

DRAFT

VIRGINIA BOARD OF WORKFORCE DEVELOPMENT

June 25th 2015
Fairfax Chamber of Commerce
7900 Westpark Drive, Suite A550
Fishersville, VA 22102

Members Present: Mr. Danny Vargas, Chair
Mr. Mark Herzog, Vice Chair
Ms. Jeanne Armentrout
Mr. William "Bill" Bell
Ms. Doris Crouse-Mays
Mr. Mark Dreyfus
Ms. Leslie Frazier
Ms. Mary Hynes
Secretary Maurice Jones
Delegate Daniel Marshall
Mr. Nathaniel X. Marshall
Senator John Miller
Mr. Bruce Phipps
Ms. Carole Pratt
Mr. Edward "Ted" Raspiller
Ms. Carrie Roth
Senator Frank Ruff
Mr. Brett Vassey
Mr. Brian T. Warner
Mr. Tom Walker

Members Absent: Delegate Kathy Byron
Mr. Barry DuVal
Mr. Toney Rigali
Mr. Morton Savell

Others Present: Ms. Elizabeth Creamer
Ms. Sara Dunnigan
Ms. Dietra Trent

OPENING:

A. Call to Order

Mr. Danny Vargas, Chair called the meeting to order at 10:30 AM

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B. Chairman's Welcome

Mr. Vargas welcomed the Board to the meeting and thanked the Fairfax County Chamber of Commerce for providing the accommodations.

C. Introducing New Board Member Leslie Frazier

Mr. Vargas informed the Board that Ms. Leslie Frazier will now be serving as the designated ex-officio for Secretary John Harvey. Ms. Frazier is currently the Policy Director for the Secretary of Veterans and Defense Affairs and has presented regularly to the Military Transition Assistance Committee. Prior to joining the administration Frazier worked as a field organizer in President Obama's re-election campaign and Governor McAuliffe's 2013 campaign. She received her bachelor's from University of Virginia and Masters in Public Administration from Virginia Tech.

D. Roll Call

Mr. Vargas asked Ms. Sara Dunnigan to call roll. A quorum was present.

E. Public Comment Period

There was no public comment.

F. Approve April 2015 Meeting Minutes

A motion was made by Mr. Danny Vargas and seconded by Sen. Frank Ruff that:

"THE VIRGINIA BOARD OF WORKFORCE DEVELOPMENT APPROVES THE APRIL 2015 MINUTES AS SUBMITTED."

The motion passed.

Abstention: Ms. Mary Hynes

G. Committee Report Outs

Executive

Mr. Danny Vargas reported that the executive committee reviewed a draft of the Virginia Board of Workforce Development profile and strategic plan. The committee moved to have the items brought to the full board for a vote during the executive director's report.

Mr. Vargas also reported that the executive committee will form an ad hoc committee to develop policy. The committee will meet in August.

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Advanced Technology

Ms. Armentrout reported that the Advanced Technology committee began by hearing a presentation about best practices on high priority demand occupations.

The committee then reviewed their revised committee description and voted to bring it to the full board for a vote.

A motion was made by Jeanne Armentrout and seconded by Mr. Danny Marshall that:

"THE VIRGINIA BOARD OF WORKFORCE DEVELOPMENT APPROVES THE REVISED COMMITTEE DESCRIPTION FOR THE ADVANCED TECHNOLOGY COMMITTEE."

The motion passed.

Ms. Armentrout reported that the committee then voted to have staff conduct a study of the impact of the Career Readiness Certificate (CRC). The CRC is a credential issued by Virginia that is based on the ACT's WorkKeys assessments and provides individuals with workplace skills certification and employers a credential to use in making hiring and training decisions. Oversight of the CRC is given to the Board by the Code of Virginia.

WIA Committee

Mr. Nat Marshall reported the committee reviewed the changes to their committee description. The changes reflect the legislative changes from WIA to WIOA.

A motion was made by Mr. Nat Marshall and seconded by Mr. Bruce Phipps that:

"THE VIRGINIA BOARD OF WORKFORCE DEVELOPMENT APPROVES THE REVISED COMMITTEE DESCRIPTION OF THE WIA COMMITTEE."

The motion passed.

Mr. Marshall reported that the committee next reviewed and discussed policy that outlines criteria for the use of WIOA funds for incumbent worker training. The committee voted to pass the policy and it will now go out for public comment.

Performance and Accountability

Mr. Brett Vassey reported that the committee reviewed their revised description. The changes were consistent with the statute and the committee recommended it be brought to the Full Board.

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A motion was made by Mr. Brett Vassey and seconded by Delegate Danny Marshall that:

“THE VIRGINIA BOARD OF WORKFORCE DEVELOPMENT APPROVES THE REVISED COMMITTEE DESCRIPTION FOR THE PERFORMANCE AND ACCOUNTABILITY COMMITTEE.”

The motion passed.

The committee received an update on Business Service Measures and On the Job training as an information item. The committee is interested in looking at continuing its work with business services and doing more to incentivize from the demand size.

HB 1986 requires the Board to conduct a review of budgets for the agencies conducting federal and state funded career and technical education, adult education and workforce development programs. The committee discussion was around finding a template for these submissions. The suggested template is based on the ones provided by the 2013 report; Mapping the Virginia Workforce System.

