

# Region 2000 Workforce Development Area VII

*Serving the City of Lynchburg, and Counties of Amherst, Appomattox, Bedford and Campbell*

## Workforce Development Board Meeting

8:30 a.m., Tuesday, October 11, 2016

Centra School of Nursing

## Minutes

**Members Present:** Nat Marshall – Chair, Des Black, Traci Blido, Mike Davidson, Nathan Dowdy, Georgia Fauber, Scott Francis, Danny Grimes, Sonny Harvey, Dennis Jarvis, Christine Kennedy, Ron Lovelace, Ed McCann, Kimberly McIvor, John Redding, Heather Reynolds, Tamara Rosser, Luke Saechao, Roxanne Slaughter, Cheryl Toler, Jan Walker

**Members Absent, Excused:** Traci Blido, Sierria Carvajal, Scott Gillespie, Phillip Jamerson, Dennis Knight, Susan Martin,

**Members Absent:** Blondie Anderson, Selina Elswick, Ruth Hendrick, Chris Markham, Cheryl Toler, Wendell Walker, Sterling Wilder

**Staff Present:** Ben Bowman, Gary Christie, Susan Cook, Lori Cumbo, Rosalie Majerus

**Others Present:** Rebecca Dilling – ACE, Cathy Evans – Centra, Larry Jackson – AEP, Alvin Jones - Goodwill, Ada Pinn – ACE, Melody Sharp – Centra

### 1. Welcome and Introductions

Nat Marshall welcomed everyone and opened the meeting at 3:00 p.m.

Mr. Marshall asked the Board to remember Walter Fore with a moment of silence.

### 2. Approval of the July 12, 2016 Meeting Minutes

The motion was made by Dennis Jarvis, and seconded by Ron Lovelace, to approve the minutes of the July 12 meeting as presented. The motion was unanimously approved.

### 3. Review of YTD Financial Report and FY17 Budget

Rosalie Majerus reviewed the YTD Financial Report, reminding the Board that \$532,000 had been carried over from the last fiscal year. Currently the budget is tracking below planned. She has been working with some of the partners to put together a cost allocation plan for costs incurred at the VEC office.

Ron Lovelace explained why funds are carried over from one fiscal year to the next, for those new to the Board.

### 4. Public Comment Period – There were none.

## 5. Comprehensive Economic Development Strategy Update

Scott Smith gave the background of what CEDS (Comprehensive Economic Development Strategy) is, and why it is important. Having a CEDS is important to unlocking certain funding opportunities through the Economic Development Administration. This CEDS is the 5-year update to the original, done in 2011. To help with this update, Market Street Services, out of Atlanta, was hired. Activities since March include meetings of a 42 member steering committee, focus group meetings, interviews, and a community wide survey that generated over 1,100 responses.

Larry Jackson stated that it was important that the document be inclusive, rather than diverse.

Five key areas were identified for the document:

- Project a positive image and cultivate a distinct identity
- Facilitate growth & expansion of the business communities
- Educating & developing a sustainable workforce
- Investing in the connectivity of our region
- Supporting the vitality of our diverse communities & downtown

The 5 key goals were broken into key strategies. When the steering committee was asked which of the strategies was most important to focus on first they chose workforce as the #1 issue.

## 6. Partner Updates

### 1) Adult and Career Education of Central Virginia

- Luke Saechao explained that the GED test is no longer the only standard test used throughout the country. There are also two other tests used in some states along with the GED.
- Another focus this year is to expand their IET programs. They are currently drafting an MOU for Piedmont Eye Center. They will be recruiting and training in foundational skills.
- The MT1 (Manufacturing Tech 1) program is being offered, offering hands on mechanical and electrical training.

### 2) Goodwill Industries of the Valleys

- Alvin Jones reported that Goodwill will be reaching out to the counties, to make everyone aware of the services that are offered.
- Case managers will be going to the libraries giving orientations, along with the DSS.
- Goodwill has been partnering with businesses, such as Standard Insurance and Pacific Life.
- Job Fairs have been held, with one recently at the Goodwill Center.

### 3) Job Corp

- Danny Grimes reported that their contract has been extended through December 31<sup>st</sup>.
- Job Corps is operating at 80% capacity, with the three Job Corp in Virginia all at 62 to 65%. Most students in Virginia come from Richmond and the Tidewater area.

