

**Capital Region Workforce Partnership**  
**JUNE 20, 2025 MEETING AGENDA**  
**9:30 a.m. – 11:00 a.m.**

Virginia Career Works Richmond West Center  
4914 Radford Avenue, Room 100  
Richmond, VA 23230

Consortium Members		Alternates	
Chairman - Hon. Steve McClung, Powhatan		Vacant	
Vice Chairman - Hon. John Moyer, New Kent		Rodney Hathaway	
Hon. Ryan Patterson, Charles City		LaToya Johnson-Davis	
Hon. Jim Ingle, Chesterfield		Dr. James Worsley	
Hon. Jonathan Christy, Goochland		Josh Gillespie	
Hon. Michael Herzberg, Hanover		Ann Glave	
Hon. Jody Rogish, Henrico		Monica Smith-Callahan	
Hon. Kenya Gibson , Richmond		Shunda Giles (Interim)	

I. **Welcome and Introductions** *(The Honorable John Moyer, Vice-Chairman)* 9:30 a.m.

II. **Public Comment Period** 9:40 a.m.  
Individuals may preregister prior to the start of the meeting to speak, to speak to matters not already on the agenda, or may speak if so designated by the Chairman if they did no preregister. Comments shall be limited to 3 minutes.

III. **Action Items:** 9:45 a.m.

- A. Approval of Minutes from April 18, 2025
- B. Approval of Preliminary Budget for PY25/FY26
- C. Renewal of Service Provider Contracts for PY25/FY26
- D. Workforce Board Member Appointments/Board Certification

IV. **Information/Discussion Items** 10:40 a.m.

- A. August Meeting
- B. Workforce Board Updates
- C. Staff Updates

V. **Adjournment** 11:00 a.m.

**Capital Region Workforce Partnership  
Chief Local Elected Officials (CLEO) Meeting  
April 18, 2025**

<b>Consortium Members</b>	<b>Present</b>	<b>Absent</b>	<b>Alternates</b>	<b>Present</b>	<b>Absent</b>
<b>Chairman – Hon. Jim Ingle, Chesterfield</b>	<b>x</b>		Dr. James Worsley	<b>x</b>	
<b>Vice-Chairman - Hon. Steve McClung, Powhatan</b>	<b>x</b>		Bret Schardein		<b>x</b>
<b>Hon. Ryan Patterson, Charles City</b>	<b>x</b>		LaToya Johnson-Davis	<b>x</b>	
<b>Hon. Jonathan Christy, Goochland</b>		<b>x</b>	Josh Gillespie	<b>x</b>	
<b>Hon. Michael Herzberg, Hanover</b>	<b>x</b>		Ann Glave, Hanover		<b>x</b>
<b>Hon. Jody Rogish, Henrico</b>	<b>x</b>		Monica Smith-Callahan	<b>s</b>	
<b>Hon. John Moyer, New Kent</b>	<b>x</b>		Rodney Hathaway	<b>x</b>	
<b>Hon. Kenya Gibson, Richmond</b>			Hon. Shunda Giles	<b>x</b>	

Executive Committee Members Attending: Ms. Ilene Maurer, Chair; Mr. Drexel Harris, Mr. William Auchmoody, Mr. John Easter, and Mr. Eric Stamper. Absent: Ms. Tina Shreve and Ms. Danielle Gilbert.

Guests Attending: Equus Staff: Mr. Roberto Ford, Mr. Quinton Phelps, Ms. Danielle Bailey, and Ms. Denisha Wilson. Ross Staff: Ms. Elizabeth Hays. CRWP Staff: Ms. Krishawn Monroe and Mr. Mychael Lee.

#### **I. Welcome and Introductions – 9:30 a.m.**

The Honorable Steve McClung, CLEO Vice-Chair, and Ms. Ilene Maurer, Workforce Board Chair, opened the joint meeting and welcomed attendees. They invited all present to introduce themselves.

#### **II. Public Comment Period – 9:42 a.m.**

The floor was open to individuals who preregistered or were designated by the Chair to speak. Comments were limited to three minutes.

