

# Region 2000 Workforce Development Area VII

*Serving the City of Lynchburg, and Counties of Amherst, Appomattox, Bedford and Campbell*

## Workforce Development Board Meeting

3:00 p.m., Tuesday, January 12, 2016

Southern Air

## Minutes

**Members Present:** Nat Marshall – Chair, Blondie Anderson, Traci Blido, Scott Brabrand, Sierria Carvajal, Selina Elswick, Scott Gillespie, Sonny Harvey, Phillip Jamerson, Christine Kennedy, Dennis Knight, Ron Lovelace, Susan Martin, John Mastroianni, Kimberly McIvor, James Mundy, Tamara Rosser, Luke Saechao, Roxanne Slaughter, Clay Stein (for Linda LaMona), Cheryl Toler, Sterling Wilder

**Members Absent, Excused:** Ebo Fauber, Scott Francis, Ruth Hendrick

**Members Absent:** Joe Byron, Walter Fore, Chris Markham,

**Staff Present:** Ben Bowman, Gary Christie, Susan Cook, Lori Cumbo, Rosalie Majerus

**Others Present:** Kyle Goldsmith – VTI, Mary Ann Gilmer – Goodwill Ind., Bob Good – Campbell County Board of Supervisors, Adam Hazlewood – Innovairre, Craig Maddox, Amherst County Public Schools, Bryan Moody - Appomattox County, Jeff Taylor – Appomattox County, Leslie Tenney – VTI, Treney Tweedy - Goodwill Ind., Wendell Walker – Lynchburg DOL

### 1. Welcome and Introductions

Nat Marshall welcomed everyone and opened the meeting at 3:00 p.m.

### 2. Approval of the November 10 Meeting Minutes

The motion was made by Christine Kennedy, and seconded by Ron Lovelace, to approve the November 10 minutes as presented. The motion was unanimously approved.

### 3. Review of YTD Financial Report and PY 2015

Rosalie Majerus reported that through November 30, \$557,000 has been spent, which is tracking a little less than budget. Rosalie reported that she and Ben had met with Goodwill to discuss moving some of their budget from the dislocated funding category to the adult category. She also explained that the state requires 40% of the Goodwill budget, \$261,000 be spent for training cost, and that amount is not currently being met. She and Ben are working with Goodwill on this.

Mary Ann Gilmer, from Goodwill, explained that due to the drop in unemployment, they are not seeing as many dislocated workers.

#### **4. Policy Updates/Approvals**

Nat Marshall explained that he asked that the wording of the mileage reimbursement policy be changed to state that as the government mileage rate changes, the WDB rate will also change. The WDB reimbursement rate is set to be 75% of the government reimbursement rate.

John Mastroianni made the motion to adopt the updated mileage reimbursement policy, stating that the reimbursement rate would be 75% of the government rate, which at this time is .54 cents per mile. The motion was seconded by Jim Mundy, and approved unanimously.

#### **5. Training Provider Approval**

Craig Maddox, from Amherst County Schools, explained that Amherst County is hoping to partner with Luke Saechao and Adult Education, to bring adult training to the high school at night, specifically welding classes.

Luke Saechao added that these classes would be open to anyone in the Region, and the Region 2000 Workforce Center is partnering with funding.

The motion was made by John Mastroianni to accept Amherst County Schools as an approved training provider for their welding program. Jim Mundy seconded the motion, and it was approved with Luke Saechao abstaining.

#### **6. By-laws Approval**

Nat Marshall presented the by-laws for the second required approval vote.

Christine Kennedy made the motion, seconded by Roxanne Slaughter, to accept the by-laws. The motion was approved unanimously.

#### **7. Public Comment Period**

Tyke Tenney and Kyle Goldsmith, of Virginia Technical Institute VTI, gave the Board an update on what has been happening at VTI since they came to VTI.

Mr. Goldsmith reported that they have developed an industrial partnership that meets every month to explore what industries need and want. They have developed a core curriculum layout that includes all NCCR curriculum and the OSHA 10 program.

