

Capital Region Workforce Partnership

Consortium Meeting Minutes for February 11, 2022

Attendance			
Consortium Members		Alternates	
Chairman – Hon. Angela Kelly-Wiecek , Hanover	x	James Taylor	x
Hon. Patricia Paige , New Kent	x	Rodney Hathaway	
Hon. James Holland , Chesterfield	x	Dr. James Worsley	x
Hon. Gilbert Smith , Charles City	x	Michelle Johnson	
Hon. Don Sharpe , Goochland	x	Jo Ann Hunter	
Hon. Patricia O’Bannon , Henrico	x	Monica Smith - Callahan	x
Hon. Steve McClung , Powhatan		Ned Smither (Bret Schardein)	x
Hon. Michael Jones , Richmond		Reggie Gordon	x

- I. Call to Order and Welcome. Chair Angela Kelly-Wiecek opened the meeting at 9:30 a.m.
- II. Public Comment Period. There were no persons present for public comment. Mr. Davis introduced new Ross manager, Ms. Elizabeth Hays. Ms. Earlene Jones, former manager retired.
- III. Approval of the Minutes from December 10, 2021 Meeting. A motion to approve the minutes as presented was moved and seconded. The motion carried.
- IV. Action Items
 - A. Vice Chairman Election. The Board nominated Honorable James Holland as vice-chairman. Honorable Gilbert Smith moved to approve the nomination; Honorable Patricia O’Bannon seconded the motion. The motion carried.
 - B. New Workforce Board Member Appointment. Ms. Karen Aylward retired from Chesterfield County. Ms. Tina Shreve is the new Chesterfield County Economic Development representative. Mr. Holland moved to approve Ms. Shreve’s appointment; Mrs. O’Bannon seconded the motion. The motion carried.
 - C. Budget Authorizations for Procurement Actions
The procurement action authorizes staff to post the requests for proposals to a certain dollar amount. The first procurement provides for out-of-school services and the other is for the one-stop operator services currently provided by is EquusWorks.

The scope for the youth proposal was reissued to cover Richmond, Henrico Chesterfield, and Hanover. The other counties will determine if they wish to participate through government-to-government arrangements. Mr. Holland moved to approve the authorization as presented; Mr. Smith seconded the motion. The motion carried.

V. Information Items

A. Strategic Plan and Committees. The Board created three new committees to advance its Strategic Plan.

- a. External Alignment and Outcomes Committee (formerly Strategy & Outcomes). The committee will focus on Goal 1 and Goal 4 of the Strategic Plan. Committees are not restricted to Board members; alternates, department heads, or agency staff may join.
- b. Equity and Access. The committee will focus on Goal 2 and Goal 3 of the Strategic Plan. Items include equity of services, small businesses, and underserved populations.
- c. Governance Committee focusing on the organization health of the Board. Members interested in serving or having staff or other community partners from their jurisdictions serve on committees should contact Brian.

There was discussion about how progress against plan implementation will be measured and tracked. Mr. Davis responded that Action Plans will be developed by each committee to prioritize actions; and include the who, what, and how to measure success and identifies accomplishments. A dedicated staff person will be hired and assigned to serve as the strategic liaison to the board and committees.

B. Director's Report. Data overview on unemployment, labor market, service counts, financials and operational updates, as well as program performance

- Region's unemployment rate is 2.5%, equating to about 16,000 people.
- 20,000 more jobs available than previous year
- Staffing businesses continues to be issue
- In-demand jobs include retail and healthcare. Logistics jobs are available and provide decent wage
- Population over 18 with no high school diploma, 88,472 may be identified as group to work on

Action Item for Consideration: CLEO member or members may meet with directors of social services to consider employment opportunities for population receiving TANF or VIEW. If the client is in TANF or VIEW, their consideration of regulations may outweigh their job focus.

Service Counts Data

- Universal customer count is 15,987. The numbers reflect a drop from about 14,000 from pre-pandemic levels.
- The Radford site traffic numbers are approaching that of Chesterfield with only a year of operations.
- PY 20 Enrolled Active Customers was 746.



- Training accounts, 102 represent for 92 people.
- On-the-Job Training accounts year to date are already three times the prior year.
- Businesses Served slightly increased to 287

Financials – January

Mr. Davis reviewed financial information for the service providers.

Future Action Item – Identify initiative(s) to assist youth that do not have a high school diploma. Receiving data on dropouts would be helpful in conjunction with collaborating with school guidance counselors. The CLEO will receive a summary document.

Operational Updates

- New partner. Metro Community Ministries leasing 519 sq. ft. at Radford has 6 staff. Has Department of Labor, 3-year grant to work with the offender population to develop a prerelease plan for post release. Will also provide services at Chesterfield and Henrico.
- Virginia Employment Commission requested more space
- Monitoring activities are underway

Performance

- The adult and dislocated worker programs have met performance with the exception of Adult 4th Quarter employment, goal 76.5%, achieved 74.8%.
- The Youth program failed to meet credential attainment, goal 63%, achieved 62.5% and measurable skills gain, goal 62.3%, achieved 60%. The number of hours kids are available to work may have influenced performance outcomes.

VI. The meeting adjourned at 11:08 a.m.