



**HAMPTON ROADS WORKFORCE COUNCIL  
AND  
GREATER PENINSULA WORKFORCE BOARD  
JOINT MEETING MINUTES  
DECEMBER 17, 2020**

A joint virtual meeting of the Hampton Roads Workforce Council (HRWC) and the Greater Peninsula Workforce Board (GPWB) was convened at 9:00 a.m. on December 17, 2020, by Dr. John Olson, Chair, GPWB. Mr. Shawn Avery, President and CEO, HRWC, welcomed the members and the Chief Local Elected Officials (CLEOs) and read the virtual meeting guidelines. A roll call was conducted, and a quorum was present. See Attachment 1 for a list of attendees.

**CONSENT AGENDA**

Dr. Olson stated that there were no consent agenda items, therefore the meeting continued with the agenda.

**AGENDA**

**I. UPDATE ON REGIONAL WORKFORCE MERGER**

Mr. Avery presented an update on the regional workforce merger. He reported that the Governor’s Office had approved the Virginia Workforce Development Board (VWDB) Resolution for the realignment of the Boards. Mr. Avery discussed the following:

- Merger of the two Local Workforce Development Areas
- Update to Charter
- Update to By-laws
- Board Composition
- Smithfield Foods \$300,000 grant to open the Veterans Employment Center on the Peninsula
- GO Virginia Grant
- Offshore Winds Project
- Campus 757
- Network2Work Project
- CARES Act funding
- Rapid Returning P:roject
- Talent Centric

Mr. Avery announced that December 2020 would be the last meeting for Mayor John L. Rowe who would soon be retiring from the City of Portsmouth. Mr. Avery expressed his appreciation to Mayor Rowe for his support to the HRWC. Mayor Rowe thanked everyone, stating that the Board is a gold standard of regional cooperation.

Mr. William H. Mann, Jr., Executive Director of the GPWB, presented an update on the regional workforce merger and the proposed organizational structure. He stated updates to the personnel manual and contracts would be accomplished. He gave an update on the development of the Peninsula's Veterans Employment Center; the status of opening Virginia Career Work satellite centers within the Gloucester County area and within the Williamsburg area located on Historic Triangle campus of Thomas Nelson's Community College.

Mr. Mann announced that Ms. Valencia Huggins, Program Manager at the Workforce Center, would be retiring at the end of the year.

## **II. STRATEGIC PLANNING DISCUSSION**

Mr. Avery stated that a large part of the meeting would be focused on the strategic plan. He announced that the Board would be breaking into virtual breakout rooms to allow for group discussion of the vision, mission, and the goals for the organization. Mr. Avery introduced Dr. James Burke, Director of the Performance Management Group (PMG) at Virginia Commonwealth University, L. Douglas Wilder School of Government and Public Affairs. Mr. Avery noted that the PMG wrote the Virginia Combined State Plan for the Workforce Innovation and Opportunity Act.

Dr. Burke stated that PMG offers a comprehensive range of organizational and professional development services to help individuals and organizations achieve superior results. He called upon Ms. Linda Pierce to give a presentation on the Hampton Roads Local Plan for WIOA 2020 – 2021. Ms. Pierce reviewed the following:

- Workforce and Economic Analysis
- Strategic Vision and Goals
- Local Partnerships and Investment Strategies
- Program Design and Evaluation
- Compliance

Local Plan Timeline:

- Open Comment Period: January – February 2021 (Exact dates TBA)
- Plan due to State Board Review Team: March 1, 2021
- Approval by State Board: June 18, 2021

Ms. Gina Baker reviewed the current vision and goals for the HRWC and the GPWB.

Dr. Burke explained that the Board would be assigned to breakout rooms for thirty (30) minutes to discuss the strategic vision and goals for the new Board. He read the small group discussion questions:

- Since March 2020, what trends have you seen in the region that will impact the local workforce strategic vision and mission?
- What obstacles have been the hardest to overcome during the COVID-19 pandemic?
- What opportunities for advancement are available to the local region over the next one (1) to two (2) years?

Dr. Burke asked for a volunteer from each group to give a summary of their discussions. A poll was taken on the vision and mission statement and the HRWC and the GPWB agreed to move forward.

