**Central Virginia Workforce Development Board**

**Youth Committee Meeting Minutes**

Date: Monday, September 22, 2025  
Time: 9:30 a.m.  
Location: Virginia Career Works – Lynchburg Center, 3125 Odd Fellows Rd., Lynchburg, VA

**Attendees**

Sherie Fulcher (Chair), Ryan Glick [Southern Air, HR], Leidra McQueen [Beacon of Hope], Megan Graves [Appomattox County Public Schools], Shantel Crews [Director of Workforce Operations], Benjamin Williams [Youth Career Navigator], Traci Blido [Executive Director], Dr. John Capps [CVCC], Tim Saunders [CVWDB].

**1) Call to Order & Introductions**

Chair Sherie Fulcher called the meeting to order at 9:32 a.m., welcomed attendees, and introduced Ryan Glick, a new HR hire at Southern Air.

**2) Youth Program Updates**

Staffing & Enrollment

* Title I Youth staffing has experienced turnover (departures earlier in the year; new hires and pending backfill).
* Benjamin Williams (serving Campbell County) is in week two, has one new enrollment, and is currently serving 14 clients with additional outreach underway.
* Enrollments have trended low due to navigator turnover; a candidate is in the pipeline to replace the Bedford navigator role.

**Service Coverage & MOUs**

* CVWDB maintains MOUs with Bedford and Campbell County Public Schools to provide basic career services. Navigators must also serve youth ages 14–24 across Amherst, Appomattox, Bedford, Campbell, and the City of Lynchburg, with relationship-building ongoing in Amherst, Appomattox, and Lynchburg schools. Megan Graves continues to refer youth from Appomattox.

**Program Elements (WIOA Youth 14 Elements) — Delivery Ideas**

* Committee reviewed delivery of required elements.
* Suggestions included:
  + Financial Literacy: Engage Junior Achievement; contact Katelyn Dillon (Roanoke).
  + Entrepreneurship: Explore classes with Timothy Schauer (University of Lynchburg).
  + Partnerships: Expand collaboration with Beacon of Hope for multiple elements.

**Work Experience Concept**

* Discussion of a work-experience model (e.g., with Adult Education and Care Options Plus) that pays $15/hour while clients work toward credentials, aligning reporting for both Adult Education and Title I.

**3) Worlds of Opportunity 2025 (Information)**

* Overview provided of the regional career exploration expo for 7th–8th graders, scheduled for October 20–21, 2025 at CVCC; industry partners demonstrate career pathways. (Presenter Tori Gilmartin was not in attendance; summary shared by Chair.)

**4) Committee Discussion & Member Updates**

* Program Performance Feedback: Members expressed strong support for the Title I Youth program; emphasized increasing awareness.
* Employer Outreach: Dr. Capps recommended “lunch-and-learn” sessions to showcase employer partners’ experiences; keep to one hour and provide lunch; consider dedicated events with captive audiences.
* Messaging Clarification: Megan Graves noted overlap between DARS and Title I services; recommended clearer employer-facing messaging that both distinguishes and connects the two.
* CVCC Enrollment & Funding: CVCC enrollment is strong, with notable increases among LCS students, attributed in part to Beacon of Hope; FastForward funds are currently exhausted.

**5) Action Items**

* Pursue Junior Achievement contact (Katelyn Dillon) for Financial Literacy element.
* Explore entrepreneurship instruction with Timothy Schauer (University of Lynchburg).
* Strengthen partnership with Beacon of Hope for element delivery and outreach.
* Develop a “lunch-and-learn” employer engagement plan (identify speakers, format, and schedule).
* Refine outreach materials clarifying Title I vs. DARS services for employers.
* Continue navigator hiring to stabilize coverage in Bedford and across all localities.

**6) Adjournment & Next Meeting**

* The meeting adjourned at 10:34 a.m.
* Next Meeting: Monday, January 26, 2026 at 9:00 a.m.

***Prepared for CVWDB records by Tim Saunders.***