

**Western Virginia Workforce Development
Board of Directors**

**Goodwill Industries of the Valleys
Friday, August 4, 2006 – 9:00 a.m.**

Minutes

I. Call to Order

Board Chair **Wayne Flippen** called the meeting to order at 9 a.m.

II. Roll Call

Ms Vest called the roll

Members present: **Wayne Flippen**, John C. Nordt; **Jane Conlin**, Roanoke City Department of Human & Social Services; **Kathy Hodges**, Director, Franklin County Workforce Development Consortium; **Barbara Winstead**, Five Star Chef Service; **Paul Paradzinski**, Craig County; **Beth Doughty**, Roanoke Regional Chamber of Commerce; **Lew Bishop**, National College of Business & Technology; **Tim Tobin**, Alleghany Regional Hospital

Members absent: **Walter L. Harper**, Harper's Plumbing Co.; **Robert Glenn**, The Issues Management Group; **Bill Jones**, HomeTown Bank; **Joyce Kessinger**, Boxley Materials Company; **Bruce Johannessen**, Virginia Employment Commission, Roanoke; **Roger Johnson**, Roanoke County Schools; **Richard Teaff**, Dabney S Lancaster Community College; **Carroll Gentry**, Virginia Western Community College.

Staff present: **Doloris Vest**, president; **Glenda Aker**, administrative assistant; **Clay Stein**, Assistant Director

Visitors present: **Daniel LeBlanc**, Governor's Workforce Advisor; **Jerry Barnett**, Virginia Employment Commission and Covington Workforce Center; **Linda Matthews**, **Bruce Phipps**, **Jim Schaffer**, **Phil Jones** and **Beverly Amburger**, Goodwill Industries of the Valleys; **Toni Hamilton**, Department of Rehabilitative Services

A quorum was present

III. Welcome and Presentation

Wayne Flippen welcomed all visitors and new members. Each person introduced themselves.

Mr. Phipps welcomed everyone to the Goodwill facility. He announced that Goodwill Industries of the Valleys has been chosen to be one of six Goodwill's across the country to participate in a new contract from the Department of Labor for division of services to the senior citizens. They will be working with 303 slots to help get seniors placed in jobs. Mr. Phipps also noted that due to reductions in their workforce funding for the coming year, Goodwill is committed to finding ways to cut expenses while pledging to maintain their same level of services while absorbing some costs that could be charged to adult or youth programs.

Guest speaker, Mr. Danny LaBlanc, senior advisor to Gov. Tim Kaine for workforce, just concluded a six stop workforce and economic development tour of Virginia. The governor, his administration agree that you can not disconnect workforce and economic development, because that partnership is vital to keeping Virginia businesses growing, prospering and the expansion of new businesses to Virginia. He has worked with the workforce from the beginning. Most recently chaired the committee developing the blueprint of Virginia's economic future – where we would be in 2012 as far as skill shortages because of retiring baby boomers and losing those crucial skills. Governor Kaine's first address to the Workforce Council focused on skills and a one-stop system with all partners participating. Federal fund reduction makes it vital that all partners work together with little duplications. Mr. LaBlanc is hiring staff to support the system and the Workforce Council.

IV. Approval of Consent Agenda

Mr. Tobin moved to accept the consent agenda; Ms. Doughty seconded. The motion was passed on a voice vote.

V. Reports

1. **Youth Council:** Chair Paul Paradzinski reported the council continues its efforts to identify all the local youth programs get them talking and working as a team.
2. Staff Reports. Ms. Vest reported on the following:
 - a) **PY2005 Performance:** Area III for the first time met all 17 performance goals and exceeded 16 for the year. This puts Area III in the running for incentive dollars from the state. Ms. Vest thanked Jerry Barnett, Linda Matthews and Clay Stein for their help and work.
 - b) **Future Funding:** The Finance Committee met and discussed long-term funding options: Identify what funds are available to pursue and apply them as they need or set local goals and see how to fund them. Further discussions focused on what the board wants to accomplish locally. Basics job readiness would benefit most employers and is the foundation employers need right no. The board's 501(c)(3) status allows for more funding options
 - c) **New Grant:** Roanoke City is pursuing an EPA training grant focused on brownfield occupations. Board staff is working along with the city, TAP, Goodwill, VEC, Virginia Western, and Roanoke Redevelopment & Housing Authority to work develop the grant proposal.
 - d) **PY2005 Annual Report** was distributed. The report includes a summary of program activity, performance and financial details for the program year ended June 30, 2006.

VI. Unfinished Business

Mr. Flippen reported Mr. Glenn will chair a committee reviewing all three Workforce Centers and services delivery as required by the Federal legislation and state policy. The committee will make recommendations for improving the system to further meet the needs of the local area. Anyone interested in working on this committee was asked to see Ms. Vest of Mr. Flippen.

VII. NEW BUSINESS

1. Ms. **Vest** presented two funding allocation recommendations.
 - Goodwill Industries of the Valleys requested \$6,550 of youth services carryover funds from PY2005. The funds were unspent in preparation for reduced funding in PY2006.
 - The Virginia Employment Commission requested \$12,051 carryover funds for the dislocated worker services. The funds would cover expenses incurred from the previous contract but not invoiced to the board until close of the program year.

Low Bishop moved the recommendations be accepted and funding allocated as presented; Jane Conlin seconded the motion; the motion passed on a roll call vote:

Yes: Wayne Flippen, Tim Tobin, Barbara Winstead, Jane Conlin, Paul Paradzinski, Lew Bishop. **No:** none

2. Ms. Vest requested the board grant her authorization to implement Standard Operating Procedures for use as necessary by program operators. The authorization would provide staff with flexibility in managing program services. Issues requiring a change in board policy would continue to require board approval.

Tim Tobin moved the recommendations as presented; Jane Conlin seconded the motion; the motion passed on a voice vote.

VII. Announcements

The next meeting will be Friday, October 6, 2006 at the Franklin County Workforce Development Consortium in Rocky Mount.

VIII. Adjournment

The meeting was adjourned at 10:25 a.m.