**No public comments were received.**

### III. CLEO Action Items – 9:43 a.m.

#### A. Election of Officers (Page 1)

The CLEO Consortium held its annual election of officers. Former Chair Jim Holland did not return in 2025. Vice-Chair Steve McClung (Powhatan), the longest-serving current member, agreed to stand for election as Chair. John Moyer (New Kent), an actively engaged member, was nominated for Vice-Chair. There were no additional nominations made from the floor.

**Discussion:** No discussion.

**Motion:** Motion to approve the slate of officers as presented made by Ingle and seconded by Rogish.

**Action:** Approved.

#### B. Approval of Minutes from December 13, 2024 (Page 2)

**Discussion:** No discussion.

**Motion:** Motion to approve the minutes made by Moyer and seconded by McClung.

**Abstentions:** Ingle, Christy, Rogish, and Giles. (Having not been members at the time of the subject meeting).

**Action:** Approved.

### IV. Joint Action Items with Workforce Board Executive Committee – 09:49 a.m.

#### A. Transfer of Dislocated Worker Funds for Continuity of Adult Services (Page 5)

Staff requested authorization to transfer up to \$450,000 in PY24 dislocated worker funds to support adult program services, in response to significant enrollment shifts. The proposal aligns with WIOA guidelines and also can serve to prevent recapture of unspent funds.

**Recommendation:**

Authorize staff to request state approval for a transfer of up to \$450,000 in dislocated worker funds to the adult program.

**Discussion:**

Mr. Brian Davis provided an overview of WIOA funding distribution and use. Members reviewed enrollment trends and funding data (see page 8). Mr. Rogish requested clarification on the differences between adult and dislocated worker populations. Mr. Davis provided clarification,

**Motion (All):** Motion to approve the recommendation made by Bill Auchmoody and seconded by John Easter.

**Action:** Approved by both CLEO and Board.

### **B. Ross Innovative Employment Solutions Request for Additional Funds (Out-of-School Youth Contract) (Page 9)**

Ross requested an additional \$51,840 to support paid work experience for 12 youth, covering 2,841 internship hours at \$18/hour. Funding would come from available administrative reserves.

**Recommendation:**

Approve a budget increase of up to \$51,840 for Ross Innovative Employment Solutions. Staff would evaluate expenditures monthly across all budget lines to verify need before modifying the contract to make additional funds available.

**Discussion:** Mr. Davis reviewed Out-of-School Youth (OSY) eligibility requirements and current enrollment status.

**Motion (CLEO):** Motion to approve the recommendation made by Steve McClung and seconded by Jim Ingle.

**Motion (Board) Motion:** Motion to approve the recommendation made by Bill Auchmoody and seconded by Drexel Harris.

**Action:** Approved.

### **C. Local Plan Approval (Program Years 2024–2028) (Page 10)**

The local plan is required under WIOA for continued funding. It was developed with extensive stakeholder input and opened for public comment. No comments were received.

**Recommendation:**

Approve the local plan for submission to the state.

**Discussion:**

Mr. Davis described the context for plan development which includes both compliance and strategic elements. He outlined the collaborative planning process and partners who supported the effort. John Easter asked if there were any substantial changes since the board meeting. Mr. Davis indicated that the only changes were grammatical or typographical in nature.

**Motion (All):** Motion to approve the local plan was made by John Easter and seconded by Bill Auchmoody

**Action:** Approved.

### **V. Staff updates 10:15am:**

Mr. Davis displayed a PowerPoint presentation that covered data related to local economic conditions, workforce center foot traffic and service utilization, program performance and the latest spending to budget status.

**VI. Adjournment:** Meeting was adjourned at 10:55

## Agenda Item III.B.

**Capital Region Workforce Partnership Consortium of Local Elected Officials (CLEO)**  
**Agenda Item Summary – Preliminary Budget for the Program/Fiscal Year Starting July 1, 2025**

***What is it?***

The Workforce Innovation and Opportunity Act (WIOA) establishes an annual operating period called a Program Year (PY), which runs July 1 to June 30 of the following year. (The PY is identified by the year in which it starts, as opposed to a Fiscal Year being identified by the year in which it ends. We are about to enter PY 25, which is also FY 26). The CLEO holds ultimate budget approval authority for the WIOA funds, following consideration of the proposal developed and endorsed by the Workforce Development Board (WDB) and the joint Finance Committee.

