



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 Wednesday, December 13, 2023 9:00 AM – 10:30 PM	Via Zoom - Virtual
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VCW-PIEDMONT COUNCIL		PROGRAM YEAR 2023 (JULY 2023 – JUNE 2024)			
COUNCIL MEMBERS		ATTENDED			
QUARTERLY MEETINGS	Location	SEPT 2023	DEC 2023	MAR 2024	JUNE 2024
Ann Mallek – Chair	Albemarle	x	x		
Juandiego Wade – Co-Chair	Charlottesville	x	x		
Ron Frazier	Rappahannock				
Tony O’Brien	Fluvanna	x			
Lee Frame	Orange	x			
David Durr	Culpeper	x	x		
Fitzgerald Barnes	Louisa				
Holder Trumbo, Jr.	Fauquier				
Marie Durrer	Greene				
James Jewett	Madison				
Robert “Skip” Barton	Nelson				

VCW-PIEDMONT PWDB MEMBERS	PROGRAM YEAR 2023 (JULY 2023 – JUNE 2024)			
	ATTENDED			
	SEPT 2023	DEC 2023	MAR 2024	JUNE 2024
John Jackson				
Kenny Allison				
Dawn Hutchison	x			
John Baldino	x	x		
Antwon Brinson	x	x		
Carol Coffey	x	x		
Kaki Dimock	x	x		
Laura Duckworth	x	x		
Jeff Earney		x		
TJ Ronayne				
James Tsikerdanos	x	x		
Judith Cooper				
Annette Hyde		x		
Cheryl Kirby	x	x		
Scott Kozuch	x	x		
Clare Lillard				

Steven Ray		X		
Barbara Hutchinson				
Jack Rickett				
Dana Cooke	X	X		
Jess Peregoy				
Bryan Rothamel	X			
Lorne Seay				
Don Shotwell		X		
Ronnie Megginson				
Hunter Johnson				
Gary Spry				
Shawn Woodfolk				
NAME	ORGANIZATION	NAME	ORGANIZATION	
Sarah Morton	PWDB Staff	Marty Bywaters-Baldwin	RGI	
Ti-Erra Elam	PWDB Staff	Sara Drebes	RGI	
McKenzie Smith	PWDB Staff	Brookes Sims	VCW-P Charlottesville VA	
Kyaw Khine	PWDB Staff	Quinn-Lynn Bates	RGI	
Stephanie McNamara	PWDB Staff	Jacquie Washington	JVSG	
Shawn Batten	PWDB Staff	Candace Spence	CVPED	
Jason Ford	VCW-P Culpeper	“Jerry”	WIOA Client Success Story	

Meeting Called to Order by Ann Mallek at 9:03 AM

I. Determination and Announcement of Quorum

- a. CLEO Quorum was reached.
- b. PWDB Quorum was not reached.

II. Opportunity for Public Comment

- a. There was no public comment.

III. CLEO Items Requiring Approval

- a. September 2023 Meeting Minutes
 - i. Motion to approve by Ann Mallek; Second by David Durr. Motion carried by unanimous vote.
- b. Request for Proposal (RFP) approval to post
 - i. December the 18th will go live and will have around January , so we have a new program provider affective July 1. Will discuss in March at next board meeting. The CLEO can adopt RFP.
 - ii. Motion to approve by Juandiego Wade; Second by David Durr. Motion carried by unanimous vote.
- c. James Tsikerdanos presented the Strategic Plan draft to be adopted by the CLEO.
 - i. The Strategic Planning Committee reviewed the DEI Plan from the year before and are using the previous plan as a guide to determine actions and activities. The SP committee will be meeting on January 8, 2024, 3-4PM to reconvene.
 - ii. Motion to approve by Ann Mallek; Second by Juandiego Wade. Motion carried by unanimous vote.

IV. Board Items Requiring Approval – Due to lack of Quorum, no PWDB votes could be taken. The following were tabled until the next Quarterly Meeting; for the second quarter in a row.

