

**Virginia Career Works Northern Region**

**Thursday, March 2, 2023**

**Quarterly Board of Directors Meeting**

**Summary Notes**

**Members Present:**

Shekera Alvarado	George Harben	Todd Rowley
Robert Bartolotta	Debora Harvey	Roopal Saran
Michael Becketts	Roxana Mejia	Cindy Shao
Glenda Blake	Fatimah Ogungbade	Karen Smaw
Anthony Cancelosi	Derwin Overton	Zuzana Steen
Louis Cernak	Jennifer Pardo	William Trumbull
Joseph Diaz	Steven Partridge	Hector Velez
Sheila Dixon	Leanne Rerko	Michele Weatherly
Edward Dupass	Christopher Rieley	

**Executive Director:** David Hunn

**Staff:** Sabrina Miller, Seema Jain, Nancy Nguyen, Rebecca Bennett, Wossenu Weldekiros, Deborah Shaffer Sheila Jones, Karla Quiroz, Ann Hyslop, Angela Harris, Susan Baker, Mark Chernisky, Claudia Barrios, Lauren Parker, and Eliza Chappell

**Observers:** Lisa Tatum, Desiree Roberts, Diane McBride, Tatiana Nuth, Trang Montgomery, Lisa Vivian, Greg Vaughn, Jamie Hudson, William Browning, Kimberly Carr, Shelly Rodriguez, Lily Parker, Mark Brickey, John Garrison, Susan Orehowsky, Kayla May, Linda Siam, Sandra Zacarias, Deirdre Williams, and Dorthea Brown

The meeting commenced at **8:32 a.m.**

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

**Approval of December 1, 2022 Summary Notes:** A motion was made by George Harben to approve the Board Summary notes from December 1, 2022 and was seconded by Michael Becketts. 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 discussed a recent article from The Washington Post noting performance problems with a particular workforce training provider that has a national reach. The article highlights the challenges that local workforce areas have in approving, monitoring and overseeing dozens of approved training providers – in our local area, we have over 75 providers with hundreds of

training programs available to jobseekers. The training provider, MedCerts, is quite active in Virginia, but fortunately our local workforce area has not spent any funding with them in FY 2023.

This past week, several Virginia Career Works Northern Board members were nominated and were selected for awards by the Prince William Chamber of Commerce – in particular, Didlake, Inc., represented by Joseph Diaz of the Board was selected for its services to the Prince William Community. In addition, the Prince William County Department of Economic Development, represented on our Board by Michele Weatherly, was selected for the Department's strong partnership with Amazon and the Marine Corps Base at Quantico, Virginia.

Mr. Trumbull updated the board on interactions with Congresswoman Abigail Spanberger, who was seeking to learn more about the Northern Virginia region, given her congressional district being redistricted for the 2022 election to include much of Prince William County, going as far west as Manassas. VCWN met with the Congresswoman and her staff at the Prince William Workforce Center, discussed our work in the region and responded to her questions on the local area. As a follow-up, David Hunn was invited to a local Northern Virginia event with President Biden in February 2023.

At the December 2022 meeting, the Board spent significant time discussing Virginia Governor Youngkin's proposal to consolidate multiple State workforce agencies under a new Department of Workforce Development and Advancement. This legislation has worked its way through the Virginia General Assembly, passing both the House of Delegates and the Senate, and is now awaiting signature by the Governor. Mr. Trumbull thanked a number of Board Members who volunteered to participate in our Legislative Review Task Force and who worked with Board staff to review the multiple versions of the Consolidation Legislation – Those Board Members include Rob Bartolotta, George Harben, Susan Mitchell, Roopal Saran, Karen Smaw, Tony Canselosi, Shekera Alvarado, Debora Harvey, Michele Weatherly and Glenda Blake. Michael Beckett's Deputy Director, Alycia Blackwell, was also very helpful in this review.

