



BLUE RIDGE REGION

**Western Virginia Workforce Development Board
Executive Committee Meeting Minutes**

February 14, 2019 – 8:30 AM

Virginia Career Works – Roanoke Center

3601 Thirlane Road NW, Suite 2, Roanoke, VA 24016

Committee Members	Present
Shawn Hildebrand, Chair	
Phil Peters, Vice-Chair	X
Joyce Kessinger, Past-Chair	X
Casey Nicely, Treasurer	X
Crystal Hall, Chair, WCS Committee	X
David Olsen, At-Large Member	X

WVWDB Staff	Present
Morgan Romeo	X
Leah Gibson	X
Marshall Stanley	X

WELCOME

Phil Peters welcomed everyone and called the meeting to order at 10:01 AM.

PUBLIC COMMENT

There were no comments made from the public.

MEETING MINUTES

Phil Peters asked the Executive Committee members to review the minutes from December 4, 2018 and January 14, 2019 as presented in the packet. There were no additional questions from the Committee members.

Executive Committee Action: A motion was made by Crystal Hall to approve the December 4, 2018 and January 14, 2019 meeting minutes as presented. The motion was seconded by David Olsen. The motion was carried.

DIRECTOR'S REPORT

Rapid Response/Trade Statewide Team

Morgan Romeo reported to the Executive Committee that she had volunteered to represent the region and the Local Workforce Development Boards on a statewide Rapid Response/Trade team. This team made up of representatives from statewide representatives would focus on how to best deliver services to individuals that were dislocated from employment due to reductions

in force or closure of facilities. With the impending closure of G.E. in Salem, Morgan noted that involvement from this region would be critical. David Olsen asked if all the meetings would be held in Richmond. Morgan noted that the initial meeting is in-person, but that the following meetings would be conducted by conference call.

Pathways – US Department of Labor Visit

Morgan Romeo reported to the Executive Committee that the Pathways to the American Dream project that the Board was involved in with the New River/Mt. Rogers Workforce Development Board would be monitored by the US Department of Labor in June. This visit to the areas would include a visit to one of the three Local Workforce Development Areas acting as a sub-recipient to the New River/Mt. Rogers Workforce Development Board. The New River/Mt. Rogers Workforce Development Board had offered for the monitor to visit the Roanoke area. While the schedule has not been finalized, the monitor will be in the region sometime the week of June 17th.

NAWB Forum 2019

Morgan Romeo informed the Board that she had been awarded a scholarship from the Virginia Association of Workforce Directors (VAWD) to attend the National Association of Workforce Boards (NAWB) annual conference at the end of March. This event was something that the region had attended in the past, but with budget cuts, it was eliminated from this year's budget. The Committee agreed this opportunity would be a great learning experience as well as an opportunity to network with other non-profit and government entities. The only expenditure would be hotel costs which would be covered within the existing budget.

Personnel Update

Morgan Romeo introduced Marshall Stanley to the Executive Committee. Marshall has been hired as the part-time temporary Program Liaison and will be assisting the Board with organizing projects, marketing and outreach, and other communication tasks.

Operational Assessment

Morgan Romeo updated the Executive Committee on the operational assessment that will be conducted by Mary Ann Lawrence. Morgan noted that Mary Ann has tentatively scheduled to be in the area at the end of April to conduct an assessment of Board operations, Title I Operations, and areas for continuous improvement.

Roanoke City – Grant Recipient Monitoring

Morgan Romeo spoke on the notice from Manisha Doncouse with the City of Roanoke's financial office that the Western Virginia Workforce Development Board (WVWDB) will henceforth be audited quarterly by the City, as opposed to the original annual or bi-annual reviews. Ms. Doncouse has informed the Board of findings which create alarm based on the City's checklist. The Board is unaware of this checklist and is requesting a copy from the City of Roanoke for future reference; there is a miscommunication between the City and the Board about the parameters for a financial checklist. The Board has agreed that a response from Morgan Romeo to the city manager including a financial history and reports before the next CLEO meeting is the next course of action.

