

# Program Committee Monthly Meeting



## May Meeting Minutes

Monday, April 21, 2025, 1:00 PM – 2:00 PM

<https://us06web.zoom.us/j/86089368842?pwd=NXhPWGN1L2NXc210UjZOekgyR1dz09>

Meeting ID: 860 8936 8842

Passcode: 969359

- I. **Called to Order** at 1:09 PM by John Baldino
- II. **RGI – Latest Reports**
  - a. **Monthly Center Reports Discussion**
    - i. **County Numbers**
      1. Albemarle: Antwon Brinson brought up the significant increase in Albemarle County numbers. Stephanie McNamara was not aware of any major updates locally that could affect these numbers. Antwon’s team has noticed a trend of people leaving the city for a more affordable cost of living in the county.
      2. Culpeper County has shown good numbers and engagements due to the location of the team.
      3. Stephanie pointed out that the VCWP centers are closed to the public one day a week, although the staff is working on follow-up and reporting on these days.
    - ii. **Budget & Funding Discussion:** The committee discussed the effect of budget cuts and potential/proposed budget cuts. Stephanie lets the committee know:
      1. The official Notice of Obligation (NOO) from the state has not been received for this program year yet, so there are no definitive answers.
      2. State funds are expected to be 10% less due to a 10% cut at the Federal level. Our cut may be larger. Despite being a high-performing area, funds are consistently cut.
      3. Various solutions have been discussed, including cutting board staff by one day a week and co-locating with other organizations.
      4. Current program year 2024 goals may be changed, affecting end-of-year numbers. The committee discussed the potential end goal of these changes but reached no conclusion.
  - b. **Reports of Industry Training Trends** – No update at this time. Stephanie has been unable to access these reports and continues working with the state to gain access.
  - c. The team was very complimentary of the data that Stephanie provides to the board. Antwon uses this information to help move the needle locally in conversations with local officials and other employers. He suggested using this as a launch pad to create a discussion around local data.
- III. **Next Steps, Future Meetings / Focus of Program Committee**
  - a. **The current description** in [the bylaws](#) was discussed: *“The Program Committee assists with issues relating to the One-Stop delivery system, which may include representatives of One-Stop partners. Additionally, they resolve problems relating to the provision of youth services, which must include community-based organizations with a demonstrated record of success in serving eligible youth. Lastly, they provide aid with operational conflicts concerning the provision of services to individuals with disabilities, including compliance-related problems with WIOA sec. 188.”*
    - i. Antwon brings up that Education and Youth services are siloed and limited to the school the individual is enrolled in, which hurts employers in the area. He says Richmond is now looking to link high schoolers with career readiness and we could consider their program as a model.

- ii. John Baldino reiterates that there is no clear path for non-college-bound youth who do not qualify for training programs. He suggests that board staff sit down and talk with the program provider staff to learn their experiences and how they are getting individuals into the system. Stephanie suggested inviting program providers to the July meeting to discuss existing youth services. John prefers an in-person meeting.
- iii. Antwon suggests zooming out and seeing what is provided at the local level as far as youth workforce readiness. Cville Abundant Life and the local Boys and Girls Club were mentioned by Laura Duckworth as potential youth partners.
- iv. The background & intention of the committee description were discussed. Committee members decided that they would like to meet with VCWP Executive Director Sarah Morton to better direct the conversation. Stephanie reminded the committee that this discussion is to add/update the existing description so that it aligns with the work they do for the regional workforce development board.
- v. Laura Duckworth questioned the value of the committee to the board, other than approving ETPL. She emphasized the need for a clear purpose. Stephanie suggested looping Sarah Morton in as well for the July meeting to help the team create a focus.
- vi. The committee discussed the disconnect between the bylaws and their current activities. Stephanie's role is to act as a guide while the committee operates independently, making recommendations to the board.
  - 1. Laura pointed out that other committee descriptions in the bylaws are action-oriented, while the Program Committee description focuses on resolving conflicts that do not exist.
  - 2. The committee questioned whether it should be developing programs or if it is misnamed or misdirected.
  - 3. The committee thanked Stephanie for her work and apologized for the confusion. Stephanie understood the frustration and shared the desire to move forward.
- b. **Decision:** The committee decided to have a follow-up meeting with Sarah Morton to understand the rationale behind the bylaws and discuss potential updates. Stephanie will follow up with the committee this week with potential meeting dates.

IV. **Adjourn** - The meeting was adjourned at 2:05 PM.

#### Action Items

- 1. Stephanie McNamara to continue working with the state to gain access to industry training trends reports.
- 2. Stephanie McNamara to schedule a committee meeting with Sarah Morton to discuss the bylaws, the intent of the description, and the focus of the Program Committee.
- 3. Committee members to prepare questions and discussion points for the meeting with Sarah Morton in late May or early June.

#### Committee Members:

John Baldino (Chair)  
 Antwon Brinson  
 Laura Duckworth  
 Kenny Allison – absent  
 Eric Robertson – absent

**Board Staff:** Stephanie McNamara  
 Liz Burnett