

Capital Region Workforce Partnership
JUNE 18, 2026 MEETING AGENDA
9:30 a.m. – 11:00 a.m.

Virginia Career Works Richmond West Center
4914 Radford Ave., Room 100, Richmond 23230

Consortium Members		Alternates	
Chairman - Hon. John Moyer, New Kent		Rodney Hathaway	
Hon. Ryan Patterson, Charles City		Vacant	
Hon. Jim Ingle, Chesterfield		Dr. James Worsley	
Hon. Jonathan Christy, Goochland		Vacant	
Hon. Sean Davis, Hanover		Ann Glave	
Vice-Chairman Hon. Jody Rogish, Henrico		Monica Smith-Callahan	
Hon. Steve McClung, Powhatan		Will Hagy	
Hon. Kenya Gibson, Richmond		Amy Popovich	

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

- II. **Public Comment Period** 9:35 a.m.
Individuals may preregister prior to the start of the meeting to speak on matters not already on the agenda, or may speak if so designated by the Chairman if they did not preregister. Comments shall be limited to 3 minutes.

- III. **Information Items:** 9:40 a.m.
 - A. Briefing on Recent Worker Adjustment and Retraining Notification (WARN) Activity
Mr. Mark Brickey, Central Virginia Rapid Response Coordinator, Virginia Department of Workforce Development and Advancement

 - B. Current Year Spending to Budget Report

- IV. **Action Items:** 10:00 a.m.
 - A. Approval of Minutes from April 10, 2026 Meeting (**Page 2**)
 - B. Preliminary Budget for PY26/FY27 (**Page 5**)
 - C. Contract Awards for PY26/FY27 (**Page 9**)
 - * Adult and Dislocated Worker Services – Laine Federal Education
(New Award, Introduction of Ms. Chasidy Privett, President and CEO)
 - * One Stop Operator – Equus Workforce Solutions (Final Renewal)
 - * Out-of-School Youth Services for the Region – Ross Innovative Employment Solutions (Final Renewal)
 - * In School and Out of School Youth – Charles City County government (Final Renewal)
 - D. Workforce Board Member Reappointments and New Appointment (**Page 15**)

- V. **Board and Staff Updates** (Time Permitting)

- VI. **Adjournment** 11:00 a.m.

**Capital Region Workforce Partnership
Consortium of Local Elected Officials (CLEO)
DRAFT MINUTES OF THE APRIL 10, 2026 Meeting
9:30 a.m. – 11:00 a.m.**

Virginia Career Works Chesterfield Center
304 Turner Road
North Chesterfield, VA 23335

Members Present: (X = In Attendance)

Consortium Members		Alternates	
Chairman - Hon. John Moyer , New Kent	X	Rodney Hathaway	
Hon. Ryan Patterson , Charles City		Vacant	
Hon. Jim Ingle , Chesterfield	X	Dr. James Worsley	X
Hon. Jonathan Christy , Goochland		Nora Amos	X
Hon. Sean Davis , Hanover	X	Ann Glave	
Hon. Jody Rogish , Henrico	X	Monica Smith-Callahan	X
Hon. Steve McClung , Powhatan		Will Hagy	
Hon. Kenya Gibson , Richmond		Amy Popovich	X

Staff Present: Brian Davis, Mychael Lee, Krishawn Monroe.

Contractors Present: Danielle Bailey, Roberto Ford, Denisha Wilson

- I. **Welcome and Introductions** Chairman John Moyer called the meeting to order at 9:35 a.m.
- II. **Public Comment Period** There were no members of the public wishing to offer comments.
- III. **Action Items:**
 - A. Election of Vice-Chairman
A motion was made to elect Jody Rogish (Henrico) as Vice-Chairman of the Consortium. The motion passed unanimously.
 - B. Transfer of Dislocated Worker Funds to Meet Adult Program Demand
Mr. Davis provided a review of the provisions in the Workforce Innovation and Opportunity Act that allow transfers of up to 100% between available adult and dislocated worker program funds. Spending within the programs is based on the eligibility under which a person is enrolled. As in past years, the percentage of adults seeking services and being enrolled is outpacing the volume of dislocated workers. The types of career and training services that an individual receives are the same regardless of their enrollment status. In the current year, the ratio of active adults to dislocated workers is 86% to 14%. In terms of dollars, there will be a projected balance of \$67,769 in adult funds by June 30, 2026, compared to a projected balance of \$603,229 in dislocated worker. Staff is recommending a transfer of up to \$400,000 in dislocated worker funds to be used for adult program purposes in order to meet adult customer

demand, and also prevent unused funds from being recaptured by the state. Mr. Davis also shared that in the event that dislocated worker demand does increase, the adult funds can still be used because the adult eligibility is more universal in nature.

