



**Greater Roanoke Workforce Development Board  
Executive Committee Meeting**

Thursday, May 11, 2023 – 10:00 AM – 11:00 AM  
Virginia Career Works – Roanoke Center  
3601 Thirlane Road NW, Suite 2  
Roanoke, VA 24019

<b>Members</b>	<b>Present</b>
Casey Nicely	X
Karen Michalski-Karney	X
Michael Gardner	X
Abby Hamilton	
Richard Mansell	X
Mayor Tom Sibold, Jr.	X
Martha Hooker	X

<b>Staff</b>	<b>Present</b>
Morgan Romeo	X
Leah Gibson	X

**Welcome and Introductions**

Casey Nicely called the meeting to order at 10:02 AM.

**Public Comment**

No guests presented public comment.

**Consent Agenda**

Casey Nicely directed everyone to the Consent Agenda. There was no comment regarding the Consent Agenda.

**Executive Committee Action:** A motion was made by Martha Hooker to approve the Consent Agenda as presented. Karen Michalski-Karney seconded the motion. The motion was carried.

**Old Business**

**One Stop Operator Contract Extension**

Leah shared that the Program Oversight Committee met and reviewed the current One Stop Operator contract and the performance. There are no concerns or issues with the current provider and their performance thus far. The Program Oversight Committee voted to recommend that the current contract be extended for 1 year.

**Executive Committee Action:** A motion was made by Mayor Sibold to accept the recommendation from the Program Oversight Committee to extend the current One Stop Operator contract for 1 year. Martha Hooker seconded the motion. The motion was carried.

## Director's Report

### Grant Opportunities

Morgan shared that Board staff had previously shared that they were applying for a large grant from the Department of Labor to expand the number of Nursing educators in the region. This grant is still pending decisions, although a few other boards in Virginia did already receive notices of denial, so our application is still in the running as of the date of this meeting. The application was for \$6 million in partnership with the medical systems in the region.

Morgan also shared that the Governor's office had released 5 different state grants. These grants are being funded by WIOA Title I Carry Forward funds that are held by that office. We have submitted applications for 4 of those 5 opportunities, in partnership with community agencies and businesses in our region. Morgan will review in detail at the Board meeting next month, and hopefully we will have heard back decisions by then.

### Virginia Workforce Reorganization

Morgan shared that the reorganization legislation passed the House and Senate and was signed into law in March. The plans are for the new Workforce Agency at the state level to exist as of 7/1/2023 but will not be functional until after 7/1/2024. This indicates that for about 1 year, we will fall under the Virginia Employment Commission structurally at the state level, but we have no real tangible guidance on what this will look like, and no transition plan has been released yet. The VEC just laid off about 150 employees across the state, impacting about 5 locally. This will impact our Center leases across the state.

### Local One Stop Centers

Morgan also shared that we are the leaseholder of the Roanoke Center, and with the staffing changes coming from the VEC, that will impact shared costs at that facility, which means that we are considering what the options may be to acclimate to that impact. Our lease does have a lease to protect us based on changes in availability of government funding, which has been reviewed by our attorney. We are required to give 90 days' notice to change any terms of our lease. Martha asked if we moved out of the Thirlane Center, where we would go. Morgan noted that we may need to explore different options, such as being spread out in places where our clients may be already visiting. Morgan has already spoken with Bob Cowell & Roanoke City about any potential opportunities with them as well, since they are our grant recipient. Richard Mansell asked what our current rent is, to which Morgan answered about \$250,000 per year. Martha inquired how feasible it would be to co-locate with partner agencies, to which the group responded maybe if we explored 1 or 2 folks co-locating in other agency offices, that would be viable. Morgan did share that the federal law does require that we have at least one physical brick & mortar American Job Center, so we will have at least 1 comprehensive location. Mayor Sibold shared that they are supportive of the concept and changes because we need to help individuals get jobs & training, and we may need to be creative to do that. Casey asked if we could ask Poe & Cronk to help us find new locations, to which Morgan said we definitely could. Richard Mansell noted that we do need to have a physical location in Roanoke, even if it's smaller. Casey volunteered to be on a Lease Task Force for the Board. Richard volunteered to be on the Covington Center Task Force as well.

### FY2024 Budget Discussion

Morgan shared that Virginia took about an 8% budget reduction with the allocations from the Dept of Labor for FY2024. We will start looking at diversifying our funding even more to try to mitigate the impact of this locally.

### Performance Reviews

Morgan shared that we would start doing annual reviews for staff. Morgan requested that she have a meeting for her review and will try to schedule something for early June to do that virtually. She also shared that Elizabeth Manns moved into the Virginia Career Works position vacated by Michelle Brennan and Toni McLawhorn then moved into the Business Development Manager position vacated by Elizabeth. The One Stop Manager position vacated by Toni will be posted for hiring soon.

### New Business

#### WIOA Title I Adult & Dislocated Worker Waiver Request

Morgan shared that we need to submit this request to the state to continue this service for the next year. The paperwork is being prepared and the data is being gathered for that request. Board staff are requesting that the Board move forward with this waiver request.

**Executive Committee Action:** A motion was made by Karen to submit the Waiver request to the state for provision of WIOA Title I Adult & Dislocated Worker program services. Richard Mansell seconded the motion. The motion was carried.

### Other Business

The next Board meeting will be held June 22, 2023, with the location TBD.

### Adjournment

Casey Nicely adjourned the meeting at 10:49am.