***What do CLEO Members Need to Know?***

The primary basis of the local WIOA budget is federal adult, dislocated worker and youth program funds allocated by the US Department of Labor and passed through the Commonwealth of Virginia. Allocations are typically released in April or May, following a formula established in law based on unemployment, excess unemployment and poverty. Once state funding levels are released, each state in turn applies the same federal to determine local allocations among the 14 workforce areas in Virginia. 15% of each funding stream is retained by the state, and an additional 25% of dislocated worker funds are held for what are known as rapid response activities to support mass layoffs or closures.

**Timing:**

The state allocations were not released by DOL until May 17, 2025. The state technically has up to 30 days to determine and release the local funding amounts. This means it is most likely that we will not know our new-year funding levels until after the WDB meets on June 12, 2025. (The CLEO meets on June 20, 2025 so there may be certainty by that time). Typically, each year's budget has been able to be developed using actual new year funding amounts, and using estimates for only the carry-forward money that may be available after current-year close out.

**In this year, the Finance Committee endorsed a budget based on estimates for both carry-forward and new year funding levels.**

**Reductions:**

In December of 2024, the DOL issued planning estimates for WIOA advising states to anticipate a 10% reduction for the year starting 7/1/25. Factoring that, WDB staff started working on an initial budget with an 11% reduction, in part because an initial budget is required to be on file with Henrico County as the federal grant recipient by April of each year.

The actual state allocations released on May 18, 2025 after Congressional appropriations resulted in actual 10% reductions for Virginia in adult and dislocated worker funds, and 11% in youth.

So the assumption of an 11% reduction across the board appears a sound level for the Finance Committee and WDB to work with as an initial base. In addition to new year reductions, staff is estimating less carry-forward funds being available. Factors for reduced carry-forward include:

- Trends over 4 years of disproportionate enrollment and spending to support adults as opposed to dislocated workers.
- On the youth side, a trend for additional spending year-over-year since COVID when a decision was made to fund in-school efforts in addition to just out-of-school. This has been compounded by a state administrative requirement to accelerate the spending thresholds for work experience activities at a rate faster than the federal law requires.

**Proposed Budget Framework:**

For purposes of setting a preliminary budget for the new year, staff is estimating a total revenue of **\$5,240,808**, which is down 23% overall from the prior year. The estimated amount of new federal funding is **\$3,931,956** (11% reduction) and \$747,084 carry-forward (56% reduction). On the non-federal side, there is more certainty, and levels are listed as **\$461,768** for the new year with \$114,425 carried from the current year. A just-awarded state grant raises total revenue by **\$100,000**.

Expenses are initially suggested at **\$4,941,233**, which would leave a reserve balance of \$299,575. (Over half of which is in non-federal funds). Of note, despite revenue projected to be down 23% overall, staff has been able to minimize reductions in the adult/dislocated worker and one stop operator contracts to 13% and 14% respectively. This is largely because of the ability to transfer funds between the adult and dislocated worker streams.

Two vacant positions that had been budgeted at the Board level have been eliminated to shift those dollars to services. (One vacancy is retained for a full-time fiscal manager in the event that the current hourly incumbent elects to retire in the fiscal year).

Unfortunately, the youth funding picture does not afford the flexibility found between adult and dislocated worker funds, and this coming year will have to serve as the “reset” that had been predicted. (Of note, one of the current-in-school youth providers voluntarily opted to not seek a renewal of a contract currently set at \$199,000. That factor explains the noted 58% reduction in the in-school youth line).

***What do CLEO Members Need to Do?***

Consider approval of the budget as endorsed by the Workforce Development Board. The Board recommendation further stipulates that any funds received in excess of what has been estimated will initially be held in reserve until the WBD and CLEO can determine if and how to program into active budget lines.

