



Meeting Minutes for July 23, 2020

	Member	Present		Category (Total Members 13)	Member	Present	
		Yes	No			Yes	No
Category - Business Members (Total Members 19)	Auchmoody, William	✓		Community College (1)	Creamer, Elizabeth	✓	
	Barnhart, Sonja		✓		Aylward, Karen	✓	
	Briggs, Cordell		✓		Kilduff, Todd	✓	
	Dick, Robert		✓				
	Easter, John	✓		Education (2)-	Beaton, Mac		✓
	Edwards, Scott	✓			Smith, Barbara		✓
	Gilbert, Danielle	✓					
	Harrington, Chris	✓		Employment Service (1)-	Woodard, Dennis	✓	
	Harris, Drexel	✓		Labor, Apprenticeship & CBOs (6)			
	Hildebrand, Shawn		✓		Horne, Kelly King	✓	
	Jones, Daniel	✓			Purcell, Roy	✓	
	Junod, Paul	✓		-	Spicer, Gregg	✓	
	Lyons, Larry		✓	-	Watson, Danny	✓	
	Maurer, Ilene	✓			Watson, Thelma		✓
	Prest, Thomas	✓		-			
	Stamper, Eric		✓				
	Timmons, April		✓	Vocational Rehabilitation (1)	Batten, Dale	✓	
	Wheeler, William		✓				
	Willie-Surratt, Terry		✓	Other (1)	Mitchell, Valaryee	✓	
Total Attending		10	9		Total Attending	10	3

- I. Call to Order. Chair Paul Junod called the meeting to order. Mr. Brian Davis read the technical guidance statement for electronic meetings.
- II. Welcome and Introductions. Mr. Junod welcomed members to the meeting. Mr. Davis noted that the CLEOs will consider the CRWDB roster at its August 21 meeting for state certification. Also, CRWDB member, Randy Theen has resigned.
- III. Public Comment Period. There were no persons present for public comment.
- IV. Minutes from December 13, 2019 Meeting. The minutes were accepted and approved with corrections; Mr. Larry Lyons attended the December 13, 2019 meeting. Mr. John Easter moved to accept the minutes with correction; Mr. Bill Auchmoody seconded the motion. The motion carried.
- V. **Connect** –Hiring in COVID Times. The discussion provided an opportunity for business leaders to share how they are responding to employment issues, etc. Mr. Junod, Bon Secours, commented that changes have been made to business operations, recruitment, interviewing and the hiring process in response to the public hiring process, virtual interviews, etc.
- VI. **Manage (Action Items) -**
 - a. PY20 Budget. The PY 20 year begins July 1. The budget was reviewed by the Executive Committee before forwarding to the full Board for approval.
 - Contract funds distribution: ResCare - \$1.9 million with \$50,000 for ResCare IT support. Additional revenue is available to support the budget.

- Wagner-Peyser and EEI (Economic Equity Grant) slight funds increase. The VEC has allowed the workforce development board to operate the employment service; job matching function through December 2020; funding resource of \$164,000. The EEI is received through the Virginia Community College System (VCCS) in collaboration with the Department of Social Services. Funds expire in March.
- Miscellaneous Line items. Funds are earmarked for outreach to assist local departments of social services with infrastructure needs. Also to support things needed to connect outer jurisdictions remotely to the workforce centers. This line item allows administration to respond to unbudgeted, unexpected items.

b. PY20 Contract Awards

ResCare. It is recommended that ResCare continue as the adult and dislocated worker provider through December 2020. Their budget includes both Wagner-Peyser and the Equity grant funds.

ResCare/One-Stop Operator. The contractor completed its second year. Additional extensions are available. A slight increase to support personal protective equipment and new technology costs is included in the budget.

Ross, the youth provide, has continued to exceed their performance measures to meet outcomes. Their contract is for \$1 million.

Mr. William Auchmoody moved to approve the contract budgets as presented, Ms. Karen Aylward seconded the motion. The motion carried.

c. Eligible Training Provider Programs

Due to the impact of COVID-19, the Strategy & Outcomes Committee did not previously review the applications. The applications are advanced to the full Board for approval.