The final action item for the committee was to initiate the data needs for the Performance Accountability System. Mr. Bell noted that there seems to be opportunity to have metrics for K-12. After discussion it was decided to look at K-12 during a second look at the system.

A motion was made by Mr. Vassey and seconded by Mr. Raspiller that:

“THE VIRGINIA BOARD OF WORKFORCE DEVELOPMENT APPROVES THE PERFORMANCE AND ACCOUNTABILITY COMMITTEE TO INITIATE THE DATA NEEDS ASSESSMENT TO DEVELOP THE PERFORMANCE AND ACCOUNTABILITY SYSTEM.”

The motion passed.

Military Transition Assistance Committee

Delegate Danny Marshall reported that the committee's only action item was the review of the edited committee description. The changes were consistent with statute and amendments and the committee voted to forward it to the full Board

A motion was made by Delegate Danny Marshall and seconded by Mr. Mark Herzog that:

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"THE VIRGINIA BOARD OF WORKFORCE DEVELOPMENT APPROVES THE REVISED COMMITTEE DESCRIPTION OF THE MILITARY TRANSITION ASSISTANCE COMMITTEE"

The motion passed.

The committee then reviewed the letters that will be delivered to Senator Warner and National Association of State Approving Agencies about barriers to licensures.

Finally, the committee received presentations with updated on the Northern Virginia Technology's initiatives to better connect veterans with careers, the progress of the USDOL Veterans demonstration grant and a presentation from Ms. Leslie Frazier on veterans issues coming up in the 2016 General Assembly.

FULL BOARD

Quarterly Supply and Demand Report

In lieu of a presentation Mr. Leo Campos directed the Board to the Virginia Board of Workforce Development BoardDocs Website ([here](#)) where they can view a presentation on the Quarterly and Supply Demand Report.

Mr. Campos stated there will be a new dashboard with new metrics on the elevatevirginia.org website. He asked the Board to think about ways in which the data can be more universal and bring it to the Performance and Accountability Committee.

SECTOR PANEL: SPOTLIGHT ON HEALTHCARE

The Board heard a panel featuring the following four healthcare leaders:

Elizabeth A. Carter, Ph.D.
Director, DHP Healthcare Workforce Data Center
Executive Director for the Virginia Board of Health Professions

Jeanne Armentrout
Executive Vice President, Chief Administrative Officer
Carillion Clinic

Theresa "Terri" Drye
VP, HR for Hospital Healthcare
Inova Health Systems

Regina Harris PHR, SHRM-CP

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System Director, Talent Recruitment Center
Riverside Health System

The panelists discussed their organizations needs and hiring practices.

The panelist agreed that demand is being driven up by the number of baby boomers growing older. There expectations for level of care are getting higher and they need to have more high level employees with soft employability skills. They also reported a shared need for medial coders due to changing requirements in that occupation.

GOVERNOR'S UPDATE

The Board received an update from Secretary Maurice Jones.

He first congratulated Mr. Danny Vargas as his term as Chair of the Virginia Board of Workforce Development will end on July 1. He notes many of Mr. Vargas' accomplishments during his time as chair including his leadership in supporting HB1986 and driving the development of the Elevate Virginia brand.

Secretary Jones recognized Ms. Jeanne Armentrout, Mr. Brian Warner, and Mr. Bruce Phipps for their re-appointments to the Board. They will be serving until 2019. He also congratulated Mr. Bruce Phipps, who was named the Goodwill CEO of the Year for 2015.

He reported that on June 3rd the Governor co-hosted a Workforce Innovation and Opportunities Summit. The summit identified actions to:

- Make data more relevant to policy and practice;
- Use evidence-based approaches to eliminate barriers to
- Create a system that is responsive to changing industry; and
- Most effectively create robust career pathways

EXECUTIVE DIRECTOR'S REPORT

Ms. Dunnigan shared with the committee the strategic plan that was previously viewed by the executive committee. Once the plan is approved the next steps will be to develop performance indicators, an implementation plan, resource strategy and a board communications plan.

A motion was made by Mr. Vargas and seconded by Mr. Vassey that:

"THE VIRGINIA BOARD OF WORKFORCE DEVELOPMENT ADOPTS THE STRATEGIC PLAN FRAMEWORK AND DIRECT STAFF TO DEVELOP THE KEY PERFORMANCE METRICS, SUPPORTING IMPLEMENTATION PLAN, RESOURCE PLAN AND BOARD COMMUNICATIONS STRATEGY."

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The motion passed.

Ms. Dunnigan stated that the Board is being asked to play an active role in the combined state plan. The Board will lead in the planning effort of the plan before it is advanced to the Governor. The target date for the completion of the state combined plan is March 2016.

Sector Strategies Toolkit

It has been the chairman's direction to develop a statewide framework for sector engagement and provide input into a Sector Strategies Toolkit to be disseminated to workforce system partners. Ms. Dunnigan presented the Board with a white paper for the sector strategies for their input.

Mr. Vassey suggested something on sustainability be added.

Chairman's Report

Mr. Vargas, Chair took the time to reflect on his work with the Virginia Board of Workforce Development. He stated that he is fortunate to have had the opportunity to guide the Board in a new direction.

He wished the newly appointed Chair, Mr. Mark Herzog, and Vice Chair, Mr. Nat Marshall, well in their future leadership of the Virginia Board of Workforce Development.

Adjournment

There being no further business the Board adjourned at 1:38 PM