



Capital Region Workforce Development Board

Meeting Minutes for March 14, 2019

Category - Business Members (Total Members 18)	Member	Present		Category (Total Members 16)	Member	Present	
		Yes	No			Yes	No
		Auchmoody, William	✓		Community College (1) (Nina Sims)	Creamer, Elizabeth	✓
	Barnhart, Sonja		✓	Economic & Community Dev. (3)	Aylward, Karen	✓	
	Briggs, Cordell	✓			Jones, Daniel	✓	
	Dick, Robert		✓		Kilduff, Todd	✓	
	Easter, John	✓		Education (2)-	Beaton, Mac	✓	
	Edwards, Scott	✓			Smith, Barbara	✓	
	Gilbert, Danielle	✓					
	Harrington, Chris	✓		Employment Service (1)-	Woodard, Dennis	✓	
	Harris, Drexel		✓	Labor, Apprenticeship & CBOs (7)	Horne, Kelly King	✓	
	Junod, Paul	✓		-	Morrison, Patricia	✓	
	Lyons, Larry	✓		-	Mullins, William		✓
	Maurer, Ilene	✓		-	Purcell, Roy	✓	
	Stamper, Eric		✓	-	Spicer, Gregg		✓
	Thurmond, Jon		✓	-	Watson, Danny	✓	
	Timmons, April		✓	-	Watson, Thelma	✓	
	Wheeler, William	✓					
	Willie-Surratt, Terry		✓	Vocational Rehabilitation (1)	Batten, Dale		✓
	Wood, Oneida		✓	Other (1)	Mitchell, Valaryee	✓	
	Total Attending	10	8		Total Attending	13	3

Staff	Other Guests	
Brian Davis, CRWP Director	Earlene Jones, Ross	Danielle Johnson, ResCare
Krishawn Monroe, CRWP Asst. Director	Mychael Lee, ResCare	Sharon B. Matthews, VEC
Carla Cosby	Cindy Stokes	
	Dr. Owen Cardwell, University of Lynchburg	

- I. Call to Order. Chair Bill Auchmoody called meeting to order at 3:05 p.m. Bill noted that he is now employed by Partnership Staffing International.
- II. Public Comment Period. There were no persons present for public comment.
- III. Minutes from December 15, 2018. Mr. Larry Lyons moved to accept the December 14, 2018 minutes as presented, Mr. John Easter seconded the motion. The motion passed.
- IV. Advance: Business Solutions Team Update – Bill Auchmoody presented for Wes Seaton The Business Solutions Team is an engagement point to businesses throughout the region bringing economic and workforce development and private businesses to the table. Businesses are educated about various training opportunities available to support their business i.e. on-the-job training (OJTs) incumbent worker, and certification training, etc.

An activities report was provided:

- The BST is comprised of 30 member organizations



- Meetings are held monthly to discuss the needs of business
- 2017 activity data
 - 45 businesses served for year
 - 59 recruitment services may include developing job descriptions, job postings, candidate screening, job fairs, etc. Services are free of charge.
- 21 Tax Incentives and Credits. Provided educational services pertaining to Work Opportunity Tax Credit (WOTC) program and economic development credit opportunities.
- 2 Trainings – Provided businesses with a training service e.g. on-the-job-training, incumbent worker training, etc.
- 16 Consulting Services. May include pre-event preparation for hiring events, initial engagement with employers for registered apprenticeship, diversity consultations, business plans, etc.
- 1 Labor Market Information (LMI) – Provided business with LMI services i.e. wage analysis, developing targeted labor market information, etc.

FY 2018 activity to date	
<ul style="list-style-type: none"> ○ 17 new projects ○ 22 open projects ○ 37 closed projects ○ Major organizations. Walmart DC and Colonial Downs ○ 50 closed projects proposed by end FY 18 	<ul style="list-style-type: none"> ○ 39 businesses served ○ 46 recruitment services ○ 11 tax incentives and credits ○ 13 trainings (OJT/Incumbent training) ○ 21 consulting services ○ 3 labor market information

V. Connect: Partner’s Corner – Brian Davis. Partner’s Corner highlights each of the publically funded Board members.

1. Ms. Barbara Smith, Director of Career and Technical Education (CTE)/Adult Education for Richmond Public Schools.

CTE is currently in grant season. They are diligently working to justify funding, identify where local needs exist, and how funds will meet local needs. Report card for Perkins grant, \$900,000, lets them know what kids are doing.