A motion was made to authorize staff to submit a request to the state for a transfer of up to \$400,000 in PY25 dislocated worker funds to be used for adult program purposes. The motion passed unanimously.

C. Affirmation of Local Brand Usage in the Capital Region

Mr. Davis reviewed the history in the development, adoption, and use of the workforce services brand in the Capital Region. Virginia Career Works has been in use since 2018, and is featured on building signage, outreach and other printed and electronic materials, the website, social media and other messaging related to the services provided in the local area. The adoption was made after an extensive brand development strategy that was conducted statewide with multiple engagement and input opportunities from state and local elected officials, government agencies, businesses, economic development, education, labor and the general public.

In 2023, the General Assembly passed legislation creating the new Department of Workforce Development and Advancement. This single agency that makes up just one part of the public workforce system adopted “Virginia Works” internally as its brand name. Two years later a policy was put before the Virginia Board of Workforce Development by the agency to have its brand be named as the brand for the rest of the workforce system that includes five other state agencies, 14 local workforce areas and multiple workforce centers established and operated by the local areas. The intent was that Virginia Works would replace Virginia Career Works, absent any involvement or inclusion of the rest of the workforce system or even any brand development strategy or planning.

Because the federal regulations for the Workforce Innovation and Opportunity Act allow for local areas to use additional identifiers beyond the federal identifier on their products, programs, activities, services, facilities, and related property and materials, a motion was made to retain Virginia Career Works as the local brand in the Capital Region was made. The motion passed unanimously. It was noted that such action will not prevent that local area from participating in future meaningful brand development strategies.

D. Workforce Center Evaluation and Phasing Plan (“Maintain, Pivot, Consolidate”)

Ms. Monroe reviewed the work of a committee that is composed of workforce board members and elected officials that evaluated a variety of factors related to the usage of each of the three workforce centers. The committee looked at factors such as customer statistics, staffing levels, unused spaces, lease provisions, and tenants with subleases. The recommendation is to maintain the current centers through their natural lease dates, while pivoting to enhanced use of technology, remote out-stationing of staff in community access points and identifying additional partners who provide services related to workforce development who may have an interest in leasing spaces in the centers. Should dramatic funding reductions or budgetary shifts emerge ahead of the natural lease terminations, an order of consolidating would start with Richmond West, then Chesterfield, then Henrico.

A motion was made to accept the committee's recommendation. The motion passed unanimously.

IV. Information/Discussion Items

- A. June meeting date – Given that the next meeting date falls on a public holiday (Juneteenth), the consortium opted to meet on Thursday June 18, 2026 at 9:30 a.m. in the Richmond West Center.
- B. Board and Staff Updates – There was discussion of having elected official consortium representation on the Workforce Board's Governance Committee as much of its work centers on Board member appointments that get recommended to the elected officials. Amy Popovich, City of Richmond, volunteered to serve with no objection among the members. Mr. Davis provided a review of the current spending to budget report and also provided an overview of labor market information and trends.

- V. Adjournment** There being no further matters, the meeting adjourned at 11:00 a.m.

**Capital Region Workforce Partnership
Agenda Item Summary – Preliminary Budget for the Program/Fiscal Year Starting 7/1/2026**

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 26, which is also FY 27. Local Workforce Development Boards (WDBs) are required to have a budget developed and endorsed for review and approval by the consortium of local elected officials (CLEO) prior to July 1 of each year.

What do 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 (DOL) 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 formula 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 released by DOL on April 28, 2026. At the state level, Virginia received an average 9% increase in funding, or \$3 million. Under federal rules, the state has up to 30 days to determine and release the local funding amounts. The local allocations were issued on May 22, 2026.

