



PIEDMONT
Workforce Network

PWN Council Meeting Minutes
March 29, 2018 – 1:30PM – 3:00PM
UVA Research Park, Town Center Two
1001 Research Park Boulevard, 4th Floor Conference Room, Charlottesville, Virginia 22911

Council Member	Present
Supervisor Bob Babyok	
Supervisor Thomas Bruguiera, Jr.	
Supervisor Marie Durrer	X
Supervisor Amber Foster	X
Supervisor Lee Frame	X
Supervisor Ron Frazier	
Supervisor Alexa Fritz	Teleconference
Supervisor Ann Mallek	Teleconference
Supervisor Tony O’Brien	
Supervisor Holder Trumbo, Jr.	
Mayor Nikuyah Walker	Teleconference
Steve Ray, PWN Board Chair	X
John Baldino, PWN Board Member	X
PWN Staff	
Helen Cauthen	X
Mary-Huffard Kegley	X
Stephanie Boynton	X

I. Welcome and Introductions – Supervisor Lee Frame, Chair

- Special welcome to new Council members Supervisors Bob Babyok, Thomas Bruguiera, Jr., Marie Durrer, Amber Foster, Ann Mallek and Mayor Nikuyah Walker.
- Supervisor Lee Frame requests addition of agenda item to address request from PVCC.

II. Public Comment

No public comments were made.

III. Approval of New PWN Council and PWN Board Members

Supervisor Lee Frame shared that six localities identified new representatives to serve the PWN Council, as well as three representatives to serve the PWN Board:

PWN Council appointees:

- Ann Mallek, Albemarle County
- Bob Babyok, Fluvanna County
- Thomas H. Bruguiera, Jr., Nelson County
- Nikuyah Walker, Charlottesville
- Marie Durrer, Greene County
- Amber Foster, Madison County

PWN Board appointees:

Ray Knott, Union Bank, Fauquier County-Private Sector

Wes Mayles, Culpeper County Chamber of Commerce-Community Representative

Melanie Thigpen, Nelson County-Private Sector

Motion by Supervisor Alexa Fritz to approve six newly appointed Council members and three newly appointed Board members. Second by Supervisor Lee Frame. Motion carried.

IV. Consent Agenda:

- Council minutes of November 29, 2017
- FY2018 Year-to-Date Financials
- Cost Allocation Plan-March 1-June 30, 2018
- WIOA Performance Results

Motion by Supervisor Amber Foster to approve consent agenda as presented. Second by Supervisor Marie Durrer. Motion carried.

V. Selection of One-Stop Operator/Adult & Dislocated Worker Services Provider and Youth Services Provider

PWN Board member John Baldino served as Chair of the PWN RFP Selection Task Force. He reported the Task Force received one proposal from Goodwill Industries of the Valley, and explained the limited response is due to the fact that PWN's funding levels are very low, which is not as appealing to the for-profit service providers. Mr. Baldino explained the Task Force completed its considerations by teleconference due to snowy weather conditions. The Task Force considered several issues as a part of the review process. The Task Force members recommend the proposal be accepted and the contract be awarded to Goodwill Industries of the Valley.

Motion by Supervisor Amber Foster to grant the One-Stop Operator/Adult & Dislocated Worker Services Provider and Youth Services Provider contracts to Goodwill Industries of the Valley. Second by Supervisor Marie Durrer. Motion carried.

VI. Formula Review Request and Federal Budget Update

Helen Cauthen shared the letter which PWN Board Chair Ray and previous Council Chair Galvin submitted to the Virginia Workforce Development Board to request an explanation and review of the funding formula used to fund the 15 local workforce area regions. The letter was submitted October 4, 2017, and no written response was received. Helen Cauthen and Mary-Huffard Kegley recently spoke with Sara Dunnigan, Executive Director of the Virginia Workforce Development Board. PWN emphasized to Ms. Dunnigan that there is a basic cost incurred in order to provide WIOA services to clients and to administer the program. If PWN's State funding follows the reduction pattern of the past three years, services will be impacted. Ms. Dunnigan recommended PWN seek additional/outside funding sources.

Helen Cauthen pointed out to the PWN Council that during the recent budget allocation, the Northern Virginia region received a \$1 Million increase in funding, while PWN's allocation was decreased by 17.86%. This is based upon local unemployment rates. Helen reported that PWN currently requests localities within the Region 6 for funding of 15 cents per capita. Five of the eleven localities represented by PWN, contribute funding to PWN. She asked Council members to serve as advocates on behalf of PWN with their local Board of Supervisors and City Council.

Supervisor Mallek is a member of the Virginia Workforce Development Board, and she shared PWN's concern and situation with the Virginia Board during a recent meeting. Supervisor Mallek suggested PWN draft a new letter to be submitted to Dr. Meagan Healy, Governor Northam's Chief Workforce

Development Advisor, and Nathaniel Marshall, recently appointed Chairman of the Virginia Board. She also suggested a meeting with Secretary of Commerce and Trade, Brian Ball, to potentially include representatives of the Virginia Community College System (VCCS) to share the realistic implications of funding cuts.

NOTE: PWN submitted a letter, under Chair Alexa Fritz and Chair Steven Ray's signatures, to Dr. Healy and Chair Nathaniel Marshall on April 17, 2018.

VII. Update on Relocation of Comprehensive One-Stop Center

Helen Cauthen shared that the relocation of the One-Stop Center was successful, thanks to significant efforts by Goodwill Industries of the Valley (Tom Gillette) and VEC (PWN Board member, Richard Sindy). The address is: 944 Glenwood Station Lane, Suite 103, Charlottesville, 22901, 434-529-6828. The new location will proceed with the certification process soon. VCCS now also requires satellite centers to certify as "affiliate" centers before June 30, 2018.

VIII. Locality Funds – Steve Ray

A. Reserves for One-Stop Rent

Motion by Supervisor Amber Foster to allocate \$23,000 in locality funding to reserves to cover three months rent for the One-Stop Center. Second by Marie Durrer. Motion carried.

B. Attorney Fees for One-Stop Lease and Agreement Negotiations

Motion by Supervisor Amber Foster to allocate \$20,520.50 from PWN locality funding for attorney fees, subject to approval by the Board of the Central Virginia Partnership for Economic Development. Second by Supervisor Marie Durrer. Motion carried.

C. Reallocate Mobile Computers to Desktop Computers for One-Stop

Motion by Supervisor Amber Foster to allocate \$4,000 in funding originally tagged for the mobile computer lab to the desktop expense for the One-Stop Center. Second by Supervisor Marie Durrer. Motion carried.

D. Update on Moving Expenses

Helen Cauthen reported expenses for the relocation are not yet final.

IX. Other Business

A. PVCC would like to request PWN locality funding for a pending GO Virginia project to expand PVCC's adult beverage training program in GO Virginia Region 9. In reply to a question, Helen Cauthen reported there are several GO Virginia projects pending in this Region. Supervisor Lee Frame suggested PVCC's request be considered in conjunction with requests from other proposers. The deadline for submissions for PWN's review is June 1, 2018.

B. Council members requested listing of vacancies on PWN Board in order to assist identifying community members to serve on the Board.

X. Adjournment

There being no other business, Supervisor Lee Frame adjourned the meeting at 2:47pm.