OLD BUSINESS

WIOA Title I Adult, Dislocated Worker, and Youth Contracts

Morgan Romeo reported that the Board staff had submitted draft contracts to Ross Innovative Employment Solutions (IES) for review. The draft contracts included a removal of profit in the Adult and Dislocated Worker program, reducing by 50% the profit in the Youth In-School and Youth Out-of-School budget, and the removal of supervision costs that would be requested to the Board. Originally, Board staff had requested that Ross IES issue a refund of \$14,000 in overpayment to the Board. Morgan noted that Ross IES requested an alternative method of recouping the \$14,000, thus, the draft contract was revised to reduce profit. The reduction in profit for this year and the removal of supervision costs more than makes up for the deficit.

Ross Innovative Employment Solutions Performance Update

Morgan Romeo presented the PY2018 Quarter 1 Performance Report from the Virginia Community College System. Morgan reminded the Executive Committee that the performance that was being shown was that of ResCare Workforce Services and would continue to not reflect Ross IES's performance until next program year.

BOARD MEETING DRAFT AGENDA

Phil Peters asked the Executive Committee to review the draft agenda for the Board meeting in March. Phil noted that this meeting would be held at the Franklin Center and that there would be a guest speaker from Carilion to discuss the opioid challenge in the region. The Executive Committee noted that it would be a packed agenda and that things needed to keep moving to keep the time of the Board members in mind.

NEW BUSINESS

Medicaid Expansion

Morgan Romeo noted to the Executive Committee that the Medicaid Expansion signed into law by Governor Northam would include a work requirement for those eligible individuals. In order to execute a work requirement component, the Commonwealth of Virginia must request a waiver from the federal government. This waiver will include exemption situations for the work requirement. Those individuals that still are required to meet the work requirement to continue receiving Medicaid benefits will need to be enrolled in training or educational skills development and/or employed for a certain number of hours per week. At this time, Morgan reported that the plan to administer these work requirement activities included housing and operating these services out of the Virginia Career Works Centers. This would potentially lead to an increase in traffic at the Centers and an increase in the amount of documentation and intensive time spent with visitors. Morgan noted that the Commonwealth of Virginia has hired a consultant to examine how this process could work and would keep the Executive Committee informed of any developments.

Financial Empowerment Center Initiative

Morgan Romeo reported that the City of Roanoke had recently received funding, in partnership with Freedom First Credit Union, to plan the implementation of Financial Empowerment Centers in the region. These Centers/locations would provide one-on-one financial counseling services to any individual in need. The planning money that was received is being used to bring together partner groups, including Virginia Career Works, to see how this initiative would be

implemented in the region. Once the planning phase is done, the City will be able to unlock more funding for the actual implementation of the project, and this is anticipated to occur in July 2019. Morgan noted that this would be a valuable addition to the Virginia Career Works – Roanoke Center, if the Center was chosen as one of the locations for a Financial Empowerment Center.

VFSN Project Change

Morgan Romeo noted that the reason the Financial Empowerment Center opportunity was so valuable to the Board was because the Virginia Financial Success Network, which was slated to end September 30, 2019 would now be ending effective June 30, 2019. This would be the last opportunity for payroll or any other activities to be charged to the funding stream. In order to make sure that areas have closed out the grant, the Virginia Community College System has required all areas to cease enrollments in the project as of March 31, 2019. Morgan reported that this is a huge change for the region, as all the Career Specialists for the WIOA Title I programs are funded through this grant. Without it, there will be potential staffing cuts next program year. It will also mean that the financial and supportive services provided by this grant will no longer be available to WIOA Title I participants, which is why the Financial Empowerment Center initiative is so important.

Local Plan Update

Morgan Romeo presented the modifications to the Local Plan for PY2016-2020. This plan will be in place for two additional years but must be modified after the initial two years to change any details regarding performance, labor market conditions, Board structure, or programmatic and/or funding changes. The modifications that were presented to the Executive Committee detail all of these, with a significant update in the labor market information provided by Virginia Tech during the initial development of the Local Plan.

Executive Committee Action: A motion was made by David Olsen to release the Local Plan Modifications to the PY2016-2020 Local Plan for public comment. The Motion was seconded by Joyce Kessinger. The motion was carried.

Other Business

Phil Peters asked the Executive Committee when in May would be convenient for the next meeting of the Committee. The Committee discussed May 8th in the morning as the next meeting date at the Virginia Career Works – Roanoke Center.

Adjournment

The meeting was adjourned at 11:36 AM.