

***Peninsula Council for Workforce Development
Greater Peninsula Workforce Investment Board
Board of Directors and Membership Meeting
June 24, 2010***

Present:

Hon. Bobby Braxton	Buddy Green	Hon. Buddy Rilee
Rob Brown	Hon. Jim Icenhour	Leonard Sledge
Rhonda Bunn	Eric Kean	Anne Smith
Dottie Jordan	Hon. Frank Kreiger	Mark Stefanick
Dr. Ned Carr	Dr. Bob Leber	Hon. Tina Vick
Jerome Clark	Hon. Sheila Noll	Sybil Wheatley
Randy Wheeler	Lisa Zahralddin	Dr. Deborah Wright
Mike Yaskowsky	Jim Noel	John Lipscomb
Everett Jordan	Sandy Donaldson	Dr. John Olson
Joe Johnson	Gordon Gentry	Pete Peterson

PCFWD Staff: Matthew James, Bill Mann, Shawn Avery, Gary Butler, Terri Partain, Sharnya Smith, Carolyn Tarrant, Rita Bond, Jeanne Smith

I. Call to Order

The Board of Directors and Membership meeting was called to order by Chairman Sybil Wheatley. The meeting was held at the Riverwalk Restaurant, Yorktown, VA.

II. Approval of the March 25, 2010 Minutes

A motion to approve the minutes as presented was made by Sandy Donaldson with a second by Bobby Braxton. The motion was unanimously approved.

III. President's Report

Mathew James reported on the Health Symposium that was held on June 22 at Thomas Nelson Community College. The subject of the symposium was the future of the healthcare workforce. It was attended by many healthcare professionals and other interested parties. Matthew reported on other issues to include:

- WIRED Grant which is coming to an end June 30, 2010
- Partnership with Boys and Girls Club at their new site with an emphasis on Career Readiness
- Green Jobs Grant - weatherization of low income housing
- Budget for July 1, 2010 – June 30, 2011
- Hall of Workforce Champions

Consortium Nomination - Bill Mann stated that the Chair of the Nominating Committee, Bobby Braxton, has nominated Jim Icenhour for the position of Vice Chair. A motion was made by Sheila Noll to approve the nomination. The motion was seconded by Frank Kreiger and unanimously approved.

IV. WIB Committee Reports

Joint Finance and Strategic Planning Committee – Shawn Avery gave an overview of the Non-Federal Division budget for July 1, 2010 – June 30, 2011. He discussed the sources of funding which are private sector, local government and grants and special income. He also talked about the major activities of the Non-Federal Division which includes Youth Career Cafes, Industry Cluster Groups and Educational Initiatives.

Gary Butler reviewed the Federal Division budget for July 1, 2010 – June 30, 2011. He discussed the sources of funding which include Workforce Investment Act, American Recovery Act and other sources. In addition, he discussed the major activities of the Federal Division which includes Peninsula Worklink, Year Round Youth Program and Summer Jobs Program.

Gary discussed the One Stop Budget which is much less due to the lack of stimulus funds this year over last year. The total variance PY09 vs PY10 is -44%. The largest reduction is in individual training.

A motion was made by Sandy Donaldson to accept the budgets as presented. The motion was seconded by Rob Brown and unanimously accepted. A Consortium vote was taken with a motion by Bobby Braxton to accept the budgets as presented. The motion was seconded by Jim Icenhour and unanimously accepted.

Communications Committee – John Olson stated that in the future the newsletter will be emailed to everyone and a hard copy will not be mailed. In addition, he discussed updating and revamping the website this summer.

Education and Training Committee - Chairman John Olson reported that the first meeting was held and it was a brainstorming session to discuss the strategic direction that the committee should take in the coming year. One idea was to have business leaders make a video talking to the students explaining the skills that are needed to get

into the workplace. These videos would then be placed on the website for all the school divisions to use.

One Stop Committee – Ned Carr discussed One Stop Services including Orientations Held, Orientation Participants, Registrations, Intensive Enrollments, Training Approved year-to-date. He gave examples of Core Services which include Registration and Orientation, Skills Exploration, Resources, Resume Development, Job Search Skills Training, Interview Techniques Workshop and Referral Services. He gave examples of Intensive Services to include comprehensive assessment of skills and service needs, development of an individual employment plan, customized screening & assessment, Labor market analysis, intensive career counseling, in-depth interview skills development, computer workshops, assistance with resume, cover letter, case management & follow-up and job retention. In addition, Dr. Carr gave examples of Training Services such as occupational skills training, on-the-job training, up-date work skills, job readiness training, adult education and literacy, customized training for an employer who commits to hiring.

V. Special Presentation by Leonard Sledge, Director, Office of Economic Development, College of William & Mary. Mr. Sledge gave an overview of the work that is being done by the Office of Economic Development in the community and beyond which helps create jobs in Hampton Roads. He discussed the history of William & Mary and explained various research projects. They have many partners including Canon Virginia, Virginia Institute of Marine Science, City of Portsmouth, City of Petersburg. He reported on the Technical & Business Center, James City County Business & Technology Incubator, Chesapeake Algae Project and Tribe Square.

At the conclusion of his presentation, Mr. Sledge answered questions from Board members.

VII. Adjournment

There being no further business to come before the Board, the meeting was adjourned at 10:00 a.m.

Jeanne M. Smith, Recording Secretary