Mr. Trumbull noted that the Board will be diving into more details on the new Virginia Referral Portal, for which staff submitted an Implementation Plan to the State in late February. Mr. Trumbull also drew attention to the publication of the annual Return on Investment Report, prepared by Chmura Economics and Analytics – the Report for FY 2022 shows that through the work of the Virginia Career Works Northern Region and job placements and support of employers, for every public dollar spent on VCWN programs, the region generated more than \$5 dollars in economic activity – a significant figure which we all need to highlight regularly to elected officials and the general public.

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 2022, the SSG Board of Directors met in mid-December and early February and acted on the following items:

- Reviewed and approved the 2022 IRS Form 990, annual non-profit tax forms, to the Internal Revenue Service. This submission, and all of our past year forms, are available on the Virginia Career Works Northern website, if you wish to review. I again thank Nancy Nguyen of the SSG staff, for overseeing this entire process this year and working with our contract auditors.
- As discussed at the December 2022 Virginia Career Works Board Meeting, the SkillSource Group is continuing to fund armed security guards at two American Job Centers in Northern Virginia, Alexandria and Woodbridge, which include Virginia Employment Commission employees. This security contract will continue through June 2023 and we will begin considering options for FY 2024, starting in July. The Virginia Employment Commission is providing no funding to support these security guards. The Virginia Secretary of Labor did approve 50% of funding support to certain local workforce boards and our area received \$40,000 for the six month period, with the remaining costs absorbed from our budget.
- The SkillSource Group Board approved multiple Incumbent Worker Training contracts for IT and food safety certifications. SkillSource has significant funding available for more Incumbent Worker Training opportunities and I encourage all Board Members to share this information with your business colleagues.
- Finally, Mr. Harben shared that SkillSource has earned the designation of 2022 Platinum status with GuideStar and Candid, two organizations that monitor and rank non-profit organizations for financial management expertise, transparency of information to the public and sound management practices. Further, Charity Navigator has awarded SkillSource with a Four-Star rating, the top ranking provided. Those Board Members who administer or fund non-profit organizations will appreciate the difficulty in reaching these ratings.

**Youth Committee:** Leanne Rerko reported for the Youth Committee.

- The Youth Committee last met on December 6, 2022.
- As of November 30, 2022, the Northern Virginia WIOA Youth Program was at 106 enrollments, and currently at 100% Out of School Youth enrollments.
- The Committee reviewed the increased PY 2022 WIOA Youth funding allocations and discussed strategies for how to increase outreach efforts and spend the increased funding for FY 2023. One of these strategies included expanding eligibility criteria to include In-School Youth, which will be discussed later in this meeting today.
- The Committee reviewed the new WIOA Youth funding allocations and discussed strategies for how to spend the increased funding for FY 2023.
- Lastly, the Committee reviewed the final PY 2021 performance report; the Northern Virginia WIOA Youth program exceeded all of the five performance measures.

**Necessary Board Actions Aligned with Approved 2021 – 2024 Strategic Priorities**

## **Become a Thought Leader for Workforce Development**

### **Review of Governor Youngkin's State Workforce Agency Consolidation Legislation**

David Hunn reviewed the legislation to consolidate multiple State Workforce Agencies. The house Delegates passed SB 1470 98-Yes, 0-No, and the Senate vote was 40-Yes, 0-No. This bill is now headed to the Governor for signature. Once approved, implementation of the legislation will commence on September 1, 2023.

### **Northern Virginia Update on Policy Performance for WIOA 40% Training Expenditure Rate**

Seema Jain updated the board on the 40% expenditure rate for PY 2021, as of January 31, 2023 (FINAL) was 44.6% and for PY 2022, which was 8.3%.

### **Understanding Northern Virginia's New Virginia Referral Portal Implementation Plan**

David Hunn reviewed the final proposed Workforce Referral Portal Implementation Plan to the board. Mr. Hunn provided a map and description of Local Workforce Area and the American Job Centers. He also reviewed the outline of Business Process planning and Timelines. The VCWN Region will incrementally implement the Virginia Referral Portal between March and June 2023, with region's American Job Centers starting Portal utilization and access to its customers within the following schedule:

- Virginia Career Works Prince William Center - March 20, 2023
- Virginia Career Works Cherokee Avenue Center April 3, 2023
- Virginia Career Works Annandale Center May 1, 2023
- Virginia Career Works, Loudoun Workforce Resource Center May 22, 2023
- Virginia Career Works South County (Alexandria) Center June 5, 2023

Customers entering the VCW Northern Centers for services will be directed as follows:

- Portal Sign-In Process
- Portal Registration Process

Lastly, Mr. Hunn reviewed communication, website, social media, Center outreach strategies and Case worker meeting processes to ensure maximum client utilization in the Portal.