**III. OPEN DISCUSSION**

Dr. Olson and Mr. Mark Johnson thanked the Board, the CLEOs, and the staff for their hard work and support of the organizations.

**IV. ANNOUNCEMENTS**

Dr. Olson announced that the next meeting would be a Joint Executive Committee meeting on January 28, 2021, at 9:00 a.m.

**V. PUBLIC COMMENTS**

There were no public comments.

**VI. ADJOURNMENT**

There being no further business, the meeting adjourned at 10:23 a.m.

Respectfully Submitted,



Shawn Avery, Secretary  
Hampton Roads Workforce Council

**HAMPTON ROADS WORKFORCE COUNCIL  
JOINT BOARD MEETING  
DECEMBER 17, 2020  
ATTENDANCE RECORD**

**HRWC BOARD MEMBERS PRESENT**

Hosey Burgess	Virginia Employment Commission
Thomas Calhoun	Norfolk Federation of Teachers
Jared Chalk	Norfolk Department of Economic Development
Dr. Ken Chandler	City of Virginia Beach
Jeffrey W. Clemons	The PNC Financial Services
Dr. Marcia Conston	Tidewater Community College
Dr. Larry Dotolo	VA Tidewater Consortium for Higher Ed.
Dr. Johnny Garcia	SimIS, Inc.
Greg Garrett	garrett Realty Partners
Stephanie Gorham	VOLUNTEER Hampton Roads
Alice Graham	City of Portsmouth
Kasia Grzelkowski	VersAbility Resources
Ronald Jackson	Norfolk Redevelopment and Housing Authority
Andy Jaeckle	STIHL Incorporated
L'Tanya Johnson	Cost Plus World Market
Mark Johnson	Truist Bank
Shannon Kane	EWR Management
Pamela Little-Hill	City of Portsmouth
Dr. Daniel Lufkin	Paul D. Camp Community College
Delceno Miles	The Miles Agency
Dr. John Olson	ECPI University
Dr. Keisha L. Pexton	Newport News Shipbuilding
Thom Prevette	Bon Secours Health System
Ron Ritter	On Point, LLC
Becky C. Sawyer	Sentara Healthcare
Kim Shepard	VA Department of Aging & Rehabilitative Services
Bryan Stephens	Hampton Roads Chamber
Guenter Weissenseel	IMS Gear Virginia Inc.
Edith White	Hampton Roads Community Action Program
Chas Wright	TowneBank
Steven C. Wright	Chesapeake Department of Economic Development

**HRWC BOARD MEMBERS ABSENT**

Vonya Alleyne	Cox Communications Virginia
Virginia Batteen Hawks	S.L. Nusbaum Realty Company
Ross Cherry	Cherry Carpeting & Flooring Company
Ellis Cofield, Jr.	Cofield's Locksmith, LLC
Brian Courtien	International Union of Painters & Allied Trades & Finishing Trades Institute of MD, VA, DC & Vicinities
William W. Crow	Virginia Ship Repair Association
Bill Miller	Fairlead Integrated
Dr. Ruth Jones Nichols	Foodbank of S. E. Virginia & Eastern Shore
Doug Smith	Hampton Roads Alliance
Dr. Aaron Spence	City of Virginia Beach Public Schools
Chris Stuart	Top Guard Security
Kevin Will	Boys & Girls Club of Southeast Virginia

**Chief Local Elected Officials (CLEO's) REPRESENTATIVES PRESENT (Nonvoting)**

The Honorable Robert M. Dyer	City of Virginia Beach
The Honorable Christopher Cornwell	Southampton County
The Honorable Don Goldberg	City of Suffolk
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 William McCarty	Isle of Wight County
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**HRWC STAFF**

