

Virginia Career Works Northern Region

Thursday, March 7, 2024

Quarterly Board of Directors Meeting

Summary Notes

Members Present (both In-Person and Virtually):

Robert Bartolotta	Debora Harvey	Cindy Shao
Michael Becketts	Debby Hopkins	Zuzana Steen
Anthony Cancelosi	William Mountjoy	William Trumbull
Julie Coons	Derwin Overton	Hector Velez
Joseph Diaz	Steven Partridge	Michele Weatherly
George Harben	Roopal Saran	

Executive Director: David Hunn

Staff: Sabrina Miller, Seema Jain, Rebecca Bennett, Wossenu Weldekiros, Sheila Jones, Ahsan Ijaz, Jannette Sequeira, Karla Quiroz, Virginia Judd, Eliza Chappell, Robert Mahon, Anna Briceno, Suzanne Boudreaux, Mark Chernisky, and Haimanot Andualem.

Observers: Lisa Tatum, Diane McBride, Tatiana Nuth, Trang Montgomery, Greg Vaughn, William Browning, Shelly Rodriguez, Kayla May, Myra Mobley, Susan Orehowsky, Linda Siam, Sandra Zacarias, Robin Baker, Swati Aneja, Jill Kaneff, Toi Tanton, Michael Bozeth, Daisy Sauls, Andy Petroski, Andrew Everett, and Dorthea Brown.

The meeting commenced at **8:31 a.m.**

Board Member Roll Call: Sabrina Miller conducted roll call and a quorum was met.

Approval of December 7, 2023, Summary Notes: A motion was made by George Harben to approve the Board Summary notes from December 7, 2023, and was seconded by Zuzana Steen. The Summary Notes were approved unanimously by the full Board of Directors, with no abstentions.

Chairman's Report:

Mr. William Trumbull, the Chairman of the Virginia Career Works Northern Region Board of Directors, welcomed the Board to the meeting.

Mr. Trumbull mentioned the organization being three-quarters through FY 2024. VCWN programs and services have reached over 31,064 Center customers served through January 2024, putting Workforce Area #11 on track to serve over 53,253 jobseekers by June 2024. Mr. Trumbull then introduced Jill Kaneff, the Senior Regional Demographer for the Northern Virginia Regional Commission who will be giving a presentation on the Northern Virginia labor market data. Following the discussion the Board would work through our FY 2024 Revised Budget allocations and will review several Federal and State legislative items that warrant attention and potential Board actions.

Mr. Trumbull called on members of the Board to serve on the Board Nominating Committee. Every two years, the Virginia Career Works Northern Board of Directors votes on a new Officer Slate, to include the Chairman, Vice Chairman, Secretary, Treasurer and Parliamentarian. The current term of all Board Officers will end this June 2024, so VCWN will be seeking four to five Board members to work with Board staff to serve on the Nominating Committee to identify the Board Officer slate for the next two years (July 2024 – June 2026). The Nominating Committee will meet once or twice, by telephone or virtually, over the next eight weeks, to identify and recommend the new Officer Slate for the Board of Directors. Mr. Trumbull asked that any member interested please reach out to Executive Director, David Hunn, after the board meeting.

Mr. Trumbull discussed an opportunity to review and comment on FY2024-2027 State WIOA consolidated plan. The Workforce Innovation and Opportunity Act (WIOA) requires States to submit a Unified or Combined State Plan that sets forth a vision for the workforce development system. Every four years, Virginia submits a Combined State Plan, which includes the six WIOA core programs and other workforce development programs. This Plan promotes a shared understanding of Virginia's workforce needs and fosters development of more comprehensive and integrated approaches, such as career pathways and sector strategies, for addressing the needs of businesses and workers. The Plan is available with a link to the Executive Director's Report, later in this Board Meeting. **The Plan is 609 pages long and public comments are due by March 10, 2024.**

Mr. Trumbull then updated the Board on the WIOA Training Expenditure Requirement. At the last meeting in December, the Team noted that Governor Youngkin and Labor Secretary Slater would be proposing legislation to increase the WIOA Training Funding percentage to 50% (from 40%), to be effective July 2024. The definition of training will be expanded to include time spent by WIOA case managers for job placement of WIOA jobseekers. **In 2015, the Northern Virginia local workforce area was one of the most vocal opponents of this initial legislation.** This legislative proposal was proposed in January 2024 and the local workforce boards expressed their concerns with State officials. Fortunately, among a variety of legislative revisions during the General Assembly session, this WIOA spending provision was dropped for this year. Nevertheless, the U.S. House of Representatives Labor and Workforce Committee proposed a nationwide 50% WIOA Training Expenditure Requirement in their Committee version of the proposed WIOA Reauthorization bill, titled H.R.6655, A Stronger Workforce for America Act. There are other concerning provisions in this House bill that Board staff discussed later in the meeting.