They have also heard that the industry needs a pipeline, starting with as low as the fifth grade level. Their partners state a need for entry level workers with some industrial maintenance background. The summer program that VTI is working on would provide a little of everything for the students. They would finish with a Core card, an OSHA 10 card, and be able to go into an entry level industrial maintenance class. They are targeting 14 to 24 year olds. Also, they are looking for partners for funding.

On March 2 VTI will be sponsoring a trades expo that will be focused only on the business that are involved in the trades. Over 80 companies have been invited to participate.

## **8. One Stop Center Relocation Update**

Kimberly McIvor reported that she has received a cost estimate for the partner's location at the VEC. She advised that the partners would cover about 1,787 sq. ft. at a cost of \$6.64/sq. ft. This would come to a facility cost of \$11,865.68 annually. Ben is getting responses to an RFP for IT services and telecommunication services, which would be separate costs. Kimberly advised that the next step would be to prepare MOUs for these costs which are separate from the facility cost.

## **9. Board Committee Updates**

- 1) Operations & Performance – Susan Martin reported that the Operations and Performance Committee is charged with working with the One-Stop Operator and system partners to insure the interest of job seekers and employers are equally represented. At their next meeting they are going to tour the center from the aspect of someone coming in for services. They also plan on doing a visit in the future to the VEC.
- 2) Outreach and Awareness – Christine Kennedy reported that the committee met last month and talked about two major focus areas:
  - a) How to insure that everyone in the community is aware of what the Workforce provides in the community
  - b) The fact that employers are still not receiving qualified applicantsThey also talked about using social media to market what the organization does.

The committee will be meeting with the school superintendents on January 26 to talk about work ready curriculum aspects that Workforce can partner with the school systems on.

- 3) Finance – Ron Lovelace reported that the Finance Committee has a meeting scheduled on January 26.
- 4) Youth Committee – Dr. Brabrand reported that the committee has met and had good discussions on how young people can be better connected to jobs in Lynchburg and Central Virginia. They will be meeting with Goodwill after the Board meeting to be sure they are sharing good strategies and best practices about what can be helpful from a community and school system point of view.

## **10. Partner Updates**

- 1) Goodwill – Treney Tweedy handed out and reviewed a brief overview of what Goodwill has been doing since July. She also reported that the Youth Works Center, located at Jubilee, was opened in October, and has two youth case managers and a receptionist there. It is open 8 to 4:30 daily.
- 2) Adult Education – Luke Saechao advised that they have had a name change, to Adult and Career Education. They currently have 198 adults enrolled in their program. Luke also advised that there will be a new high school equivalency test added in July.

- 3) DARS – Roxanne Slaughter reported that there is no change since the last meeting. Due to a funding shortage they cannot serve everyone who comes in. They currently have a two month to ninety day waiting list. They also deal with the same barriers as Goodwill, such as transportation and criminal history.
- 4) VEC – Kimberly McIvor reported that they deal with the same issues, with job seekers coming in. They have re-employment specialists that work one-on-one with individuals to assist them with their skill sets and help with resumes.

## **11. Director Report**

Ben Bowman advised that there is a need to increase communication and awareness of what the partners are doing. He reported that the Workforce Board is partnering with the Economic Developers, developing sector strategies. In addition, they will be developing career pathways, starting in middle school. Education, health care, and manufacturing, are some of the largest sectors in the area and construction is one of the fastest growing. They will also be looking at the hospitality industry.

## **12. Items from Members**

Christine Kennedy reminded members of the wage and benefits survey, and that those who participate will get the results of over 200 wage classifications free. Surveys should be returned to the Regional Business Alliance by January 15.

Tamara Rosser announced that as of last Tuesday, January 5, the Lynchburg Human Services will be open every Tuesday from 8:30 a.m. until 7:00 p.m. Also, beginning January 19, Centra's Mobile Med Clinic will be operating out of the Social Services building from 8:30 a.m. until 7:00 p.m.

Jeff Taylor introduced Bryan Moody, the new Appomattox Board member who will be representing Appomattox County on the Chief Local Elected Officials Board that appoints the Workforce Development Board.

13. **Adjourn** – There being no further business, the meeting adjourned at 4:20 p.m.