



PIEDMONT REGION

VCW-PIEDMONT CLEO + PWDB QUARTERLY MEETING MINUTES

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

VCW-Piedmont CLEO + PWDB Quarterly Meeting Tuesday, December 17, 2024 3:00 PM – 4:30 PM	Via Zoom – Participation by Electronic Means
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VCW-PIEDMONT COUNCIL		PROGRAM YEAR 2024 (JULY 2024 – JUNE 2025)			
COUNCIL MEMBERS		ATTENDED			
QUARTERLY MEETINGS	Location	SEPT 2024	DEC 2024	MAR 2025	JUNE 2025
Ann Mallek – Chair	Albemarle	X	X		
Juandiego Wade – Co-Chair	Charlottesville	X	X		
Donna Comer	Rappahannock	X	X		
Tony O'Brien	Fluvanna	X	X		
Bryan Nicol	Orange	X			
David Lee	Culpeper		X		
Fitzgerald Barnes	Louisa				
Marie Durrer	Greene				
James Jewett	Madison		X		
Dr. Jessica Ligon	Nelson				
Ike Broaddus	Fauquier	X			

VCW-PIEDMONT PWDB MEMBERS	PROGRAM YEAR 2024 (JULY 2024 – JUNE 2025)			
	ATTENDED			
	SEPT 2024	DEC 2024	MAR 2025	JUNE 2025
Annette Hyde - Chair	X	X		
Cheryl Kirby – Vice Chair	X	X		
John Jackson	X	X		
Dawn Hutchison	X			
John Baldino		X		
Antwon Brinson		X		
Carol Coffey	X	X		
Kaki Dimock	X			
Laura Duckworth	X	X		
Eric Robertson		X		
James Tsikerdanos	X	X		
Judith Cooper				
Clare Lillard		X		
Steven Ray	X	X		
Jane Colony Mills	X	X		
Kara Chandeysson				
Dana Cooke	X	X		
Bryan Rothamel		X		
Lorne Seay				
Don Shotwell	X	X		
Hunter Johnson				
Gary Spry				
Shawn Woodfolk				
Shaun Summerscales	X			
Tony Williams		X		
Raye Elliott		X		
Matt Brown				
Rick Forsythe		X		
Ray Battani		X		

NAME	ORGANIZATION	NAME	ORGANIZATION
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Sarah Morton	PWDB Staff	Marty Bywaters-Baldwin	RGI
Ti-Erra Elam	PWDB Staff	Sara Drebes	RGI
Stephanie McNamara	PWDB Staff	Brookes Sims	VCW-P Charlottesville VA
Jason Ford	VCW-P Culpeper	Jennifer Mammi	CRHA
Aisha Johnson		Jacqueline Washington	VA Works – JVSG
Chris Pope	VA Works	Liz Burnett	PWDB Staff

- I. **Meeting was called to order at 3:00 PM by Ann Mallek**
- II. **Determination and Announcement of Quorum**
 - a. The CLEO participation reached quorum.
 - Roll call by Sarah Morton
 - b. The PWDB participation reached quorum.
 - Roll call by Stephanie McNamara
- III. **Opportunity for Public Comment**
 - a. No Public Comment
- IV. **CLEO Items Requiring Approval**
 - a. **September 2024 Meeting Minutes**
 - Donna Comer made a motion that the September 2024 Meeting Minutes be approved as presented; Tony O'Brien seconded. The motion passed by unanimous vote.
 - b. **Approval of New Board Members**
 - Raye Elliott, FLIPP, Inc., Tony Williams, Zenith Firearms, Rick Forsythe, Afton Scientific, Matt Brown, MJB Consulting, Ray Battani, Colonial Webb
 1. Juandiego Wade made a motion to approve the new Board members; Donna Comer seconded. The motion was carried by unanimous vote.
 - c. **Executive Committee Meeting Updates**
 - Gym membership and cell phone reimbursements reviewed and have been paid out to team members.
 - Performance review is to be discussed in future meetings.
 - ETPL and Board changes coming from Virginia Works – more details to come.
- V. **Board Items Requiring Approval**
 - a. **September 2024 Meeting Minutes**
 1. Don Shotwell made a motion to approve, Antwon Brinson seconded. Motion carried by unanimous vote.
 - b. **New ETPL Program and Provider**
 1. FLIPP, Inc: Installing & designing solar equipment
 - a. Questions:
 - i. ETPL: Eligible Training Provider List – statewide list of training providers/programs. Providers & programs on this list can offer training
 - ii. PV system: Photovoltaic System
 - iii. Ray Battani – What are the criteria for being on this list? It is determined by the state. There's an application on the VCWP website. Must lead to certification or credentials for participants. Also look at wages and past performance in other regions/states.
 - iv. Information must be submitted to the state on a regular basis (1-2 years) to remain on the list.
 - b. Laura Duckworth motioned to approve FLIPP, Inc. to be added to the ETPL. Antwon Brinson seconded. Motion carried by unanimous vote.
- VI. **Financial Updates**
 - a. **Ti-Erra Elam presented financials as of Nov. 30, 2025**
 - i. Program Year Funding:
 1. PY 23 funds have been completely utilized for PY 2023.
 2. VCWP is now starting to expend PY 2024 funds.
 3. In October, the organization spent \$197,032. Amount remaining in PY 2024 is \$660,907
 - ii. Locality Funding Update:
 1. \$20,000 received from Orange.
 2. Localities have different invoicing processes, so these funds are received at different times.
 - iii. Grant Funding Update:
 1. Talent Supply Connector Grant -\$282,244. These are only submitted month by month.
 2. Go Virginia has \$109,284 remaining.
 - iv. Totals for everything are on the financial sheet in the board presentation.

