

Board of Directors

Roanoke Higher Education Center, Room 813, Roanoke, VA
Friday, August 3, 2007

Minutes

I. Call to Order

Board Chair **Bill Jones** called the meeting to order at 9 a.m.

II. Roll Call

Sherry Dean called the roll. Members present:

Bill Jones, HomeTown Bank
Wayne Flippen, John C. Nordt
Joe Brinley, JATC/NECA, IBEW Local 26
Rob Ledger, Roanoke Valley Economic Partnership
Melody Stovall, Roanoke Redevelopment & Housing Authority
Paul Paradzinski, Craig County
Richard Teaff, Dabney S. Lancaster Community College
Carroll Gentry, Virginia Western Community College
Kathy Hodges, Franklin County Workforce Development Consortium

Members absent:

Joyce Kessinger, Boxley Materials Company
Tim Tobin, Alleghany Regional Hospital
Lew Bishop, National College of Business & Technology
Barbara Winstead, Five Star Chef Service
Jane Conlin, Roanoke City Department of Human & Social Services
Bruce Johannessen, Virginia Employment Commission, Roanoke
Robert Glenn, The Issues Management Group
Roger Johnson, Roanoke County Schools
Walter L. Harper, Harper's Plumbing Co

Staff present:

Doloris Vest, president
Sherry Dean, accountant

Visitors present:

Jerry Barnett, Virginia Employment Commission, Roanoke
Cherylene Allen, Virginia Employment Commission, Roanoke
Elaine Carter, Christiansburg Institute
Kim Moore, Department of Rehabilitative Services
Luke LaRoca, Virginia Employment Commission, Roanoke
Stacey Jones, Franklin County Workforce Development Center
Judy Griffith, Virginia Employment Commission, Covington

A quorum was present.

III. Presentation

Elaine Carter, Executive Director of the Christiansburg Institute, discussed the institute's history, purpose, and new construction trades programs to be offered. The institute will function as a community learning center and museum, and house archives for the original

school which operated from there 1866 until 1966. The institute foresees its planned workforce training program as a resource to operate through partnerships and as a gap filler; not competing with any other institutions but bringing additional opportunity within the state and hopefully moving beyond the state to provide training services.

The institute will provide building trades training to the building industry. Funding has been secured to build a trades learning center which will offer carpentry, masonry and metal working instruction. Ground breaking for this new center is planned before the end of 2008 with the first classes to be held in early 2009. The institute is currently searching for partners to reach the unemployed, over age 16, those having trouble getting into the labor market, and those who need advanced training currently working on construction crews. The institute is also interested in operating a historic preservation training program, as Virginia does not currently have any other historic preservation training available, and many times companies have to look outside the states and rely on foreign countries to provide skilled historic preservation workers. The institute's board is hoping to work closely with the local workforce areas to obtain students thus helping out the workforce system by providing other options for those searching for career training. The institute's board would like the WVVDB to nominate someone to their advisory committee and they are also in search of a top notch masonry person for their advisory committee.

IV. Approval of Consent Agenda

Mr. Teaff moved to accept the consent agenda

- **Minutes from the June 1, 2007 meeting**
- **Budget Report June 30, 2007,**
- **Training Provider Certification for Roanoke County**
- **Youth Council Appointment for Kimberly Moore**

Mr. Paradzinski seconded. The motion was passed on a voice vote.

V. Youth Council Report

Mr. Paradzinski invited the board to join the youth council in promoting upcoming events.

VI. Staff Report

Ms. Vest reported on the following:

1. Clay Stein started working, for Area III, part-time on July 1, 2007 and he has been focusing on the workforce centers and new state computer system which will be going online in November. Mr. Stein will be conducting local training in late September or early October.
2. An Area III annual report will be presented at the October meeting and if there are particular subjects that anyone desires to be addressed, please let Ms. Vest know.
3. A memo, from the Executive Committee, has been sent to the dislocated worker program contractor and a report will be given, at the October meeting, on the issues addressed.