### 4) Virginia Dept. of Aging and Rehabilitative Services

- Roxanne Slaughter explained that they work with people with disabilities to help them return to work or to gain employment.

- They are operating under Order of Selection, which means that they have more people looking for services than they have funds to serve.
  - In this region they successfully closed 132 cases this year.
- 5) Virginia Employment Commission
- Kimberly McIvor reported that the Virginia Employment Commission is going through a transition in to comply with WIOA law and that all of the Workforce partners are co-locating in their facility.
  - They are conducting 2 to 3 job fairs each month.
  - There is a lot of collaboration with the other partners in order to maximize services to clients.
  - They see 200-300 people per week coming through their offices.

## 7. Director's Report

- Ben Bowman reported that since the last meeting in July he has worked with his counterparts in Charlottesville and the Shenandoah Valley area to partner on the America's Promise Grant. It was submitted at the end of August, and he should know by November whether or not it is funded. If funded, it would allow targeting up to \$1,000,000 over a three year time frame for high demand jobs in this region. These would include healthcare, manufacturing, and information technology. This would help students in the region by funding un-met needs with financial aid.
- Ben will be scheduling an orientation for new Board members before December.
- Ben and Lori Cumbo are working on interpreting and translating the federal regulations into policies that will apply to this region. These should all be in place by June 2017.
- Ben advised that within the next month, a strategic planning process for the Workforce Board will begin. An RFP will be issued to get the strategic plan off the ground. Rosalie Majerus has advised that \$15,000 has been set aside in the budget for strategic planning.
- Ben explained to the Board that the state has new guidelines for those desiring to be training providers. One of the additional requirements require that the training provider will be required to track the outcomes of their specific training. Also, each specific program has to be approved by the Workforce Board in order for the Board to provide funding for training. The Board will also be required to be sure that the training being provided meets the regional workforce needs.

Ben provided a list of training programs, most being from CVCC. Two additional programs, from Raspberry Hill Adult Day Time Center for medication aid, and the Bedford Science and Technology Center for nurse aid.

When asked about the vetting/verification process, Ben answered that there is an application process wherein the training providers have to do their research on average wages, employment outcome, and track record in terms of securing employment. Providers have to be approved annually. Ben advised that going forward the Operations and Performance Committee will be responsible for reviewing applications in detail before bringing to the Board for approval.

A motion was made by Dennis Jarvis, and seconded by Christine Kennedy, to approve the list of training providers. The motion carried unanimously.

**8. Report on Healthcare Employment/Training Needs**

Jan Walker and Melody Sharp addressed the Board concerning healthcare employment and training needs. Melody reported that last year 9 students received Region 2000 scholarship funding, and this year there were two recipients. She also reported that 92% of the students receive Title IV funding, and 89% are over the age of 25. Out of those over the age of 25, 32% are single parents.

The school currently has 175 students, and expect to double that in January.

A grant was recently submitted to the Bedford Community Health Foundation and they hope to hear the result in November. This grant would be used for tutoring sessions, and for Bedford County residents to enroll in their program. They also have Centra Foundation Grants available.

The school will be holding an open house on October 24<sup>th</sup> from 4:00 to 6:00 p.m.

Cathy Evans reported that there are 711 position openings in the Centra organization.

**9. Committee Formation and Goal Setting**

Ben Bowman identified the following committees:

- 1) Operations & Performance – Susan Martin, Chair
- 2) Finance – Ron Lovelace, Chair
- 3) Outreach & Awareness – Christine Kennedy, Chair
- 4) Youth Committee

The Board was asked to break into the respective committees for a short meeting, with the following tasks:

- Identify chair and vice chair for each committee
- Establish quarterly meeting dates
- Identify information needed on roles/expectations, and strategic objectives
- Develop initial goals and strategies

**10. Comments from Members**

Georgia Fauber informed the Board of a fundraiser for Brook Hill Farms on October 12, being held at Trivium. She explained that Brook Hill Farms is a non-profit 501(c)(3) organization that provides a safe haven for unwanted horses, as well as a therapeutic riding program for area youth and adults.

**11. Adjourn & Tour of the Centra School of Nursing**

There being no further business, the meeting adjourned at 10:00 a.m.

A brief tour of the facility was offered to anyone interested.