



**HAMPTON ROADS WORKFORCE COUNCIL
AND
GREATER PENINSULA WORKFORCE BOARD
JOINT EXECUTIVE COMMITTEE**

MEETING MINUTES

AUGUST 13, 2020

CALL TO ORDER

A joint virtual meeting of the Hampton Roads Workforce Council (HRWC) and the Greater Peninsula Workforce Board (GPWB) Executive Committees was convened at 9:02 a.m. on August 13, 2020, by Mr. Guenter Weissenseel, Vice-Chairperson of the HRWC.

WELCOME AND INTRODUCTIONS

Mr. Weissenseel welcomed the members of the Joint Executive Committee and the Chief Local Elected Officials. Dr. John Olson, Chairperson of the GPWB read the virtual meeting guidelines statement. Ms. Cathy Ellis conducted a roll call of the members of GPWB and Ms. Loretta Earl conducted a roll call of the HRWC members and confirmed we had a quorum.

SPECIAL PRESENTATION

Mr. Shawn Avery, President & CEO, HRWC introduced Ms. Caren Merrick, CEO of the Virginia Ready Initiative (VA Ready). Ms. Merrick gave a presentation on the VA Ready mission. She stated that VA Ready is a public charity focused on retraining Virginia's unemployed for in-demand occupations in high-growth industries. Anyone who is currently unemployed and eligible to enroll in a Fast Forward program is qualified to become a VA Ready Scholar. Ms. Merrick stated that program certifications and occupational requirements may vary by college and may require more than one (1) credentialing program to be completed in preparation for the affiliated career. VA Ready used a rigorous approach to identify in-demand occupations across three (3) broad industry categories that are eligible for the program. Those industry categories are: Computer and Cyber, Healthcare, and Select Trades. Ms. Merrick stated that if you are unemployed, there are three (3) reasons why you should consider becoming a VA Ready Scholar:

Affordable and quick training, earn a \$1,000 credential achievement award, and develop useful professional skills. She thanked Mr. Avery and the Executive Committee for their support.

CONSENT AGENDA

Dr. Olson directed the attention of the GPWB and HRWC Executive Committee members to the Consent Agenda. He stated that the Consent Agenda had been emailed to the members in advance of the meeting and included the following items:

I. MEETING MINUTES

- A. HRWC's Executive Committee Meeting minutes for May 20, 2020.
- B. GPWB's Meeting minutes for June 25, 2020.

II. FINANCIAL REPORTS

- A. HRWC's Program Year 2019 (PY'19) Funding Budget and Expenditure for twelve (12) months – July 1, 2019 – June 30, 2020.
- B. GPWB's Financial Summary Based Upon PY'19 Approved Budget – July 1, 2019 – June 30, 2020.

III. GREATER PENINSULA WORKFORCE BOARD

- A. **The Workplace Contract Renewal** – Approval of second year extension of the One-Stop Operator (OSO) Contract in the amount of \$50,000 through June 30, 2021.
- B. **New Horizons Regional Education Centers, Youth Workforce Center Contract Renewal** – Approval of renewing in-school youth contract and out-of-school youth contract through June 30, 2021.
- C. **New ITA Programs** – Approval of Hampton University College Certified Logistics Associate, Certified Logistics Technician, and Manufacturing Tech 1.

Dr. Olson asked if there were any items that members would like removed from the Consent Agenda. There being none, he asked for a motion to approve the Consent Agenda. A motion was made, seconded, and approved.

AGENDA

I. OVERVIEW OF REGIONAL EFFORT TOWARD MERGER

- A. Progress to Date** – Mr. Shawn Avery, President & CEO, HRWC, gave an update on the regional effort toward the board’s realignment. He stated that an Ad Hoc Realignment Committee was formed by the HRWC and the GPWB Chairs. The Committee has been meeting over the past six (6) months and the members included Dr. John Olson, Mr. Mark Johnson, Mr. Guenter Weissenseel, Councilwoman Mamie Johnson, and Vice Mayor Jimmy Gray. Mr. Avery stated that all fifteen (15) localities supported the realignment of the two (2) boards. He stated that the resolution was available for public comment for thirty (30) days on both boards’ websites and that no comments were received.
- B. Request to the Governor for Realignment** – Mr. Avery presented an update on the request to the Governor for realignment. He reported that all fifteen (15) localities had signed off on the resolutions and a formal request will be submitted to the Virginia Workforce Development Board (VWDB) for action in September. Once signed by the VWDB, the resolution will be sent to the Governor’s Office for approval.
- C. Proposed Board/Committee Structure** – Mr. Avery gave an update on the proposed board/committee structure. He stated that the new board will be composed of fifty-four (54) members. The new workforce development system governance structure includes the new workforce development board, Hampton Roads Workforce Foundation, Executive Committee, Business and Workforce Service Committee, Youth Services Committee, Finance and Strategy Committee, and Communications Committee. Mr. Avery stated that the Ad Hoc Realignment Oversight Committee is requesting the Joint Executive Committee’s approval of the proposed board/committee structure. A motion to approve the proposed board/committee structure as presented was made by Mayor John Rowe, seconded by Mr. William Crow, and approved by a unanimous voice vote. Some discussion followed.
- D. Proposed Organizational Structure** – Mr. Avery provided an update on the proposed organizational structure; he indicated that no position would be eliminated. Mr. Avery introduced the new organizational flowchart that will go into effect on July 1, 2021. Mr. Avery stated that the Ad Hoc Realignment Oversight Committee is requesting the

Joint Executive Committee's approval of the proposed organizational structure. A motion to approve the proposed organizational structure as presented was made by Vice Mayor Tina Vick, seconded by Mayor John Rowe, and approved by a unanimous voice vote.

