

CRATER REGIONAL WORKFORCE DEVELOPMENT BOARD

Tuesday, January 21st, 2025

2:00pm – VCW Prince George Center

1. Call To Order, Chair, Amanda Wilson 2:05pm

Roll Call by: Tabitha Taylor

2. Public Comment

No Comment

3. Approval of Agenda

Jay Ellington motioned to approve

Kathy Anderson seconded

All in favor, no one opposed, motion carried

4. Approval of Minutes

Sherrina Sewell motioned to approve

Kathy Anderson seconded

All in favor, no one opposed, motion carried

5. 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

- **Grants Overview**

Information provided regarding grants recently awarded and/or upcoming anticipated awards. Projects include Good Jobs Challenge combined project with CCWA/Capital Region, VDSS VIBES & NexGen project, Americorp project, United Way partnership & others.

- **Emporia Center Updates**

Lease has been executed & building is in the process of upgrades/cleaning/painting, etc. Occupancy will have to be reestablished with the City of Emporia as well as other permissions. ADA walkthrough (which is a requirement to open to the public) scheduled to occur on Feb 11th. Anticipated public opening date is the week of Feb 18th.

- **One Stop Certifications**

Prince George Comprehensive Center certification process is complete & the Center Certification team has recommended full certification. Appropriate documentation will be submitted to the State board as required by policy.

David Conmy motioned to accept the certification recommendation for the PG Center.

Natalie Slate seconded.

All in favor, no one opposed, motion carried

Emporia Affiliate Center (to soon be opened) certification process is currently in progress. ADA accessibility study must be completed prior to open but given the delay on the timeline for that (Feb 11th), the Board was advised to take advantage of an opportunity around the probationary status in certification which will allow 6 months for all additional requirements to be met before submission to the state. This will prevent a further delayed opening. After discussion it was decided that once the Center Certification team makes a recommendation, a follow up will be sent to the Board if additional action is needed.

- Vice Chair

Nomination were previously sought for the Vice Chair role with only one name brought forward.

Keith Boswell motioned to confirm Benjamin Jarvela to the Vice Chair role.

Diana Joyner seconded.

All in favor, no one opposed, motion carried

Additional discussion regarding the Executive Committee & need for members at large to participate. Nominations now being sought.

- Local Plan

Board reminded that we are in the process of redeveloping an updated Local Plan. Survey for community feedback has been sent & will be resent. Data will be collected until the first week in February and then the plan will be developed accordingly. Draft will be provided to the Board 2 weeks prior to the next Board meeting in March for any changes & hopeful submission by April.

- General Updates/Special Projects

n/a.

D. Workforce Wins & Needs

Various updates shared from partners.

Meeting Adjourned 3:34pm

Attendees: Members- Amanda Wilson (Chair), Sherrina Sewell, Justin May, Justin Pope, Erice Burns, Diana Joyner, Natalie Slate, David Conmy, David Bogese, Yoti Jabri, Jay Ellington, Kathy Anderson, Keith Boswell, Linda Gholston, Natalie Meredith, Bill Diauto, Benjamin Jarvela

Board Staff & Guests-Tabitha Taylor, Jaime Poole, Kurlen Patrick, David Leonard