

NEW RIVER/MOUNT ROGERS WORKFORCE DEVELOPMENT BOARD

MEETING MINUTES

April 26, 2017

A meeting of the New River/Mount Rogers Workforce Development Board was held on April 26, 2017 at the Wytheville Meeting Center. Those in attendance were as follows:

Board Members

Greg Adkins
Pam Allison
CB Andrews
Shirley Carlson
Jeff Dunnack
Joe Ferrell
MaryAnn Gilmer
Rob Goldsmith
Robin Meadows
Kevin Semones
Terry Smusz
Mark Tapp
Ellen Coe (Alternate)

Perry Hughes (Alternate)
Bev Hughes (Alternate)
Phyllis Conner (Alternate)
Jimmy Smith (Alternate)

Staff

Marty Holliday
Ronnie Martin
Beverly Burke
Della Wheeler

Guest

Darrell Blankenship
Yvette Gueste
John Matthews
Kathy Malone

Mr. Ferrell facilitated the meeting in the absence of Chair White and Vice-Chair Miller. Mr. Ferrell called the meeting to order at 10:03 a.m. and introduced the two new Board Members, Mr. Tapp and Mr. Andrews.

The roll was called and a quorum was present.

Mr. Ferrell asked for a motion to approve the agenda. Mr. Goldsmith made the motion to approve the agenda as presented. Mr. Semones seconded the motion, which was approved unanimously.

Mr. Ferrell asked for a motion to approve the Consent Agenda Items which had been previously distributed. Mr. Dunnack made a motion to approve the Consent Agenda as noted. Mr. Semones seconded the motion, which was approved unanimously.

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

Moving on with the agenda, Mr. Ferrell called for Committee reports:

- One-Stop Operations & Delivery System, Youth Committee – Ms. Holliday discussed funding for PY17 funding and extending contracts. Ms. Holliday stated that Rapid Response funds will be paying for a license for online meetings. This tool will assist in committee meetings. Dates for committee meetings should go out in the next few weeks.

- Strategic Planning – Ms. Holliday informed the Board that the Strategic Plan has been submitted and that the Plan was conditionally approved. There were only a handful of items that needed to be addressed. Only two Workforce areas made it through the first round.

Mr. Martin presented the Workforce Development Board By-Laws. Ms. Smusz made a motion to approve the WDB By-Laws as presented with a second from Mr. Goldsmith. The motion was approved unanimously.

Mr. Garner, Chair of the Consortium Board, gave the Consortium Board update. Mr. Garner stated that Washington County will be finalizing the approval process this week.

Ms. Holliday updated the Board on Staff activities since their last meeting and reviewed the executive summary. She told the Board that during a conference in DC, that she and Ms. Jenny Bolte had visited Karishma Merchant, of Senator Kaine’s office. Mr. Martin spoke on the GoVA meeting he attended in Ms. Holliday’s absence.

The following were appointed to the Nominating Committee; Mr. Goldsmith, Chair, Ms. Leland, Ms. Gilmer, Ms. Akers. The nominating committee will bring back the slate of officers and executive committee to the June 28, 2017 meeting.

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

- **Adult Education** – Ms. Carlson stated that there are 35 classes in the region which will assist with earning a GED or Alternative Diploma. They also teach computer skills, soft skills for interviewing, and CRC preparation.
- **Community Based Organizations** – Ms. Smusz stated they are parting with SwiftStart to assist low income individuals receive training and certifications in the fields of Health Care, IT, and Advanced Manufacturing. They have also served forty homeless men in the past year with nine obtaining jobs, and twenty receiving permanent housing. VA Care has also been a great success having met their goals and obtaining employment for 39 people. Mr. Goldsmith stated that all persons who stop by the office will be assessed for needs in all the services that People Inc. has to offer and referrals will be made to other agencies as needed. Staff will stay in touch with the clients in order to gauge impact of services by completing follow-up for a total of five years to ensure that the outcomes last.
- **Institute of Higher Education** – Mr. Hughes informed that board that 176 students are currently enrolled in workforce credentials grant, with 1,082 credentials between the three community colleges. On Monday a new Powerline program will be starting at WCC. There is a lot of industry training going on at this time. A brief discussion followed.
- **Job Corps** – Ms. Coe stated that the Blue Ridge Job Corp offers 14 industry recognized credentials. The Board was invited to graduation on May 20. Ms. Coe shared all the ways Job Corps students have been active in the community.
- **Title 1 Rehabilitation Act of 1973** – Ms. Allison stated that the SW district is now half way through their performance year and have exceeded their performance goals.

- **Virginia's Employment Services** –Ms. Conner stated that the primary job of the VEC is to serve business through job orders and job matching. The secondary job is assisting job seekers. Ms. Connor reported that the Galax VEC is adjusting to their new location at the Crossroads Center, after 38 years in the same location the Radford VEC will be relocating to the St Albans Business Park on May 16, 2017, and the Bristol VEC will be relocating in July 2017 to an unknown location.
- **WIA Title I Programs** –
 - Mr. Blankenship gave the One-Stop Operator Report highlighting the many layoffs in the area.
 - Ms. Gilmer updated the Board on the T2C Project.
- **Special Grants** - Ms. Holliday gave a brief update on recent activities. The DEI grant will be wrapping up in July and will be merging into the CPID grant which will serve individuals with disabilities in IT and Advanced Manufacturing careers. There will be a Career Academy at WCC in August of 2017 in machining. POWER has been extended thanks to the work of People Inc.'s frontline staff. Rapid Response has served many participants through the work of People Inc. Ms. Holliday hopes to hear about the implementation of SARAH case management system on Monday. Currently she is looking for a client management system for business. Ms. Holliday stated that the Industry specific job fairs have been very successful. From September 2016-March 2017 five job fairs have been help in the area and have served 83 businesses and 955 job seekers. Work on a Health Care reverse job fair will be next and hope to do some incumbent worker training. Pathways has all staff hired throughout the regions. There will be extensive professional development for the staff. The budget narrative is in the process of being re-written.

The 2017 WDB meeting schedule was reviewed with Board members noting that the next WDB meeting is scheduled for June 28, 2017 at the Wytheville Meeting Center beginning at 10:00 AM.

Ms. Holliday discussed the Travel Voucher that each Board member must complete and sign if they want to be reimbursed for their travel. With no further business to discuss, the meeting was adjourned by Chair White at 11:18 PM.

Respectfully Submitted,



Beverly Burke,
Workforce Operations Coordinator