VII. Unfinished Business

1. **Budget Approval:** Ms. Vest reported that the state issued final budget allocations and presented the FY08 budget which varies only \$2,000 from the FY08 budget voted on in June. The consortium and out-of-school youth ended FY07 with unspent funding due to the consortium not getting started until late in the year and the push for out-of-school youth not increasing until recently. The dislocated worker program has \$6,000 of expenses from FY07 that they were unable to bill, before the end of the year, and they are asking for funding to cover those expenses. The adult program, which has been severely reduced in the past several funding years, could use \$40,000, from the unspent dislocated worker funding, to enable that program to serve more adults. These funding adjustments will leave roughly \$250,000, of funding, to be allocated, before the end of the year, in order to stay under the 20% carry forward allowed. This funding is not recommended to be allocated, at this point, in order for it to be determined which program, adult or dislocated worker, will need the funding. **Mr. Gentry motioned to accept the FY08 budget Mr. Flippen seconded. The motion passed on a roll call vote: Yes:** Jones, Flippen, Brinley, Ledger, Stovall, Paradzinski, Teaff, Gentry. **No:** none.

- 2. Local Area Realignment Strategy:** Ms. Vest and Mr. Jones attended a meeting in July, in Richmond, held by the Governor's Advisor for Workforce Development, Danny LaBlanc, in which the state reported it had been informed, by the federal Assistant Secretary of Labor, that it is not allowed to have only one workforce investment board in the state. Also, area mergers are not being forced at this time. Mr. LaBlanc encouraged areas to consolidate and noted that financial incentives would be offered.

Mr. Jones noted there is room for the northern Virginia areas and Richmond areas to merge but that the CLEOs of the southwest Virginia areas are against consolidation now as they were a couple of years ago. Difference in operations and distance are the main objections.

Ms. Vest believes the southwest Virginia areas can work together to possibly obtain a federal WIRED grant and being separate organizations does not preclude that. Most WIRED grants are based on tragic situations such as the Ford plant and base closings in the Norfolk and Williamsburg/Hampton areas but our area needs to determine what it would like to focus on. To get a WIRED grant cooperation is needed between the workforce boards, economic partnerships and community college system. Ms. Vest is looking into grants to support a Coordinator of Apprenticeships to match individuals with the programs they are searching for. Transportation is also an issue that needs to be worked on. Mr. Jones noted that some local governments such as in the Hampton area participate in funding workforce development.

Mr. Flippen believes the need for better and more efficient distribution of services and locating other sources of funding streams are two weaknesses of the board. Mr. Flippen also noted that the CLEO is not very involved.

Mr. Ledger noted that the CLEO directs the economic development partnership and the economic development partnership has a good working relationship with the New River Valley area. Ms. Vest noted it would be an excellent time to get the CLEOs, economic development and workforce investment to talk. Mr. Jones and the board directed Ms. Vest to meet with Area II WIB director and board chair to see what Area III and II can possibly collaborate on without merging.

VIII. New Business

- 1. Strategic Plan:** Area III's, state required, strategic plan has been completed and due to the possible organizational changes touted, at the state level, it is basically an updated version of what has been submitted in the past. Now that the state is not planning on making major WIA area changes the strategic plan can be changed to incorporate within it the idea of working more closely with the New River Valley area. **Mr. Paradzinski motioned to accept the current strategic plan Mr. Teaff seconded. The motion passed on a voice vote.**
- 2. Recognition of Staff Certifications:** Ms. Vest recognized those who participated, completed and passed the state's pilot program for Workforce Development Specialist. Stacey Jones of Franklin County Workforce Development Consortium, Cherylene Allen, Roanoke Workforce Center and Judy Griffith of Covington Workforce Center all completed the 3 to 6 month on-line training program in only 45 days. Each was presented with a certificate of recognition from the board and a gift.

IX. Announcements

- 1. Franklin Center Grand Opening:** **Ms. Hodges** invited members to the grand opening of the Franklin Center on August 13th at 1:30 pm. On August 14th the public open house will be held and Governor Kaine will be bringing his cabinet meeting to Rocky Mount on that day.
- 2.** The Board of Directors will meet next on Friday, October 5, at The Franklin Center in Rocky Mount.

X. Adjournment

The meeting was adjourned at 9:57 a.m.

Doloris E Vest

Doloris Vest, president

Date