

ONE STOP OPERATOR CONSORTIUM
MINUTES
April 15, 2005
9:00A.M.
Roanoke Workforce Center

Members in Attendance

Bruce Johannessen, Roanoke Workforce Center; Jerry Barnett, Covington Workforce Center; Annette Lewis, TAP/TVW; Linda Matthews, Goodwill Workforce Development; Dot Hayes, Roanoke City Public Schools Adult Education; Joni Table, STEP; Kathy Hodges, Franklin Co. Workforce Center; and Bobby Clark, LOA.

Guest Present: Doloris Vest, Western Virginia Workforce Development Board.

Topics Discussed:

Welcome: Bruce welcomed Bobby Clark, LOA, and Kathy Hodges, Franklin Co. Workforce Center, to the meeting. This is the first meeting for Bobby since he replaced Dan Scott at LOA and the first meeting for Kathy since she replaced Francie Cumby at the Franklin Co. Workforce Center. Bobby will soon be housed in the Roanoke Center. He plans to move in sometime next week.

Office Space: Bruce discussed the possibility of making some enclosed office space available to partners. This would involve moving some VEC staff to other locations in the building and will require the approval at several levels. Discussions are in the preliminary stage and it may be some time before it is known if this can be done.

Workforce Summit: In order to use some of the grant received for marketing to businesses, the WIB is planning a "Workforce Summit" on May 18 at Hotel Roanoke, from 11:30-2pm. Noted futurist Joyce Gioia will speak on the impending crisis facing businesses as the workforce shrinks in the next decade. This event is being co-sponsored by several other organizations including the Employer Advisory Committee (EAC) of the VEC and the Management Association.

Career Readiness Certificate: The WIB has received \$2,500 to get at least 50 local jobseekers a career readiness certificate. If this is done by 9/30, then the WIB would be eligible to receive some funds for a career development specialist in the One-Stop Center. The jobseekers need to be WIA participants unless they are brought in by their employer to obtain the certificate. Doloris will be meeting with Virginia Western to make arrangements to get these certificates issued.

Center Certification: The Roanoke Workforce Center's certification expires on 6/30/06. It will need to be re-certified at "Tier II" by that time. Doloris distributed the recommended criteria for Tier II certification and a checklist that can be used to by centers to assess their readiness for certification. In addition to getting the Roanoke Center re-certified, we want to get the Covington and Franklin County Centers certified for the first time. Centers were requested to complete the checklist prior to the next meeting in order to provide information for the certification process.

Information & Referral: There was some discussion about the need to develop some procedures for the Information & Referral Specialist position. The staff in these positions can change frequently and need a reference for how the position is to operate.

TAP Job Fair: Annette reported on the success of the recent job fair sponsored by TAP. There were 70 employers and 1,294 job seekers participating in the fair this year.

United Health Group: Linda provided information about job openings available at United Health Group. They have full-time and part-time openings, starting at \$12.50 per hour, for their call center in Roanoke. Applicants can apply on-line at www.unitedhealthgroup.com/careers.

GED Scholarships: Dot reported that she had received 6 “bridge” scholarships to Virginia Western Community College for GED recipients. These were made available by the Alcoa Corp. and will be distributed throughout the area.

Retirement: Dot also announced that she would be retiring on 6/30/05. Interviews have been held for her replacement but no announcement has been made yet.

Next Meeting: The next meeting is scheduled for Friday, May 20, 9am, at the Roanoke Workforce Center.