PY26/FY27 Funding Levels:

The Capital Region is set to receive an overall reduction in funds of 6% from the current year, equating to \$278,756. This is the largest reduction among any of the 14 areas. Reductions to adult and youth funding will both be realized, with an increase in dislocated worker funds. The chart below provides detail:

	PY26	PY25	Difference	% difference	Estimated PY25 Carry In
Adult	\$1,356,118.20	\$1,549,462.50	\$(193,344.30)	-12.5%	\$31,131
Youth	\$1,532,657.70	\$1,672,946.10	\$(140,288.40)	-8.4%	\$209,844
DW	\$1,075,173.30	\$992,421.00	\$82,752.30	8.3%	\$602,064
Admin	\$440,438.80	\$468,314.40	\$(27,875.60)	-6%	\$80,000
Total	\$4,404,388.00	\$4,683,144.00	\$(278,756.00)	-6%	\$923,029

In terms of non-federal funding, we are projecting an amount of **\$604,535**, which is an increase from the current year level of \$461,768. The increase is attributable to increased rent from tenants under lease renewals. The funding from the eight localities remains level at \$250,000. In addition to the new year funds, an estimated **\$180,000 of carry-forward** in non-federal funds is anticipated, bringing the total non-federal estimate to **\$784,535**

Proposed Budget:

Factoring the previously stated funding levels, PY26 revenue is projected at **\$6,131,961**. This is an overall reduction of 2% from the current year, factoring the projected carry forward and increased non-federal balance.

Staff has drafted a proposed budget with expenses of **\$4,827,114**. This is a reduction of 7% from the current year.

At this level, a reserve balance of \$1,304,847 would be realized. This is an increase of 20% from the current year budget.

\$3,858,486, or **81% of expenses are in lines that directly support or benefit customer services**. The other 19% of expenditures are for board/CLEO staff and board-level operating costs.

What do Members Need to Do?

Consider for adoption the attached budget as recommended by the Workforce Development Board and its Finance Committee.

PY26/FY27 Budget

Draft for CLEO 6/18/26 Meeting

Description	Total	Adult	Dislocated Worker	Youth	Admin.	Non Federal	ELT Grant
New Allocation	\$ 5,008,922	\$ 1,356,118	\$ 1,075,173	\$ 1,532,657	\$ 440,439	\$ 604,535	
Projected Carry-in	\$ 1,103,039	\$ 31,131	\$ 602,064	\$ 209,844	\$ 80,000	\$ 180,000	
Adult/DW Transfer	\$ -	\$ 400,000	\$ (400,000)	\$ -	\$ -	\$ -	
State Grants	\$ 20,000						\$ 20,000
Total Projected Revenue	\$ 6,131,961	\$ 1,787,249	\$ 1,277,238	\$ 1,742,501	\$ 520,439	\$ 784,535	
Expenses							
Board/Staff Salary and Fringe	\$ 881,570	\$ 315,128	\$ 62,067	\$ 269,604	\$ 183,284	\$ 51,487	
Board/Operations	\$ 53,088				\$ 48,208	\$ 4,880	
Board/Customer Support	\$ 21,396				\$ 14,663	\$ 6,733	
Workforce Center/Operations	\$ 84,083				\$ 64,526	\$ 19,557	
Workforce Center/Rent	\$ 681,544	\$ 131,675	\$ 21,117	\$ 89,123	\$ 34,752	\$ 404,877	
Special Events	\$ 40,000				\$ 20,000	\$ 20,000	
Service Contracts							
Adult/DW	\$ 1,472,893	\$ 1,162,314	\$ 290,579				\$ 20,000
One Stop Operator	\$ 300,000	\$ 176,208	\$ 28,996	\$ 94,796			
Youth (Out-of-school)	\$ 1,030,000			\$ 1,030,000			
Youth (In School)	\$ 140,000			\$ 140,000			
Virtual Enrollment System	\$ 64,400				\$ 32,200	\$ 32,200	
Enhanced Cleaning	\$ 4,140				\$ 4,140		
IT Support	\$ 44,500				\$ 44,500		
Non Profit Start Up Support	\$ 9,500					\$ 9,500	
Total	\$ 4,827,114	\$ 1,785,325	\$ 402,759	\$ 1,623,523	\$ 446,273	\$ 539,734	\$ 20,000
Reserve Balances	\$ 1,304,847	\$ 1,924	\$ 874,479	\$ 118,978	\$ 74,166	\$ 244,801	-

