



## VIRGINIA BOARD OF WORKFORCE DEVELOPMENT

September 10<sup>th</sup> 2015  
Central Virginia Community College  
3506 Wards Road  
Lynchburg, VA 24502

### **Members Present:**

Mr. Mark Herzog, Chair  
Mr. Nathaniel Marshall, Vice Chair  
Ms. Jeanne S. Armentrout  
Mr. Hobart Bauhan  
Mr. Thomas Bell  
Mr. William Bell  
Delegate Kathy Byron  
Ms. Doris Crouse-Mays  
Ms. Virginia Rae Diamond  
Ms. Leslie Frazier  
Ms. Lane Hopkins  
Secretary Maurice Jones  
Ms. Lane Hopkins  
Delegate Danny Marshall  
Senator John Miller  
Ms. Carole Pratt  
Senator Frank Ruff  
Mr. Brett Vassey  
Mr. Tom Walker  
Mr. Brian Warner

### **Members Absent:**

Mr. Mark Dreyfus  
Mr. Barry DuVal  
Secretary Anne Holton  
Ms. Mary Hynes  
Mr. Bruce Phipps  
Dr. Ted Raspiller  
Ms. Carrie Roth

### **Board Staff Present:**

Mr. Jeffrey Brown, VEC  
Ms. Katherine Coates, VCCS  
Ms. Elizabeth Creamer, Office of the Governor  
Ms. Sara Dunnigan, Office of the Governor



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Mr. Tim Kestner, VEC  
Ms. Charlie Palumbo, VEC  
Ms. Valaryee Mitchell, VCCS  
Mr. Randall Stamper, VCCS  
Mr. George Taratsas, VCCS  
Ms. Annie Walker, VEC

### **Others Present:**

Mr. Shawn Avery, Opportunity Inc.  
Ms. Amy Austin, VCCS  
Mr. Ben Bowman, Region 2000 Workforce Development Board  
Dr. John Capp, President, CVCC  
Ms. Yolanda Crewe, VCCS  
Mr. Brian Davis, Capital Region Workforce Development Board  
Dr. Craig Herndon, VCCS  
Ms. Marty Holliday, New River / Mount Rogers Workforce Development Board  
Ms. Sharon Johnson, Shenandoah Valley Workforce Development Board  
Mr. Bill Mann, Greater Peninsula Workforce Development Board  
Ms. Kimberly McIvon, Virginia Employment Commission  
Ms. Kim McKay, Council on Virginia's Future  
Mr. Andy Schwartz, V3  
Deputy Secretary Dietra Trent, Governor's Office

### A. Call to Order

Mr. Mark Herzog, Chair, called the meeting to order at 9:48 AM.

### B. Welcome

The Board received a welcome from Dr. John Capps, president of Central Virginia Community College. Dr. Capps stated that the college is honored to host the Board. He noted that The Chronicle of Higher Education in Virginia recently voted CVCC as one of the best places in the country to work.



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### C. Introducing New Board Members

Mr. Herzog introduced the following four new Board members:

Mr. Hobart Bauhan  
President  
Virginia Poultry Federation  
Harrisonburg, VA

Mr. Thomas Bell  
Business Manager  
Iron Workers Local Union 79  
Norfolk, VA

Ms. Virginia Diamond  
Special Counsel  
Ashcraft & Gerel  
Alexandria, VA

Ms. Lane Hopkins  
Senior Vice President of Human Resources and Chief Diversity Officer  
Capital One Financial Corporation  
Richmond, VA

### D. Roll Call

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

### E. Public Comment

There was no Public Comment

### F. Approve June 26<sup>th</sup> 2015 Meeting Minutes

**A motion was made by Mr. William Bell and seconded by Senator Ruff that:**

**“The Virginia Board of Workforce Development approves the minutes of the June 25<sup>th</sup> 2015 full board meeting as submitted.”**

**The motion passed.**



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### G. Committee Report Outs

#### ADVANCED TECHNOLOGY COMMITTEE

##### **High Priority Demand Occupations Methodology**

Ms. Jeanne Armentrout reported that in response to the directive that requires the Board to identify current and emerging workforce needs of the business community the staff proposed the creation of a high priority demand occupations list. The committee was presented with the methodology that will be used to determine the high priority demand occupations. The composite index will be developed from three components; projected annual openings, 10 year projected percentage growth and occupation wages.

The committee recommended the methodology be approved. The committee plans to meet again prior to the December meeting to have a second analysis of the methodology.