Proposed PY25/26  
Preliminary Budget Endorsed by Workforce Board 6/12/25

Description	Total	Adult	Dislocated	Worker	Youth	Administration	Non Federal	State OJT Grant
Estimated New Revenue	\$ 4,393,724	\$ 1,230,727	\$ 976,022	\$ 1,367,756	\$ 357,451	\$ 461,768		
Projected Carry-in	\$ 747,084		\$ 531,777		\$ 100,882	\$ 114,425		
Adult/DW Transfer	\$ -	\$ 450,000	\$ (450,000)		\$ -	\$ -		
State OJT Grant	\$ 100,000							\$ 100,000
Total Projected Revenue	\$ 5,240,808	\$ 1,680,727	\$ 1,057,799	\$ 1,367,756	\$ 458,333	\$ 576,193		
Expenses								
Board/Staff Salary and Fringe	\$ 835,786	\$ 289,764	\$ 133,735	\$ 230,326	\$ 130,133	\$ 51,828		
Board/Operations	\$ 70,000				\$ 50,000	\$ 20,000		
Board/Customer Support	\$ 14,550				\$ 9,550	\$ 5,000		
Workforce Center/Operations	\$ 108,000				\$ 98,000	\$ 10,000		
Workforce Center/Rent	\$ 667,657	\$ 140,083	\$ 25,864	\$ 118,972	\$ 70,775	\$ 311,963		
Special Events	\$ 20,000					\$ 20,000		
Service Contracts								
Adult/DW	\$ 1,860,000	\$ 1,440,000	\$ 360,000			\$ 60,000		
One Stop Operator	\$ 300,000	\$ 172,785	\$ 37,215	\$ 40,000	\$ 50,000			
Youth (Out-of-school)	\$ 891,600			\$ 851,600		\$ 40,000		
Youth (In School)	\$ 125,000			\$ 125,000				
Enhanced Cleaning	\$ 4,140				\$ 4,140			
IT Support	\$ 44,500				\$ 44,500			
Total	\$ 4,941,233	\$ 2,042,632	\$ 556,814	\$ 1,365,898	\$ 457,098	\$ 418,791	\$ 100,000	
Reserve Balances	\$ 299,575	\$ (361,905)	\$ 500,985	\$ 1,858	\$ 1,235	\$ 157,402	\$ -	
	\$ -	\$ -	\$ 139,080					
			Post-transfer					

	Comparison to Current		% Change from Current
	PY24 adopted	PY24 Proposed	
Estimated New Revenue	\$ 4,943,881	\$ 4,393,724	-11%
Projected Carry-in	\$ 1,718,000	\$ 747,084	-56%
State OJT Grant	\$	\$ 100,000	
Total Projected Revenue	\$ 6,661,881	\$ 5,240,808	-21%
Expenses			
Board/Staff Salary and Fringe	\$ 805,918	\$ 835,786	3%
Board/Operations	\$ 140,000	\$ 70,000	-50%
Board/Customer Support	new	\$ 14,550	New
Workforce Center/Operations	\$ 80,000	\$ 108,000	35%
Workforce Center/Rent	\$ 748,231	\$ 667,657	-11%
Special Events	\$	\$ 20,000	-75%
Service Contracts			
Adult/DW	\$ 2,080,000	\$ 1,860,000	-11%
One Stop Operator	\$ 350,000	\$ 300,000	-14%
Youth (Out-of-school)	\$ 1,200,000	\$ 891,600	-26%
Youth (In School)	\$ 299,659	\$ 125,000	-58%
Enhanced Cleaning	\$ 7,500	\$ 4,140	-45%
IT Support	\$ 50,000	\$ 44,500	-11%
<b>Total</b>	<b>\$ 5,945,008</b>	<b>\$ 4,941,233</b>	<b>-17%</b>
Reserve Balances	\$ 716,873	\$ 299,575	-58%



**Capital Region Workforce Partnership Consortium of Local Elected Officials (CLEO)  
Agenda Item Summary Contract Renewals**

***What is it?***

The Workforce Innovation and Opportunity Act (WIOA) requires local boards, with agreement of the chief local elected officials (CLEO), to identify eligible providers of services by awarding contracts. At this time, staff recommends renewal of the service contracts identified below.

***What do CLEO Members Need to Know?***

Adult, Dislocated Worker and Business Services – Equus Workforce Solutions:

Equus has held this award since 2012. The current contract was initiated in January of 2021 following a competitive procurement process, with the option for up to four annual renewals based upon acceptable performance and available funding. This is the final year that a renewal can be awarded and a new competition must be issued in the Spring of 2026.