Mr. Trumbull then discussed how VCWN has been tracking how the Appropriations Subcommittee for the U.S. House of Representatives approved an FY 2024 Budget proposal that recommends significant funding reductions to the WIOA programs, including substantial cuts to the WIOA Adult Program, and complete elimination of the WIOA Youth Program and the Senior Community Service Employment Program. Over the Summer, Mr. Hunn signed a letter expressing our Board's concerns to Congresswoman Jennifer Wexton. This FY 2024 funding will be included in the Labor-HHS-Education Appropriations bill, that will be considered with other funding bills by the House on March 19th. VCWN does not yet know any details yet and hopes these proposed reductions will not be considered by the House or Senate.

Mr. Trumbull then asked for Committee Report Updates, as follows:

The SkillSource Group, Inc. (SSG) Board of Directors: George Harben reported for the SSG Board of Directors. Since the Virginia Career Works Northern Board meeting in December 2023, the SSG Board of Directors met and acted on the following items:

- Reviewed and approved the Updated FY 2024 Budget for SkillSource, the Virginia Career Works Northern and the WIOA One Stop Operator. This Board will be asked to ratify the updated and revised FY 2024 Budget and recognize over \$100,000 in new net FY 2024 revenues from the Virginia Department of Aging and Rehabilitative Services SEAL initiative from last Summer 2023.
- The Board also continued to review and approve multiple Incumbent Worker Training contract proposals, supporting local Northern Virginia employers with skills upgrades.
- In December, the SkillSource Group Board approved the FY 2022 Internal Revenue Service Form 990, which is the annual tax form for Calendar Year 2023. This tax form is available online at the Virginia Career Works Northern website for your review.
- The lease for the American Job Center Prince William will end in December 2024. SkillSource staff are working with State officials to confirm their commitment to continue utilizing this Center for the next five-year lease term. SkillSource has been the leaseholder of this Center lease since 2010 and the Prince William Center is our region's Comprehensive American Job Center, an outstanding facility that serves over 10,000 customers annually.
- SkillSource released its annual FY 2023 Return on Investment Report in January. This Report, prepared by economists at Chmura Economics in Richmond, Virginia, showed that for every \$1 in public funds spent by SkillSource and its One Stop Operator, over \$3 was added to the regional economy and labor market. This Report is available for your review on the Virginia Career Works Northern website.
- Finally, SkillSource has been awarded a 2024 Platinum Seal of Transparency by Candid, a partner with GuideStar. SkillSource has been awarded a Seal of Approval by Charity Navigator for this year.

Youth Committee: Roopal Saran reported for the Youth Committee.

- The Youth Committee last met on December 12, 2023.
- As of November 30, 2023, the Northern Virginia WIOA Youth Program was at 174 enrollments, with 5 In-School Youth enrollments. Nearly 85% of youth are Basic Skills Deficient and 60% have a disability.
- The Committee was apprised of the data from the State quarterly WIOA Youth Performance. Northern Virginia is the second largest WIOA Youth Program in the State.
- Lastly, the Committee reviewed the PY 2022 obligations and expenditures, as well as the performance report for the first quarter of PY 2023; the Northern Virginia WIOA Youth program met or exceeded all of the five performance measures.

Quality Assurance Committee: Robert Bartolotta reported for the Quality Assurance Committee.

- The next meeting of the Quality Assurance Committee is on March 21, 2024.
- There are currently 70 providers and 485 programs approved by Virginia Career Works – Northern.
- The Committee will be reviewing potentially three (3) new Eligible Training Providers and their programs and approve expanded course offerings for one (1) current Eligible Training Provider.
- Virginia Career Works – Northern is currently awaiting State guidance regarding the upcoming Center certification process. All Centers are currently certified through June 2024.
- Renewals for all providers and programs will need to occur by June 30, 2024. State staff have taken on this responsibility; however, as of now, no State guidance has been shared with Board staff or ETPs.
- Lastly, as of January 31, 2024, 180 training vouchers had been issued and \$486,307 had been obligated in WIOA training funds.

Northern Virginia Labor Market Update - Jill Kaneff, Northern Virginia Regional Commission

Jill Kaneff, Senior Regional Demographer/Demographics Program Manager gave a presentation on the State of the labor Market in Northern Virginia as of December 2023. Ms. Kaneff reviewed data to include but not limited to employment/unemployment rates, employment trends by industry, and the labor force. Ms. Kaneff discussed demographics, national population projections and components of population change. Lasty, Ms. Kaneff reviewed the domestic migration rates pre and post pandemic. Ms. Kaneff opened the floor for questions and discussion on the information provided.

