Strategic Plan Committee Meeting
Wednesday, August 20, 2025
12:00-1:00 PM
Minutes

VIRGINIA CAREER WORKS
PIEDMONT REGION

Join: https://us06web.zoom.us/j/5556775434?pwd=M2lIcUJIbXVvcDhuUHdPZUM2d0paUT09
Meeting ID: 555 677 5434
Passcode: VCW2023

I. **Meeting called to order at 12:01 PM** by Sarah Morton

II. **Discussion**

a. **Committee Membership:**

i. The committee is in search of a chair and new members.

ii. James Tsikerdanos is stepping down as chair as his board term expires in September. A new chair will be selected at the next committee meeting in October.

iii. New board members are being recruited, with a potential addition to the committee to come.

iv. Sarah expressed:

1. Desire for more industry practitioners (not just HR reps) to inform training and curriculum development.
2. Committee members are encouraged to recommend colleagues who can provide ground-level workforce insights.

III. **Director's Update**

b. **Board Retreat:**

i. Scheduled for November 13, 2025, facilitated by Jane Dittmar.

ii. Focus: Strategic planning, federal policy shifts, and future funding models (e.g., block grants replacing WIOA).

c. **Strategic Plan Progress:**

i. Majority complete.

ii. Board staff will review milestones and prepare updates for the retreat.

iii. Potential extension of the plan to 2029-2030 at the retreat to be discussed.

d. **Career Catalyst Pilot introduced:**

i. Proposal to have school counselors shadow industry professionals to better guide students.

ii. Colonial Web expressed interest in participating.

e. **Strategic Alignment:**

i. Liz has crosswalked VCWP's strategic & local plans with Virginia Cooperative Extension's situational analyses documents.

ii. Findings show strong alignment with regional workforce needs, especially youth and training gaps.

IV. **Meeting Cadence**

f. Agreed to meet on the fourth Wednesday of select months:

i. October 22, 2025 @ 1 PM (next meeting)

ii. February 25, 2026

iii. April 22, 2026

iv. May 27, 2026

g. No meetings in November (retreat), December, January, March, or June due to board meetings or holidays.
V. Adjournment at 12:45 PM

Committee Members:

- John Jackson
- Cheryl Kirby
- Don Shotwell
- Ray Battani
- Dawn Hutchison – absent
- James Tsikerdanos - absent
- Kaki Dimock - absent
- Lorne Seay - absent
- Steven Ray - absent

Action Items

- Liz to send calendar invites for upcoming meetings.
- Liz to email & committee members to review:
  - Strategic Plan
  - Board Manual
  - Annual Report
  - Crosswalk of VCWP Plans with VCE analyses
- Jane Dittmar to interview Ray Battani ahead of the retreat.

VCWP Staff:

- Sarah Morton
- Stephanie McNamara
- Liz Burnett