



CENTRAL REGION

Central Virginia Workforce Development Area VII

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

Workforce Development Board Meeting

April 11, 2023

3:00 p.m. at

The Lynchburg Regional Business Alliance

Lynchburg, VA 24504

Board approved on 7/19/23

Members Present: Nat Marshall – Chair, Sierra Phillips –Vice Chair, Andy Crawford, Anthony Cardoza, Travis Griffin (virtual), Jason Shockley, Cheryl Giggetts (virtual), Christine Kennedy, John Capps, John Redding (virtual), Bryan Lyttle, Lauren Anderson, Contessa Braudus (alternate for Luke Saechao, virtual), Alicia Meador, Scott Francis, Kimberly McIvor, Dorothy White, Michael Hertzler, Christian Wiscovitch.

Members Absent, Excused: Dana Hogan, Gary Campbell, Rich Russo, Robbie Morrison, Robert Johnson, Ron Lovelace, Sterling Wilder, Samuel Pinn.

Members Absent: Charles Mann, Sam Penn, Sr., Cheryl Toler, Sonya Todd.

Chief Elected Officials: John Hinkle, CLEO Chair, Jon Hardie (virtual)

Staff Present: Traci Blido, Alec Brebner, Keith Cook, Lori Cumbo, Tonya Hengeli, Sandy Dobyms, Tim Saunders, Kirsten Trautman,

Others Present: Sharon Dunham

1. Call to Order & Roll Call

Nat Marshall called the meeting to order and welcomed everyone. Traci Blido took the roll call.

2. Public Comments

Nat Marshall opened the floor for public comments and heard none.

3. Approval of Jan. 10, 2023 Minutes

Nat Marshall asked if anyone had any comments or questions about the meeting minutes, He entertained a motion to approve. John Capps made the motion and Christine Kennedy seconded it. All were in favor.

4. Director's Report & Joint Regional Workforce Roadmap

Traci Blido thanked the board members who have given referrals to Virginia Career Works. She mentioned that Governor Youngkin's Inaugural Workforce Summit would be taking place on April 18, and she and Nat Marshall would be attending. Traci said that four new MOUs (Memorandums of Understanding), which have a three-year cycle, are to be started on July 1. These are with the schools and social services and Park View Community Mission. The Title 1 and One-Stop Center contract with Humankind is also about to close, and the Executive Committee will be reviewing and scoring proposals for a new term in the next few weeks. She said additionally, the Governor's office has released five different workforce development grant programs with WIOA set-aside funds, that her team is currently working through. In the previous meeting, we discussed that the Center's security grant funding from the state was ending and we need to re-evaluate funding sources for this. She has been in touch with the local Lynchburg Police Department, and they confirmed they can be available very quickly should there be a need. Traci then discussed the Regional Workforce Roadmap that the workforce board and Alliance board has created together. She re-capped a meeting on February 28 where the Broad Ripple Strategies consultant facilitated the final draft strategy for the Roadmap. The priorities that surfaced provided for solutions for Career Pathways and employment opportunities for those with barriers, which is what WIOA supports. She mentioned a survey developed for the strategy work, which was taken by 89 workers and 64 local business managers. Out of the 89 workers who participated, 77% of them were currently employed and 22% were not employed. Most of the unemployed workers were taking classes. Out of 64 managers who participated in the survey, 45% were able to find employees; however, when asked about experienced workers, only 4% of managers were satisfied with the workers they could employ. Lastly, Traci mentioned that the Workforce Board Certification will be happening on May 1. The Chief Local Elected Officials will approve the makeup of the board at their meeting in June with a slate of 12 reappointed board members. Traci asked if anyone had any questions, and when hearing none, Nat thanked Traci for her report and the information.

5. Business Services

Tim Saunders presented a short report on the business services taking place. He began by saying that business services are a way they are able to strengthen the workforce system in the community. As the staff of the board, we are able to bring all the partners of the board together to provide unified services for businesses in the area. Tim explained from the last meeting, KDC/one closure is still going on and they are continuing their outreach activities. The Rapid Response Briefings have happened and KDC/One production is slated to end on April 28. Currently, staff is directly engaged with 60 different businesses, such as BMS Direct for example, which they toured in February. He mentioned other events staff has attended or hosted a booth at, such as the Career Expo at

VTI in February, and several events are coming this month. Nat mentioned an event happening on April 12 at CVCC and encouraged everyone to try to attend.