In the adult education component, staff works with about 4 different adult education grants and other PluggedInVA grants to help individuals transition. Another component under CTE is the adult apprenticeship program at the Richmond Technical Center. Staff work with DPOR and DOLI to make sure adults are getting experience to enter workforce. Brian added that CTE’s footprint is a regional and the City of Richmond is the fiscal agent for their funds.

2. Ms. Valaryee Mitchell is the City of Richmond’s newly appointed Director for the Office of Community Wealth Building.



Currently in the midst of budget season. The Office of Community Wealth Building has released its annual report. The agency is establishing direct services with city departments and internal apprenticeships. One initiative creates pathways to work through the Richmond Parks and Recreation Department. Work is also being done with the City's Department of Public Utilities and the 3-1-1 Call Center. Preparation for the Mayor's Summer Youth Academy is underway.

Service locations include the Marshall Plaza, downtown Richmond; Huguenot Community Center, Old Brook Road, Southside Community Center/Old Rock Church, East District Initiative Center, 25th Street. Individuals are referred based on needs and the ability to benefit and leverage funding. People are also forwarded to other organizations; that have training dollars or have support service dollars. The goal is to reduce poverty by 40% for adults and 50% for youth by 2031.

3. Amy Taloma, Open Enrollment Coordinator, Community College Workforce Alliance

CCWA offers young adults initiatives with courses and training and has a partnership with Career Works Capital Region. CCWA determines what specific training certifications are needed. It also supports partners by providing integrated learning to help participants with reading and math.

4. Dennis Woodard, Virginia Employment Commission (VEC), Local Manager.

Nine (9) staff are housed at the Virginia Career Works – Henrico location. Job seekers are their priority customers. VEC is required to collaborate with partners. In an effort to support all programs, going forward, data will be shared. VEC has hiring events at the Centers and partners with ResCare, the adult and dislocated service provider. Staff works diligently to match individuals with jobs posted on the VEC site. There are approximately 2,000 job matches a month.

5. Thelma Bland Watson, Ph.D., Executive Director,
Senior Connections, The Capital Area Agency on Aging

Senior Connections is a regional organization that works with older workers and adults. Its footprint is the same as the workforce board. The Capital Area Agency on Aging's role is to provide community services i.e. meals, transportation, etc. and serves as an advocate to identify and respond to gaps of service. The senior employment program, a federally funded program through the Department of Labor, Older Americans Act is one of the programs offered. A service coordinator is housed in Chesterfield and can work with any county resident that needs service. Senior Employment Program information and a brochure and rack card were distributed.

An annual training budget of \$350,000 is used for training wages for about 20 hours a week. Services are targeted to low income individuals and those challenged to find employment. Persons eligible for training must be at least 55 years old. A key service



population are seniors 65 and older. Participants have opportunities to work with host agencies, government agencies, private and nonprofit, etc. up to 48 months in varied assignment areas from administrative to janitorial. Efforts continue to help individuals get their GEDs to align with viable training opportunities.

Ms. Watson stated that there are currently 45 people enrolled, 6 people employed, and 38 authorized slots for participants. The lack of recruitment in Goochland, Hanover, and Powhatan is a challenge. Placement sites are needed in these communities.

6. Patricia (Trish) Morrison – Director, Division of Registered Apprenticeship, Department of Labor and Industry

Currently working with the Virginia Employment Commission to develop popup apprenticeship clinics. Businesses have been invited to partner in this venture. The Greater Richmond Transit Company (GRTC) is a sponsor, supports effort by providing youth apprentices with free bus passes. DOLI has also instituted a diesel truck mechanic program. DOLI consultants are connecting with each of the school districts to support apprenticeship opportunities. The culinary program through Henrico County is excelling.

