

Peninsula Council for Workforce Development
Executive Committee Meeting Minutes
November 30, 2017

Present:

Dr. John Olson	Hon. Buddy Green	Sheri Newcomb
Greg Garrett	Hon. Jeffrey Wassmer	Peter Walentisch
Rhonda Bunn	Hon. James Gray	Barbara Watson
Dale Stone	Dr. John Dever	Randy Wheeler
Dr. Vince Warren	Dr. Deborah Wright	Joe Johnson
Valencia Huggins	Angela Harris	Courtney Baker
Rachel Reim		

PCFWD staff present:

Matthew James, Bill Mann, Gary Butler, Terri Partain, Jeanne Smith

I. Call to Order

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

II. Approval of Minutes

The minutes from the October 26 meeting were presented for approval. A motion to approve the minutes was made by Buddy Green; it was seconded by Greg Garrett and unanimously approved.

I. Approval On One Stop System Certification Submission to the State

Joe Johnson reviewed the evaluation criteria which includes 188 separate, individual key items/benchmarks requiring narrative response along with back-up documentation. The original due date for this package to the State was October 31, 2017. The State allowed local areas to request extensions and the Greater Peninsula received an extension to December 1, 2017. A work team was assembled at the One-Stop to begin compiling responses to all of the certification criteria. Following a review of the planned submission package the One-Stop Operator Teams's Chief Coordinator, Mr. Joe Johnson, Executive Director, New

Horizons Regional Education Center is recommending immediate Board approval of the One-Stop Certification submission package.

A motion was made by Buddy Green for approval of the One Stop System Certification to be submitted to Richmond. The motion was seconded by Jeffrey Wassmer and unanimously approved. Dr. John Dever abstained.

Approval of New Training Program from Existing Vendor (TNCC)

As part of this training provider review and eligibility, the PCFWD maintains an open enrollment process during the year whereby interested Training Providers can submit an application to become a Board Approved Eligible Training Provider, or add new programs anytime throughout the year. Thomas Nelson Community College has submitted a request to approve a new training program to the local list of WIOA Approved Eligible Training Programs. The name of the program is ChefsGO 1.0 (26 Week Culinary Program). Staff recommends full and immediate approval.

A motion was made by James Gray to approve the new training program requested by Thomas Nelson Community College. The motion was seconded by Buddy Green and unanimously approved.

Approval of Eligible Training Provider/Programs Recertification for PY 17

Gary Butler discussed the second year recertification of all of our training programs. All the programs that were eligible and on our approved list for program year 2016 are being recommended for recertification. As part of the Training Provider Program review and recertification process, the Board must recertify subsequent year eligibility for any initially approved first year Providers and Programs based on performance per State policy.

At past WDB meetings, the Board approved first year PY '16 Training Provider and Program eligibility on three separate occasions. Given the challenge with assessing full year performance prior to the start of the second year of WIOA's ETPL start-up in July, the State extended the eligibility for all first year providers

statewide, through December 31, 2017, to allow necessary time for a full review of first year performance. Going forward, all initially approved Providers/Programs will be annually reviewed for continuing, subsequent year recertification based on WIOA and ETPL performance requirements.

Staff is recommending immediate approval of all training programs. All vendors being recommended for local approval are in good standing with the local WIOA program based on current knowledge and experience.

A motion for approval of recertification was made by Greg Garrett. The motion was seconded by Jeffery Wassmer and unanimously approved. Dr. John Dever and Dr. John Olson abstained.

II. Financial Reports

Dale Stone reviewed the Financial Report for the Private/Public Partnerships Division for the month of October 31, 2017. He discussed Private Contributions which is low but should improve during the third quarter. Dale also reviewed the Expenses stating that we are in line with our budget and there were no unexpected expenses.

Federal Division

Dale reviewed the Obligations vs. Expenditures by Programs & Activities for the Federal Division. He stated that there has been an increase in the number of participants in the ITAs. All various line items are in accordance with budgetary forecast.

III. Presidents Report

Matthew James introduced Dr. Vince Warren, who is our new interim representative from the Shipyard. He also introduced Courtney Baker and Rachel Reim from AGC. He also discussed the following:

- Youth Career Expo on March 28, 2018 (need volunteers)
- Culinary Institute Brunch on December 21

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- Academies of Hampton
- Hard Hat Camp
- E-News Letter

IV. WDB Committee Reports

One Stop update

Angela Harris reported on the following:

- Job Fairs and Symposiums
- Virginia Space Grant Consortium
- Untapped Pipeline for STEM Talent
- Success Story

Youth Workforce Center

Valencia Huggins reported on the following:

- In School Highlights
- Success Story of Twins
- Student passing all SOLs
- Financial Workshop “Money Matters”

V. Old Business

None to come before the committee.

VI. Adjournment

There being no further business to come before the committee, the meeting was adjourned at 8:50 a.m.

Jeanne Smith, Recording Secretary

