

**Central Virginia Workforce Development Board  
Executive Committee Minutes  
October 28th, 2019 8:30 a.m.**

**Central Virginia Planning District Commission Conference Room  
828 Main Street, 12<sup>th</sup> floor  
Lynchburg, VA 24504**

Attendees: Nat Marshall, chair, Sierria Carvajal, Bobby Johnson, Ron Lovelace, Christine Kennedy, Cheryl Giggetts.

Chair, Nat Marshall welcomed the committee. A quorum of the executive committee was present. Mr. Marshall invited Ben Bowman, to review and discuss preliminary PY 2018 performance reports. A local and state performance data sheet was distributed to the committee. (Attached) The adult program was slightly below state negotiated performance in 3 areas but within acceptable margins. Credential attainment was above state negotiated expectations for the adult program. The dislocated worker program was also within acceptable performance margins except for the credential attainment measure which was significantly below the state negotiated rate. Mr. Bowman explained that many dislocated workers with good manufacturing skills or other high demand skills move directly back into the workforce without requiring additional training or credentials. Ms. Kennedy asked Mr Bowman to check with for more clarification from HumanKind, the Dislocated Worker Program Operator regarding credential performance. The Youth program performance was above state negotiated levels in all areas.

The Committee then reviewed performance for existing and new training providers for approval to go on the statewide training provider list. This included:

5 Existing Training Providers

- Bedford Science and Technology Center-2 programs
- Central College of Nursing-3 programs
- Central Virginia Community College-26 programs
- Raspberry Hill-2 programs
- Victory Vocational Institute-1 program

Two New Training Providers:

- Non-traditional Occupations for Women (NOW) 1 program
- Virginia Technical Institute (VTI) 6 programs

Ms. Kennedy enquired about the 57% graduation rate for the Bedford Science and Technology LPN program and asked Mr. Bowman to get more details before approving. The committee also asked to get details from VTI regarding how they would monitor and report performance. After discussion on all training providers and programs, the executive committee voted to approve all programs and place the BSTC LPN program and VTI programs in pending status until clarification could be obtained on performance.

The last item of business involved review and discussion on the purposes and differences between the Outreach and Awareness Committee and the new Talent Solutions standing committee. Mr. Bowman provided background information that the Outreach and Awareness Committee's purpose is to support all of the outreach for the Workforce Development Board and promote the partners and stakeholders in the workforce system while the Talent Solutions Committee has a purpose of making recommendations, coordinating and facilitating regional efforts on high-demand careers and developing industry sector strategies and career pathways to ensure education and training systems deliver the skills needed by employers. The committee discussed ways to avoid overlap with the suggestion from Mr. Marshall that the Outreach and Awareness committee could meet after the Talent Solutions Committee to assist with implementing recommendations and activities from Talent solutions. Mr. Bowman raised the possibility of a co-chair arrangement for Talent Solutions with Ms. Kennedy representing the business sector and Dr. Capps representing the education sector to facilitate sector strategy and career pathway coordination between business and education. Ms. Kennedy agreed to schedule a meeting with Dr. Capps to explore his interest and the best option for the Talent Solutions Committee.

Having no further business, the meeting was adjourned.