**Central Virginia Workforce Development Board**

**Executive Committee Meeting**

**May 5, 2021, 3:00 p.m.**

**Electronic Meeting – Microsoft Teams**

1. Welcome

Nat Marshall, chair, welcomed the Executive Committee and called the meeting to order.

The Executive Committee members present were: Nat Marshall, Chair, Bobby Johnson, Christine Kennedy, and Cheryl Giggetts.

1. Parkview Mission Proposal

Keith Cook introduced the proposed initiative in conjunction with Park View Mission. Both Park View/Life Skills Institute and Workforce staff have been trying to hire a part-time employee independently to work as a Volunteer Coordinator, but both have been unsuccessful in finding the right candidate up until this point.

To help solidify the partnership and to better solve this need, HumanKind and Park View have proposed hiring one full-time staff member who will fill this Volunteer Coordinator position that is funded by both programs. In the proposed MOU, the employee would be considered a HumanKind employee that also has involvement in Park View activities.

Dr. John Capps asked about whether funding will be available each year or the potential that funding will not renew for this position. Keith Cook advised that there is a pending grant that will provide the funding for the next three years and that Park View wants the contract to be automatically renewable.

Bobby Johnson recommended instituting benchmarks for the first year to allow the board to assess the success of the position’s implementation.

A motion was made by Bobby Johnson, seconded by Christine Kennedy, to accept the proposal as presented. The motion was unanimously approved.

1. Other Business

There was none.

1. Adjourn

There being no further business, the meeting was adjourned at 3:22 p.m.