Comparison to Current

	<u>PY25 Adopted</u>	<u>PY26 Proposed</u>	<u>Dollar Change</u>	<u>% Change</u>
Estimated New Revenue	\$ 5,144,912	\$ 5,008,922	\$ (135,990)	-3%
Projected Carry-in	\$ 960,042	\$ 1,103,039	\$ 142,997	15%
ELT Grant	\$ 60,000	\$ 20,000	\$ (40,000)	-67%
Career Pivot Grant	\$ 100,000		\$ (100,000)	-100%
Total Projected Revenue	\$ 6,264,954	\$ 6,131,961	\$ (132,993)	-2%
Expenses				
Board/Staff Salary and Fringe	\$ 835,786	\$ 881,570	\$ 45,784	5%
Board/Operations	\$ 70,000	\$ 53,088	\$ (16,912)	-24%
Board/Customer Support	\$ 14,550	\$ 21,396	\$ 6,846	47%
Workforce Center/Operations	\$ 108,000	\$ 84,083	\$ (23,917)	-22%
Workforce Center/Rent	\$ 667,657	\$ 681,544	\$ 13,887	2%
Special Events	\$ 37,000	\$ 40,000	\$ 3,000	8%
Service Contracts				
Adult/DW	\$ 1,920,000	\$ 1,472,893	\$ (447,107)	-23%
One Stop Operator	\$ 300,000	\$ 300,000	\$ -	0%
Youth (Out-of-school)	\$ 982,800	\$ 1,030,000	\$ 47,200	5%
Youth (In School)	\$ 125,000	\$ 140,000	\$ 15,000	12%
Virtual Enrollment System	\$ 64,440	\$ 64,400	\$ (40)	0%
Enhanced Cleaning	\$ 4,140	\$ 4,140	\$ -	0%
IT Support	\$ 44,500	\$ 44,500	\$ -	0%
Non Profit Start Up Support	\$ -	\$ 9,500	\$ 9,500	100%
Total	\$ 5,173,873	\$ 4,827,114	\$ (346,759)	-7%
Reserve Balances	\$ 1,091,081	\$ 1,304,847	\$ 213,766	20%

**Capital Region Workforce Partnership Agenda
Item Summary
Contract Award and 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 the following contract award confirmation and renewals of three service contracts identified below.

What do Members Need to Know?

Adult, Dislocated Worker and Business Services – Laine Federal Education Inc.

This is a new contract award based on the result of a public procurement process that involved a review committee made up of two workforce board members and one representative from the local elected officials. The process involved the review and scoring of written proposals, oral interviews with the top scoring firms, written follow up question and responses, submission of best and final offers and a second round of scoring. A 10-day notice of intent to award was issued, and at the end of the 10 days, the contract was technically awarded. In order to align with federal requirements under WIOA, the Board’s Executive Committee affirmed the award at their April 28, 2026 meeting, and authorized a transition budget of up to \$40,702. The full Board voted to affirm the full PY26 award in the amount of \$1,472,893.

Total Recommended budget: \$1,472,893

One Stop Operator – Equus Workforce Solutions:

Equus has been serving in this role since August of 2017, with the most recent contract award issued July 1, 2022. This would be the last available renewal under that procurement, and a new procurement will be required for next year. Equus has met all contractual expectations as far as activities and outcomes and has offered quality performance particularly in partner relations, outreach activities, center operating oversight and enhanced reporting.

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 fourth and final available renewal under the most recent award, and a new procurement will be required for next year. As a provider, they have been responsive to changes, routinely meet or exceed enrollment and performance targets and manage customer service and partner relations well. They are also innovative in their service strategies and approaches.

Recommended budget: \$1,030,000

In-School 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 resources were available in smaller in-school youth arrangements 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. Opportunities were made available to Charles City, Goochland, New Kent and Powhatan, with Charles City accepting the offer. The award amount was scaled back in the second year 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. In PY25, this contractor was also asked to manage follow-up services for participants served by another provider who did not seek a contract renewal. **Recommended budget: \$140,000**

What do Board Members Need to Do?

Consider the one new award and renewals as discussed above and on the attached.

The Workforce Development Board took affirmative actions at their June 11, 2026 meeting.

