

**Virginia Board of Workforce Development  
Full Board Meeting**

June 23<sup>rd</sup> 2016  
Tidewater Community College  
300 Granby Street  
Norfolk, VA 23510

**Members Present:** Mr. Mark Herzog, Chair  
Mr. Nathaniel Marshall, Vice Chair  
Ms. Jeanne S. Armentrout  
Mr. Hobey Bauhan  
Delegate Kathy Byron  
Ms. Ann Mallek  
Ms. Doris Crouse-Mays  
Mr. Mark Dreyfus  
Ms. Leslie Frazier  
Ms. Lane Hopkins  
Ms. Carole Pratt  
Dr. Ted Raspiller  
Ms. Carrie Roth  
Mr. Tom Walker  
Mr. Brian Warner

**Members Absent:** Mr. William Bell  
Ms. Virginia Rae Diamond  
Mr. Barry DuVal  
Senator Frank Ruff  
Mr. Brett Vassey

**Board Staff Present:** Ms. Susan Clair, VDOE  
Mr. Jeff Brown, Office of the Secretary of Commerce and Trade  
Ms. Katherine Coates, VCCS  
Ms. Elizabeth Creamer, Office of the Secretary of Commerce and Trade  
Ms. Sara Dunnigan, Office of the Secretary of Commerce and Trade  
Ms. Lyn Hammond, VEC  
Mr. Tim Kestner, VEC  
Ms. Charlie Palumbo, VEC  
Mr. Randall Stamper, VCCS  
Mr. George Taratsas, VCCS  
Ms. Annie Walker, VEC

**Others Present:**

Mr. Jim Andre, Virginia Community College System  
Ms. Amy Austin, Virginia Community College System  
Ms. Andrea Arnett, Sentara Healthcare System  
Mr. Joe Ashley, Department of Aging and Rehabilitative Services  
Mr. Brian Davis, Capital Region Workforce Investment Board  
Ms. Martha Dodd – Slippy, Crater Region Workforce Development Council  
Ms. Ryan Fierst, Virginia Chamber of Commerce  
Mr. Allen Fryman, Department of Veteran Services  
Mr. Andrew Martin, Adult Education  
Mr. Corey McCray, Tidewater Community College  
Mr. Leo Miller, U.S. Department of Labor  
Mr. William L Nusbaum, Opportunity Inc. WIB  
Ms. Morgan Romano, Peninsula Workforce Network  
Mr. Carl Sargent, Virginia Employment Commission  
Mr. Andrew Schwartz, Department of Veteran Services  
Ms. Lauren Stroupe, Governor’s Office  
Mr. Thomas Suh, Virginia Department of Education  
Mr. Jason Thorton, Adult Education  
Mr. Zachary Turk,  
Mr. Nicholas Wayne, Public  
Ms. Gina Wells, U.S. Department of Labor  
Mr. Curtis Wray, Rapid Response

**I. Call To Order**

The meeting was called to order by Mr. Mark Herzog, Chair at 9:45 AM

**II. Roll Call**

Roll was called by Ms. Sara Dunnigan. A quorum was present.

**III. Chairman's Welcome**

A moment of silence was held for Senator John Miller

Mr. Herzog welcomed Ms. Ann Mallek to the Virginia Board of Workforce Development. Ms. Mallek is a supervisor for Albemarle County and will fill the locally elected official position on the Board that was vacated by Ms. Mary Hynes.

He announced that Delegate Danny Marshall has left the Board to fulfill other duties.

**IV. Host's Welcome**

Dr. Corey McCray, Vice President of Workforce Solutions welcomed the Board to Tidewater Community College. He stated that at TCC preparation for employment is a priority and they work with partners to ensure there are innovative workforce opportunities for students.

**V. Public Comment**

Mr. Herzog opened the floor for public comment. Ms. Martha Dodd – Slippy, Vice Chairman of the Crater Region Workforce Development Council spoke to the Board about concerns over federal workforce and education program cuts and encouraged Board members to contact their congress members.

**VI. US Department of Labor Presentation**

Mr. Leo Miller, Regional Administrator, US Department of Labor gave a presentation on the BLS data and encouraged the Board to take risks in their service design, think about how to create meaningful solutions and take innovative approaches.

**VII. Panel Discussion: Best Practices in Workforce Development--Industry, Education and Training, and Economic Development**

**VIII.**

Ms. Sara Dunnigan hosted a panel discussion with Andrea Arnett of Sentara Healthcare Systems, Scott Hall of the Virginia Beach Department of Economic Development, Corey McCray of Tidewater Community College and Shawn Avery of Opportunity Inc. of Hampton Roads.

Panelists discussed ongoing career pathways and partnerships in the Tidewater region and how they meet the needs of citizens. Panelists emphasized the importance of having a pulse of what is going on in the communities, streamlining processes and collaborations.

**IX. March 18<sup>th</sup> 2016 Meeting Minutes**

**A motion was called by Mr. Mark Herzog and seconded by Ms. Carrie Roth that:**

**“The Virginia Board of Workforce Development approves the March 18<sup>th</sup> 2016 full board meeting minutes as submitted”**

**The motion passed. Approved minutes can be found [here](#)**

**X. Career Readiness Certificate Attainment Requirement for WIOA Title I**

During the December meeting a recommendation from the Advanced Technology committee to discontinue regional performance goals for Virginia CRC attainment among Title I participants was tabled pending further research into potential impact. Feedback from the VCCS, the Governor’s Office and VEDP indicated that there would be no negative impact in discontinuing the regional performance goal.

