

**Crater Regional Workforce Development Board (CRWDB) - Area 15
CRWDB Board Meeting Minutes**

Date: May 27, 2021
Time: 8:30 a.m.- 10:30 a.m.
Location: Zoom

Attendance

<p><u>CRWDB Board Members Present:</u> Ursula Myhalsky Natalie Slate Elizabeth Creamer Bruce Sobczak X George Lyons Marilyn Henderson Keith Boswell Kathy Anderson Sherrina Sewell Patty Peterson X Carly Woolfolk Karen Epps X Joyce Booker X Amanda Wilson Nadia Fruchey Shawanda Jeter William Newsome X Nikki Cofield Trevor Saunders X Rebecca McCaden X Andrew White X Amanda Habansky</p>	<p><u>Guest Attendees:</u> Michelle Rogers George Taratsas <u>Staff Present:</u> Shyan Jones Recie Small</p> <p>X designates absence</p>
---	---

1. **Call to order by Amanda Wilson** 8:30 a.m.
 - a. Roll call by: Shyan Jones
2. **Public Comment**
 - a. No Comments at this time
3. **Approval of Agenda**
 - a. Motion to adopt the agenda made by: Sherrina Sewell
 - b. Motion seconded by: Norris Stevenson
 - c. All in favor, no one opposed, motion carried
4. **Approval of Minutes from 02/25/2021**
 - a. Motion made to approve 11/12/2020 minutes: Dr. George Lyons
 - b. Motion seconded by: Keith Boswell

Crater Regional Workforce Development Board (CRWDB) - Area 15
CRWDB Board Meeting Minutes

c. All in favor, no one opposed, motion carried

5. VCCS Update by George Taratsas:

a. He stated in the previous year's money was being sent back to the state, but he wanted to share the excitement of the Crater Region not sending money back to the state. He stated leadership is important and needs attention within the Region, but he believes we will get to that point. He stated there is one finding for the disallowed cost which is Cherry Creek, and we are working on reaching out to the localities to see who is willing to pay or who is not. He stated we plan to make one more investment with a third-party consultant for 5-6 months. He stated by July 1st, 2021 the state wants all comprehensive centers to open to the public. He stated for the individuals who are receiving unemployment benefits will need to start job searching to maintain benefits. Dr. George Lyons asked how can communication improve, George Taratsas said there are challenges all over that needs improvement.

6. Board Committee Reports

- a. Public Outreach- Michelle Rogers stated the committee has not had any activity since last meeting.
- b. Eligible Training Provider- Recie Small stated we have not met, but we will and we have received an appeal and have 60 days to respond.
- c. Business Service Committee- Membership for the chair is expiring and Bruce Sobczak will be relocating.
- d. Youth- Dr. George Lyons stated we need Committee members to join the committee and we conducted monitoring of files with the Youth.

7. Unfinished Business-

- a. Board Membership - Recie Small stated they received information for Colonial Heights, but waiting for Petersburg and Prince George to return their nomination form back.
- b. One Stop Procurement- Recie Small stated there was one proposal submitted and the RFP was put out back in November and closed December. The Workplace had to present an oral presentation and the contract will start July 1st, 2021; However, the contract can exceed to \$93,750 dollars, but the contract will finalize to \$75,000 dollars. Recie Small stated the One Stop Operator oversees the comprehensive centers such as Emporia and Petersburg, work with partners and assist with businesses. Norris Stevenson asked did they have a plan for outreach, Recie Small stated they did have a plan, but not for Crater. Keith Boswell stated he would like to consider readvertising the RFP; However, Kathy Anderson stated to the Board that she believes The Workplace knows how the partners run so she believes they will be able to handle being the One Stop Operator. Amanda Wilson stated a board member, grant recipient, VCCS and partner agencies participated on the review team for the RFP.
 - Keith Boswell made a recommendation to accept the RFP for the One Stop
 - Elizabeth Creamer seconded the recommendation
 - All in favor, no one opposed, motion carried

**Crater Regional Workforce Development Board (CRWDB) - Area 15
CRWDB Board Meeting Minutes**

- Recie Small stated the PY 19 & 20 Audit she is almost done finalizing the PY 19 however, she is still waiting for the disallowed cost payments. She stated for PY20 we are in the middle of the audit. She said it will be around June before we get something back from auditors. She said monitoring has been reviewed and they have to go back from December to fix ITA's and ETP.

8. New Business & Staff Reports

- a. Workforce Wins- Kathy Anderson stated the Pharmacy Tech class had 7 people pass the course and are ready to take the state exam. She stated they are starting the probation and parole class and working on a grant for Pharmacy, and CAN for CCWA.
- b. Carly Woolfolk- She stated she wanted to thank Shyan Jones for collecting diploma seals and Recie Small for attending the event at John Tyler Community College.
- c. Elizabeth Creamer- She stated over 35 community based are working with them to assist job seekers. She stated Michelle Rogers has been working with them and the launch is June.
- d. Financial Report- We do not have to return any money back. Sherrina Sewell stated she is not receiving invoices.
- e. Program Services- Recie stated they are still seeing participants by appointments.

Adjournment: 9:54 a.m.