**A motion was made by Sen. Miller and seconded by Mr. Bauhan that:**

**“The Virginia Board of Workforce Development endorses the proposed methodology to develop a high priority demand occupations list for the Commonwealth and subsequent lists for the Local Workforce Investment Boards.”**

**YAY: Armentrout, Bauhan, Bell, Bell, Crouse Mays, Frazier, Diamond, Herzog, Hopkins, Marshall, Marshall, Miller, Pratt, Ruff, Vasse, Walker, Warner.**

**NAY: Byron**

**The motion passed.**

##### **Progress Report: Study of the Impact of the CRC**

The committee received a report on the initial review of the Career Readiness Certificate (CRC). The review can be found [here](#).

##### **Statewide Employer Survey**

The committee received a report on the statewide employer survey being done by the Virginia Employment Commission and the Virginia Chamber of Commerce. A final report will be delivered in February 2016.



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### MILITARY AND TRANSITION ASSISTANCE COMMITTEE

#### **Progress Report: USDOL Veteran's Demonstration Grant**

Mr. Bell reported that the committee received an update from Ms. Charlie Palumbo and Ms. Amy Austin on the US Department of Labor Veterans Demonstration Grant. For the next meeting Mr. Bell stated he would like the committee to bring to the following recommendations to the full Board:

- A recommendation to encourage the Commonwealth to work with the Department of Defense to allow transition assistance on bases.
- A recommendation to encourage the VCCS to attend support Veteran events.

#### **V3 Project and the Patriots Pledge**

The committee received a detailed overview of the V3 program from Mr. Andy Schwartz, V3 Program Manager. The goal of the V3 program is to educate and train companies in how to recruit veterans.

The committee voted that the V3 program to have a 100 percent commitment from the Board. They encourage all employers be V3 certified and have asked to have V3 linked on the Board's Elevate Virginia website.

### WIOA COMMITTEE

#### **Criteria for Use of WIOA Funds for Incumbent Worker Training**

Mr. Nathaniel Marshall reported that the committee reviewed the presented criteria for the use of incumbent worker training. The only change to the presented policy is to add the words "if any" to page 2 section C. The committee recommended the policy be passed.

**The WIOA committee of the Virginia Board of Workforce Development recommends that:**

**"THE VIRGINIA BOARD OF WORKFORCE DEVELOPMENT APPROVES THE DRAFT POLICY."**

**The motion carried.**

#### **Eligible Training Provider Policy**



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The WIOA committee will continue discussion on this policy in a joint meeting with the Performance and Accountability (P&A) meeting.

### **Board Policy Review**

The committee reviewed the progress of policy review being done by the VCCS. The progress can be found [here](#).

## PERFORMANCE AND ACCOUNTABILITY

### **Workforce System Dashboard**

Mr. Brett Vassey reported that Mr. Leo Campos, VCCS Data Analyst and his team have created an interactive dashboard that look at federal metrics. It can be found on the Elevate Virginia website [here](#).

### **Progress Report: Agency | Program Budget Review**

Mr. Vassey reported that the budget review is ongoing project to take the VCU report and break it into measurable funding categories.

### **Progress Report: Performance and Accountability System**

The committee heard an update on the Performance and Accountability System. It is a major project and is due to be completed by December. The update can be found [here](#).

### **Virginia Longitudinal Data System**

The committee received an update on research projects that use the Virginia Longitudinal Data System. The VLDS information can be found [here](#).

The committee also requested a report back on career coaches.

## H. Labor Supply and Demand Report

Mr. Tim Kestner and Ms. Sara Dunnigan shared a report on the Virginia Employment Trends and Labor Supply and Demand. The presentation can be viewed [here](#).

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### I. Policy Discussion

Secretary Maurice Jones shared with the Board an overview of the first draft of policy recommendations that will be coming from the Governor's office. He noted that the workforce priorities of the Governor's office align with the Virginia Board of Workforce Development Strategic plan.

Mr. Vassey inquired if the administration will require apprenticeships to be registered. He noted that removing the registered apprenticeship requirement removes a barrier for many apprenticeships and allows for more flexibility.

Mr. Thomas Bell added that he would like to have a better understanding of apprenticeships from The Department of Labor's perspective.

Ms. Doris Crouse- Mays stated that she would like to see some lessons learned from the Career Readiness Certificate.

### J. Executive Director's Report

Ms. Sara Dunnigan, Executive Director shared with the Board a report of her activities this quarter. The report can be found [here](#).

### K. Adjournment

There being no further business the Virginia Board of Workforce Development adjourned at 11:45 AM.



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Mark Herzog, Chairman