Shawn Avery	President and CEO
Meagan Barnes	Campus 757 Program Manager
Christina Brooks	Senior Director, Youth Services
Steven Clowes	Career Developer - VCW Norfolk
Bill Coley	Workforce Services Officer
Steve Cook	Vice President of Workforce Innovation
Mike Clark	Internal Communications Coordinator
Clif Duncan	Vice President of Finance and Administration
Loretta Earl	Office Manager
Latonya English	Senior One-Stop Director of Operations - VCW Norfolk
Reba Francis	HR Veterans Center Staff Assistant
Amanda Green	Youth Program Coordinator
Michael Hunter	HR Veterans Center Coordinator
Rose Marie Hollins	Director of Accounting
Whitney Lester	Senior Director of Talent Development
Amy Rodriguez	Career Developer - VCW Norfolk
Jackie Rondeau	Business Services Coordinator - VCW Norfolk
Nancy Stephens	Senior One-Stop Director of Admin. - VCW Norfolk
Tracy Staten	Virginia Beach Relief Career Coach - VCW Norfolk
Ann Tiller	One-Stop Operator - VCW Norfolk
Chelta Wray	NextGen Coordinator
Chiara Worthey	Office Manager - VCW Norfolk

**GUEST**

Gina Baker	Virginia Commonwealth University
Dr. James Burke	Virginia Commonwealth University
Linda Pierce	Virginia Commonwealth University

**GREATER PENINSULA WORKFORCE BOARD  
JOINT BOARD MEETING  
DECEMBER 17, 2020  
ATTENDANCE RECORD**

**GREATER PENINSULA WORKFORCE BOARD (GPWB) MEMBERS PRESENT**

Rachel Ambrose	Denbigh Learning Center
Terry Banz	Greater Williamsburg Business Council
Joseph C. Barto, III	TMG
Honorable Melanie Rapp Beale	Dominion Energy
Jeffrey Clemons	PNC Bank
Greg Garrett	Greg Garrett Realty Partners
Jesse Goodrich	Riverside Health System
Honorable James Gray	Hampton City Council
Honorable Herbert Green, Jr.	Poquoson City Council
Kasia Grezelkowski	Versability Resources, Inc.
Dudley Harris	Bay Electric Co., Inc.
Honorable Ted Maslin	Williamsburg City Council
Barbara Murphy	AARP
Dr. John Olson	ECPI University
Honorable Robert Orth	Gloucester County Board of Supervisors
Kim Shepard	VA Department of Aging & Rehabilitative Services
Dale Stone	Walmart Distribution Center
Thomas Tingle	Guernsey Tingle Architects
Honorable Tina Vick	Newport News City Council

**GPWB MEMBERS ABSENT**

Mike Briley	Virginia Peninsula Central Labor Council
Rhonda Bunn	Canon Virginia Inc.
Verna Chamberliss	United Steelworkers – Local 8888
Erin Creath	Sentara Healthcare System
Adriene Crawley-Dent	1 <sup>st</sup> Advantage Federal Credit Union
Donna Crittenden-Barton	Virginia Employment Commission
Dr. Gregory DeCinque	Thomas Nelson Community College
Dr. Susan English	Thomas Nelson Community College
Tanya Howard	Newport News Shipbuilding
Aaru Ma'at	Hampton Redevelopment and Housing Authority
Honorable John McGlennon	James City County Board of Supervisors
Robert McKenna	Virginia Peninsula Chamber of Commerce
John Meyer	SynEnergy Inc.
Josie Pearson	Science Systems and Applications, Inc.
Jason Perry	Rappahannock Community College
Casey Roberts	New Horizons Regional Education Centers
Ken Taylor	W. M. Jordan Company, Inc.
Dr. Vince Warren	Newport News Shipbuilding
Barbara Watson	James City County Department of Social Services
Albert Welcher	Point Transitions LLC

**GPWB LEO STAFF REPRESENTATIVES PRESENT (Nonvoting)**

Alan Archer	City of Newport News
Wendy Evans	City of Williamsburg
Sherri Newcomb	York County
Sherry Spring	Gloucester County
Randall Wheeler	City of Poquoson

**GPWB LEO STAFF REPRESENTATIVES ABSENT (Nonvoting)**

Erica Spencer	City of Hampton
Barbara Watson	James City County Department of Social Services

**GREATER PENINSULA WORKFORCE BOARD STAFF PRESENT**

Gary Butler	Deputy Director
Diana Cordero	Business Services Coordinator
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 Specialist
Randy Troutman	One Stop Operator

**YOUTH WORKFORCE CENTER, NHREC STAFF PRESENT**

Valencia Huggins	Program Manager
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