

## Board of Directors

Virginia Western Community College, Roanoke, VA  
Friday, April 6, 2007

### Minutes

#### A. Call to Order

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

#### B. Roll Call

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**Sherry Dean** called the roll. Members present:

**Wayne Flippen**, John C. Nordt  
**Paul Paradzinski**, Craig County  
**Bruce Johannessen**, Virginia Employment Commission, Roanoke  
**Richard Teaff**, Dabney S. Lancaster Community College  
**Joyce Kessinger**, Boxley Materials Company  
**Carroll Gentry**, Virginia Western Community College  
**Jane Conlin**, Roanoke City Department of Human & Social Services  
**Roger Johnson**, Roanoke County Schools  
**Bill Jones**, HomeTown Bank  
**Walter L. Harper**, Harper's Plumbing Co  
**Barbara Winstead**, Five Star Chef Service  
**Kathy Hodges**, Director, Franklin County Workforce Development Consortium

Members absent:

**Robert Glenn**, The Issues Management Group  
**Beth Doughty**, Roanoke Regional Chamber of Commerce  
**Lew Bishop**, National College of Business & Technology  
**Tim Tobin**, Alleghany Regional Hospital

Staff present:

**Doloris Vest**, president  
**Sherry Dean**, accountant

Visitors present:

**Melanie Younger**, Workforce System Coordinator  
**Shelby Robinson**, VEC Assistant Commissioner for Field Operations  
**Linda Matthews**, Vice President Goodwill Industries  
**Wayne Strickland**, Executive Director for the Roanoke Valley Alleghany Regional Commission  
**Steve O'Quinn**, VEC Regional Director  
**Chuck Terrell**, Vice President for Workforce Development and Lifelong Learning, Virginia Western Community College  
**Kathy Holcomb**, Virginia Employment Commission, Covington  
**Jerry Barnett**, Virginia Employment Commission, Roanoke

A quorum was present.

**Chuck Terrell** welcomed the board to Virginia Western Community College (VWCC) and explained the purpose of the workforce development department at VWCC. The department focuses on the following:

- Career pathways - the pipeline of students from high school to college
- Transitional services - adults obtaining new or advanced skills
- Economic development
  - business recruitment - retaining current business and industry
  - recovery - helping local economy recover from business closings
  - Research & development – educational needs for community which also cooperates with other community colleges in the area for regional needs.

Guest **Shelby Robinson**, Assistant Commissioner for Field Operations for the Virginia Employment Commission, who oversees the 37 VEC field offices and One-Stops in Virginia, discussed the new MIS system which is preparing to import WIA participant data. A multi-level approval process should ensure an accurate transfer. The system will be tested during May through October. Ms. Robinson commended **Ms. Vest** for her part in making sure representatives, from all the WIBs, throughout the state were involved in the process of the creation of the new system. Ms. Vest noted she would circulate, to the board, the new state newsletter which explains the new VEC data system in detail. Ms. Vest also congratulated Area III program operators for having some of the cleanest data in the state system.

**C. Approval of Consent Agenda**

**Mr. Gentry moved to accept the consent agenda (Minutes from the February 2, 2007 meeting). Ms. Conlin seconded. The motion was passed on a voice vote.**

**D. Staff Report**

Ms. Vest reported on the following:

1. **New Board Member Update:** There are 5 terms expiring. Ms. Kessinger, Dr. Teaff and Mr. Paradzinski have agreed to reappointments. **Beth Doughty** has declined to continue for the economic development position and nominated **Wayne Strickland** for that position. In May the nominations will be taken to the CLEO for vote and it is expected that all positions will be filled by July.
2. **Quarterly Performance Numbers:** Original second quarter reports indicated three failed performance measures but the computations apparently are incorrect. **Clay Stein** has reviewed the state's calculations and will report the errors for corrections. The new calculations indicate all measures were met or exceeded for the quarter.
3. **Planning:** A tentative schedule has been created for the completion the plan which is September 3, 2007. In late June, the Virginia Workforce Council will consider realignment of the local workforce areas which could affect plan details. The plan will be finalized in July.

**E. Committee Reports**

1. **Training Provider Certification:** **Ms. Hodges** presented Generation Solutions' certified nurses aid program. **The committee recommended that Generation Solutions be approved as a certified training provider. The motion carried on a voice vote.**
2. **Youth Council:** **Mr. Paradzinski** reported the youth council has expanded well beyond WIA and has become a think tank, organizer and problem solver for all youth in Area III. He reported the youth council/forum has been busily connecting groups to solve problems with youth. Recent efforts brought together the Regional Juvenile Detention Center and Goodwill to work together with troubled youth. Individuals on the youth council are getting involved with the City of Roanoke VOYCE initiative.