In the prior contract year, Equus met or exceeded performance in each of the 10 established outcome measures which relate to customer employment, retention, credential attainment, measurable skill gains and wages, and at the mid-point of this year are only short in adult measurable skills gains. They are on track to meet enrollment targets of 500 enrollments (471 on June 3<sup>rd</sup>) and 700 businesses (552 as of March 31<sup>st</sup>), and have also developed multiple customized cohort-based projects and initiatives such as high-value job fairs.

**Recommended budget: \$1,860,000**

One Stop Operator – Equus Workforce Solutions: Equus initially started serving in this role in August of 2017, and the current contract award was issued July 1, 2022. They would be eligible for one additional renewal after this recommended award subject to continued performance and funding availability. Equus has met all contractual expectations as far as activities and outcomes and ensures for an overall quality "front-door" experience for customers entering centers. **Recommended budget: \$300,000**

Out-of-School – Ross Innovative Employment Solutions:

Ross was initially awarded a contract in 2017 and granted four renewals before a new procurement was issued in 2022, when they were again awarded the contract. This will be the third renewal under that procurement. As a provider they have been responsive to changes, typically meet or exceed enrollment targets and manage performance well. In the most recent fiscal year they exceeded performance rates, and were meeting or exceeding four out of five measures at the mid-point of this year. **Recommended budget: \$891,600**

In and Out of School Youth – Charles City County

This award was first issued under a governmental arrangement in 2022, when the Board and CLEO elected to invest what was possible in smaller in-school youth arrangement in response to the post-COVID world where many students fell behind as a result of on-line learning and other impacts of a pandemic event.

The award amount was scaled back in the second as the County gained their footing in operating a federal program. A renewal is recommended as a result of the improved enrollment, spending and performance results achieved. Charles City has also agreed to assist in transition of participants carried over from another provider. **Recommended budget: \$125,000**

Note: The fifth provider currently operating a Board youth contract, A Peace of Mind, has indicated they will not be pursuing a renewal. Staff is working with them to ensure a smooth close-out and transition.

***What do CLEO Members Need to Do?***

Consider approval of the contract renewals as discussed above and approved by the WDB on 6/12/25.

<b>Contractor Name:</b>	<b>Arbor E&amp;T LLC dba Equus Workforce Solutions</b> <b>Louisville, KY</b> <b>Local Project Director: Mrs. Danielle Bailey</b>	
<b>Contract Period:</b>	July 1, 2025 – June 30, 2026	
<b>Service Target Group:</b>	Eligible Adults over the age of 18; priority for low income and basic skills deficient individuals	Dislocated Workers who have lost their jobs through no fault of their own with supporting documentation
<b>Total Contract Award</b>	Not to exceed \$1,860,000	
<b>Special Budget Provisions</b>	25% cap in first quarter	
<b>Expected Service Levels</b>	450 active participants and 600 businesses	
<b>Services Offered</b>	<p>Equus will provide a variety of employer and jobseeker services to support economic competitiveness for the region and improved skills and earning potential in the region. Based upon assessments and individual needs, jobseekers will receive access to a variety of career services such as comprehensive assessments and testing; counseling and career planning; short-term work readiness training; paid or unpaid work experiences; adult education or GED programs in combination with other training; and access to training services such as tuition assistance to attend a college or technical school; On-the-job training contracts, and registered apprenticeships; as well as supportive service assistance with items like transportation, child care, books, supplies, tools or uniforms. Employer services include recruitment and screening, informational services and accesses to training funds.</p>	
<b>Performance</b> <i>*Metrics may change as a result of state negotiations subsequent to the start of the contract date.</i>	<b>Adult:</b> Entered Employment – 81% Employment Retention – 74% Quarterly Median Earnings - \$7,696 Credential Attainment – 60% Measurable Skills Gains – 68%	<b>Dislocated Worker:</b> Entered Employment – 82% Employment retention – 81% Quarterly Median Earnings - \$9,000 Credential Attainment - 63% Measurable Skills Gains – 68%