Necessary Board Actions Aligned with Approved 2021 – 2024 Strategic Priorities

Become a Thought Leader for Workforce Development

Ratification of Updated FY 2024 SkillSource Group Budget

Ahsan Ijaz discussed the fifth update of the FY24 Budget projects a year end surplus of \$67,960. This surplus is a result of a \$95,000 surplus from the DARS SEAL project offset by increased personnel costs, projecting a year end surplus of \$67,960.

This budget version incorporates the following changes:

- Addition of the DARS SEAL grant revenue and expenses. The total grant revenue is \$195K with expenses of \$100K, netting a \$95K surplus for the organization.
- An increase in Talent Up's FY 2024 allocation (\$70K).
- Moving the \$35,000 from the Manassas One Stop Center allocation to Unobligated.
- Personnel cost updates:
 - Salary update for 3 staff (\$47K increase); increases for 2 of these staff will be offset from the DARS SEAL surplus.

- Addition of staff for Talent Up (\$58K).
- Departure of SSG's Director of Budget and Financial Reporting, decreasing personnel costs by \$65K for the remainder of the fiscal year.
- Collectively these changes represent a ~\$40K increase in operating costs.
- Hiring of outsourced accounting firm, resulting in an increase of \$57K in financial management contractor costs for the fiscal year.
- The net surplus of \$67,960 represents the \$95K surplus from DARS SEAL offset by increased personnel and operating costs.

A motion to approve the fifth pass of the FY 2024 *SkillSource* Budget, was made by Robert Bartolotta and seconded by Roopal Saran. The motion was unanimously approved by the full Board of Directors.

Federal/State Legislative Update

David Hunn reviewed the VEDA tracking sheet and updated the Board on several Federal and State legislative bills.

Expand Talent Pipeline of Youth and Adults for Business

Roll-Out of Talent Up Fairfax Fund

Seema Jain, Rebecca Bennett, and Robert Mahon discussed the new Talent Up Fairfax program. Fairfax County's new Talent Up initiative helps employers find qualified candidates to fill open positions with no-cost temporary internships. Through a powerful network, Talent Up Fairfax matches an employer's hiring needs with candidates who have the skills they are seeking. Talent Up will recommend qualified candidates and then fund their 3-month temp-to-perm internship, giving employers a risk-free way to ensure a strong hiring fit before making an offer.

As for jobseekers, Talent Up Fairfax is a paid internship that can help job seekers find employment in high-demand industries such as IT, Healthcare, Finance, Sales, and more. Talent Up Fairfax offers coaching and career guidance to help job seekers succeed. Talent Up Fairfax can lead to full-time job offers for successful interns.

FY 2023 SkillSource Group Return on Investment Report

David Hunn shared the FY 2023 Economic Impact & Return on Investment of The SkillSource Group and Virginia Career Works Northern Region. The Report, prepared by economists with Chmura Economics and Analytics, highlights a return of 2.7:1, meaning that our regional workforce programs generated economic returns of nearly \$3 for every \$1 of public investment in our programs during FY 2023.

Expand Strategic Partnerships Across Northern Virginia to Accomplish Our Goals

Northern Virginia One Stop Operator Update on Caseload and Service Strategy for FY 2024

Sandra Zacarias from the Fairfax County Department of Family Services, the One-Stop Operator for the Virginia Career Works Northern Region, gave a presentation reporting on the Training caseloads for FY 2024 during the period of July 2023 through January 2024.

Update on PY 2023 WIOA Performance Measures - 2nd Quarter

David Hunn gave an update on PY2023 Adult, Dislocated and Youth WIOA programs for the 2nd quarter. These updates included credential attainment, employment and salary rates.

Board Business Items

Executive Director Items

David Hunn provided an overview on FY 2024 (through January 2024) WIOA Training expenditures, by vendor and OJT Commitments, Virginia Combined State Plan (2024 – 2027) which is open for public review and comment, SkillSource Group Lease for Prince William Workforce Center Ending in December 2024, and SkillSource Group and LinkedIn Presenting at Two National Conferences. Finally, he reviewed the ***SkillSource*** Group Summary of Grants and Contracts Award Matrix

Adjournment

With all Board activities completed, Chairman William Trumbull sought a motion to adjourn the meeting. The motion was made and seconded.

The meeting was adjourned at 10:00 a.m.