

Virginia Board of Workforce Development

Virginia Demand Occupation Taskforce

MINUTES

Meeting date *3/18/2016 12:00 AM* | Meeting location *Library of Virginia*

Meeting called by	Jeanne Armentrout & Delegate Kathy Byron (by phone)
Members present	Nat Marshall William “Bill” Bell Thomas Bell Lane Hopkins Senator John Miller Carrie Roth Senator Frank Ruff Brett Vassey Tom Walker
Members Absent	Delegate Danny Marshall
Staff Present	Sara Dunnigan, Executive Director
Guests	Randy Stamper, Virginia Community College System Elizabeth Creamer, Governor’s Office Tim Kestner, Virginia Employment Commission Lyn Hammond, Virginia Employment Commission Dale Bennett, Virginia Trucking Association

AGENDA

Agenda topic *Open Meeting* | **Presenter** *Jeanne Armentrout*

Discussion: The meeting was opened by Ms. Armentrout

Agenda topic *Review of Legislation - Responsibilities of the Taskforce*

Discussion: HB 66 requires the Virginia Board of Workforce Development to keep a list of high-demand fields and related noncredit workforce training programs and credentials. Further, the Board is instructed to maintain and update a list of high-demand fields and the related noncredit workforce training programs and noncredit workforce credentials on its website. The legislation calls for the governing board of each eligible training institution to determine the noncredit workforce training programs offered pursuant to the established New Economy Workforce Credential Grant Fund and Program.

The committee discussed the development of a list of demand occupations and reviewed a methodology proposed by Delegate Kathy Byron. That proposed methodology identified 12 priority major occupation groups and the committee reviewed the list of occupations in each of these groups. Further discussion surrounded the relevance of other variables, such as typical entry-level education required. The taskforce agreed to allow a staff workgroup from the VBWD, the VCCS, and SCHEV to refine based on the taskforce's feedback and present back to the group.

Conclusion:

New Action items	Person responsible	Deadline
Convene staff workgroup and develop draft documents	Sara Dunnigan	4/15/2016

Agenda topic *Timeline and Proposed Meeting Schedule*

Discussion: The taskforce agreed that to implement the Workforce Credential Grant program by July 1, the VBWD needs to act on a list at their June 23, 2016 meeting. The state community college board intends to receive proposals from each college which will include their own labor market analysis and justification for their respective non-credit workforce training offerings.

The taskforce agreed that the VBWD and the community college board processes needed to move forward in parallel to meet the timeline for implementation. The endorsed list of demand occupations will be matched to related non-credit workforce training programs and posted to the Elevate Virginia website.

Conclusion:

New Action items	Person responsible	Deadline
Schedule taskforce meeting in April/May	Sara Dunnigan	4/15/2016 12:00 AM