employment Guidance Letter from Department of Labor) has been issued, focused on "vision" and not implementation.
- The effective date for WIOA implementation remains unchanged at July 1, 2015.
  - With the delay in receiving implementation regulations, most implementation activities that will occur locally will be based on the WIOA law and may change at a later date.

## State Laws and Policies

- House Bill 1986 is on the calendar and expected to pass (the Senate version has already passed).
  - Two areas of importance for the WIB:
    - The designation of the LWIB as the "regional convener" and
    - 40% of Adult and DLW funds to be used on "training" as defined in WIOA.
      - Which will seriously impact how we are able to effectively serve individuals throughout the region.
- Draft State Policy on State Certification of Local Workforce Development Boards.
  - Some areas of importance:
    - The WIB is responsible for determining how best to organize the regional workforce system (all required partners) to most effectively serve the region
    - "Draft" Policy Comments as submitted by Ronnie Martin are included in the packet

## Staff Activities

- Continued support and leadership of the four regional Business Solution Units
  - BSUs cover: Bland, Wythe & northern Smyth (Smyth is split due to the community college designation areas); Bristol, Washington & southern Smyth; Carroll, Grayson & Galax; and the NRV
  - Purpose is for the Workforce System to become more Business development focused (rather than job development and placement focused)
  - No wrong door approach to meeting business needs
  - Thanked the People Inc staff for stepping up and providing leadership to the BSU in Bristol, Washington & southern Smyth. WIB staff continues to participate, but not having to lead.
- Providing leadership and guidance for the PY15-PY17 Wytheville One-Stop Campus MOU.
  - One Certified One-Stop is required in the law and state policy. Having a MOU that reflects partner participation in the support and operation of the center is a requirement.
- Participation in the Vision 2020 Summit Planning Committee and Leadership Committee
  - Vision 2020 Activities are all about collective impact
  - These are most certainly "system building" and "regional Backbone" activities
- Executive Director participated in the Vanguard Furniture Tour
  - Gary Larowe, Carroll County Administrator arranged a Tour of VA plant for many folks, including the reps from the Workforce System. Due to inclement weather the tour of the NC Plant, community college visit will be rescheduled.

- Ms. Holliday was so impressed by the opportunity for insightful conversations during the tour that she asked all Business Sector Board Members to consider having a tour at their place of business.
- Participating in an H1b Visa Apprenticeship Grant Project Development
  - Working on developing a partnership between WIA 3, & 7 and possible 1 and Planning Districts 3, 4, 5 & 11 (possible 1 & 2)
  - Need business at the table - High tech jobs; possible Healthcare (or advanced manufacturing)
- Current and Upcoming Staff Development
  - Executive Director is attending the National Association of Workforce Development Professionals Leadership Academy
    - Duration: January through June
    - On-line and face to face
    - Capstone Project on implementing Sector Strategies
  - Administrative Assistant working on Microsoft Office Specialist Certification Preparation
    - Year-long, on-line
    - \$2,000+ value (purchased for \$29 through Groupon)
    - Will take certification test as she completes section
  - All staff members to identify training desires/needs in the next three-four months with a focus on attaining Workforce Development Professional Certification (at the National and State levels).

Chair Samples asked Ms. Holliday to continue with the agenda. Ms. Holliday requested that each Board member present introduce themselves, she called members by the category that they represent, starting with Business Reps. She then called on Labor Reps, then Community Organization Reps and finally on the Workforce System Reps. Each member gave their name and a brief explanation on what they do.

- Adult Education - Ms. Carlson gave an overview on the PluggInVA program
- Job Corps - Mr. Fields gave an overview of the Blue Ridge Job Corp programs in Marion
- TANF Programs - Mr. Jennings gave an overview of several laws that were being considered in the General Assembly with regards to TANF and workforce issues.
- Title V of the Older American's Act - Ms. Gilmer gave a program overview
- Virginia Apprentice Program - Ms. Moore gave a program overview and examples of occupations that could be apprenticed.
- Wager-Peyser, Veterans Services, Trade Act & UI - In the absence of Ms. Akers, Ms. Patty Bevil gave an overview of activities happening in the Wytheville VEC office.
- WIA Title I Programs -
  - Ms. Rowe gave the One-Stop Operator Report highlighting the Success Story of Mr. Thomas "Walt" Woodward and an Employer Survey response that noted the exceptional customer service shown to them by Ms. Patty Bevil at the Wytheville One-Stop.
  - Ms. Gilmer update the members on the activities of the Workplace Toolkit Project.
  - Ms. Gilmer & Ms. Rowe updated the members on the activities of the Just Hire One Re-entry Project.
- Special Grants
  - Ms. Simmons & Ms. Sturgill updated the members on the Disability Employment Initiative Grant.

- Ms. Holliday brought the members attention to the handout in their packet on the Roving Computer Lab Project.

Chair Samples told the members that at this point in the meeting, it would be "Member Time" to give any Board member the opportunity to bring forth any workforce issues that they felt they wanted to share. She asked for the members to give any updates and/or request. There were none at this time.

Ms. Holliday had the members watch a short YouTube video by Simon Sinek on "Start with Why." After the video Ms. Holliday asked Board members to consider what is the Board's "why" and asked that they send her their thoughts on this by April 15th and that it would be discussed at the April 22, 2015 meeting.

With no further business to discuss, the meeting was adjourned by Chair Samples at 12:10 PM.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Marty Holliday". The signature is written in black ink and is positioned above the typed name.

Marty Holliday  
Executive Director