



*Building partnerships to create workforce opportunities that cultivate business,  
grow jobs, develop people, and build community.*

**Chief Elected Officials Consortium Meeting  
June 21, 2019, 11:00 a.m. – 12:00 p.m.  
Central Shenandoah Planning District Commission Conference Room  
112 MacTanly Place, Staunton, Virginia**

**Call to Order:** Chair Morgan Phenix welcomed guests and called the meeting to order at 11:08 a.m. The roll was called and a quorum of the Consortium was present.

**Members Present:**

Jay Lewis, Rockbridge County

Sam Crickenberger, Alternate, Rockbridge County

Greg Hitchin, Alternate, City of Waynesboro

Carolyn Dull, Mayor, City of Staunton

Brian Shull, City of Harrisonburg

Carolyn Bragg, Chair of Board, Augusta County

Rachel Moore, Alternate, City of Buena Vista

Morgan Phenix, Chair of Board, Page County

Jeff Stapel, Chair, SVWDB

Jenna French, Alternate, Shenandoah County

**Guests Present:** Eric Pollitt, Town of Glasgow, Virginia

**Staff Present:**

Sharon Johnson, CEO, SVWDB

Cathi Michie, CFO, SVWDB

Joan Hollen, Data & Communications Specialist, SVWDB

**Approval of Minutes:**

The minutes of the October 19, 2018 Chief Elected Officials Consortium meeting were presented for approval. Motion by Carolyn Bragg to approve the minutes of October 18, 2018 as presented. Second by Sam Crickenberger. Motion passed unanimously.

**Chief Elected Official Consortium Agreement Q & A:**

Consortium members were given an opportunity to ask questions about the proposed Chief Elected Consortium Agreement.

**Q.** A question was asked about the public hearing requirements for Counties and why we were not aware of this requirement previously?

**A.** *The attorney hired to re-write the consortium agreement recognized the requirement for public hearing for counties because the agreement represents a joint exercise of power. Counties are required to adopt the agreement by ordinance which requires a public hearing.*

**Q.** The Consortium discussed the WIOA requirement that member local governments are responsible, on a pro rata basis in accordance with the WIOA allocation, for financial liability for any misuse of funds received by the SVWDB under WIOA. A suggestion was made that SVWDB carry insurance equal to the annual WIOA funding.

**A.** *The SVWDB carries \$2 million annual insurance coverage for potential liability. SVWDB WIOA funding in PY 2018 is \$1,621,682. Cathi Michie is meeting with the insurance provider to review the insurance coverage to assure coverage to address concerns of localities.*

**Q.** A question was asked concerning what would happen if a locality does not sign the Consortium agreement.

**A.** *The Governor of Virginia designates the local workforce development areas following WIOA requirements. A local government can petition the Governor of Virginia to become a Workforce Development Area or join another designated Local Workforce Development Area if that area is consistent with the areas labor market; is consistent with the areas regional economic development, and has available federal and non-federal resources necessary to effectively administer activities under provisions of WIOA. (Ref. WIOA Section 106 (b)(1)(B), Virginia Board of Workforce Development Policy 200-01, Designation of Local Workforce Development Areas)*

**Bi-Annual SVWDB Board Certification:**

Virginia Board for Workforce Development policy 200-04, Certification of Local Workforce Development Boards, requires the certification of Local Workforce Development boards every two years by the Governor. The Bi-Annual SVWDB Board of Directors Certification documents were presented and reviewed. Motion by Jeff Stapel to approve the Bi-Annual SVWDB Board of Directors Certification documents as presented. Second by Greg Hitchin. Motion passed unanimously.

**SVWDB Update:**

**Funding Opportunities:**

Sharon Johnson provided information on grant opportunities currently being considered by SVWDB. SVWDB is participating on sub-regional workforce and education groups to get input on sub-regional needs in workforce development.

**Workforce Services Expansion to Increase Economic Equity** - SVWDB will partner with the Virginia Career Works – Piedmont Region (Charlottesville region) on the grant application of up to \$500,000 to support outreach and service delivery approaches for workforce training and job placement support programs for out-of-work subpopulations. Subpopulations eligible to receive services include regional populations identified in the *Who is Out of Work in Virginia?*, individuals enrolled in social benefits programs (SNAP, TANF, Medicaid, housing support, individuals below 200% of the poverty level, returning citizens, and individuals who have substance use issues.

