

Executive Committee Meeting

Wednesday, September 05, 2018 ♦ Noon Cary Street Workforce Center -

| Members | Present | Absent | Staff |
|--|---------|--------|-------------------------------|
| William Auchmoody, CRWDB Chair | x | | Brian Davis, CRWP Director |
| April Timmons, CRWDB Vice Chair | x | | Carla Cosby |
| Drexel Harris, Strategy & Outcomes Chair | | x | |
| Larry Lyons, Finance Chair | x | | |
| John Easter, Member at Large | x | | |
| Eric Stamper, Member at Large | x | | |

- I. Call to Order. Mr. William Auchmoody, Chair called the meeting to order at 12:00 p.m.

Public Comment Period. There were no persons present for public comments.

- II. Approval of Minutes for April 11, 2018. Larry Lyons moved to accept the minutes as presented; Mr. Eric Stamper seconded the motion. The motion passed.

- III. Discussion/Action Items – Mr. Brian Davis.

- A. Business Solutions Coordination proposals. Business Solutions Coordination was previously managed by CRWP staff. Unable to fill the position, the decision was made to enter into an agreement with DARS to provide support from the individual already providing coordination. The individual has expressed that the current level of compensation is not sufficient.

A Request For Quote will be released when DARS' agreement ends on September 30th to allow other organizations or entities an opportunity to respond to the request to provide staffing support for Business Solutions Coordination.

Brian noted that the request for quote process is less cumbersome and the dollar threshold allows the award be granted to the lowest responsive and responsible bidder. Invitations were sent to 6 organizations; 2 responses were received from ResCare and Workforce Employment Solutions.

Mr. Wes Seaton is the owner of Workforce Employment Solutions. Mr. Seaton is very familiar with the business coordination services as well as the various partner organizations, etc. An area of concern is that Mr. Seaton is currently a fulltime state employee and would be required to obtain approval to work outside of his current job in order to serve in the capacity of the RFQ. Approval has not been granted by DARS.

Ms. Timmons expressed support of WES' proposal and concern that he is not being paid adequately for work provided. Brian noted that if the award is made to WES, defining resources to perform the job and time tracking is of some concern. Brian also noted that Wes applied for the CRWP position and was offered the position at a higher salary than advertised but decided to decline the offer. If the amount in the agreement is increased, it is DARS' responsibility to determine how much of that increase will be applied to Mr. Seaton's salary.

ResCare's proposal of 2 hours a week for Business Solutions Coordination is not acceptable for consideration. Henrico Procurement advised that the procurement can be thrown out. The consideration of increasing the dollar amount of the agreement with DARS and determine an amenable extension is an available option.

Mr. April Timmons moved to not accept either bid; Mr. Larry Lyons seconded the motion. The motion passed.

The committee authorized Brian to renegotiate the agreement with DARS to continue Business Solutions Coordination services. It is recommended that the threshold stay below \$30,000. Funds, \$52,000, earmarked for the CRWP position, will be used for the increase. The agreement should also specify time dedicated to Business Services Coordination.

Mr. Larry Lyons moved to authorize the executive director to renegotiate the current DARS agreement up to \$30,000; Mr. Eric Stamper seconded the motion. The motion passed.

IV. Other Business

- The State Board will meet on Friday, September 14th at CCWA Parham Road.
- A local panel of representatives from Bon Secours, Richmond Schools Foundation, etc. met to discuss filling entry level positions at VCU Health System. A pilot program with Richmond Public Schools is earmarked to link students who do not have post-graduation plans to VCU jobs. Once they are VCU employees, if additional training is required in other jobs, VCU will provide training.

V. Adjourn. The meeting adjourned a 12:45 p.m.