Contractor Name:	Laine Federal Education, Inc. Atlanta, GA Contract Manager: Ms. Chasidy Privett	
Contract Period:	July 1, 2026 – June 30, 2027	
Service Target Group:	Eligible Adults over the age of 18; priority for low income and basic skills deficient	Dislocated Workers who have lost their jobs through no fault of their own with supporting documentation
Total Contract Award	Not to initially exceed \$1,472,893 (\$40,702 for transition period and \$1,452,893 July 1, 2026 – June 30, 2027)	
Special Budget Provisions	25% spending cap in first quarter	
Expected Service Levels	400 active participants and 500 distinct business services	
Services Offered	Laine will provide a variety of employer and job seeker services to support economic competitiveness for the region and improved skills and earning potential in the region. Based upon assessments and individual needs, job seekers 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 access to training funds.	
Performance <i>*Metrics may change as a result of state negotiations subsequent to the start of the contract date or other modifications.</i>	Adult: Entered Employment – 75% Employment Retention – 75% Quarterly Median Earnings - \$8,276 Credential Attainment – 63% Measurable Skills Gains – 79%	Dislocated Worker: Entered Employment – 80% Employment Retention – 79% Quarterly Median Earnings - \$9,000 Credential Attainment - 61% Measurable Skills Gains – 77%

Contractor Name:	Arbor E&T LLC dba Equus Workforce Solutions Louisville, KY Local One Stop Manager: Mr. Roberto Ford
Contract Period:	July 1, 2026 – June 30, 2027
Total Contract Award	Not to initially exceed \$300,000
Special Budget Provisions	25% spending cap in first quarter
Summary of Types of Work	<ul style="list-style-type: none"> • Develop and administer Business Plan that covers uniform operations and service delivery in all centers, as well as standard operating procedures. • Lead efforts to achieve and maintain workforce center certification • Convene regular meetings of workforce system partners to achieve greater coordination and integration of services • Develop and manage customer satisfaction system. • Work with Henrico County Facilities Manager on technology and maintenance issues. • Develop outreach materials promoting system and center services, and coordinate community-facing outreach events. • Develop and execute a plan of professional staff development and partner cross-training for all system and center staff. • Coordinate virtual service delivery platforms. • Assist equal opportunity officer with duties related to compliance and monitoring. • Oversee overall customer experience and resource room. • Employ Navigators in each center to manage customer reception, flow and basic career services assistance.
Performance	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:	Ross Innovative Employment Solutions Corporation 300 S. Riverside, Suite I St. Clair, Michigan, 48079	
Contact Person:	Ms. Shawn Brenner Chief Executive Officer Mrs. Elizabeth Hays Local Program Director	
Program Name	Career Advantage	
Service Target Group:	Out of School Youth Ages 18-24	
Contract Period:	July 1, 2026- June 30, 2027 Final Contract	
Amount of Award:	\$1,030,000 a	
Contract Performance Standards: (Levels may be adjusted after state negotiation)	Employed 90 days after program exit	77.92%
	Employed 12 months after program exit	77.81%
	Quarterly Median Earnings	\$5153.54
	Credential Attainment within 1 year	67.0%
	Measurable Skills Gain	78.37%

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 same 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.

Contractor Name:	Charles City County Government	
Contact Person:	Ms. LaToya Johnson-Davis Workforce Director	
Program Name	Career Pathways Program	
Service Target Area:	Charles City In and Out of School Youth	
Contract Period:	July 1, 2026 - June 30, 2027 Final Renewal	
Amount of Award:	\$140,000	
Youth Performance Outcomes	Measures	Negotiated Level (May be adjusted after state negotiations)
	Employed 90 days after program exit	79.92%
	Employed 12 months after program exit	77.8%
	Quarterly Median Earnings	\$5,153.54
	Credential Attainment within 1 year	67.0%
	Measurable Skills Gain	78.37%

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.

**Capital Region Workforce Partnership Consortium
Agenda Item Summary –
Workforce Board Nominations**

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 services in the region. The Board has certain unique duties, the CLEO has certain unique duties and the two groups collectively share other responsibilities.

The Board composition requirements are as follows:

- 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 program.
- At least one economic development representative.
- One member from the following entities: Virginia Employment Commission, Department for Aging and Rehabilitative Services, Adult Education, a Community College, and Career and Technical Education.
- Optional members can also serve, as long as the business majority and 20% labor/CBO are maintained.