<b>Contractor Name:</b>	<b>Arbor E&amp;T LLC dba Equus Workforce Solutions Louisville, KY Local One Stop Manager: Mr. Roberto Ford</b>
<b>Contract Period:</b>	July 1, 2025 – June 30, 2026
<b>Total Contract Award</b>	Not to exceed \$300,000
<b>Special Budget Provisions</b>	25% cap in first quarter
<b>Summary of Types of Work</b>	<ul style="list-style-type: none"> <li>• Develop and administer Business Plan that covers uniform operations and service delivery in all centers, as well as standard operating procedures.</li> <li>• Lead efforts to achieve and maintain workforce center certification</li> <li>• Convene regular meetings of workforce system partners to achieve greater coordination and integration of services</li> <li>• Develop and manage customer satisfaction system</li> <li>• Work with Henrico County Facilities Manager on technology and maintenance issues.</li> <li>• Serve as local area “brand ambassador” for the Virginia Career Works and manage and update all customer-facing sections of the <a href="http://www.vcwcapital.com">www.vcwcapital.com</a> website.</li> <li>• Develop outreach materials promoting system and center services</li> <li>• Develop and execute a plan of professional staff development and partner cross-training for all system and center staff.</li> <li>• Coordinate virtual service delivery platforms</li> <li>• Assist or serve as equal opportunity officer</li> <li>• Oversee overall customer and resource room experiences.</li> <li>• Employ Navigators in each center to manage customer reception, flow and basic career services assistance as needed.</li> </ul>
<b>Performance</b>	Equus will be evaluated at least twice during the contract year in December and April on its performance against the scope of work. Documented deficiencies in executing duties may result in deductions to the profit line.

Contractor Name: Corporate Address:	<b>Ross Innovative Employment Solutions Corporation</b> 300 S. Riverside, Suite I St. Clair, Michigan, 48079		
Contact Person:	Ms. Shawn Brenner Chief Executive Officer <b>Mrs. Elizabeth Hays Local Program Director</b>		
Program Name	Career Advantage		
Service Target Group:	Out of School Youth Ages 18-24		
Contract Period:	July 1, 2025- June 30, 2026 with 1 renewal remaining		
Amount of Award:	\$891,600		
Participants to be Served:	Enrollment		
	PY24 Estimated Carry over	130	
	Projected New Enrollments	60	
	<b>Total PY25 Enrollment</b>	190	
Contract Performance Standards:  (Levels may be adjusted after state negotiations)	Employed 90 days after program exit		79.4%
	Employed 12 months after program exit		76.1%
	Quarterly Median Earnings		\$3,500
	Credential Attainment within 1 year		68.5%
	Measurable Skills Gain		68.2%

**Typical services to be provided:** Tutoring, study skills, and dropout prevention; Alternative education Paid and unpaid work experiences; Occupational skills training; Leadership development; Supportive services (Transportation, child care, work uniforms, tools, etc.); Adult mentoring for 12 months; Follow-up services for 12 months; Comprehensive guidance and counseling; Education offered concurrently with, and in the area context as workforce preparation activities and training; Financial literacy education; Provision of labor market information; Activities that help youth prepare for and transition to post-secondary education and training; Entrepreneurial skills training and follow-up.

<b>Contractor Name::</b>	Charles City County Government		
<b>Contact Person:</b>	Ms. LaToya Johnson-Davis Workforce Director		
<b>Program Name</b>	Career Pathways Program		
<b>Service Target Area:</b>	Charles City In and Out of School Youth		
<b>Contract Period:</b>	July 1, 2025- June 30, 2026		
<b>Amount of Award:</b>	\$125,000		
<b>Number of Participants to be Served:</b>			Charles City will continue to work with A Peace of Mind participants (36) until they have met their program goals.
	<b>Target Enrollments</b>		
	PY24 Carryover	50	
	New Enrollments	5	
	<b>Total PY25 Enrollment</b>	55	
Youth Performance Outcomes	Measures	Negotiated Level (May be adjusted after state negotiations)	
	Employed 90 days after program exit	79.4%	
	Employed 12 months after program exit	76.1%	
	Quarterly Median Earnings	\$3,500	
	Credential Attainment within 1 year	68.5%	
	Measurable Skills Gain	68.2%	

**Typical services to be provided:** Tutoring, study skills, and dropout prevention; Alternative education Paid and unpaid work experiences; Occupational skills training; Leadership development; Supportive services (Transportation, child care, work uniforms, tools, etc.); Adult mentoring for 12 months; Follow-up services for 12 months; Comprehensive guidance and counseling; Education offered concurrently with, and in the area context as workforce preparation activities and training; Financial literacy education; Provision of labor market information; Activities that help youth prepare for and transition to post-secondary education and training; Entrepreneurial skills training and follow-up.

