

Virginia Board of Workforce Development

Virginia Demand Occupation Taskforce

MINUTES

Meeting date 5/3/2016 10:00 AM | Meeting location VEC 3125 Odd Fellows Road, Lynchburg, VA 24501

Meeting called by	Jeanne Armentrout & Delegate Kathy Byron
Members present	William "Bill" Bell Thomas Bell Lane Hopkins (by phone) Ann Macheras Nat Marshall Neil Ridley (by phone) Carrie Roth Senator Frank Ruff Tim Stuller Brett Vassey Tom Walker
Members Absent	
Staff Present	Sara Dunnigan, Executive Director
Guests	Randy Stamper, Virginia Community College System Tim Kestner, Virginia Employment Commission Allethia J. Ingram, LYN-CAG Lori Cumbo, Region 2000 WIB Ben Bowman, Region 2000 WIB Wendell Walker, DOLI

AGENDA

Agenda topic *Open Meeting- Roll Call* | **Presenter** *Jeanne Armentrout*

Discussion: The meeting was opened by Ms. Armentrout and Delegate Byron. Roll was called.

Agenda topic *Public Comment Period* | **Presenter** *Jeanne Armentrout*

Discussion: Ms. Armentrout opened the floor for public comments. There were none.

Agenda topic *Review and Approve the Meeting Minutes March 18, 2016*

Discussion: Tom Walker made a motion to accept the minutes as presented. Senator Ruff seconded the motion.

Conclusion: The minutes were approved unanimously.

Agenda topic *Demand Occupation Identification Process*

Discussion: The group reviewed the Virginia High Demand Occupations List overview, which described the purpose of the list, the methodology behind its development, and the petition option.

The committee agreed to amend the document to allow petitions throughout the year.

Conclusion: Brett Vassey made a motion to approve the overview as amended. Nat Marshall seconded the motion and the motion carried unanimously.

Agenda topic *Demand Occupation List Petition Process*

Discussion: The Petition Form was reviewed by the committee and the process by which an employer, group of employer or other regional stakeholder could request the addition of an occupation to the Demand Occupations List. The committee agreed on changes to the form: the request should be responded to within 45 days to be responsive to business needs, that the Career Pathway option described in the draft should be removed, and that an eligible institution in the region should be included on the petition form.

There was agreement that petitions that met the requirements and included the appropriate documentation from employers could be handled administratively, with formal action taken at the next immediate VBWD meeting.

Conclusion: Brett Vassey made a motion to approve the form as amended. Senator Frank Ruff seconded the motion and the motion carried unanimously.

Agenda topic *Demand Occupation List*

Discussion: The task force reviewed the list of demand occupations. Neil Ridley brought up question about future growth rates as a determinate, along with annual openings. The group agreed that demand due o replacement as well as growth was included in the current methodology. The task force had addition dialogue regarding the inclusion of jobs that require Bachelor's degree. There was discussion related to the importance of non-credit workforce training and industry-recognized credentials for employment in these fields.

The task force discussed the linkage between this list as presented and the related on-credit workforce training list that was being developed by the eligible institutions (VCCS and the higher education centers). Randy Stamper reported that the VCCS list was in draft and that the VCCS state board would be approving it at their May meeting.

The committee requested that staff prepare a matched list and refine the language on the document to ensure that a reader would clearly understand that an occupation's inclusion in the list only made it an eligible occupation for a grant recipient if that individual was enrolling an approved non-credit workforce training program at an eligible institution.

Conclusion: The committee elected to defer a vote on the list itself, pending a review of the matched occupations-training programs list. A meeting will be scheduled prior to the June board meeting to make a final determination.