

**Central Virginia Workforce Development Board  
Executive Committee Meeting Agenda  
March 27, 2020 11:00 a.m.**

**Conference Call to Update and Make Decisions on COVID-19 Health Emergency Responses**

1. Roll Call/Introductions
2. Update on Workforce Related COVID-19 Issues in the Central Virginia Workforce Area
3. Review and approve COVID-19 Rapid Response funding process  
Following are some thoughts:
  1. -maximum funding per business or organization of \$7000.00
  2. -Post and promote the funding through our economic development and workforce partners
  3. -Have an application review team comprised of Stephanie Keener-Director of Small Business Development, an economic developer from the locality of the business applicant and one of our executive committee members. (I can serve as ex-officio on the review team)
  4. -Perhaps we promote this opportunity until April 2 and then review/prioritize all applicants received. If more funding comes through, we can have a 1x weekly application review team via video or conference call
  5. -Some considerations for prioritization:
    - Funding request alignment with goals of the funding program (keeping people employed)
    - Number of employees benefitting
    - Impact on health of the community
    - Impact on economy of the community
    - Long term viability of the business if funding is received
    - Other?
4. Discussion and recommendations on staffing to support the Career Works Center and workforce needs
5. Adjourn