6. Finance Report

Tonya Hengeli introduced Sandy Dobyms who will take over for her when she leaves. She pointed out that in January the transfer of funds from dislocated to adult funds was approved by the board, and that transfer was reflected on the report. She said the main reason to do the transfer of PY21 dislocated funds to adult funds was that dislocated funds are usually the program where they have difficulty spending the funding. The PY21 Funds needed to be spent by June 2023. Tonya said that within the next month, they would be able to spend all of the PY21 funds. She wanted everyone to see the budgets had been altered and how the numbers were now. After asking if anyone had any questions about the transfers that happened, she continued with the report. The workforce development board portion of the report, she explained, is Lori, Tim, and Traci. They are currently still under budget and she did point out that the audit expenses had been higher than expected. Traci asked Christine when she expected the Broad Ripple bill that the board approved to come in to help with this. Christine said it will be before this fiscal year ends. Tonya then pointed out that in the youth section of the report, they were over budget, they have spent \$165,000 of the \$150,000 allotted. She mentioned that in a meeting with Traci and a few others coming up, they will be discussing what admin funds can be moved over to the programs to assist with the budget. She also pointed out the dislocated worker budget column shows a negative \$48,000, which is only because they have moved the funds to adult. At the grand total, they had only spent \$126,000 of \$242,000. Following a quick summary of everything in the budget, Tonya stated that the expenditures as of the end of March were \$1.1 million. Tonya asked if anyone had any questions and after hearing none, Nat thanked Tonya and welcomed Sandy.

7. Approval of Policy Change; State Monitoring

Nat asked Lori to explain the latest policy changes. Lori explained that they have two existing local policies that have received updates from the State. She briefly explained the changes, the first being the priority of service, number 101. Now, they are required that 75% of the enrolled participants are either public assistance individuals or otherwise defined as low-income. Lori said that this would not be an issue for them because they were at the top of the state in meeting those requirements. The other change is that they added they wanted to see the procedure to establish how the board was going to gather the priority of service information at the point of entry into the program. She said staff met and discussed with Keith how the data would be collected, and they would include that information in the client file. Lori asked if anyone had any questions. Nat entertained a motion to update the existing policy as proposed.

Dr. John Capps made the motion and Anthony Cardoza seconded the motion. All were in favor.

The next policy update, Lori explained, was the work experience policy that is regarding youth work experience. As a required component of actual physical work experience, the youth are required to have some academic training. With the changes to the law, they can provide that academic component either before, during, or after the work experience. They have purchased a new online training tool called Metrix Online Learning, and the primary focus of this is going to be to utilize the training tool as the academic component for work experience. The second change to this policy will be that under the law they are required that 20% of Youth Title 1 funding goes toward work experience. Supportive Services, such as childcare, mileage reimbursement, and uniform, shoes, and equipment, were added and is now included in the policy. This addition will help us in meeting the 20% expenditure requirement.

After hearing no questions or discussion on this change, Nat entertained a motion to approve the policy additions.

Scott Francis made the motion to approve, and Dorothy White seconded the motion. All were in favor.

8. One-Stop Center/ Title I Youth & Adult Reports

Keith thanked everyone and presented a year-to-date comparison. He explained that currently there had been a lot of staff turnover at the Center causing the lower number in enrollments at this time. The Center visitors have increased, as well as orientations, as compared to last year. Keith explained the work readiness activities that Jeff Bennett is currently doing at Park View Community Mission, and showed some information on the classes and workshops in the community. John Hinkle asked how people know about these opportunities or workshops that are available. Keith explained that they have information in schools, with social services, and we attend events in the community to get the word out. Tim said we are also connected with various libraries where computer workstations are placed and people can have access to the Virginia Career Works system and assistance. Keith confirmed this does still exist and he will soon be updating them. Cheryl Giggetts said that Innovate Lynchburg Technology Council could partner with the Center to offer any kind of training or tutorials for people having trouble with computers. She said they are more than happy to meet with people on this. Nat said he appreciated that information.

9. Committee Reports

a. Youth Committee

Anthony Cardoza mentioned that an idea was brought up to have a combined effort with Beacon of Hope and HumanKind to start a summer internship this summer.

b. DEI

Christian Wiscovitch spoke of a recent meeting on March 15 with the Parent Educational Advocacy Training Center. He explained that the agency helps families of students with disabilities to help them understand the different services available in

the area. He said they will be meeting again soon to talk about strategies on reaching more people.

c. Operations and Performance

Andy Crawford said they had a meeting in March with Keith and everything look good. Keith said that the categories they have to meet for PY21 were met and for PY22 they are on track to meet these goals as well.

d. Finance

Traci explained that Ron Lovelace was not able to be here, but he was pleased with the financials at this time.

e. Executive

Nat Marshall reminded everyone that the executive committee meeting would be on May 16 to score proposals for Title 1 Youth, Adult and Dislocated Worker Operations, and One-Stop Operator.

10. Adjournment

Nat entertained a motion to adjourn the meeting.

Michael Hertzler made the motion to adjourn and Christian Wiscovitch seconded it. All were in favor and the meeting was officially adjourned.