

Executive Committee
Thursday, January 18, 2007
Minutes

I. Call to Order and Roll Call

Chair Wayne Flippen called the meeting to order at 8:35 a.m.

In attendance: **Wayne Flippen**, chair; **Joyce Kessinger**, vice chair; **Bill Jones**, treasurer; **Paul Paradzinski**, Youth Council chair

Absent: **Beth Doughty**, secretary; **Rob Glenn**, former chair

Staff present: **Doloris Vest**, president; **Sherry Dean**, accountant

A quorum was present.

II. Approval of Minutes

Paul Paradzinski moved to accept the minutes of the November 21, 2006 meeting; Ms. Kessinger seconded the motion. The motion passed on a voice vote.

III. Staff Report

- A. **Training Provider Recommendations:** The training provider committee recommendations that will be presented to the board were reviewed. They include Virginia Health Careers LLC and Fast Track Health Care Education.
- B. **Membership by Locality/Representation:** Board representation was reviewed and tentative new board members, to be approved by the consortium, are Joe Brinley, International Brotherhood of Electrical Workers, Glenda Edwards, HUD, and Wanda Moore of Covington, Project HOPE. Terms for five board members expire in June; Ms. Vest will write a letter, from Mr. Flippen, to ask those members to continue to serve.
- C. **Workforce Center Chartering:** Goodwill is considering creating a workforce center of their own. Chartering for the three existing centers is effective through June 30. The Workforce Center Oversight Committee should review the centers and make recommendations for continued or new chartering.
- D. **Certified Workforce Centers:** In July 2007 the state will pay for 800 individuals across the state to receive workforce center training in order to meet requirements for certification.
- E. **Other Ways To Win:** Sponsorship fliers were distributed and Ms. Vest reported that WDB and partners were getting very good response from the business and educational community with this event. Ms. Vest will be contacting schools in order to encourage school guidance counselors and parents to attend the event.
- F. **Youth Council membership:** Harriet Woodward has nominated Earl Dodrill to serve on the youth council. Ms. Vest will review Mr. Dodrill's qualifications and inform the board.

IV. Unfinished Business

Incentive Grant Proposed Budget: Ms. Vest presented a possible budget plan for the incentive grant funds. Ideas for use of the incentive grant funds were discussed. Some ideas for the funds included website changes, publicity and awareness, customer service training for one-stop center staff, event of recognition for case managers and partners, and one-stop open house for youth. The budget will be taken to the board for approval and vote at the next board meeting.

V. New Business

- A. **Proposed LWIA Mergers:** Mr. Jones attended a meeting of the state workforce council and the state discussed various strategies to improve workforce efficiency. The state is

considering consolidation of certain LWIAs in order to reduce administrative cost. Mr. Flippen believes that Area III needs to take a stance and have a letter sent to the state, from the CLEO, to explain the healthy working relationship our board and one-stops have in Area III. The other areas closest to Area III really do not have any synergies that would precipitate a merger.

- B. **FY08 Budget:** Ms. Vest has discussed with Ronnie Martin, Area II Executive Director, the possibility of sharing the cost of Program Monitor Clay Stein's wages in next year's budget. Area II would take on 60% of the cost and Area III would take on 40% of the cost. Mr. Stein would work in Area II 3 days a week and in Area III 2 days a week. Mr. Stein would work with programs to create efficiencies.
- C. **PY2007 Operator Contracts:** Ms. Vest recommended continuing the current operator contracts in PY07. The Virginia Employment Commission does have low new-participant levels but that could be due to the funding freeze in the fall of 2006 due to the state not issuing final budget allocations to boards until well into the FY07 operating year. Ms. Vest believes the VEC needs to do more marketing in order to get participants in the programs. One item the VEC has not done is send a letter to all those receiving unemployment about the dislocated worker program. Additionally, the VEC is not getting as much foot traffic due to individuals being able to apply for unemployment online. Ms. Vest will meet with Jerry Barnett with the VEC to discuss new participant levels. Mr. Flippen advised Ms. Vest to send a formal letter to the VEC about getting participant levels up. **Mr. Jones moved to continue the current contracts, Mr. Paradzinski seconded and Mr. Flippen voted: yes.**

VI. Announcements

Next meeting: Thursday, March 22, at 8:30 a.m. in Roanoke Higher Education Center.

VII. Adjournment

The meeting adjourned at 10:02 a.m.

Doloris Vest

President

Date