

**EXECUTIVE COMMITTEE**

**MEETING MINUTES**

**JANUARY 23, 2020**

A meeting of the Greater Peninsula Workforce Board Executive Committee was convened at 8:00 a.m. on January 23, 2020, by Chairman, Dr. John Olson. The meeting was held at the Board's Administrative Office in Newport News. A quorum was present with the following attendees:

**GPWB MEMBERS PRESENT**

Dr. Gregory DeCinque	Thomas Nelson Community College
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
Honorable John McGlennon	James City County Board of Supervisors
Dr. John Olson	ECPI University
Dale Stone	Walmart Distribution Center
Honorable Tina Vick	Newport News City Council
Dr. Vince Warren	Newport News Shipbuilding

**GPWB MEMBERS PRESENT (Nonvoting)**

Rachel Ambrose	Denbigh Learning Center
----------------	-------------------------

**GPWB MEMBERS ABSENT**

Rhonda Bunn	Canon Virginia, Incorporated
Dr. Robin Nelhuebel	Riverside College of Health Careers
Honorable Robert Orth	Gloucester County Board of Supervisors
Dr. Jason Perry	Rappahannock Community College
Honorable Jeffery Wassmer	York County Board of Supervisors
1 Vacant	Private Sector

**ONE-STOP PARTNER AGENCY (Nonvoting) PRESENT**

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

**LEO STAFF REPRESENTATIVES PRESENT (Nonvoting)**

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

**LEO STAFF REPRESENTATIVES ABSENT (Nonvoting)**

Pamela Croom	City of Hampton
--------------	-----------------

**GUESTS PRESENT**

Franz Albertini                                    Thomas Nelson Community College  
Grant Duffield                                    Marshall-Ridley Choice Neighborhood Initiative  
Curtis Wray                                        Virginia Employment Commission

**HAMPTON ROADS WORKFORCE COUNCIL STAFF PRESENT**

Shawn Avery                                      President and CEO  
Steve Cook                                        Vice President of Workforce Innovation

**GREATER PENINSULA WORKFORCE BOARD 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  
Ruth Potter                                        Career Center Assistant Manager

**YOUTH WORKFORCE CENTER, NHREC STAFF PRESENT**

Valencia Huggins                                Program Manager

**CONSENT AGENDA**

Dr. Olson welcomed everyone and directed the attention of the committee members to the Consent Agenda. He noted that the Consent Agenda had been emailed to the membership in advance of the meeting and included the following items:

**MEETING MINUTES**

Executive Committee Meeting minutes for November 21, 2019, and Greater Peninsula Workforce Board Minutes for December 18, 2019.

**FINANCIAL REPORTS**

Cumulative Expenditure Reports; New Expenditure, Per Capita, and Private Contribution Report through December 31, 2019.

**PROGRAM REPORTS**

Weekly registrations, registrations/enrollments by jurisdictions, and ROI Scorecard through December 31, 2019.

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 passed.

**MEETING AGENDA**

**I. PUBLIC COMMENT**

Mr. Matt Johnson, Economic Development Manager (Projects & CIP), Newport News Economic Development Authority provided a PowerPoint update on recent economic development projects in Newport News. His report included information on the following items:

- An update on the office space at 2506 Jefferson Avenue which will be the future location of the coworking space for the Marshall-Ridley Choice Neighborhood Initiative;

- A review of the floor plans of the Brooks Crossing Innovation and Opportunity Center. The first-floor plan includes space for a Shared Lab and Stem area along with space to support workforce development activities provided by various workforce and industry partners, and training providers;
- An update on EDA Planning and Development staff participation in several community engagement events held in the Denbigh/Warwick Boulevard area at the old K-Mart Site. He noted that an Invitation for Bids to demolish the closed K-Mart building had been published and a contract awarded;
- An update on the construction on Ferguson's HQ3 located in City Center at Oyster Point. The 260,000 square foot building will house Security, eBusiness, Human Resources, IT, Marketing, Communications and their National Sales Center. He said this was a \$82.8M investment, creating 350 new jobs while retaining an existing 891 jobs in Newport News. He noted that a fourth public parking garage will also be constructed with 1,400 spaces; and,
- An update on the Tech Center. The Tech Center has approximately 842,000 square feet of new office space to support research and development activities. This will complement the existing retail and living space at the Marketplace at Tech Center and the Venture Apartments. This new development will, of course, also support the work taking place at Jefferson Labs.

## **II. PROGRAM STATUS UPDATES**

### **A. Adult and Dislocated Worker Services, Virginia Career Works – Greater Peninsula Region-**

Ms. Angela Harris greeted everyone and shared a success story provided by Career Planner, Ms. Shay Claxton concerning a Mr. Bryean Hargrove who was enrolled in the WIOA Adult Program. Mr. Hargrove had multiple barriers to employment, including a felony charge for attempted grand larceny. Mr. Hargrove has two daughters and when he arrived for his orientation, he had just been released from jail after being incarcerated for non-payment of child support.

