

# New River/Mount Rogers Workforce Development Area Consortium Board

## May 20, 2020 MEETING MINUTES

A meeting of the NR/MR WDA Consortium Board was held on May 20, 2020 via ZOOM meeting due to Governor Northam Stay Home Orders because of COVID-19. Those in attendance were as follows:

<u>Board Members</u>	<u>Staff</u>	<u>Guests</u>
Mary Biggs, Chair Kenneth Belton, Vice-Chair Eric Workman – Bland Perry Martin - Giles Laura Walters – Pulaski Rob Gropman – Radford City	Marty Holliday Beverly Suthers Della Wheeler Ronnie Martin Jenny Bolte	Mike Miller – WDB Chair Beth Carico - People Inc. Trent Moore – Goodwill Industries of the Valleys Diane Gray – NRCC Adult Ed David Bowers – DBVI Dean Sprinkle – WCC Kimberly Ayers - DSS

At 10:06 am, Chair Biggs called the meeting to order with a moment of.

Chair Biggs asked Ms. Suthers to call the roll. A quorum was not present.

Next Chair Biggs asked if anyone in attendance wished to address the Board during the Public Comment Period. Hearing none, she proceeded with the agenda.

Without having a quorum for the meeting, Ms. Holiday reviewed the Draft PY'20 Budget, PY'20 Contract Award and Funding Allocation recommendations and the PY'20 Fiscal Agent Agreement with those in attendance.

- **Review Draft PY'20 Budget** – Ms. Holiday informed the budget was based on estimated State Allocation and estimated carryover from the Program Operators. She hoped to have State Allocation numbers by the end of the week, but based the budget on an estimated cut of 15% in funding. Staff would not be receiving a rate increase for the second year. She hoped to have a better idea of funding by the July 2020 meeting. The Workforce Development Board approved the PY'20 Budget as presented during their April 2020 Board Meeting. A brief discussion followed. Without a quorum no action was taken.
- **Review PY'20 Contract Award and Funding Allocation Recommendations** – Ms. Holliday informed the Board that there were no changes in contract proposals from prior years, the current Program Operators were the only ones to submit a proposal to the RFP and their proposal was for where they currently serve the Board. The bids were reviewed and scored. Next, Ms. Holiday informed the Board that the same calculation that has been used in the past few years was used for the funding allocation recommendation. The Workforce Development Board approved the PY'20 Contract Award and Funding Allocation Recommendations as presented during their April 2020 Board Meeting. A brief discussion followed. Without a quorum no action was taken.

- **Review PY'20 Fiscal Agent Agreement** – Ms. Holiday stated the Fiscal Agent agreement is approved annually and there were no changes made to the agreement this year. Approval would be needed to continue services. Chair Biggs recommended holding an Executive Committee after the Board Meeting to vote on these items

Chair Miller informed the Board that the WDB had approved the PY'20 Draft Budget and the PY'20 Contract Award and Funding Allocation recommendations. The next WDB would also be a ZOOM meeting.

Ms. Holliday preceded to update the Board on the Executive Summary and Informational items. Prior was given to re-opening the Centers due to COVID-19. She reviewed Draft COVID-19 Reopening Uniform Guidance. The State wants all centers reopened by June 11, 2020. A brief discussion followed.

Next Ms. Holiday updated the Board on three business vacancies on the Workforce Development Board. Currently the counties of Bland, Floyd, and Smyth have no business representation on the WDB which is a compliance issue. These positions need to be filled quickly. The 51% requirement for business is not in compliance at this time. If any area would like to add an additional business representative, she asked that she be contacted.

Ms. Carico, updated the Board on the One Stop Operations with Mr. Moore providing the Success Story.

Ms. Holliday updated the Board on current Grants. Ms. Holiday stated for the first time the Virginia Employment Commission would like to contract out the Wayner-Peyser services to WIOA Title I. There will be discussions in the future about this opportunity. Ms. Holiday will be asking for extensions on the GoVA Region 2 Talent Collaborative and Equity grants due to the COVID-19 crisis.

Chair Biggs opened the floor for Board member time. Mr. Gropman thanked everyone for working with him on the Board. He stated it was a great experience. Chair Biggs wished him well in his new business venture.

Chair Biggs proceeded to highlight the next meeting on July 15, 2020 location TBD at 10:00 am.

The meeting of the Consortium Board was adjourned at 11:12 am.

A meeting of the NR/MR WDA Consortium Executive Committee was called to order at 11:12 by Chair Biggs in order to vote on the items from the Consortium Board Agenda. The following Executive Committee members were in attendance: Mary Biggs, Kenneth Belton, Rob Gropman, and Eric Workman.

Dr. Workman made a motion to approve the Consent Agenda as presented with a second from Mr. Belton. Motion was passed unanimously.

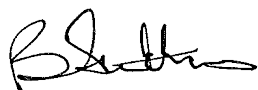
Dr. Workman made a motion to approve the PY20 Draft Budget as presented with a second from Mr. Gropman. Motion was passed unanimously.

Dr. Workman made a motion to approve the PY'20 Contract Award and Funding Allocation recommendations as presented with a second from Mr. Belton. Motion was passed unanimously.

Dr. Workman made a motion to approve the PY'20 Fiscal Agent Agreement as presented with a second from Mr. Belton. Motion was passed unanimously.

With no further business, the NR/MR WDA Consortium Executive Committee was adjourned at 11:17 am.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "B. Suthers". The signature is fluid and cursive, with a large initial "B" and a long, sweeping underline.

Beverly W. Suthers  
Workforce Operations Coordinator