**A motion was called by Mr. Herzog and seconded by Ms. Roth that:**

**“The Virginia Board of Workforce Development will no longer require local workforce areas to expend Title 1 funds to meet an attainment goal for the Virginia CRC as a preparatory credential for job seekers; however, the Board acknowledges the need to respond to regional business needs and supports utilizing Title 1 funds for Virginia CRC attainment when there is demonstrated business demand for that workforce credential. Funds expended in this way on Virginia CRC attainment for participants of Title 1 programs will apply towards achieving the 40% training expenditure goal for local workforce areas.”**

**The motion passed.**

**XI. Committee Report outs**

**Advanced Technology**

Ms. Jeanne Armentrout reported that the advanced technology committee had no action items. The committee had an opportunity to review the findings of Statewide Employer survey and will take a deeper look at the raw data. They committee then received an interim report from PluggedIn Virginia and reviewed their progress on the strategic plan. She concluded the report by noting that there are also some preliminary talks to change the name of the Advanced Technology committee

## **Performance and Accountability Committee**

Delegate Kathy Byron reported that the committee received a review of the workforce system budget. The committee made an informal recommendation to the Governor's Office that any agency responsible for WIOA funds supply budget data linked to outcomes to the Board.

**A motion was made by Delegate Byron and seconded by Ms. Roth that:**

**“The Virginia Board of Workforce Development recommends to the Governor that agencies supplying budget data for review link budget obligations and expenditures to outcomes delineated in WIOA, or mandated by the Governor or the Legislature of the Commonwealth.**

**It also recommends that any agency in the Commonwealth responsible for state- or federally-funded workforce programs record, maintain, and periodically report the following information about every business served as a condition for receiving grant funds:**

- A. Business name**
- B. Business address**
- C. Industry sector**
- D. Number of employees**
- E. Size of the business”**

**The motion passed.**

**A motion was made by Del. Byron and seconded by Ms. Roth that:**

**“The Virginia Board of Workforce Development ask the Governor to take action placing the Virginia Employment Commission, and its programs, activities, and outcomes under the purview of the Board.”**

**The motion passed.**

**YAYS:** Armentrout, J; Bauhan, H ; Bell, W; Byron, K ; Dreyfus, M ; Frazier, L; M, Herzog ; Hopkins, L; Mallek, A ; Marshall, N ; Pratt, C ; Raspiller, T ; Roth, C ; Vassey, B ; Warner, B ; Walker, T

**NAYS:** 0

**ABSENT DURING VOTE:** Crouse-Mays, D

## **Military Transition Assistance Committee**

Mr. Bell reported that the committee saw no action items. The committee received an update on the DOL Veterans Demonstration grant and asset mapping for veterans. Additionally the committee received status reports on V3, VTAP and the military medic program.

### **WIOA Committee**

Mr. Nat Marshall reported that the committee had several recommendations for policy to be recommended to the full Board. The committee met both this morning and in May and the policies have been fully vetted and will be taken.

### **The WIOA Committee made a motion that the Virginia Board of Workforce Development:**

**"Approve Policy 200-01 Designation of Local Workforce Development Area; Policy 200-06 Designation of Regions and Planning Requirements; Approve Policy 300-03 Requirement of Local MOUs; Approve Policy 200-02 Establishment and Membership of Local Workforce Development Boards as amended; Approve Policy 200-003 Duties of Local Workforce Development Boards as amended; Approve Policy 200-04 – Certifications of Local Workforce Development Boards ”**

**The motion passed.**

## **XII. Demand Occupations Taskforce**

Ms. Jeanne Armentrout reported that the Demand Occupations Task Force met three times and selected the following major occupation groups for inclusion in the Demand Occupations List for 2016-2017:

15-0000 Computer and Mathematical Occupations  
17-0000 Architecture and Engineering Occupations  
19-0000 Life, Physical and Social Science Occupations  
25-0000 Education, Training, and Library Occupations  
29-0000 Healthcare Practitioners and Technical Occupations  
31-0000 Healthcare Support Occupations  
43-0000 Office and Administrative Support Occupations  
47-0000 Construction and Extraction Occupations  
49-0000 Installation, Maintenance, and Repair Occupations  
51-0000 Production Occupations  
53-0000 Transportation and Material Moving Occupations

**A motion was made by the Demand Occupations Taskforce that:**

**“The Virginia Board of Workforce Development Approves the 2016 Virginia Demand Occupations List.”**

**The motion passed.**

**XIII. Governor’s Report**

Mr. Jeff Brown, Director of Workforce Services, Office of the Secretary of Commerce and Trade gave the Governor’s Report. He reported that:

The Governor’s Office is currently working on common performance measures. Agency heads met to identify hard numbers to count towards Governor’s goal. The information will be shared with the Performance and Accountability committee and once it is refined it will be shared with the Board.

The first of three meetings to discuss common intake occurred earlier this month. There is a plan to have a framework prepared by September 1<sup>st</sup>.

The Governor announced the second round of Governor’s Competition for Talent Solutions. A total of \$800,000 is available.

The Governor announced a \$1 million program allocated to incumbent workforce training that leads to an industry recognized credential.

The Virginia Apprenticeship Council formally approved three new cybersecurity apprenticeships in Information Security Analyst - Cyber Security Analyst, Information Security Analyst - Computer Forensics Analyst, and Information Security Analyst - Incident Response Analyst

Finally, he reported that Secretary Maurice Jones would be leaving his position in the Governor’s Office to take a position as CEO of Local Initiatives Support Corporation.

**XIV. Adjournment**

There being no further business the meeting adjourned at 12:01 PM

Approved