VI. Manage

- ✓ Eligible Training Provider Applications. Eligible training provider applications are reviewed by the Strategy & Outcomes Committee and forwarded to the full Board for final approval.

Medical Educators is seeking approval for 3 programs in healthcare. Healthcare aligns with the targeted industries identified by the Board. Staff recommends the 3 programs be approved. The motion was made and carried to approve Medical Educators training programs.

Safe Start CDL School provides truck driver training. The Strategy & Outcomes Committee recommends approval. The motion was made and carried to approve Safe Start CDL's training program.

- ✓ Priority of Service Policy. The Strategy & Outcomes Committee suggested that graphics be included to support translation of the policy elements. The Workforce Innovation and Opportunities Act (WIOA) outlines requirements for priority of service. Veterans receive priority of service in all policies. The policy addresses the needs of adults, youth or veterans. Prior to the state's guidance, local areas developed their own priority of service policy.

Policy ranking will be applied after enrollment, if certain services are wait listed (i.e. training vouchers, OJTs, etc.). Participants in a non-priority status who had a service started prior to a wait list would continue in their service. Veterans and veteran's spouses meeting program eligibility would receive priority over those not covered.



No service is currently officially wait listed. Monthly, the determination will be made to identify those services that need to be wait listed and then steps would be taken to enact those services.

Mr. John Easter recommended that the old policy be rescinded. The motion was made and seconded to rescind the old policy. The motion passed.

- ✓ Local Plan Modifications. Brian noted that several work force, economic, and industry changes have occurred since the Plan was submitted 4 years ago. There have been no wide shifts in targeted industries and unemployment continues to decline. The Board has established 1st & 2nd vice chair positions and created an Operations Committee. Performance goals have either been met or exceeded. This is the first full year performance has been tracked under WIOA. Plan modifications have been posted for public comment. The final Plan is due to the State on March 29th.

The motion was made and seconded to adopt the Plan modifications, subject to any public comments. The motion passed.

- ✓ Award of Contract for Priority Youth Services Projects. This project may support eligible or enrolled individuals with various barriers. The WIOA identifies 14 services that must be made available to youth. A request for proposal was released to procure an organization to provide priority youth services. Five (5) responses were received. The proposals were reviewed by a RFP Review Committee, Ms. Thelma Watson, Ms. Sarah Snead and Ms. Dale Batten. The two highest scoring vendors made oral presentations to the committee. The University of Lynchburg was granted the award. They are currently serving court involved youth in the Henrico county jails. The contract award supports their current funding. The contract award may be up to \$140,000 and will serve 12 participants a year. This project will provide an opportunity for youth to transition from work release and a job to a career pathway.

First part of initiative, funded through Henrico county jails, is to get individuals high school diplomas, not a GED. A new RFP will be released to include a mental health evaluation component.

The motion was made and carried to approve the University of Lynchburg as the contractor to deliver the Priority Youth Services Project.

VII. Director's Report –Performance data for the workforce center's adult and dislocated worker and youth programs was presented.

- 2019 General Assembly Workforce Items
 - ✓ HB2726 requires local workforce boards develop focused strategies for engaging opportunities for youth age 16-24 and placing them on pathways to education, training, and careers
 - Opportunity youth are defined as those that are homeless



- Plan will be developed with elected officials, secondary and post-secondary schools, business leaders and local community representatives and submitted to the Governor's office by November 30 of each year.
- ✓ SB1523 created a new cabinet position, Secretary of Workforce Development. The Department of Labor and Industry and the Virginia Employment Commission are now under this Secretary.

Other Notes

- New website. Virginia Career Works website is now active.
- The Community Foundation manages a portfolio of about \$800,000. The sizable portfolio is due in part to a combination of generous supports. A number of requests have been received from nonprofits to do workforce development. The Foundation acknowledges that there are key players in the industry already doing the work. Workforce development is identified as a priority area for the Foundation's committee this year. Some funding may be available to expand the committee's portfolio. Developing a strategic plan around new efforts of alignment to elevate workforce is ongoing. The committee's facilitator is from the University of Virginia.

VIII. Adjourn. There being no further business, the meeting adjourned at 4:48 p.m.