

Bay Consortium Workforce Development Board, Inc.

Wednesday, August 5, 2020

Zoom

11 A.M.

The Bay Consortium Workforce Development Board, Inc. met Wednesday, August 5, 2020 via Zoom.

Call to Order: Dennis Parsons, Chairman, called the meeting to order at 11 A.M. He also read the following statement:

Virginia law requires and authorizes regional bodies such as the Bay Consortium Workforce Development Board to conduct their meetings during a public disaster or emergency in manners which are consistent with providing continuity of government and operations in a safe and healthy manner, with the public safety, health and welfare in mind for all attendees/interested parties, in compliance with open government requirements.

The electronic convening of the Workforce Board's Executive Committee today has been determined necessary in order to continue the necessary business of the organization. We believe the matters included on the agenda address important/essential matters of continuing the work of Workforce Board and therefore it is appropriate to convene during this time.

Therefore, we have determined the appropriateness and eligibility to conduct today's meeting of the Executive Committee electronically pursuant to the provisions of Virginia Code § 2.2-3708.2 and related legislation approved by the General Assembly of Virginia, and in light of the Governor's March 12, 2020 State of Emergency Declaration for COVID-19.

Roll Call: Dennis Parsons requested the roll call with the following members recorded as present:

Jean Fraysse, Agreements-By-You
Steve Goodall, WestRock
Tracy Harrington, Department for Aging and Rehabilitative Services
Ken Knull, Yankee Point Marina
Marjorie Lampkin, Rappahannock Community College
Vanessa Livingstone, Department of Social Services
David Mann, Mann Printing
Rebecca Mann, Rappahannock Goodwill Industries
Martha O'Keefe, Germanna Community College
Danielle Robinson, Middle Peninsula Adult Education
Cherlanda Sidney-Ross, Department of Social Services
Deborah Warf, Virginia Employment Commission

The following members were represented by an alternate or proxy:

Scott Hall, Eastern Shore Community College, alternate to Patrick Tompkins

The following members were neither represented by an official alternate or proxy:

Louis Belcher, Middlesex County
Meg Bohmke, Stafford County Board of Supervisors
Melvin Carter, United Auto Workers Local 2123
Nikole Cox, Department of Social Services
Josh Gemerek, Bay Aging
Bridgett Landess, Union First Market Bank
Bill Leyden, Elevator Constructors Local 52
Greg Moon, Carry-On Trailer
Jason Perry, Rappahannock Community College
Kelvin Pettit, Accomack-Northampton Electric Co-Op
Percy Pollard, Pollard Consulting Services
Leigh Ramos, Haskins Bayside Super Service Center, Inc.
Chantel Roane, Haynesville Correctional Center

A quorum was present.

Others present were: Jackie Davis and Katlyn Moss.

Approval of Minutes: A motion was made to approve the June 3, 2020 minutes. The motion was seconded and carried by a unanimous vote.

Public Comment: There was no public comment.

Executive Committee: Dennis Parsons gave the committee update. He discussed the new committee assignments. He stated that he would bring a formal lease suggestion to the next Executive Committee and Board meetings. Jackie Davis reviewed the PY 20-21 Budget with members. Jean Fraysse asked about increases for employee salaries. A motion was brought to the Board from the Executive Committee to approve the PY 20-21, which was seconded and approved, with Marjorie Lampkin abstaining. Jackie Davis discussed MD Tech, an Eligible Training Provider, and that their status was being reviewed. She also discussed Cardinal Institute of Health, another Eligible Training Provider, who was currently unwilling to provide full refunds for classes canceled.

One Stop Committee: Deborah Warf gave the committee update. She reviewed the Work Experience Procedure Policy. She noted that the changes were made as a result of monitoring. Changes include replacing “wages” with “stipend” and defining who would complete the learning plan. She reviewed the Youth Incentive Policy, noting that the changes were made as a result of monitoring. The wording “up to” was removed from the rewards to make them definitive and equal across the Workforce Development Area. She discussed the Self Sufficiency Policy with members, noting that the only change was the update with 2020 numbers. She reviewed the Trade Adjustment ACT and WIOA Dislocated Worker Co-Enrollment Policy with members, noting that wording that instructed non WIOA staff had been removed, and added that if a client is issued a waiver that an assessment must be done. A motion was brought to the Board to approve the Work Experience Procedure Policy, Youth Incentive Policy, Self Sufficiency Policy, and Trade Adjustment ACT and WIOA Dislocated Worker Co-Enrollment Policy, which was seconded and approved.

Labor Market Committee: Martha O’Keefe gave the committee update due to Melvin Carter having poor reception. She noted that there had not been a quorum. She stated that they had discussed the Board Manual, Strategic Priorities, and committee membership.

Performance and Accountability: Steve Goodall gave the committee report. He stated that a quorum was not present. He reviewed over the quarterly reports, noting the enrollment numbers were a result of locations closing due to COVID. He also noted that providers had developed plans to insert themselves better into underserved areas.

Board Development: Jackie Davis gave the committee update. She noted that there had not been a quorum, but they had reviewed the Board Manual and their Strategic Priorities.

Youth Council: Marjorie Lampkin gave the committee update. She noted that a quorum was present. She reviewed the Quarterly Reports, noting the enrollment numbers were a result of locations closing due to COVID. She also reviewed the Work Experience Procedure Policy and Youth Incentive Policy.

Old Business: There was no old business.

New Business: There was no new business.

Executive Director’s Update: Jackie Davis let members know that the Virginia Career Works Fredericksburg Center was open by appointment only and that she was working with the Virginia Community College System for a Dislocated Worker Grant for CNA’s to be placed for temperature checks. She also noted that she had an upcoming presentation with Stafford Board of Supervisions.

Other Items for Discussion: There were no other items from discussion.

Public Comment: There was no public comment.

There being no further business, Dennis Parsons called the meeting to end at 11:30 A.M.

Respectfully submitted,
Katlyn Moss