



Central Virginia Workforce Development Board Operations and Performance Committee Meeting Minutes

Date: Monday, March 30, 2026

Time: 2:00 p.m.

Location: Microsoft Teams

Attendees

Members Present: Cheryl Giggetts, Jason Shockley, Christian Wiscovitch

Staff Present: Traci Blido, Shantel Crews, Tim Saunders

Members Absent: Andy Crawford, Kimberly McIvor, Luke Saechao

1. Call to Order & Introductions

Board member Jason Shockley presided over the meeting on behalf of committee chair, Andy Crawford, who could not attend. Jason welcomed those in attendance and opened the meeting at 2:07 p.m.

2. Review of One-Stop and Title I Program Metrics

Shantel Crews presented year-to-date program metrics for the One-Stop Center and Title I programs. For the One-Stop Center, Shantel reported 3,728 total center visits across the region so far this program year. Of those visits, 271 were from individuals outside the local workforce area. She explained that staff serve anyone who comes through the doors, although in some cases individuals may be referred to their home region if that is more appropriate for training-related services.

For the Title I Adult Program, Shantel reported 39 active cases and 3 new enrollments during the last month. She noted that enrollment numbers are lower than usual at this point in the program year due to increased training costs and the reduced availability of outside funding sources. She also shared that the program currently has only one full-time case manager, as Denise Hutton will soon be leaving to accept a position with Virginia Works. Shantel stated that interviews are underway to fill the vacancy and that an additional case manager is expected to be added in the summer. Despite lower enrollment, the program has produced positive outcomes, including 10 credentials earned and 7 employment exits since July 1.

Committee members acknowledged Denise Hutton's contributions and expressed support for her new opportunity.

For the Dislocated Worker Program, Shantel reported 7 active cases and 1 new enrollment last month. She noted that low participation in this category can be viewed positively because it reflects relatively strong job retention and fewer major layoffs in the region. Tim Saunders added that staff have been coordinating with regional partners in response to the Yokohama Tire plant closure in Salem. He shared that Fleet Laboratories is expected to hire at least two former Yokohama employees and that staff are working to enroll one of those individuals in the Dislocated Worker



program for a possible on-the-job training opportunity. Shantel reported that there have been 2 employment exits in the Dislocated Worker program this program year and 0 credentials earned, which she explained is common since many dislocated workers already have significant experience and often return to work without needing occupational skills training.

For the Youth Program, Shantel reported 17 active youth participants and 3 new enrollments last month. She shared that staff turnover earlier in the program year created challenges, but the new youth career navigators are performing well and maintaining caseloads effectively. Youth participants have earned 7 credentials so far, and 1 participant has exited with employment. Shantel noted that many youth participants are enrolled in longer-term training programs, particularly in the trades, and that many of the credentials earned to date have been CNA-related through a combined training and work experience arrangement with Care Options Plus.

Traci Blido also shared that the state is seeking a waiver that would allow local areas to spend 50 percent of youth funds on in-school youth and 50 percent on out-of-school youth beginning July 1, if approved. She noted that this flexibility would create more opportunities to work with in-school youth through partnerships with organizations such as Beacon of Hope.

3. Business Services Activities

Tim Saunders presented an update on business services activities.

Tim reviewed the Board's Existing Worker Training activities funded through the WIOA allocation. He explained that these funds support training for incumbent workers who have been employed for at least six months.

He reported that BMS Direct completed three separate trainings for 7 workers at a total Board cost of \$5,747.50. These trainings included leadership development and equipment-related instruction associated with new Canon USA equipment. Tim noted that Board policy limits reimbursement to no more than \$2,000 per worker and a percentage of training costs, depending on employer size.

Tim also reported that Sonny Merryman trained 23 workers through two separate Microsoft Excel classes at Central Virginia Community College. The Board contributed \$2,625 toward that training. Tim described this as a strong return on investment because a relatively small amount of Board funding supported training for a large number of employees.

In addition, Tim highlighted recent training support for Armes Precision, where the Board recently presented a reimbursement check. He explained that Armes Precision has become an active workforce partner, participating not only in existing worker training but also in on-the-job training for Title I participants. Tim noted that the relationship began through a connection with Campbell County Economic Development and has continued to grow.

Jason Shockley asked whether existing worker training must be a formal class or whether in-house training could qualify. Tim explained that eligible training must involve documented learning outcomes and identifiable costs, usually through a third-party trainer or formal provider such as Central Virginia Community College.



Tim also reviewed recent hiring events held at the Virginia Career Works Lynchburg Center. He shared that the center hosted hiring events this quarter for the United States Postal Service, Oakwood Health and Rehab, and Care Advantage. He noted that the USPS event drew 42 attendees, which he understands was among the best turnouts in the state for that employer's recent workforce center events. Tim also praised the strong coordination between Virginia Works staff, One-Stop staff, and Board staff in organizing and promoting these events.

Tim then discussed a recent paid youth work experience established with Caterpillar Clubhouse in Rustburg for an in-school youth participant from Rustburg High School who is exploring early childhood education. He thanked Christian Wiscovitch and DARS for helping make the connection with the employer and noted that work experiences can provide up to 320 hours of paid experience. Christian asked whether future co-enrollment opportunities might be possible for youth with disabilities between ages 16 and 24. Tim and Shantel both expressed support for partnering when appropriate and stated that staff would welcome the opportunity to coordinate on future work experiences.

Tim shared several additional examples of successful youth work experience placements with employers such as Southern Air, Bon Air Jet, Blue Ridge Scientific, and Fleet Laboratories. Staff noted that some of these placements have led to permanent employment.

Shantel Crews left the meeting early due to another commitment.

Tim concluded his report with an update on the Business Services Team, which meets monthly to coordinate employer engagement among workforce system and economic development partners. He reported that the team's quarterly employer visit this quarter was to Jamerson-Lewis Construction, where staff and partners discussed workforce needs and shared information about available services. Traci Blido shared that she had connected the company with the new Virginia Internship Program and that the company is now enrolled to receive reimbursement for interns hired this summer.

Christian Wiscovitch asked about future sharing of WIOA performance goals and measures among core partners. Traci Blido responded that the state is implementing a more systematic process for collecting and reporting performance information for the partner programs, including Adult Education and DARS, through state-level coordination rather than relying on local manual collection.

4. Adjournment

With no further business, the meeting adjourned at 2:41 p.m.

Prepared for CVWDB records by Tim Saunders.