

NORTHERN VIRGINIA WORKFORCE DEVELOPMENT BOARD

**Thursday, June 7, 2018
Quarterly Board Meeting
Summary Notes**

Members Present:

Robert Bartolotta	Anthony Cancelosi	Marjorie Cliff-Bowman
Beth Doyle	Andrea Eck	Debra Eshelman
Robert Frew	Ellen Graham	Sheryl Granzow
Ted Gregory	Patricia Hughes	Donna Motsek
Janet Muldoon	Richard Nagel	Bruce Patterson
Christopher Rieley	Todd Rowley	Carl Savino
Linda Seyer	Mary Ann Shurtz	Karen Smaw
Zuzana Steen	Hector Velez	

Executive Director: David Hunn

Staff: Tyna Gaylor, Seema Jain, Ann Hyslop, Sheila Jones, Yvonne McIntire, Rebecca Bennett, David Browne, Eliza Chappell, Tisha Chase, Mark Chernisky, Karla Quiroz, Warren Smith

Observers: Myra Mobley, Shelly Rodriguez, Mouly Aloumouati, Lara Bowles, Trang Montgomery, Dai Nguyen, Tatiana Nuth, Marissa Pierce, Lisa Tatum

Board Member Roll Call: Sheila Jones conducted roll call and a quorum was met. The meeting commenced at **8:30 a.m.**

Approval of April 18, 2018 Summary Notes: A motion was made by Richard Nagel and seconded by Zuzana Steen to approve the Board Summary notes from April 18, 2018. The notes were approved unanimously, with no abstentions

Chairman's Report

The Board Chairman, Todd Rowley, noted that board member, Ted Gregory, is now with a new Northern Virginia employer, MV Transportation, but will continue as a member of the Board. Mr. Gregory noted that his new employer intends to apply to become a training provider.

Mr. Rowley also noted that in mid-July Federal government officials from the U.S. Office of Management and Budget will be visiting some of the *SkillSource* One-Stop Centers. In the past they have tended to visit in Arlington. David Hunn reported that we are waiting to hear from the Governor's office about having a representative participate.

Mr. Rowley then then moved to Committee Reports.

Quality Assurance Committee: Donna Motsek reported the following from the Quality Assurance Committee meeting on May 23, 2018.

- The Committee reviewed and approved programs of a new training provider, Joyce Carelock Ministries – The HELP Center and two existing training providers, Intellectual Point and Metropolitan Institute of Health & Technology.
- A summary of training funding obligations for the fiscal year through April 30, 2018 is over \$764,000 and has been allocated for 358 ITAs for WIOA Adult, Dislocated, and Youth clients.

- The Committee was provided an update on the new State guidance on the OneStop Certification Process. The Prince William Workforce Center recently was re-certified as a State Comprehensive Workforce Center. Our three Centers in Fairfax County and our Center in Loudoun County are currently working on their applications to be certified as State Affiliate Workforce Centers.

Youth Committee: Chris Rieley reported when the Youth Committee met on May 22, 2018, it discussed the following:

- The latest caseloads, participant demographics, and program expenditures for the Northern Virginia WIOA Youth program. The WIOA Youth Program was at 225 enrollments, and currently at 98% Out of School Youth enrollments and 2% In School Youth enrollments;
- An update on *SkillSource's* Pay for Performance Project; 36 young adults are enrolled, and 4 have been exited. Third Sector Capital Partners was selected as the approved contractor as the Data Validator; and
- *SkillSource's* new contract award to provide WIOA Youth Program Services in the Fredericksburg/Stafford region for Area #13.

The *SkillSource Group, Inc. (SSG) Board:* Hector Velez reported that the *SSG* Board of Directors has acted on the following items:

- Reviewed and approved the initial FY 2019 Budget for *SSG*. As our full year funding allocations have not yet been received from State officials, a final FY 2019 Budget will be considered later in June;
- Awarded new Incumbent Worker Training contract awards to Kimble and Associates (\$15K), Red Gate Group (\$1,200), and Neighbors Keeper (\$2,295);
- Accepted new grant awards from the Fairfax County Community Funding Pool (\$192,000 over two years), a new WIOA Youth contract award from Workforce Area #13 (Fredericksburg region), and the second-year grant award from Virginia Department of Social Services on the TANF Employment Assistance Project (\$236K);
- Ratified the five-year lease extension at the Prince William Workforce Center. This Center lease extension will provide for up to \$150,000 in facility upgrades and will cost the *SSG* nothing;
- The *SSG* Board has also selected and elected new leadership for the next two years. Mr. Velez intends to step back from his role as Chairman at the end of June but will remain on the *SSG* Board. Ms. Kim Clark Pakstys has been elected to serve as the *SSG* Board Chairman and Mr. Marc Tate of Booz Allen Hamilton has been elected to serve as Vice Chairman. Their terms will extend to June 2020.