- a. June 2023 Meeting Minutes
- b. September 2023 Minutes
- c. New ETPL provider, new ETPL programs, and ETPL renewals

- d. Policy update approvals

V. Financial Updates

- a. The Talent Supply grant ends in June 2024 and asks board members to extend it to December 2024.
 - i. Due to this grant ending, the VCWP team will seek partnerships with local school systems developed around the Work-based Learning Academy.
- b. Continuing with the reconciliation of financial accounts to bring budgets and accounts current.
 - i. Executive and Finance Committee will reconvene in January 2024.

VI. Director's Report

a. Staff Updates

- i. We are excited to welcome two new members to our team:
 - 1. Ti-Erra Sims Elam joined the VCWP team as the Accounts Payable Manager.
 - 2. McKenzie Smith joined the team as the Career Pathways Program Coordinator.
- ii. Regional workforce system and CATEC are willing to cost share for 50% of the Executive Director's salary to aid in VCWP's bottom line.
 - 1. MOU's are in the process of being reviewed to ensure it is fair on all accounts.

b. Federal Updates

- i. Dr. Carrie Roth has been appointed the new commissioner of the Governor's newly developed Virginia Department of Workforce Development and Advancement.
 - 1. We have not received confirmation of how that will impact regional/local development boards.
 - a. Will branding change? Most likely will be Virginia Works instead of Virginia Career Works.
 - 2. VCWP federal WIOA funding will experience a 20% hit.
- ii. For reauthorization and clarification of the WIOA and the new bill, Sarah Morton has reached out to reached out to Bob Goode's office.
 - 1. Stronger Workforce for America Act will change things, documents will be sent out after the meeting to the attendees from Stephanie McNamara.

c. Alignment with Strategic Plan

- i. Career Seeker Outreach (look up excel chart)
 - 1. Madison, Nelson, Fluvanna, and Rappahannock identified before that services were not being reached and are now available in a mobile resource capacity.
 - 2. Higher Education Conference information we discovered there is a significant shortage in Virginia for dental hygienist, assistant, and dentists.
 - 3. Norfolk has a registered apprenticeships, huge gaps in healthcare careers not just nurses.
 - a. Laura Duckworth suggested apprenticeships should be called registered apprenticeships if they are registered.
- ii. Employer Engagement
 - 1. Rack cards shown and businesses listed
- iii. Focused Initiatives
 - 1. Coordinating industry tours in the areas (Greene, Fluvanna, etc.)

VII. Provider Presentation - Rappahannock Goodwill Industries, Marty Bywaters-Baldwin

- a. Marty invited "Jerry," a WIOA success story, to share his story of being a student of CNC manufacturing. Jerry was funded through the WIOA program for classes, supplies, and uniforms. He has found an amazing job where he feels fulfilled – he didn't let obstacles get in his way. Along with his case manager, Quinn-Lynn Bates, he found his pride through CNC Milling.
 - i. After placement through DARS with the Wilson Workforce group in Fishersville, Jerry is

graduating from Germanna Community College this year.

- b. Marty reviewed One-Stop Center statistics
- c. Goodwill staff are going to be housed in seven local libraries to increase access and availability to underserved populations.
- d. Highlighted community partnerships Atlantic Union Bank, job seekers learn about benefits, retirement, etc. Monthly, in person and virtually
- e. In Orange County, a partnership for healthcare and work based learning resource fair took place in November. Internships were available and 22 businesses participated.
 - i. Students and community members attended with healthcare field interests.

VIII. PWDB Committee Reports

a. Business and Outreach

- i. Scott Kozuch – Work-based Learning Academy is thriving and has served 90 students in Greene; 70 students in Charlottesville; Hoping to start in Madison in early 2024.

b. Strategic Planning

- i. James Tsikerdanos – as aforementioned, the Strategic Plan was put forward to be adopted by the CLEO. DEI plan will be revisited in January 2024.

c. WIOA (Programs)

- i. John Baldino – the WIOA (Programs) Committee will be putting forward ETPL programs, a new provider, as well as policies that have been updated for vote when quorum is reached.

IX. Comments

- a. Stephanie McNamara asked Board members to please make every effort to attend in person to reach quorum. McKenzie Smith will be sending out a poll to reach a consensus as to the most convenient time to meet for most.

X. Adjournment

- a. Meeting adjourned by Ann Mallek 10:05 AM.