Mr. Danny Watson moved to approve the training provider program applications as presented with the exception of the MedRoom. Their application approval is contingent based on final approval of their accreditation; Ms. John Easter seconded the motion. The motion carried.

VII. Advance – Strategic Planning Retreat Follow-up

A brief review of the retreat was provided. Members volunteered to serve on a strategic planning committee were Mr. William Auchmoody, Mr. John Easter, Mr. Paul Junod, Ms. Ilene Maurer, and Mr. Dan Jones.

VIII. Director's Report

- Unemployment. There has been little change in the unemployment numbers. Claims are consistently filed. Continued claims must be updated weekly. Numbers fluctuate as new eligible claims are added and ineligible claims are removed.
- Unemployment Rate. This is a survey based calculation. The Bureau of Labor Statistics contacts claimants about their work status.
- Many claimants are receiving \$600.00 over the \$378.00 benefit allotment they would normally receive. The additional, \$600.00, allotment may end soon. A significant increase in people looking for work may be realized.
- Center Reopening. All centers reopened July 6, rotating morning and afternoon hours. Henrico is open 3 days. Both Richmond and Chesterfield are open 2 days a week. Centers will operate on this schedule for about 6 weeks. An assessment will determine what future changes may be needed. Space was reconfigured to accommodate social distancing. Each center has onsite security paid for by VEC. People are screened before entering building and their temperature is taken. Face covering is required and available for those that need it.

Dedicated phone lines are available for patrons to speak with someone onsite. Other partners are operating on an appointment basis off-site or by appointment only.

The One Flow system was purchased. This system has many benefits. A virtual platform was instituted to provide a safe environment for determining eligibility and to receive encrypted documentation.

- Visitors Stats – 568 guests visited the centers during limited days and hours. The majority, 95%, came in for unemployment assistance. Many are not yet looking for work or other resource assistance.
- Richmond Center Relocation. Issues affecting the relocation include a rent rate increase, parking, and several facility issues. The yearly facility cost is \$291,000 for a little over 15,000 square feet. City of Richmond staff will not move to the new facility.

Consideration of a new location included areas that may have a gap to accessing workforce development services was identified; west of downtown, west end of Henrico as well as Goochland County, could serve as possible service locations.

Five sites were toured before the COVID-19 pandemic. A location near Willow Lawn is being considered. It is accessible by two different Pulse bus stations serving 5 different bus lines. Underground parking and on-street parking is also available. The building has 7,500 square feet on the 1st floor. Global signing rights is available. The building owner will pay for the floor plan. The cost per square foot is \$14. This building cost would be about half the current cost of the downtown center.

Henrico Information Technology staff walked through building to assess retrofit needs. If the plan to attain this building is not assured by August, other steps will need to be taken. The current landlord is not inclined to grant an extension. Consideration to split downtown staff between Chesterfield and Henrico centers may be option. Partners may need to outstation people or do some combination of both.

Discussion regarding Henrico County's support for department functions during the pandemic followed. Brian shared that Henrico County has assured that all agencies are complying with required regulations. Considerations for staff safety, clean facilities, and any required equipment and materials are being addressed. Plans are in place to respond if anyone reports as COVID-19 positive.

- Third Quarter Performance – Adult and Dislocated Worker
Performance reported is for the prior year. The year-end numbers will be available in August or September.

Ross, the youth provider, continues to meet performance, exceeding all measures.

- To support small businesses, the State allocated grant funds for businesses to acquire cleaning services, provide for technology needs, etc. Funds were awarded based on state labor market distribution. Each jurisdiction's share was factored out. To date, the remaining balance is \$3,000 or less for Charles City and Powhatan. Chamber and economic development agencies notified businesses that forms were available.
- Heroes Act that passed in House a couple of months ago allocated \$2 billion for WIOA. There could potentially be a budget increase. The Senate is proposing \$3 billion.

IX. Adjourn. There being no further business, the meeting adjourned.