

**CRATER REGIONAL WORKFORCE DEVELOPMENT BOARD**

**Tuesday, June 24<sup>th</sup>, 2025**

**2:00pm – VCW Prince George Center**

**1. Call To Order, Chair, Amanda Wilson @ 2:06pm**

Roll Call by: Tabitha Taylor

**2. Public Comment**

No Comment

**3. Approval of Agenda**

Benjamin Jarvela motioned to approve

Natalie Slate seconded

All in favor, no one opposed, motion carried

**4. Approval of Minutes**

Kathy Anderson motioned to approve

Matt Baker seconded

All in favor, no one opposed, motion carried

**5. Welcome & New Member Introductions**

**6. New Business and Staff Reports**

**A. State of the Finances**

Finance Director, Jaime Poole provided details about current financial standing.

No concerns or major issues of note.

**B. General Business**

- **PY25 Allocations/Budget**

Reviewed recently release allocation which remains nearly level with the last PY. As official numbers were just released last week, no budget has been developed. Budget will be presented at the Fall board meeting for adoption.

- **Funding Stream Transfer**

Discussion around transfer request from the DW funding stream to Adult due to low levels of Adult funding during carryover time and excess in DW.

Matt Baker motioned to submit the request for transfer of \$125,000 from Adult to DW

Benjamin Jarvela seconded

All in favor, no one opposed, motion carried

- Board Certification & Local Plan

Both the certification and local plan were approved at the most recent Virginia Board of Workforce Development meeting. Board certification is awaiting Governor's sign off and then will be available on the website along with the full approved local plan in accordance with DOL requirements.

- Executive Committee Vote

Discussion regarding addition of Member at Large inclusion in Executive Committee. Kathy Anderson with SPACE has volunteered to step into that role.

Matt Baker motioned for approval of Kathy Anderson as a Member at Large for the Exec Committee  
Natalie Slate seconded.

All in favor, no one opposed, motion carried

- Board/Consortium Agreement

Discussion around the need for a new Board/Consortium Agreement with revised roles. Attorney will be facilitating the agreement and has suggested a committee formed with representatives both from the Board of Directors and the Consortium to work together in drafting the agreement. At least one work session 3-4 hours plus one or two additional short session are expected with the final version to be adopted by September 30<sup>th</sup>. Volunteers include Yoti Jabri, Matt Baker, Ted Raspiller, Diana Joyner & Jay Ellington. Consortium will be consulted for 3 representatives.

- Monitoring & Performance

Updated shared that onsite monitoring was just recently conducted within the last week, very late in the program year. Report will not be available until after the program year ends. Information will be shared immediately with the Board once available along with the Corrective Action Plan that will be developed by the ED.

Title 1 performance outcomes for Q1-Q3 shared the group. All metrics are above the 70% percentage toward the negotiated level with the exception of Measurable Skills Gain for Youth. Additional methods/strategies are being investigated to determine how to get increases for this metric, even if incremental.

- One Stop Operations Contract

Current contracted OSO service through Project Now LLC are set to expire June 30<sup>th</sup>. Contract allows for a 1 year extension. Partners shared their thoughts on the services delivered over the past 9 months by Project Now.

Ted Raspiller motioned for a 1 year contract extension to Project Now LLC for continued OSO service delivery

Yoti Jabri seconded the motion

All in favor, no one opposed, motion carried

### C. Workforce Wins & Needs

Various members shared updates regarding programs, initiatives, needs & new developments in the Region.

Meeting Adjourned 3:44pm

Attendees: Members- Amanda Wilson, Benjamin Jarvela, Bill Di'Auto, Diana Joyner, Erice Burns, Jay Ellington, Justin Pope, Kathy Anderson, Ted Raspiller, Mike Malone, Kristina Truell, Brenda Woodcock, Linda Gholston, Matthew Baker, Natalie Slate, Yoti Jabri

Board Staff & Guests-Tabitha Taylor, Jaime Poole, Kurleen Patrick, Dennis Woodard, Quincy Sippio