Provisions in the WIOA specify the process for appointment of Board members, with state policy adding Virginia-specific provisions.

What do CLEO Members Need to Know?

Workforce Development Board members are appointed to three-year staggered terms such that only a “class” of members has terms expiring in any given year. There are six members of the class with terms expiring June 30, 2026:

Name	Category	Organization	Note
Robert Dick	Business	SCS Engineers	Not seeking renewal
Drexel Harris, Vice-Chairman	Business, Education	Dexter’s Digital Creations / Brightpoint Community College	Seeking Renewal
Thomas Hayden	Business	Code Blue Technology	Seeking Renewal
Ilene Maurer, Chairman	Business	Rhudy and Co.	Seeking Renewal
Justin Roerink	Secondary Career and Technical Education	Hanover County Public Schools	Not seeking renewal
Eric Stamper	Business	Virginia First Financial	Seeking Renewal

Four of the six are seeking reappointment as indicated above.

Mr. Roerink's decision to step down at the end of his term creates a vacancy in the required Secondary Career and Technical Education (CTE) category. The City of Richmond has nominated Ms. Courtney Ward, who serves as Richmond Public School's Director of Secondary Success Pathways in the CTE division. Because this category is present in all eight jurisdictions, it is customary that it be rotated among the localities. In addition to Hanover, Henrico has previously held this seat.

The Board's Governance Committee reviewed the current roster, statements of interest in serving submitted by members seeking reappointment and Ms. Ward's application at their May 20, 2026 meeting. The committee is **recommending reappointments for Mr. Harris, Mr. Hayden, Ms. Maurer and Mr. Stamper, as well as the appointment of Ms. Ward.**

The Governance Committee is also recommending that member Suzanne Grable's term end after two years on June 30, 2026 as opposed to June 30, 2027 due to attendance challenges. The resulting roster would be as attached. The membership would total 26, with one business vacancy to be filled.

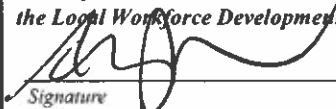
What do CLEO Members Need to Do?

Consider the recommendations advanced by the Workforce Board Governance Committee as described above.

Capital Region Workforce Development Board Roster as Recommended by Governance Committee (One business vacancy exists).

Last	First	Organization	Category	Locality where business is based	Term Expires
Business Members					
Auchmoody	Bill	Partnership Screening	Business	Henrico	6/30/27
Bice	Sarah	Bice & Assoc. Reality	Business	Henrico	6/30/27
Davis	Elizabeth	The Luck Companies	Business	Goochland	6/30/28
Durrbeck	Daniel	Weight Pack	Business	Powhatan	6/30/28
Franklin	Robert	Church and Dwight	Business	Chesterfield	6/30/28
Gilbert	Danielle	Manifest in You	Business	Henrico	6/30/28
Harris <i>Vice-Chair</i>	Drexel	Dexter's Digital Creations/Brightpoint Comm. College	Business	Chesterfield	6/30/29
Hayden	Thomas	Code Blue Technology	Business	Hanover	6/30/29
Kincaid	Elizabeth	RVA Hospitality	Business	Richmond	6/30/28
Maurer - <i>Chair</i>	Ilene	Rhudy & Co.	Business	Richmond	6/30/28
Stamper	Eric	Virginia First Financial	Business	Richmond	6/30/29
Worsley	Shauna	Philip Morris USA	Business	Richmond	6/30/28
Yates	John	Hospital to Home	Business	Henrico	6/30/28
Non-Business Members (Filling Required Categories)				Locality where entity is based	
Battle	Kevin	Boiler Makers Local 45	Labor/Apprenticeship	Chesterfield – Must be nominated by Labor Federation	6/30/27
Batten	Dale	VA Dept. for Aging & Rehab.	Vocational Rehab.	State Agency Required (Henrico)	6/30/27
Conner	Maynard	Iron Workers Local 28	Labor/Apprenticeship	Chesterfield – Must be nominated by Labor federation	6/30/28
Elmore	Jeffrey	Capital Region Adult Education	Adult Education	Agency Required by Funding	6/30/28
Holt	Elizabeth	Charles City Social Services	Social Services	Charles City -	6/30/27
Horne	Kelly King	Homeward	Community Based Org.	Richmond	6/30/27
Robinson	Chance	Goochland Co. Economic Dev.	Econ. Development	Goochland -	6/30/27
Rubin	Beno	Reynolds Community College	Community College	Henrico/Richmond	6/30/28
Shreve	Tina	Chesterfield Co. Econ. Dev.	Econ. Development	Chesterfield -	6/30/28
Spicer	Gregg	IBEW Electricians' JATC	Labor/Apprenticeship	Chesterfield – Must be nominated by Labor federation	6/30/27
Strite	Amy	The SPAN Center	Community Based Org.	Richmond –	6/30/28
Ward	Courtney	Richmond Public Schools	Secondary CTE	Richmond –	6/30/29
Woodard	Dennis	VA. Dept. of Workforce Dev.	Wagner-Peyser Program	State Agency Required (Henrico)	6/30/27