Board Review of Actions Aligned with Approved 2017-2020 Strategic Priorities

1. Become a Thought Leader for Workforce Development

Ratification of Initial FY 2019 Budget for the *Skillsource Group, Inc.*

Tyna Gaylor presented the interim FY 2019 budget. Ms. Gaylor noted that the FY 2018 budget will result in a Decrease in Net Assets of \$53,800. She also reported that in accordance with the State's estimates, WIOA allocations are projected to decrease by 13% rather 10% as originally thought. The overall reduction in WIOA funds will require corresponding decreases in program personnel combined with the result mathematical decreases to training.

Some additional personnel and fringe budget assumption are lower than assumed, but the FTEs for the Adult and Dislocated Worker programs are assumed to be reduced by 2 FTEs. The budgeted rate of indirect costs is at 12.34% on a provisional rate of 12.88%

Anthony Cancelosi made and Robert Bartolotta seconded a motion that the interim budget be ratified. The motion passed unanimously, with no abstentions.

Pending FY 2018 WIOA Training Expenditure Rate – State Code Mandate

Tyna Gaylor presented an update on the FY 2018 WIOA Expenditure rate currently at 34%. Ms. Gaylor noted that we should meet or come close to meeting the 40% State mandate by the end of the fiscal year this month.

New employment workshops at the Loudoun center.

Shelly Rodriguez reported that the success of the recent employment workshop at the Loudoun center has encourage them to hold more workshops, probably on a quarterly basis.

2. Expand Strategic Partnerships across Northern Virginia to Accomplish Our Goals

Overview of Partnership with Fairfax County Sheriff for Pre-Release Employment Center

Mark Chernisky presented the history and ongoing activities of the partnership with the Fairfax County Sheriff's office, referred to as the Success through Employment, Education and Re-integration (STEER) initiative. Mr. Chernisky noted that *SkillSource* has had a special employment center in Fairfax County Adult Detention Center's Alternative Incarceration Branch since 2008. The program received a two-year grant from a Department of Labor initiative in 2015. The goal was to provide 150 returning citizens work readiness, job search, training and placement assistance, and supportive services both prior to and after their release. The assumptions underlying the initiative are that if communities reach inmates pre-release, it lowers recidivism risk and that such programs encourage better compliance/behavior within the facilities. In 2017, other funds were also used to purchase new center furniture. Outcomes as of February 2018 show:

- 189 offenders served;
- 124 placements;
- 90 offenders have received credential through the program; and
- a 6% recidivism rate. (As compared to a national average of 40%.)

Mr. Chernisky also shared three specific success stories and answered several questions from the Board including the types of charges for which offenders where convicted, current funding and other supportive services.

New Cherokee Avenue Workforce Center in Alexandria Open for Business

David Hunn noted that the Virginia Employment Commission is already serving clients at the new Cherokee Avenue center, but he has heard nothing regarding his request for \$60,000 from the State to get the center fully up and running. Rebecca Bennett provided additional updates on the center.

3. Maintain the Viability of the Northern Virginia Workforce System's Financial Growth, Quality Delivery System and Relevancy to Job Seekers and Businesses

Implementation of New State Workforce Brand

Seema Jain explained the implementation plan for the new State Workforce Brand. She noted that the purpose of the new branding is to allow the public workforce system to achieve higher market awareness and to serve as a more cohesive foundation for serving Virginia businesses,

job seekers and workers. Ms. Jain noted that each local workforce board and each of the individual center will be branded with a unique name and logo. For example, the NVWDB will gradually come to be known as “Virginia Career Works - Northern” and the SkillSource Center in Prince William will be known as “Virginia Career Works Prince William Center.” However, the *SkillSource* brand name and logo will be retained as the non-profit entity of the workforce board. Ms. Jain stated that the State has budgeted \$25,000 to each region for the change in branding. When a Board member noted that some regions only have one or two offices whereas *SkillSource* has seven to rebrand, Ms. Jain stated that the State has indicated that more funds may be made available, if necessary.

Board Business Items

Program Management Reports

Department of Family Services Employment & Training Team Report—April 2018

David Hunn discussed the report and noted that activity at the centers remains robust. He also noted the average WIOA salary numbers at various types of participation in the program.

Executive Director Items

David Hunn noted:

- the FY 2017 ITA and OJIT Provider Summaries through April 30, 2018; and
- the letter he wrote in support of the Fairfax County Public Schools Adult and Community Education.
- a challenge grant through the Virginia Community College System from the U.S. Department of Labor to respond to the opioid addiction crisis.

Adjournment

With all Board activities completed, Chairman Rowley sought, Robert Bartolotta made, and Zuzana Steen seconded a motion to adjourn which passed unanimously. The meeting adjourned at 10:05 a.m.