



PIEDMONT REGION

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VCW-PIEDMONT EXECUTIVE COMMITTEE

Serving Albemarle ~ Charlottesville ~ Culpeper ~ Fauquier ~ Fluvanna ~ Greene ~ Louisa ~ Madison ~ Nelson ~ Orange ~ Rappahannock

| | |
|--|---|
| Executive Committee Meeting Wednesday, May 29, 2019 10:00 AM – 11:30 AM 3 rd Floor Conference room | 1001 Research Park BLVD Suite 301 Charlottesville, VA 22911 434-979-5610 |
| <u>Mission</u> | |
| To be a proactive partner with employers and economic development leaders by providing a qualified workforce that meets current and future job demand. | |
| <u>Vision</u> | |
| A proactive, nimble organization that responds to the needs of employers. | |
| Liz Walters PWDB Chair | Helen Cauthen Executive Director |
| Vacant Vice Chair | Monica Long Director |
| Lee Frame VCW-Piedmont Council Chair | Stephanie Boynton Accountant |

AGENDA ITEMS

| Item # and Description | Presenter | Action | Page # |
|---|--------------------|-----------------|--------|
| I. Call to Order/Roll Call/Introductions | <i>Liz Walters</i> | Action by Chair | |
| II. Determination and Announcement of Quorum (30%) | <i>Liz Walters</i> | Action by Chair | |
| III. Transparency of PWDB Decisions a) Conflict of Interest/Disclosure – <i>Any financial interest (assets, contracts, income, etc.) of WDB members which may be materially affected by actions or discussion on this agenda should be disclosed at this time and members should leave the room prior to any discussion of the item and return after the discussion has ended and/or action has been taken.</i> | <i>Liz Walters</i> | Action by Chair | |
| IV. Opportunity for Public Comment | <i>Liz Walters</i> | Discussion | |

| | | | | |
|--------------|---|---|--------------------|--|
| | Persons may directly address the Board at this time on any item on the agenda, or on any other items of interest to the public, that is within the jurisdiction of the Board. | | | |
| V. | Consent Agenda a) 3.14.2019 Executive Committee Meeting Minutes | <i>Liz Walters</i> | Approval | |
| VI. | Fiscal Agent Reports and Financials a) PY2018/FY2019 Operator Budget Modification Request b) PY2019 WIOA Allocation c) FY2020 Draft Budget discussion d) Youth In School/Youth Out of School split | 10 min <i>Stephanie Boynton</i> | Discussion | |
| VII. | Administrative a) 2019 Board Certification and Board Membership b) Vice Chair Vacancy c) Current MOU Modification Three | <i>Monica Long – 10 min</i> | Information | |
| VIII. | Member Roundtable | 5 min | Discussion | |
| IX. | Other Business | 5 min | | |
| X. | Next Quarterly Meeting | 2019 | | |
| XI. | Adjournment | <i>Liz Walters</i> | | |

Americans with Disabilities Act: In accordance with the Americans with Disabilities Act, the PWDB will make reasonable efforts to accommodate persons with qualified disabilities. If you require accommodation, please contact Helen Cauthen, EO Officer at hcauthen@centralvirginia.org | (434) 979-5610 | TDD/TTY Dial 7-1-1 Toll-free. Requests for assistance should be made at least three business days in advance of the meeting.

| Executive Committee Members | Present | Item # | Votes |
|---|----------------|---------------|--------------|
| MEMBERS | | | |
| Lee Frame – Council Chair- VCW-Piedmont Council | | | |
| Elizabeth (Liz) Walters – Board Chair | | | |
| Vacant - Vice Chair - PWDB | | | |
| Steven Ray –Past Chair – PWDB | | | |
| John Baldino – Standing Committee Chair | | | |
| Jeanne Wesley – At-Large Representative PWDB | | | |



VCW – PIEDMONT EXECUTIVE COMMITTEE MEETING MINUTES

March 14, 2019; 4:30 PM – 4:45 PM
UVA Research Park, Town Center Two
1001 Research Park Blvd, 4th Floor Conference Room, Charlottesville, VA 22911

Attendees

Executive Committee Members: Jeff Waite, PWDB Chair; Liz Walters, PWDB Vice Chair; Steve Ray, PWDB Past Chair; and John Baldino, WIOA Committee Chair

Staff: Helen Cauthen and Stephanie Boynton

I. Welcome & Introductions

Chair Jeff Waite called the meeting to order at 4:35 PM.

II. Public Comment

No public comments were made.

III. FY 2019 Financials

A. WIF/VFSN

Motion by Steve Ray to approve the transfer of \$125,000 in WIF direct to client services dollars back to the state. Seconded by John Baldino. Motion carried unanimously.

B. Financials

Motion by Liz Walters to approve the December 31, 2018 financials. Seconded by Steve Ray. Motion carried unanimously.

IV. Local Plan Addendum

Motion by Steve Ray to approve the adoption of the Local Plan and its Addendum. Seconded by Liz Walters. Motion carried unanimously.

V. Adjournment

There being no other business, Chair Jeff Waite adjourned the meeting at 4:45 PM.