## **Expand Talent Pipeline of Youth and Adults for Business**

### **Approval of Expanded Client Eligibility Criteria for Northern Virginia WIOA Youth Program**

Seema Jain reviewed the expanded client eligibility criteria for the Northern Virginia WIOA Youth Program. Under the Workforce Innovation and Opportunity Act (WIOA), the WIOA Youth Program focuses primarily on Out-of-School Youth, requiring local areas to expend a minimum of 75% of WIOA youth funds on them and limiting the use of funding on occupational skills training for In-School Youth. Given these limitations, Virginia Career Works – Northern made the decision starting in FY 2016 to move towards enrolling 100% Out-of-School Youth into the Northern Virginia WIOA Youth program. This decision was made also due to lower funding allocations for the WIOA Youth program and needing a more concentrated focus on the Out-of-School Youth population.

For Program Year 2022, Virginia Career Works – Northern received a 186% funding increase in WIOA Youth funding, nearly \$1,302,000, totaling \$2,002,898. State guidelines require that at least 80% of WIOA Formula funds are obligated by June 30, 2023, with all funds to be spent by June 30, 2024. Taking this into consideration, along with our anticipated new PY 2023 WIOA Youth allocations estimated to be at least \$1.8 million, new strategies will need to be put in place to ensure funds are spent within the required timeframe.

At the last VCWN Youth Committee meeting on December 6, 2022, the Committee discussed allowing In-School Youth to be enrolled in the Northern Virginia WIOA Youth program, as a strategy to increase enrollments in the program. The Committee was supportive of this policy change, particularly the members that represent the local public-school systems. VCWN staff met with the State WIOA Youth Program Coordinator to obtain further clarity on how WIOA Youth funding can be used on the In-School Youth population, and will be further developing this into a revised policy, that will be reviewed by the VCWN Youth Committee at its next meeting on March 14, 2023. VCWN views this as just one of multiple strategies that will be necessary in order for the funds to be spent within the two-year timeframe.

A motion to approve the expanded client eligibility criteria for the Northern Virginia WIOA Youth Program to include In-School Youth was made by Roxana Mejia and seconded by George Harben. The motion was unanimously approved by the full Board of Directors, with no abstentions

### **Review of Northern Virginia WIOA Youth Program Obligations and Expenditures**

Seema Jain reviewed PY 2022 WIOA Youth Programs allocations, obligations and expenditures.

### **Northern Virginia WIOA Client Demographic Profiles – February 2023**

Seema Jain shared the Northern Virginia WIOA Demographics. The demographics were separated by gender, age, race, and disability or veteran status.

### **Expand Strategic Partnerships Across Northern Virginia to Accomplish Our Goals**

### **Northern Virginia One Stop Operator Update on Caseload and Service Strategy for FY 2023**

Tatiana Nuth and Trang Montgomery 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 2023 during the period of July 2022 through January 2023.

### **Board Business Items**

#### **Program Management Reports**

David Hunn provided an overview of the Center Program Management report, which highlighted service and performance data for FY 2023 from July 1, 2022, through January 31, 2023.

#### ***Executive Director Items***

David Hunn provided an overview on FY 2023 (through December 2022) WIOA Training expenditures, by vendor and OJT Commitments, the SkillSource Group FY 2022 Return on investment report, the State annual PY 2021 WIOA monitoring report, and the new Virginia Career Works Northern Employer Outreach through Washington Business Journal article. Mr. Hunn also shared a phot of Virginia Career Works Northern logo clothing. 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 adjourned at 9:50 a.m.