**ARC DOL Workforce Opportunity for Rural Communities** - SVWDB is partnering with the New River Mount Rogers Workforce Development Board on a grant to implement innovative approaches to provide enhanced training and support activities to dislocated workers, new entrants in the workforce, incumbent workers, and individuals affected by substance use disorder. The grant is only applicable to localities in the SVWDB region that qualify for Appalachian Region Commission grants. SVWDB is also partnering with Goodwill Industries of the Valleys through the ARC DOL WORC grant opportunity on a healthcare grant that will be modeled after the GoodCare grant.

**GO Virginia** - SVWDB received feedback from DHCD on the Valley Talent Collaborative grant proposal. DHCD recommends SVWDB consult with the Chief Workforce Advisor to the Governor and a WIOA Title I Administration representative regarding the duplication of Board responsibilities as identified in the GO VA abstract compared to WIOA defined Board responsibilities. The GO Virginia grant is on hold until additional information is obtained on the proposal. A suggestion was made to present the proposal to local governments during the next budget cycle to build the required local government match requests into the next budget cycle.

**VCCS Restructuring:**

Sharon Johnson explained that the VCCS has unified all of WIOA Title I programming within the Grants and Federal Workforce Programs division led by Assistant Vice Chancellor, Randy Stamper. Sharon indicated the restructuring is a positive change for local workforce boards.

**Valley to Virginia (V2V) Registered Apprenticeship Grant:** The four year, \$4 million American Apprenticeship Initiative grant is the final year of implementation. The V2V grant has enrolled more than 900 new apprentices in manufacturing and engaged more than 30 employers as new registered apprenticeship sponsors. SVWDB will provide a list of employer sponsors in their locality to Chief Elected Officials.

**Hershey Boot Camp:** SVWDB V2V staff assisted with the second Hershey Boot Camp to recruit employees for the Hershey Company. The target audience was high school graduates, but other job seekers participated. The boot camp had 31 participants that resulted in 24 individuals retained and working toward the opportunity of registered apprenticeship in the Industrial Manufacturing Technician program at Hershey. The boot camp included focused time in the classroom learning the basic tenets of the job, and hands-on training inside Hershey's plant in Stuart's Draft where participants trained for their specific occupation.

**Next Meeting Date:** The Chief Elected Officials Consortium will meet on **Friday, October 16, 2019, at 11:00 a.m.** location to be determined. Officer elections will take place at the October meeting.

**Public Input:** There was no public input requested at the meeting.

There being no further business to come before the Consortium, the meeting adjourned at 11:59 a.m. Motion to adjourn by Sam Crickenberger. Second by Jeff Stapel. Motion passed unanimously.

Respectfully submitted,  
Joan Hollen

## **Public Input Rules and Guidelines**

- 1) Citizens desiring to speak during the public input period must sign in on the Public Input Sign-in sheet to provide information which includes printed name, organization (if applicable) and input topic. This will allow for citizens to be recognized by the Chairman of the Board during the Public Input period.
- 2) Individuals should stand when recognized by the Chairman of the Board; speak their name, organization (if applicable) and input topic.
- 3) Individuals should direct input to the Chairman of the Board.
- 4) Individuals are limited to no more than five (5) minutes. The time limit applies per individual and not per topic. Individual input to address multiple topics is limited to five minutes.
- 5) Individuals representing a group of citizens are limited to five (5) minutes; members comprising the group represented forfeit their individual time to speak.
- 6) When there are multiple individuals requesting time for public input on a single topic and the input is the same, at the Chairman of the Board's discretion, the number of speakers may be limited in order to make effective use of Board member's time and to allow an opportunity for input on multiple topics to be heard by the Board.
- 7) All citizens are strongly encouraged to put their comments in writing to the Board prior to the meeting for inclusion in the Board materials. Such written comments should be submitted to the SVWDB office the Monday prior to the Board meeting.