**F. Unfinished Business**

1. **Incentive Grant:** Ms. Matthews briefly discussed how Goodwill would utilize additional funds for youth if provided.
  - a. add 15 youth to the academic enrichment program which includes remedial classroom instruction and employment of 40 hours a week for 8 weeks at \$6 per hour.

- b. take 30 youth from all sections of Area III to a one week camp at Virginia Tech which will expose them to the college education and campus life even though they may have learning disabilities.
- c. enroll 20 youth in the academic enrichment program at Dabney Lancaster where they will attend class the first half of the day and then be taken to jobs for the second half of the day.

Ms. Vest presented a revised incentive grant budget as recommended by the executive committee:

**Mr. Gentry moved to accept the budget as presented; Ms. Kessinger seconded.**

**The motion was approved on a roll call vote. Yes:** Flippen, Kessinger, Jones, Harper, Winstead, Paradzinski, Conlin, Teaff, Gentry, and Johnson. **No:** none

2. **PY2007 Operator Contracts:** Ms. Vest reported that in June the board will need to make a decision on contract renewal. The Board has a two one-year renewal clause on the program agreements. The board also can opt to issue an RFP or renew the agreements for less than one year.
3. **Other Ways To Win:** Mr. Johannessen updated the board on the Other Ways To Win event April 17. Twenty-seven organizations have supported the event either by in-kind services or monetary donations; 47 educators will attend a luncheon with Dr. Gray. The evening event at Virginia Western has room for 400 attendants and 20 employers/educators with exhibits afterwards. Ms. Vest invited the board to the 5:30 pm – 6:30 pm sponsor’s reception to be held before the evening presentation by Dr. Gray.

## **G. New Business**

1. **Workforce Center relocation:** Ms. Vest reported that the Governor’s Office for Workforce Development (GOWD) was seeking to consolidate state agencies including the Valley View VEC and had suggested a site on Rt. 419 in Roanoke County (the former Atlantic Mutual building). Ms. Vest, Mr. Gentry, Ms. Matthews, Aida Pacheco from the GOWD and representatives from the state real estate office toured the building and discussed the possibility and reasonableness of the VEC and One-Stop center relocating there. The site does not appear appropriate because it is at a distance from the majority of customers, the majority of whom reside in northwest Roanoke and North Roanoke County. The site is not conveniently located to the bus route.

Ms. Robinson stated that certain VEC & DRS office relocations/closures throughout the state are part of the governor’s strategic plan and are required to be determined by 2008.

**Mr. Flippen, Ms. Conlin, Mr. Gentry, and Ms. Hodges** expressed concern about the proposed site and questioned if a relocation is even necessary. Ms. Conlin, Ms. Hodges and Mr. Flippen asked board take a proactive approach and send a letter to the state noting that

- the current center location is not considered a problem
- the 419 location does not serve the cliental
- public transportation must be a consideration with a location
- the board should be involved in location determination process.

**Mr. Teaff** felt the need to research other locations as an alternative. Ms. Vest will research other possible locations such as the old Winn Dixie building on Plantation Avenue which was only used for 2 years. **Mr. Harper** suggested geographical boundaries. Mr. Flippen directed Ms. Vest to draft a response to the state on the reasons why the 419 location would not serve VEC/One-Stop clients well and to send the letter to the board to be edited before being sent to the state.

2. **Virginia Workforce Council update & proposed LWIA mergers:** Danny Leblanc Senior Advisor to the Governor for Workforce Development, is working with the state council to realign and consolidate workforce areas within the state. The realignment would, according to Mr. Leblanc, increase business involvement and reduce administrative costs. One proposed map would combine Areas III and VII and the New River Valley portion of Area II and would exclude the Alleghany Highlands. Ms. Vest and Mr. Flippen have met with Area VII and II chairs and directors to consider how to prepare for possible changes.

Ms. Vest noted that the majority of issues cited by the Department of Labor do not occur and thus cannot be addressed at the local level. Mr. Flippen doesn't believe the state is looking at how to serve the people better and that the CLEO's need to be more involved. Mr. Teaff believes the board needs to let the state know how well Area III is working. Ms. Hodges believes local politicians need to be informed of the state's decision and the board needs to backup the progress it has made and why it is working.

Mr. Flippen directed Ms. Vest to develop a letter to Danny Leblanc and copy the governor, workforce board chair Marge Connelly and the locally elected officials.

#### VIII. Adjournment

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The meeting was adjourned at 11:15 a.m.

*Doloris E Vest*

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Doloris Vest, president

May 21, 2007

Date