## Agenda Item III.D.

**Capital Region Workforce Partnership Consortium**  
**Agenda Item Summary – Workforce Board Roster for Certification**

***What is it?***

The Workforce Innovation and Opportunity Act (WIOA) gives the Chief Local Elected Officials (CLEO) authority to appoint the members of the local Workforce Development Board (WDB). The CLEO and WDB serve as the governance bodies with respect to WIOA implementation and oversight of services in the region. The Board has certain unique duties, the CLEO has certain unique duties and the two groups collectively share other responsibilities.

After initial certification, the WDB must be re-certified by the state every 2 years. Recertification is based upon successful performance and financial integrity; as well as adherence to the following composition requirements:

- Majority (51%) of members from the business sector.
- At least 20% from labor organizations and community-based organizations with evidence of addressing employment needs of people with barriers, with at least one member in this category representing a registered apprenticeship.
- At least one economic development representative.
- At least one member each from the following entities: Adult Education, Departments of Social Services, Community Colleges, Secondary Career and Technical Education, Virginia Department for Aging and Rehabilitative Services, and Virginia Department of Workforce Development and Advancement.
- Optional members can also serve, as long as the business majority and 20% labor/CBO are maintained.
- 

***What do CLEO Members Need to Know?***

The attached roster has been developed by Governance Committee of the Workforce Development Board. It includes recommendations for five new members all from the business community and well 24 renewing members. The renewal recommendations factor meeting attendance and engagement at meetings, service on standing committees and participation in other project-specific tasks or Board-sponsored events.

***What do CLEO Members Need to Do?***

Consider approval of the attached roster for submission to the State to achieve WDB certification.

## Board Roster for CLEO Consideration to Submit to the State for Certification

### **Business Seats – 16:**

Chair, Ilene Maurer, Rhudy & Co.

Vice Chair, Drexel Harris, Drexel's Digital Creations/Brightpoint Community College/Goodwill \*

Bill Auchmoody, Partnership Screening

Sarah Bice, Sarah Bice & Associates

#### **# Elizabeth Davis, Luck Companies**

Robert Dick, SCS Engineers

John Easter, ChamberRVA

#### **# Adrienne Farthing, Mr. Fix It**

Robert Franklin, Church and Dwight

Danielle Gilbert, Manifest In You Consulting, LLC/CBO\*

Thomas Hayden, CodeBlue Technology

#### **# Elizabeth Kincaid, RVA Hospitality**

Eric Stamper, Virginia First Financial Services, LLC

Amanda White, Qualdoc

#### **# Shauna Worsley, Altria**

#### **# John Yates, Home to Health**

*Resignations: Siyani Blount (Henrico), Beth Bray (Powhatan), Scott Edwards (Henrico), Jesus Portillo (Region)*

### **Non-Business – 14:**

Dale Batten, VA Department for Aging and Rehabilitative Services

Kevin Battle, Boilermakers Local #45\*

Maynard E. Conner, Iron Works Local #28\*

Jeffrey Elmore, Capital Region Adult Education

Suzanne Grable, New Kent Social Services

Elizabeth Holt, Charles City Social Services

Kelly King Horne, Homeward\*

Chance Robinson, Goochland Economic Development

Justin Roerink, Hanover County Career and Technical Education

Dr. Beno Rubin, Reynolds Community College

Tina Shreve, Chesterfield County Economic Development

S. Gregg Spicer, Richmond Electricians' JATC\*

Amy Strite, The SPAN Center\*

Dennis Woodard, Virginia Department of Workforce Development and Advancement

### **Key:**

Yellow highlight – renewing members

(#) – New

(\*) - Counts towards 20% labor/apprenticeship/ community-based representation. (6 needed based on size, 9 are included)