Given his status as an ex-felon, Mr. Hargrove had experienced considerable difficulty in finding full time employment. However, during meetings with his career planner, he had expressed his commitment to gaining the skills and credentials needed to allow him to find full-time, stable employment so that he could become self-sufficient and meet his financial obligations. Mr. Hargrove subsequently enrolled in the welding program at Thomas Nelson Community College.

Following the completion of his training he was hired as a full-time temp at Venture Dynamics making \$18.00 hourly but with no benefits. Not satisfied with this outcome, Mr. Hargrove persisted and continued his search for a better employment opportunity. His persistence paid off when he was hired by Coastal Mechanic Systems LLC for a full-time position making \$25.00 hourly with full benefits.

**B. Youth Services, Youth Workforce Center** - Ms. Huggins also greeted everyone and paused to recognize her staff for their outstanding work with the in-school and out-of-school programs and said she would like to recognize them by bringing them to an upcoming Executive Committee meeting for introductions. She went on to share two success stories.

The first success story was about an in-school participant, Makayla Hughes who is a 12th grader at Hampton High School. Makayla entered the program in October to receive SOL tutoring preparation as she was having difficulty passing the U.S./Virginia History SOL since the 9<sup>th</sup> grade. Makayla began receiving tutoring through the Youth Workforce program with Ms. Swanson and passed the History SOL on the first attempt.

The second success story was about an out-of-school participant, Dedrea who is a single mother who found out about the program through a social media post. Dedrea completed the Pharmacy Technician course with an externship at Walgreens. After completing her externship, Dedrea was offered a position with Walgreens earning \$12.50 per hour as a customer service associate. Upon completing the national Pharmacy exam, she will be classified as a Pharmacy Technician earning \$14.00 per hour.

**C. Regional Update** – Mr. Cook reported that he made a presentation to the York and James City County Economic Development Authorities in December. He said that both Business Services Team members, Diana Cordero and Jackie Rondeau were continuing to provide a single face to the business community. Mr. Cook said that they had recently attended a hiring event jointly representing our areas with the Virginia Ship Repair Association.

Mr. Avery reported that a Go Virginia grant had been submitted on behalf of the region to support our Talent Alignment Strategy. This project is focused on talent retention and is being called, “Campus 757.” It was designed based upon on a model out of Philadelphia and in Richmond where schools connect with two-and four-year colleges to retain talent within their regions.

He also reported that the Hampton Roads Workforce Foundation had received a \$50,000 grant from Newport News Shipbuilding for the purpose of helping to establish a Veteran’s Employment Center on the Peninsula. Additionally, he reported that interviews would soon be conducted for a regional grant developer position.

Regarding the realignment of the two Local Workforce Development Areas, Mr. Avery said that this past December an email was sent to all the elected officials from the two Board Chairs and their LEO counterparts describing the proposed realignment of the Boards. The responses received from the 15 LEOs that had been contacted were in favor of the proposed realignment and indicative of their interest in in proceeding with this effort.

Toward that end, Mr. Avery advised that the board staffs had begun meeting to discuss the actions that would be required to move forward with this initiative. He also noted that state workforce officials had also expressed a favorable opinion supporting the proposed realignment. Such a realignment would put this region among the top 50 largest workforce development boards in the country which should enhance the influence this area could exert on workforce development programming and policies.

Mr. Avery also reported on the following activities:

- A \$250,000 grant proposal that had been submitted to Smithfield Foods for veteran’s services;
- Receipt of a \$500,000 regional grant from the Department of Labor for women internships in nontraditional careers;
- The success of the first joint Regional Annual Meeting that had been held on October 2, 2019, at the Renaissance Portsmouth-Norfolk Waterfront Hotel. He noted that the event was a sold-out success with 325 guests attending. He congratulated Mr. Casey Roberts, Executive Director, New Horizons Regional Education Centers and Ferguson Enterprises, Inc. both of whom were presented with a Workforce Innovation Award. Mr. Avery expressed his appreciation to all who attended and noted that next year’s meeting would be held on the Peninsula; and,
- An update on the regional fund-raising activity being undertaken in cooperation with the McDonnell Group. He advised that this effort was going well and that he anticipated delivering a check to the Greater Peninsula Workforce Board in the amount of approximately \$22,000, representing its share of the contributions that had been received to date; and,

### **III. NEW BUSINESS**

**Formation of Ad Hoc Re-Alignment Committee** – Dr. Olson said that with the proposed merger of the two Local Workforce Development Areas that a Re-Alignment Ad Hoc Committee needed to be formed which would act as an Oversight Committee. He said that the Committee would consist of Board Chairs, Vice Chairs and Local Elected Officials from each Board along with staff members, Messrs. Avery and Mann.