II. OPEN DISCUSSION

Mr. Avery thanked the Ad Hoc Realignment Oversight Committee for all of their hard work.

III. ANNOUNCEMENTS

Dr. John Olson stated that the HRWC and the GPWB meeting calendars for 2020 – 2021 were emailed out in the meeting package. He announced that each Board will continue to hold separate committee meetings, but the majority of the Executive and Full Board meetings would be joint.

IV. PUBLIC COMMENTS

There were no public comments.

V. ADJOURNMENT

There being no further business, the meeting adjourned at 10:02 a.m.

**HAMPTON ROADS WORKFORCE COUNCIL
JOINT EXECUTIVE COMMITTEE
AUGUST 13, 2020
ATTENDANCE RECORD**

HRWC EXECUTIVE MEMBERS PRESENT

Dr. Ken Chandler	City of Virginia Beach
Dr. Larry Dotolo	VA Tidewater Consortium for Higher Ed.
Mark Johnson	SunTrust Bank
Dr. Ruth Jones Nichols	Foodbank of S. E. Virginia & Eastern Shore
Guenter Weissenseel	IMS Gear Virginia Inc.
Kevin Will	Boys & Girls Club of Southeast Virginia

HRWC EXECUTIVE MEMBERS ABSENT

Dr. Johnny Garcia	SimIS, Inc.
Andy Jaeckle	STIHL Incorporated

ASSOCIATION OF BUSINESSES MEMBER PRESENT

William W. Crow	Virginia Ship Repair Association
Bryan Stephens	Hampton Roads Chamber

ASSOCIATION OF BUSINESSES MEMBER ABSENT

Vonya Alleyne	Cox Communications Virginia
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PAST BOARD CHAIR MEMBER PRESENT

Delceno Miles	The Miles Agency
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PENINSULA REPRESENTATIVE (Non-voting)

Dr. John Olson	ECPI University
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Chief Local Elected Officials (CLEO's) REPRESENTATIVES PRESENT (Nonvoting)

The Honorable Robert M. Dyer	City of Virginia Beach
The Honorable Mamie Johnson	City of Norfolk
The Honorable John Rowe	City of Portsmouth
The Honorable Rick West	City of Chesapeake

Chief Local Elected Officials (CLEO's) REPRESENTATIVES ABSENT (Nonvoting)

The Honorable Barry Cheatham	City of Franklin
The Honorable Christopher Cornwell	Southampton County
The Honorable Don Goldberg	City of Suffolk
The Honorable William McCarty	Isle of Wight County

HRWC STAFF

Shawn Avery	President & CEO
Bill Coley	Workforce Services Officer
Steve Cook	Vice Pres. of Workforce Innovation
Clif Duncan	Vice President of Finance & Administration
Loretta Earl	Office Manager

GUEST

Caren Merrick	Virginia Ready Initiative
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**GREATER PENINSULA WORKFORCE BOARD
JOINT EXECUTIVE COMMITTEE
AUGUST 13, 2020
ATTENDANCE RECORD**

GPWB MEMBERS PRESENT

Rhonda Bunn	Canon Virginia, Incorporated
Greg Garrett	Garrett Realty Partners
Jesse Goodrich	Riverside Health System
Honorable James Gray	Hampton City Council
Honorable Herbert Green, Jr.	Poquoson City Council
Dudley Harris	Bay Electric Co., Inc.
Honorable Ted Maslin	Williamsburg City Council
Dr. John Olson	ECPI University
Honorable Tina Vick	Newport News City Council
Dr. Vince Warren	Newport News Shipbuilding

GPWB MEMBERS PRESENT (Nonvoting)

Rachael Ambrose	Peninsula Regional Education Center
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GPWB MEMBERS ABSENT

Dr. Gregory DeCinque	Thomas Nelson Community College
Honorable John McGlennon	James City County Board of Supervisors
Dr. Honorable Robert Orth	Gloucester County Board of Supervisors
Dr. Jason Perry	Rappahannock Community College
Dale Stone	Walmart Distribution Center
Honorable Jeffrey Wassmer	York County Board of Supervisors

GPWB ONE-STOP PARTNER AGENCY (Nonvoting) PRESENT

Dr. Susan English	Thomas Nelson Community College
Casey Roberts	New Horizons Regional Education Centers

GPWB LEO STAFF REPRESENTATIVES PRESENT (Nonvoting)

Alan Archer	City of Newport News
Pamela Croom	City of Hampton
Wendy Evans	City of Williamsburg
Sherry Newcomb	York County
Sherry Spring	Gloucester County
Barbara Watson	James City County
Randall Wheeler	City of Poquoson

GPWB STAFF PRESENT

Rita Bond	Administrative Office Manager
Gary Butler	Deputy Director
Cathy Ellis	Executive Support Specialist
Angela Sullivan Harris	Program Manager
Katherine Henderson	Senior Project Manager
William H. Mann, Jr.	Executive Director
Terri Partain	Accountant
Shannon Trochuck	Program Support Manager
Randy Troutman	One-Stop Operator

YOUTH WORKFORCE CENTER, NIREC STAFF PRESENT

Valencia Huggins	Program Manager
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