- v. Ti-Erta is happy to share the financial sheet from the presentation with anyone who would like to see an easier-to-read version.
- Sarah Morton: MEDR – Monthly Expenditure Distribution Report
 - i. WIOA is up for reauthorization:
 - 1. There has been an increase in education & training (50%);
 - 2. An additional 10% will be going to the state. Currently, the state receives 15%, so this increase would mean the state of Virginia is receiving 25% of the funds.

VII. Partnership Showcase

a. Dana Cook, Germanna Community College

- i. Building Construction Pathways Access (BCPA) drives systemic change in how certain programs are delivered.
- ii. Germanna applied in order to fund mobile training unit with tools and materials so students can complete a program. The current focus is on electricians & plumbers (high-growth fields).
- iii. Strategic alignment discussed.
- iv. Goals & objectives discussed.
- v. If the grant is received, we will hear in January/February 2025. Tracking will begin in fall of 2025.
- vi. Questions:
 - 1. Laura Duckworth:
 - a. How will students receive “credentials” in a brief period of time? NCCER Core Craft and work their way through 1-4.
 - b. Are you working with VA Works to place these students in registered apprenticeship? YES – 100% on board to support local businesses in creating RAPs.
 - 2. Sarah:
 - a. Will this be bilingual? Exams are in English. Some training is available in other languages.
 - b. Co-enroll with WIOA? Potentially
 - 3. Annette:
 - a. Is this funding guaranteed despite administrative changes within the government? As far as we know.

b. Jennifer Mammi, CRHA – Charlottesville Redevelopment Housing Authority, Jobs Plus Grant

- i. Charlottesville Redevelopment and Housing Authority (CRHA) awarded HUD grant of \$1.6 million for Westhaven Community training for job placement and advancement.
- ii. 3 components discussed:
 - 1. Employment-Related Services
 - 2. Financial/Rent Incentive –Jobs Plus Earned Income Disregard (JPEID)
 - 3. Community Support for Work
- iii. Goals discussed for year 1:
 - 1. Individuals Enrolled in JPEID- 106
 - 2. Individuals Assessed -100
 - 3. Individuals provided with one or more Post-Assessment Services-90
- iv. Process discussed:
 - 1. Pre-Intake – Application & income verification.
 - 2. Enrollment – Meet with managers & social worker.
 - 3. Job readiness achieved with VCWP counseling; individualized services plan completed.
- v. Staffing
 - 1. Success coaches are being hired directly from Westhaven – 3 for adults; 1 for youth 16-24
 - 2. VCW navigator will be on site 10+ hours/week
- vi. A 12-computer lab has been placed in Westhaven community center.
- vii. Other community partners were discussed.
- viii. “A pathway to self-sufficiency” – Based on the needs assessment, priorities are:
 - 1. Financial Literacy
 - 2. Legal Aid
 - 3. Childcare Assistance
- ix. Stephanie McNamara will share slides with board after the meeting.

VIII. Director’s Report

- a. Sarah Morton shared performance from state (yearly) in the presentation.
 - x. Blue is state level; salmon colored is VCWP.
 - xi. VCWP received an A+ despite the displaced worker score.
 - xii. Kudos to partners and the “boots on the ground” & teams doing the work.
 - xiii. Partnerships are critical to reach affected populations.

- xiv. Fiscal and demographic goals reached. Reauthorization of WIOA is in progress.
 - 1. Want to move us from 40% to 50%, but she thinks it's achievable.
 - 2. State govt is planning to take 25% (increased from 15%). This May be an indication of gov't intention to combine workforce development boards. Think of sending letter to congress people & state representatives in support of our local WFDBs – consolidation will disenfranchise rural career seekers.
- b. Grants discussed:
 - xv. Letter of support provided for biotech training
 - xvi. Maureen wine grant; light F&B manufacturing
 - xvii. Juan Wade discussed partnership between school divisions and city. He thanks Sarah for the work of VCWP.
- c. Sarah Morton's 5 Year Anniversary with VCWP is in January!

IX. Provider Presentation

a. Rappahannock Goodwill Industries, Marty Bywaters-Baldwin Goodwill Industries

- Success stories & metrics discussed.
- PD9: No physical location; but hosting workshops within the community.
- Monthly team building/professional development
- Video: Culinary Concepts shared; 2 WIOA participants completed this quarter.
- No questions.

X. PWDB Committee Reports

a. Business and Education Outreach

- Sarah Morton gave the updates from the Business and Education Outreach Committee in the place of Chair Gary Spry.
- Coalition meeting continuing
- Each committee has gone through the strategic plan: 85% complete in SP that ends in 2027.
- Next Business Coalition meeting is in January to sunset Talent Supply Connector Grant. These meetings will continue as collaborating has enhanced the services of all participants.

b. Strategic Planning

- Has not met recently.
- Echoed Sarah Morton's success with business coalition meetings.

c. WIOA (Programs)

- Stephanie McNamara gave the updates for the Programs Committee in place of Chair John Baldino.
 - The committee has divided up the focused initiatives from the Strategic Plan to take one per committee member. Each has agreed to come up with action steps and discussion points on how to reach the deliverables within the goals.
 - The Committee reviewed the application for FLIPP, Inc to be recommended for approval to the ETPL.

XI. Comments

- a. Mark calendars for the next quarterly meeting, March 18, 2025, 3 PM.
 - In person - location – TBD
- b. New Business: Liz Burnett joins the team as the Communications Specialist on a contract basis.

XII. Adjournment

- a. With no further discussion, Ann Mallek adjourned the meeting at 4:35 PM.