

Peninsula Council for Workforce Development
Executive Committee Meeting Minutes
June 23, 2016

Present:

Dr. John Olson	Hon. Buddy Green	Barbara Watson
Mark Stefanick	Hon. Tina Vick	Lisa Zahralddin
Greg Garrett	Dr. Deborah Wright	Valencia Huggins
Dr. Rob Fleishauer	Sherry Spring	Dan Girouard
Everett Jordan	Pete Peterson	Peter Walentisch
Dale Stone		

PCFWD Staff Present:

Matthew James, Bill Mann, Gary Butler, 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 April 28, 2016 meeting were presented for approval. A motion was made by Buddy Green for approval; it was seconded by Rob Fleishauer and unanimously approved.

III. Financial Reports

Dale Stone reviewed the May 2016 financial statement for the Private/Public Partnerships Division. He discussed the funding for the month as well as the expenses. There were no withdrawals from the operational reserve and no withdrawals are expected for the month of June.

Dale also reviewed the financial statements for the month of May 2016 for the Federal Division. He discussed the obligations vs. expenditures by program and activities. There were no issues and all categories were on track and where they should be.

IV. President's Report

Matthew James reported on the following:

- Summer camps
- STEP program
- NGL Ford Foundation

V. *Joint Finance and Strategic Planning Committee*

Bill Mann reviewed the 16/17 estimated comprehensive Budget spread sheets. He discussed the following issues pertaining to the budget:

- New funding - small allocation
- 13% of Adult and 16% Dislocated worker
- Second allocation – October 1st
- Operational Reserve
- PY16 Funds
- WIOA Training (40%)
- Work Experience
- Staff Support Budget
- Actual PY 16 WIA Formula Allocations
- 0% Merit and 0% COLA

Matthew James reviewed the 16/17 Draft Comprehensive Budget for the Private/Public Partnerships Division. He discussed each line item explaining the Funding and Expenses. This budget includes 0% Merit increase and 0% COLA. In addition he discussed the Transitional Plan whose Strategic Goal is to “insure that PCFWD’s impact is sustainable over the long-term”. He explained the Key Objectives and the Action Plans. The key environmental activities ongoing or planned included the following:

- Regional Cluster Study
- Update of State of Peninsula Region Report
- State of Hampton Roads Employer “Gap” Study
- Transitional shifts created by WIOA implementation

At the conclusion of the budget presentations, a motion for approval was made by Buddy Green. The motion was seconded by Greg Garrett and unanimously approved.

A Consortium vote was taken when Buddy Green made a motion for approval. The motion was seconded by Tina Vick. Due to the lack of a quorum, the vote will be taken again at the next meeting.

One Stop Update

Lisa Zahralddin shared a “success story” with the committee members. The applicant had not been in the workforce since 2006 and was living in a re-entry center. He had completed a Virginia Department of Labor, 6000 hour machinist apprenticeship program in 2010. He completed Work Keys assessment, earning a Silver CRC and attended a one day session of Workforce Essential Skills Training. He was employed by Continental Automotive Systems as a Production Associate in February of 2016. In May 2016 he was promoted to a Production Machinist position paying \$17.17 per hour.

This success in re-entering the workforce is an excellent example of partnerships between a local area business and employment and training programs. The Peninsula Worklink team is proud to tell his story with the hope that his success will be an inspiration to others who may be struggling with similar barriers to employment.

VI. Old Business

None to come before the committee.

VII. New Business

Statewide Eligible Provider List

Gary Butler discussed the various training providers used by Peninsula Worklink. This past year we had 36 vendors offering over 156 different training programs. He reviewed the training providers for year 2016. Because of the WIOA regulations the criteria for providers has changed somewhat. The State now requires that all training programs must lead to an industry recognized credential.

Gary gave members of the committee a list of the Peninsula Council for Workforce Development’s policy governing the possible reasons a Vendor’s Application may not be approved locally even if it meets all standard State/Federal requirements. One reason is unsatisfactory performance outcomes for our funded participants over the last year. Gary reviewed some of the other various reasons.

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At the end of Gary's presentation a motion for approval was made by Mark Stefanick. The motion was seconded by Buddy Green and unanimously approved. It is noted that Dr. Deborah Wright and Dr. John Olson abstained from the vote.

VIII. Adjournment

There being no further business to come before the committee, the meeting was adjourned at 9:50 a.m.

Jeanne Smith, Recording Secretary