### **IV. COMMITTEE REPORTS**

**Ad Hoc By-Laws Review Committee** – Mr. Mann said that a By-Laws Review Committee was convened in November that consisted of Dr. Olson, Messrs. Randy Wheeler, and John Meyers for the purpose of reviewing the Board's By-Laws. Mr. Mann said that the draft By-Laws were forwarded to the membership for comment. Mr. Mann noted that Article I now contained a list of the various laws, regulations and policies that have a bearing on the conduct of the Board's duties and responsibilities. He also noted that an adjustment was made to increase the Executive Committee membership from 17 to 19 so that a representative from Rappahannock Community College could be added while maintaining the required private sector majority.

Dr. Olson also commented that Mr. John Meyer, Gloucester County Representative, had expressed an interest in serving on the Executive Committee and that he was being considered to fill the remaining private sector vacant position.

Since this was not listed on the agenda as an action item, it was the consensus of the Executive Committee membership to take some additional time to review the draft by-laws. To assist with this process Mr. Garrett requested a copy of the draft By-laws with the changes highlighted be provided to the membership. Mr. Mann said that he would send out such draft following the meeting.

### **V. OLD BUSINESS**

**A. One-Stop Operator Position** – Mr. Mann ask Ms. Katie Henderson to introduced Ms. Ruth Potter who was recently hired by The Workplace to backfill the One-Stop Operator Manager position who has 28 years of experience and is retired from the military.

Ms. Henderson introduced Ms. Potter who said she was happy to be here and welcomed the opportunity to be of service to people in need of job training assistance.

**B. Thomas Nelson Community College (TNCC) Historic Triangle Campus One-Stop Satellite Center** – Mr. Mann reported staff was continuing to meet with our partners to establish a One-Stop Affiliate Center at the TNCC Historic Triangle (HT) Campus and recognized Dr. Susan English for comments. Dr. English said that they were working on the development of an MOU and that TNCC was delighted to provide the space to support such a facility at the upper end of the Peninsula.

Mr. Mann added that this will be a great facility for serving both job seekers and employers and will require the participation of all our One-Stop Partners.

Dr. Gregory DeCinque, Interim TNCC President said he believed in partnerships and collaborations and that we all must partner to serve our total populations who need our services.

Mr. Butler said that meetings had been held to review additional space options at the HT Campus and Mr. Franz Albertini had suggested a new area near the entrance that appeared very promising.

**C. Gloucester County Outreach Efforts** - Mr. Mann said that a meeting had been held with Dr. Jason Perry and that he was planning another meeting with Dr. Perry and Gloucester County school representatives to discuss the possibility of developing an affiliate One-Stop site within the county. He noted that Ms. Jackie Davis, Executive Director, Bay Consortium had expressed an interest in this initiative as well.

Ms. Henderson also reported that she was attending and representing the board at the monthly meetings of the Gloucester Advisory Council and that she would be making a presentation on board services at their next meeting on February 5 along with a Veteran representative from VEC. The purpose of the council is to identify and coordinate state and local resources in support of human service programs within Gloucester County.

## **VI. ANNOUNCEMENTS**

Mr. Mann reported that with the General Assembly in session, he was following discussions on raising the minimum raise and free tuition community college training for in-demand occupations. He reported on other items of interest at the federal level that included a change that was made to the Wagner Peyser Act, which would allow employment services to be provided by non-merit system staff. This change would make it possible for the state to contract with local boards to deliver employment services.

Referring to the earlier discussion concerning the Brook's Crossing Innovation and Opportunity Center and a comment that Ms. Vick had made regarding a 14% unemployment rate in that part of the city, Mr. Garrett expressed his concern that more needs to be done to address this situation. A discussion followed. Ms. Ambrose noted that this population is part of the ALICE population which stands for Asset Limited, Income Constrained, Employed. She added because of the HUD Project and grants, the City of Newport News had received several other grants, including a Youthbuild Grant, and a Volunteers of America Grant that would help the city address this problem.

Dr. Olson said that the next Executive Committee meeting would be a joint session of the Greater Peninsula Workforce Board and Hampton Roads Workforce Council that would be held on February 27, 2020. The meeting is tentatively scheduled for 8:00 a.m., at Brooks Crossing, 550 - 30<sup>th</sup> Street, Newport News, VA 23607.

There being no further business, the meeting was adjourned at 9:25 a.m.

Respectfully Submitted,



William H. Mann, Jr.  
Secretary