South Central Workforce Development Board

Thursday, April 25, 2022

Heartland Business Park

200 Heartland Dr., Keysville, VA 23947

9:00 a.m.

Members Present: Amelia-None; Brunswick-None; Buckingham-None; Charlotte- Brad Wike-Chairman, Gary Walker, Debra Crowder (alt.- Harkins); Cumberland-Liz Jamerson; Halifax- Mike Dolianitis, Jeremy Satterfield; Lunenburg- Christin Jackson (alt.-Harrup), Robert Ledbetter (alt.- Mahaney), Tricia Currin; Mecklenburg Donnie Williams; Nottoway- Katie Irby; Prince Edward- Asha Moses, Mark Webb, Chanda Pugh (alt.- Collins)

Members Absent: Lisa Crews, Shelly Butler, Addison Gills, Rodney Reynolds, Sherri McGuire, Stephanie Coleman

**I.**

Topic: Welcome/Call to Order/Roll Call

Issues: None

Action: Brad Wike, Chairman, called the meeting to order and the Executive Director called roll. A quorum was present.

Follow-Up: None

**II.**

Topic: Public Input

Issues: New Staff member with STEPS, Inc. Danetta McKnight was introduced to the SCWDB.

Action: None

Follow-Up: None

**III.**

Topic: SCWDB Minutes: January 20, 2022

Issues: See Attachment A

Action: Liz Jamerson made a motion to approve the minutes from the January 20, 2022 meeting. Jeremy Satterfield 2nd the motion to approve and it was approved.

Follow-Up: None

**IV.**

Topic: Information Only: CLEO Minutes: February 11, 2022

Issues: See Attachment B

Action: None

Follow-Up: None

**V.**

Topic: Committee Reports

Issues (A.): **Youth Committee** - See Attachment C-Katie Irby reviewed the Youth Committee report. The Youth Committee recommended to the board that the upcoming membership for 2022-2023 remain the same committee members as the current year.

Action: Gary Walker made a motion to approve the Youth Committee Members remain the same for the PY 2022-2023. Donnie Williams 2nd the motion and it was approved.

Follow-Up: None

Issues(B.): **Strategic Planning Committee** - See Attachment D-Katie Irby reviewed Goal 4 of the Action Plan and requested feedback on strategies and tasks to meet the goals. The committee will continue to work on the 4 goals and present as completed.

Action: None

Follow-Up: None

Issues(C.): **Policy/Oversight Committee** - See Attachment E-Brad Wike reviewed the committee report. Terra Napier reviewed the PY 2020 Performance and PY 2021 2nd Quarter Performance-See Attachments 1 and 2. Terra Napier also reviewed the new and revised policies recommended for change by the committee which included Training Cap Waiver Request See Attachment 3, Individual Training Accounts See Attachment 4, Grievance Procedure See Attachment 5, and Nondiscrimination and EO See attachment 6.

Action: Robert Ledbetter made a motion to approve all the reviewed policies updates and revisions Gary Walker 2nd the motion and it was approved.

Follow-Up: Executive Director will send out the updated Policies.

Issues(D.): **Employment Enhancement Committee** - Employment Enhancement Committee-See Attachment F-Brad Wike reviewed the report. The board reviewed the 3rd Quarter Employer Surveys-See Attachment 1. They also reviewed the Business Solutions Teams reports-See Attachments 2, 3, and 4.

Action: None

Follow-Up: None

Issues(E.): **Executive Committee** - See Attachment G- Brad Wike reviewed the committee report and updates on expenditures and grants. Trade co-enrollment was reviewed, as Area 8 is currently leading the state at 42.11%.

Action: None

Follow-Up: None

**VI.**

Topic: Closed Session

Issues: Contract Negotiations

Action: The SCWDB entered into closed session pursuant to the Code of Virginia, as amended, Section 2.2-3711 (A)(1), to discuss contract negotiations on a motion by Gary Walker and a second by Donnie Williams. The SCWDB returned to regular session by a motion of Robert Ledbetter and a second by Debra Crowder and the following roll call vote adopted as follows:

Aye: T. Currin, R. Ledbetter, J. Satterfield, C. Giles, M. Webb, B. Wike, D. Williams, D. Crowder, G. Walker, C. Jackson, L. Jamerson, M. Dolianitis, K. Irby

Nay: None

On a motion of Mike Dolianitis, seconded by Gary Walker and carried by the following roll call vote:

Aye: T. Currin, R. Ledbetter, J. Satterfield, C. Giles, M. Webb, B. Wike, D. Williams, D. Crowder, G. Walker, C. Jackson, L. Jamerson, M. Dolianitis, K. Irby

Nay: None

The following Certification of Closed Meeting was adopted in accordance with the Virginia Freedom of Information Act: Whereas, the SCWDB convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and Whereas, Section 2.2-3712 of the Code of Virginia, requires a certification by this SCWDB that such closed meeting was conducted in conformity with Virginia Law; Now, therefore, be it resolved that the SCWDB hereby certifies that, to the best of each member’s knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed session were heard, discussed, or considered by the SCWDB.

Jeremy Satterfield made a motion to not award the Youth Contract to STEPS, Inc. and for the SCWDB to take the Youth contract under the board. Gary Walker seconded the motion. The motion was approved with C. Jackson abstaining from the vote.

Follow-Up: None

**VII.**

Topic: Other/Adjourn

Issues: No other Items to discuss

Action: None

Follow-Up: The next meeting will be Thursday, June 21, 2022, at 9:00 a.m. at the Heartland Business Park, Keysville, VA. 23947