

Peninsula Council for Workforce Development
Executive Committee Meeting Minutes
November 19, 2015

Present:

Dr. John Olson	Hon. Judy Knudson	Dr. Deborah Wright
Greg Garrett	Hon. Buddy Green	Alan Archer
Rhonda Bunn	Hon. Sheila Noll	Sheri Newcomb
Dr. Rob Fleishauer	Hon. Will Moffett	Peter Walentisch
Dale Stone	Dr. John Dever	Barbara Watson
Lisa Zahralddin	Valencia Huggins	Dan Girouard

PCFWD Staff present: Matthew James, Bill Mann, Gary Butler, Terri Partain, Jeanne Smith

I. Call to Order

Chairman John Olson called the meeting to order at 8:00 a.m.

II. Approval of Minutes

The minutes from the May 28, 2015 meeting were presented for approval. A motion was made by Buddy Green for approval; it was seconded by Sheila Noll and unanimously approved.

III. Financial Reports

Treasurer, Dale Stone, reviewed the financial statement for the month of October 31, 2015 for the Private/Public Partnerships Division. He reviewed various line items and stated that everything was in line with the budgeted amount.

Dale also reviewed the Federal Division's monthly financial report for October 31, 2015. He discussed the Obligations vs. Expenditures by programs and activities and stated that nothing unusual appeared and everything was in line with the budget.

IV. President's Report

Matthew James discussed the Go Virginia Initiative which includes all regions in the state and is driven by the private sector. In addition he discussed the following:

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- Youth Career Expo
- Grant application with Canon (did not receive)
- Open position to be filled by end of year
- Possible structural changes
- Meeting with Everett Jordan pertaining to apprenticeships

A motion was made by Greg Garrett to endorse Go Virginia. The motion was seconded by Dr. John Dever and unanimously approved for endorsement.

V. WIB Committee Reports

Joint Finance and Strategic Planning

Bill Mann discussed the Federal Division budget adjustments since approved budget of May 28, 2015. He reviewed each line item with the bottom line being that the budget will increase by \$220,643.

Bill discussed the new legislation explaining several issues to the committee. Alan Archer gave an overview of the STEP program and thanked everyone who had helped with the program.

A motion was made by Sheila Noll to approve the budget adjustments. The motion was seconded by Greg Garrett and unanimously approved.

A motion was made by Consortium member Buddy Green for approval of the budget adjustments. The motion was seconded by Judy Knudson and unanimously approved.

Will Moffett discussed the issue of transportation and mobility for job seekers. He stated that many do not have the resources to get to work and this becomes a barrier for the unemployed. He discussed bus passes and the average time to get to a job.

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Communications Committee

The website is in the process of being updated and should be completed in the near future.

New Horizons Update

Valencia Huggins reported on the New Horizons Youth program. She stated that there are 27 new enrollments in the out of school program. She also discussed:

- Two new full time staff
- Welding I and II
- Building Maintenance Technician
- Financial literacy and entrepreneurship
- Industry certification
- Work experience (new locations)
- STEM program in Washington, DC

One Stop Update

Lisa Zahralddin reported on the number of registrations stating that the numbers are down due to the lower unemployment rate. She discussed the following:

- Military recruitment event
- Hire Peninsula Vet
- Earn while you Learn
- Rapid Re-employment
- Career Readiness Certificate
- Self Assessment Tool
- Registered Apprenticeship
- Literacy for Life

There being no further business to come before the committee, the meeting was adjourned at 9:25 a.m.

Jeanne Smith Recording Secretary

