

## Monthly WIOA Committee Meeting

### Meeting Minutes

**May 16, 2022**

**Attendees:**

John Baldino  
Kenny Allison  
Laura Duckworth  
Sarah Morton  
Stephanie McNamara

The meeting was called to order via Zoom at 1:00 P.M.

- I. Upcoming ETPL Renewals – Stephanie McNamara gave the Committee a preview of the renewal packets to come for future approval.
  - a. Germanna CC
  - b. PVCC
  - c. CATEC
- II. WIOA Status Update
  - a. Stephanie McNamara conducted WIOA Data Validation with both PD9 and PD10 WIOA case managers over the course of two days.
    - i. The report provided by the State was completed and sent to Vicki Tanner well before the June 20, 2022 deadline.
    - ii. Kenny Allison asked if he would be able to join in on the next monitoring.
  - b. Stephanie McNamara and Caroline Rice conducted Program Monitoring within the Charlottesville and Culpeper One-Stop Centers utilizing the WIOA Case files as well as the E-files in VAWC.
    - i. Stephanie (McNamara) subsequently completed the provided spreadsheet to accompany the responses for the State.
      1. Stephanie (McNamara) also completed a written report containing improvement areas as well as suggestions for a Continuous Improvement Plan for Goodwill Industries.
- III. 501c3 Update
  - a. Sarah Morton discussed the status on the process of becoming a 501c3 to date. More information will be shared that the PWDB Annual Meeting June 8, 2022.
- IV. Discussion
  - a. Laura Duckworth and Sarah Morton will be collaborating with community partners who have reached out regarding apprenticeships and how to effectively promote and offer them. They have agreed to set up a meeting to discuss options with the partner in the near future.
  - b. John Baldino would like to resume meeting in person in July.
- V. Meeting adjourned at 2:00 PM