NOMINATION FORM

1-Name (First, MI, Last) Courtney Ward		2-LWDA # 9		3-Date 5/26/26	
4-Street Address 2020 Westwood Ave			13-Nominee Characteristics		
5-City Richmond		6-County		Gender: Male <input type="checkbox"/> Female <input checked="" type="checkbox"/> Other <input type="checkbox"/>	
7-State Virginia		8-ZIP 23230		Race: (more than one may be checked) White <input type="checkbox"/> Black <input checked="" type="checkbox"/> Asian <input type="checkbox"/> Amer. Indian or Native Alaskan <input type="checkbox"/> Native Hawaiian or Pacific Islander <input type="checkbox"/>	
9-Home Phone (include area code) 804-519-3114		10-Work Phone (include area code) 804-519-3114		Ethnicity: Hispanic, Latino, or Spanish origin? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
11-FAX		12-E-Mail cward3@rvaschools.net		14-Recommended for (see section number)	
15-LWDA Name Capital Region			16- Labor/ CBO/ Apprenticeship <input type="checkbox"/>		
16-Labor/ CBO/ Apprenticeship Representative			17- Private Sector (Business) <input type="checkbox"/>		
Title _____ Organization _____			18- Education <input checked="" type="checkbox"/>		
Labor <input type="checkbox"/> CBO <input type="checkbox"/> Registered Apprenticeship <input type="checkbox"/>			19- Wagner-Peyser <input type="checkbox"/>		
			20- Economic Development <input type="checkbox"/>		
			21- VDARS/VDBVI <input type="checkbox"/>		
			22- DSS <input type="checkbox"/>		
			23- Optional/Other <input type="checkbox"/>		
17-Private Sector (Business) Representative					
Title _____				Yes No	
Business _____				Minority-Owned Business <input type="checkbox"/> <input type="checkbox"/>	
Type of Business _____				Female-Owned Business <input type="checkbox"/> <input type="checkbox"/>	
				Urban <input type="checkbox"/> Suburban <input type="checkbox"/> Rural <input type="checkbox"/>	
				Number of Employees _____	
18-Education Representative			19-Wagner Peyser Representative		
Title <u>Director of Secondary Success Pathways</u>			Title _____		
Institution <u>Richmond Public Schools</u>					
Title II <input type="checkbox"/> Community College <input type="checkbox"/> CTE <input checked="" type="checkbox"/>					
20-Economic Development Representative			21-VDARS/VDBVI Representative		
Title _____			Title _____		
			22-DSS Representative		
			Title _____		
24-Nominator			23-Optional/ Other Representative		
I hereby recommend the above-named person for membership on the Local Workforce Development Board.			Title _____		
			Agency _____		
Date <u>5/26/26</u>					
Amy Popovich, Deputy Chief Administrative Officer			25-Action by Chief Elected Official		
Printed/Typed Name & Title of Nominator			Subject to certification required by Section 107 of the Workforce Innovation and Opportunity Act of 2014 and Policy 20-02 of the Virginia Board for Workforce Development, the person nominated herein has been duly appointed to the Local Workforce Development Board by the Chief Elected Officials.		
City of Richmond			Term of Appointment: From _____ To _____		
Nominator Organization					
804-904-9095					
Phone _____ FAX _____					
Amy.Popovich@rva.gov					
Email _____			Signature of Chief Elected Official _____		
			Date _____		