

Peninsula Council for Workforce Development
Executive Committee Meeting Minutes
January 25, 2018

Present:

Dr. John Olson	Dale Stone	Dr. Deborah Wright
Dr. Rob Fleishauer	Hon. Jeffrey Wassmer	Alan Archer
Dr. Vince Warren	Hon. Jimmy Gray	Sheri Newcomb
Dr. Robin Nelheubel	Dr. John Dever	Barbara Watson
Valencia Huggins	Angela Harris	

PCFWD Staff Present:

Bill Mann, Gary Butler, Lisa Zahralddin, Terri Partain, Jeanne Smith

1. Call to Order

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

2. Approval of Minutes

The minutes from the November 30, 2017 meeting were presented for approval. A motion to approve the minutes was made by Dale Stone; it was seconded by Rob Fleishauer and unanimously approved. Dr. Dever requested that the minutes show he abstained from voting on Approval of New Training Program from Existing Vendor (TNCC).

3. Financial Reports

Treasurer Dale Stone reviewed the Financial Report for the Private/Public Partnerships Division for the month of December 2017. He mentioned that the Private Contributions are still low and should improve in the next few months. He discussed revenue for the next quarter including possible grants such as Walmart, Bank of America and Ferguson.

Dale then discussed the December financial statements for the Federal Division. He reviewed the Obligations vs. Expenditures by Programs & Activities. All various line items are in line with the budget forecast.

4. President's Report

In Matthew James absence, Lisa Zahraiddin reported on several issues:

- An employer Symposium will be held on February 20th at the Yorktown Freight Shed at 8:00 a.m. York County employers are invited to learn information on workforce development programs, initiatives and financial assistance available through local and state agencies.
- Discussion of Career and Technical Education
- Plumbing initiative
- Shipyard openings
- Thomas Nelson national credentials

Bill Mann reported on the following:

- National Association of Work Boards will be held in March and we are lining up our traditional visit to representatives on Capitol Hill.
- James City County notified us that Jim Icenhour will be our representative to the Board. We are very pleased to welcome him back to the Board and Consortium.
- Benny Zhang from Williamsburg advised that he has a conflict with our meeting time. A survey will be sent to find out the best time for the meeting so everyone on the committee can attend.

5. WDB Committee Reports

One Stop update

Angela Harris discussed the electrical wiring grant in partnership with Goodwill and Thomas Nelson Community College. We had six graduates and two have been offered jobs. There is a good chance that Bay Electric will hire the others.

She also discussed the following:

- SNAP volunteers
- Hampton Library has become a SNAP site
- Success story

Youth Workforce Center

Valencia Huggins reported on several students in the welding program who have been hired. One female was hired at the Newport News Shipyard as an experienced welder and another person who completed the welding training was hired in an entry level position. Valencia also discussed the Grow Your Own Initiative with the City of Hampton.

6. Old Business

Update on the One Stop RFP. The RFP went out on January 11 and the proposals are due back on February 6. A conference call was held with several companies so there is some interest in this RFP. We are not looking to make any changes but looking for a person or organization to work with our established system which is very effective. The amount we have on the table is \$30K provided by us and other partners.

7. New Business

Communications Committee

John Olson reported that a committee has been formed and a meeting was held. He stated that the communications committee needs to move forward. One item to be addressed is our website which is about 10 years old. Lisa Zahraiddin stated that we have our mission and vision statement. Committee members received a draft Communication Plan for 2017 – 2018.

Bill Mann announced that at our next meeting (February 22) Sharon Johnson will be our speaker. She will be presenting what she learned from doing her dissertation on effective local Workforce Boards. She will be sharing what other boards are doing and how they are organized and best practices.

Federal Division/Consortium Audit and Youth RFP

We are working on the audit RFP with the City and they will be getting that out for publication by the end of the month.

Youth RFP

Gary Butler stated that they have enjoyed a good working relationship for four years with New Horizons who is the provider of youth services. We are required every four years to competitively procure with an RFP. We plan to complete that process by end of February or early March. The new award will be made effective July 1, 2018.

Career Pathways for Individuals with Disabilities Project

Bill Mann reported that we have been working closely with Thomas Nelson and Virginia Department of Aging and Rehabilitative Services on a project called Career Pathways for Individuals with Disabilities. The purpose is to increase work experiences for these individuals, training, and assistance with finding jobs. We are looking at a grant in the amount of \$300K which would pay for staff and training.

VA Workforce Development System's New Logo and Brand Name

Bill Mann reported that former Governor McAuliffe unveiled a new unified workforce brand which is Virginia Career Works. Over the next nine months, local workforce boards will update their websites, social media channels and business materials to activate the new brand. Federal funds have been allocated to assist local partners with the costs associated with the transition.

8. Adjournment

There being no further business to come before the Committee, the meeting was adjourned at 9:10 a.m.

Jeanne Smith, Recording Secretary

