

Monthly WIOA Committee Meeting

Meeting Minutes

February 22, 2022

Attendees:

John Baldino
Kenny Allison
Laura Duckworth
Sarah Morton
Dave Kilgore
Stephanie McNamara

The meeting was called to order via Zoom at 2:00 P.M.

- I. Discussion of submitted ETPL renewal applications and subsequently approve or deny them prior to the March Quarterly Board meeting. The applications for the following programs were discussed and voted upon by the committee:
 - a. **Rappahannock Center for Education** - Renewal
 - i. Certified Phlebotomy Technician
 - ii. Medical Billing and Coding
 - iii. CCMA (Certified Clinical Medical Assistant)
 - iv. Radiation Technician

The program applications were discussed, and it was requested of the board staff to get clarification on the salary information per program (Post Training Earnings Box of the form).

Laura Duckworth motioned for the programs to be approved for a PWDB vote in March; Kenny Allison seconded. The motion carried and the programs will be voted on at the Quarterly PWDB meeting March 9, 2022.

- II. Industry and Curriculum Trends
 - a. Stephanie McNamara shared a chart illustrating trends in current WIOA enrollment across Area 6 including the highest in both planning districts respectively.
 - i. PD10 Adult – CDL-A
 - ii. PD9 Adult – CAN
 - b. Sarah Morton proposed that more collaboration occur between the higher education institutions and high schools in the region to offer certifications and courses prior to HS graduation. This would lessen the ‘bottleneck’ effect of the waiting list for entry level courses in the VCCS that currently exists.
- III. Dave Kilgore leaving the PWDB staff
 - a. The committee thanked Dave Kilgore for his contributions to the team over the past year and praised all of his efforts.
 - i. Dave Kilgore informed the committee that he will be looking for partnership and collaborations regarding apprenticeships in his new role.

Meeting adjourned at 2:30 PM