

**Executive Committee
Monday, December 12, 2005
Minutes**

I. Call to Order

Vice chair Joyce Kessinger called the meeting to order at 10:35 a.m.

II. Roll Call

In attendance: **Joyce Kessinger**, vice chair; **Beth Doughty**, secretary; **Rob Glenn**, former chair, Board of Directors; **Bill Jones**, treasurer; **Paul Paradzinski**, Youth Council chair

Absent: **Wayne Flippen**, chair

Guests: **Jane Conlin**, Board member and chair, Workforce Oversight Committee; **Steve O'Quinn**, Regional Manager, Virginia Employment Commission

Staff present: **Doloris Vest**, president; **Anne Cooney**, administrative assistant

A quorum was present.

III. Consent Agenda

Mr. Jones moved to accept the minutes of the November 22 meeting; Mr. Paradzinski seconded. The motion passed unanimously.

IV. Committee Reports

Mr. Paradzinski, RFP Committee chair, reported Goodwill Industries of the Valleys had been notified of its successful proposal to offer youth services for Program Year 2006.

V. Staff Report

Ms. Vest reported the following:

- The State Workforce Council recently took the following actions:
 - Adopted Tier II certification for Virginia Workforce Centers. Now local areas are encouraged rather than required to meet the certification.
 - The board is required to implement local policies regarding use of funds. Ms. Vest will present draft policies at the January 2006 Executive Committee meeting.
 - Adopted state policies allowing use of local WIA funds for economic development and incumbent worker training.
 - Voted to allocate 100% of local funds at the beginning of each program year rather than in three increments throughout the year. This action will prevent floating payments (which is what Goodwill in LWIA III does presently).
- The Workforce and Economic Development Summit in Portsmouth included a presentation by a North Carolina WIB director who shared ideas about working more closely with her local/regional economic development office. Mr. Glenn suggested staff meet with local economic development representatives in conjunction with the Roanoke Economic Development Partnership.
- Mr. Flippen is writing an opinion piece on the shortage of skilled workers and the need to tie social services/training to businesses/work opportunities.
- Mr. Glenn pointed out that policies throughout the 17 Virginia WIBs are state policies, with an umbrella approach. Localities want policies tailored to their WIBs. He encourages state-level administrative support of the localities' wishes.

VI. Unfinished Business

Workforce Center Operations:

The Committee discussed with Mr. Quinn concerns about the operation of the local workforce center system and possible management changes that would ensure a high-quality system, including designating the VEC as primary partner in the operator consortium. Following the discussion Ms. Kessinger requested Mr. O'Quinn report to the Executive Committee at its January 26 meeting on what additional support the VEC would require and how management could be improved at the center level.

VII. Announcements

Next meeting: January 26, 2006, 9 a.m., Roanoke Higher Education Center.

VIII. Adjournment

The meeting adjourned at 11:40 a.m.

Anne M. Cooney

Administrative Assistant

12/19/05

Date