Program Committee Monthly Meeting

February 2026 Meeting Minutes

February 17. 2026
11:00 AM – 12:00 PM
https://us06web.zoom.us/j/86089368842?pwd=NXhPWGN1L2NXc210UjZOekgycjR1dz09
Meeting ID: 860 8936 8842
Passcode: 969359

I. **Call to Order & Attendance**
   a. **Called to Order by Raye Elliott at 11:00 AM**

II. **Committee Refocus & Priorities** – The updated committee description from the agenda was reviewed.
   a. Raye met with Stephanie and Sarah Morton leading up to this meeting to clarify the committee's priorities for 2026.
   b. **Updated Focus areas include:**
      i. Supporting the One-Stop Delivery System and partner coordination
      ii. Addressing challenges related to youth services, including the integration of successful CBOs
      iii. Identifying and resolving WIOA compliance concerns, particularly around services for individuals with disabilities
      iv. Enhancing worker outreach, especially in underserved and rural communities
      v. Improving navigation and access to workforce services for career seekers

III. **ETPL, WIOA, and Compliance Updates**
   a. **Equal Opportunity (EO) Training**
      i. Board staff & RGI completed an extensive 3-day EO training hosted by Virginia Works.
      ii. Sarah has requested the state revamp the training to be more concise, as the annual content remains largely unchanged.
      iii. Stephanie asked that committee members review the 2-page EO training excerpt included with the meeting packet that discusses current workforce system challenges and the future of work in Virginia.

   b. **Eligible Training Provider List (ETPL)**
      i. ETPL oversight has officially transitioned to the state level:
         1. Local areas will receive notifications on new providers and may decline to accept programs in their region.
         2. Local areas will now primarily provide buy-in and feedback, not manage approvals.
      ii. The Programs Committee will continue to review quality indicators such as job placement, credential outcomes, and career pathway alignment.
      iii. As training providers, Raye (FLIPP Inc) and Antwon Brinson (Culinary Concepts AB) will test the new ETPL system and report back to the group.
      iv. Removals: Some training providers have been unresponsive to case managers, prompting

their removal. The state will also remove non-compliant providers if documentation is not corrected in a timely manner.

c. **WIOA Eligibility Barriers & Rural Outreach** – Challenges were discussed, including:
   i. Difficulty obtaining vital documents (ID, SS card, birth certificate), especially in rural areas. WIOA enrollment requires more documentation than simply getting a job.
   ii. Limited staffing capacity in Planning District (PD) 10 and PD 9:
      1. PD10 (Albemarle, Charlottesville, Fluvanna, Greene, Louisa, and Nelson) currently has one WIOA case manager after a recent departure.
      2. PD9 (Culpeper, Fauquier, Madison, Orange, and Rappahannock) has one full-time case manager covering adult, youth, and dislocated worker programs.
      3. Brief discussion regarding clients who may fall through the cracks. Despite staffing shortages, case managers continue meeting client needs through extended hours and cross-team support. Failure to follow-through by the client has been cited as the biggest reason for individuals not receiving services.
   iii. Significant amount invisible/undocumented labor is being performed by case managers that is not captured in performance metrics.
   iv. Partners encouraged the use of local third-party organizations who specialize in helping clients obtain documentation to reduce case manager workload.
   v. **WIOA Training in the Justice System**
      1. Antwon reports that WIOA funds currently cannot be used for training inside correctional facilities; only post-release services are allowed.
      2. A system/staffing flaw prevents jails from accessing existing DOC training funds.
      3. Committee members emphasized strong regional support for expanded training access for justice-involved individuals.
      4. Raye mentioned a budget amendment request in the state budget to address issues like these, which is being supported by Delegate Hayes and Senator Deeds, allowing for expanded training opportunities in jails without funding concerns.
   vi. VRLTA & Workforce Advocacy
      1. Antwon, currently serving as President of the Virginia Restaurant Travel & Lodging Association (VRLTA), shared opportunities to collaborate on statewide workforce advocacy.
      2. VRLTA can support regional workforce priorities before state and federal policymakers.
      3. A future VCWP + VRLTA partnership may help create a "blueprint" for supporting clients entering/re-entering the workforce.

d. **Student Career Exploration & Goal Alignment** discussed:
   i. Many students hold aspirational goals without an understanding of required steps.
   ii. There is a lack of exposure to realistic career pathways for students. Educational systems are operating as islands.
   iii. Need for workforce partners to help bridge the gap between goals and actionable plans.

IV. Retreat After-Action Report & 2026 Priority Areas – Two priorities were identified:

a. **Youth-Targeted, High-Quality Training in CTE Programs**
   i. Concerns raised about new programs lacking credentials or workforce connections (e.g.,

ACPS's new "Savor Studio", https://www.k12albemarle.org/for-students/scholars-studios/savor).

ii. Committee sees opportunities to create stronger CTE-to-workforce pathways.

b. **Upskilling Workers on Innovative Tools (AI, robotics, VR)**

i. Ongoing partnerships with Microsoft and Google offer Virginia residents free access to AI training tools.

ii. Emphasis on training for safety, upskilling, and job retention, not worker replacement.

iii. Committee will ensure partnerships are reputable and do not expose students to harmful or exploitative AI tools.

c. **Discussion: Website Navigation & Resource Accessibility**

i. Committee agreed that career seekers need clearer, simpler resources.

ii. Action Item: VCWP to create one-page resource for career seekers at the following levels: Phase 1 ("Starter kit" with resume, tips, etc.); Short-Term, "I need a job now" with quick certifications; "Career builder" for someone interested in creating a professional pathway for a career.

V. Region Staffing Updates:

a. PD10 (Albemarle, Charlottesville, Fluvanna, Greene, Louisa, and Nelson) currently has one WIOA case manager after a recent departure.

b. PD9 (Culpeper, Fauquier, Madison, Orange, and Rappahannock) has one full-time case manager covering adult, youth, and dislocated worker programs.

c. Despite staffing shortages, case managers continue meeting client needs through extended hours and cross-team support.

VI. Adjournment

a. **The meeting was adjourned at 12:00 PM by Raye Elliott.**

Action Items:

Item	Assigned To	Notes
Create simplified one-pagers for different types of career seekers	Stephanie & Liz	Include program registration, resume help, short-term vs long-term training
Share ACPS Savor Studios CTE program info	Antwon	Added link in chat: https://www.k12albemarle.org/for-students/scholars-studios/savor
Test new state ETPL system and report back	Raye & Antwon	Include adding apprenticeship program and attempting Hampton Roads listing
Share VRLTA workforce advocacy info	Antwon	Provide details to committee; identify areas to collaborate
Review EO training workbook excerpt sent with agenda items.	All	Already sent with agenda on 2/11/2026
Reflect web navigation feedback in minutes for follow-up	Liz	Completed

Committee Members:

Raye Elliott (Chair)
John Baldino
Antwon Brinson
Kenny Allison - absent
Laura Duckworth - absent

Jessica Thompson - absent

Board Staff:
Stephanie McNamara
Liz Burnett