

MEETING MINUTES

CENTRAL VA WORKFORCE DEVELOPMENT BOARD - EXECUTIVE COMMITTEE MEETING

Date: June 12, 2023

Time and location: 2:00 PM; CVPDC Conference Room

Meeting called to order by: Mr. Nat Marshall, Chair of CVWDB

IN ATTENDANCE:

Traci Blido, CVWDB; Alec Brebner, CVPDC; Andy Crawford, O&P Committee Chairperson; Lori Cumbo, CVWDB; Sandy Dobyms, CVPDC; Bobby Johnson, Youth Committee Chairperson; Ron Lovelace, Finance Committee Chairperson; Nat Marshall, CVWDB Chairperson; Tim Saunders, CVWDB; Christian Wiscovitch, DEI Committee Chairperson

CALL TO ORDER & ROLL CALL (NAT MARSHALL):

Nat welcomed attendees and started the meeting at 2:04 PM.

APPROVAL OF 5/16/23 MEETING MINUTES:

The motion was made by Bobby Johnson, and seconded by Ron Lovelace, to approve the 5/16/23 Executive Committee meeting minutes. The motion was unanimously approved.

ACTION ITEMS:

Contract for HumanKind as Operator of One-Stop Center and Title I, Adult, Dislocated Worker and Youth Programs:

Traci reminded the committee that only one proposal was submitted during the procurement process in May, and the committee approved an Intent to Award HumanKind the contract for One-Stop Operator, and Program Operator for the Adult, Dislocated Worker and Youth Programs that month. The four-year contract is renewable annually, based on funding availability and performance.

A motion to approve the contract as presented with a start date of July 1, 2023 was made by Ron Lovelace and seconded by Bobby Johnson. The motion was unanimously approved.

Review and Approval of PY23-24 CVWDB Budget:

Traci reviewed the proposed budget with the committee. She advised LWDA7's federal funding was cut more than 15% for PY23, further stating most of the 14 regions across the state experienced cuts as well due to a formula that looks at last year's data. Ron noted carryover funds would be lighter than usual and things would be "tight". Traci stated we continue to look at ways to cut costs and braid funding with localities and community partners. She explained many of the other workforce regions receive funding from their localities in addition to Title I funding to be able to serve more individuals. Traci stated she will continue to meet with localities to discuss how they could contribute to the workforce system in our region to further benefit from our services.

The committee discussed budget funding for Incumbent/Existing Worker Training. Sandy Dobyms gave a report on the existing amounts that have been spent. Tim stated in years past \$25,000 was allocated to Incumbent/Existing Worker Training and the businesses really appreciate the training assistance. Due to the budget cuts, Nat recommended the allocation be reduced to \$20,000 for the PY23 program year.

A motion to approve the amended PY23 budget, as noted above, was made by Ron Lovelace and seconded by Christian Wiscovitch. The motion was unanimously approved.

Review of 3-Year MOU/IFA Preliminary Budget and Progress for One Stop System:

Traci made the committee aware of where we are with the MOU and Infrastructure Funding Agreement for the Virginia Career Works Comprehensive Center. She stated the MOU is a three-year agreement to establish shared costs among the partner organizations, both physically located at the comprehensive workforce center, and in the community. Additionally, the MOU establishes resources and a common referral system, creating a unified workforce system for job seekers and businesses.

Traci explained that she and Sandy have been working on the PY23 IFA budget. CVWDB has been in negotiations with Integrated Technology Group (ITG) about IT expenses and is waiting for VEC to provide rent cost rates for the upcoming program year so we can finalize a budget to propose to the partner organizations.

Review Slate of New and Re-appointed Members of CVWDB to be approved by CLEO on 6/15/23:

Traci reviewed the slate of proposed members and renewals to be presented to the Chief Local Elected Officials (CLEOs) for approval.

Bobby Johnson is retiring as Superintendent of Campbell Co. Schools. He agreed to continue to serve on the CVWDB through the end of 2023. He will reach out to his colleagues in an effort to find someone to serve the remainder of his term (2025).

Additionally, Traci advised Laura Hamilton, Beacon of Hope, has been asked to serve the remainder of Robbie Morrison's term who will roll off the board later this year due to health reasons. Tim said Beacon of Hope will meet the Community Based Organization (CBO) requirement for the Board.

The CLEO's will be presented with the proposed slate on Thursday and signatures will be submitted to the state for the certification process.

A motion to approve the slate as presented was made by Bobby Johnson and seconded by Christian Wiscovitch. The motion was unanimously approved.

OTHER BUSINESS/ADJOURNMENT:

Alec Brebner advised the Central Virginia Planning District Commission (CVPDC) is providing financial management, office space and IT/Phone support for CVWDB staff. He stated that rent will change from a direct to an indirect cost this year to assist the Board with the federal cuts being experienced. Nat thanked Alec for working with us.

There being no further business, the meeting was adjourned at 2:48 PM.