

Bay Consortium Workforce Development Board, Inc.
Board Minutes
Wednesday, February 2, 2022
11:00 A.M.

The Bay Consortium Workforce Development Board, Inc. met Wednesday, February 2, 2022 at Daffodil Gardens, 5954 Garden Grove Lane, Gloucester, VA 23061.

Call to Order: Dennis Parsons, Chairman, called the meeting to order at 11 A.M.

Welcome and Introductions: Dennis Parsons thanked Josh Gemerek for setting up the meeting location in Daffodil Gardens.

Roll Call: Dennis Parsons requested the roll call with the following members recorded as present:

Lamont Brown, ALNA Financial Group
Sara Carroll, Cuddlebugs Child Development Center
Josh Gemerek, Bay Aging
Marjorie Lampkin, Rappahannock Community College
Vanessa Livingstone, Richmond County Social Services
Greg Moon, Carry-On Trailers
Martha O'Keefe, Germanna Community College
Dennis Parsons, EXIT Reality Group
Debbye Warf, Virginia Employment Commission
Kendall Webre, Norton Yacht Sales

The following members were represented by an alternate or proxy:

Ashley Forbes, Bay Creek, alternate for Bobby Masters

The following members were neither represented by an official alternate or proxy:

Felicia Ansia, Rappahannock Electric Cooperative
Megan Bergen, Rappahannock Goodwill Industries
Melvin Carter, United Auto Workers Local 2123
Beverly Davis, Gravities Light
Kate Gibson, GO Virginia
Steve Goodall, WestRock
Tracy Harrington, Department of Aging and Rehabilitative Services
Shawn Hildebrand, A & N Electric Cooperative
Bridget Landess, Atlantic Union Bank
Bill Leyden, Elevator Constructors Local 52
David Mann, Mann Printing
Leigh Ramos, Haskins Bayside Super Service Center, Inc.
Danielle Robinson, Regional Adult Education
Ben Whanger, Rivah Lawn and Landscapes

Pamela Yeung, Stafford County Board of Supervisors

A quorum was not present.

Present via phone were:

Patrick Tompkins, Eastern Shore Community College
Gary Wilson, Caroline County

Others present were: Jennifer BoWhey*, Melissa King, John Priest, Jackie Davis, and Katlyn Moss.

Approval of Minutes: The minutes from the November 11, 2021 Board meeting were tabled.

Public Comment: There was no public comment.

Executive Committee: A motion was brought from the Executive Committee to approve Morrison Education Center as an Eligible Training Provider, which was seconded and approved. A motion was brought from the Executive Committee to approve the National Dislocated Worker Grant-Comprehensive and Accessible Reemployment Through Equitable Employment Recovery (NDWG CAREER) Supportive Service Policy, which was seconded and approved.

One Stop Committee: Debbye Warf gave the committee report noting that Jessica Weber's reports would be sent to the full Board.

Labor Market Committee: Greg Moon gave the committee update. He stated that Steven Golas had thoroughly reviewed the Strategic Plan with members.

Performance and Accountability: Vanesa Livingstone gave a review of the Quarterly Reports, noting that a letter had been sent for a corrective action plan to Eastern Shore Community College on the 40% Minimum Training Expenditure Requirement and the Executive Committee members had reviewed a copy of their corrective action plan response letter.

Board Development: Josh Gemerek reviewed the Board membership changes. Jackie Davis noted that she will be reviewing and updating onboarding information.

Youth Council: Marjorie Lampkin discussed the hiring of a new full time Youth case manager. She also noted the ongoing discussion of the need for a parent representative on the council.

Old Business: There was no old business.

New Business: Jackie Davis reviewed the items that would require action but could not be acted on due to the lack of quorum. Jackie Davis reviewed changes made to the PY 21-22 Budget provider's amounts to cover a business services person. She noted that there was potential to receive funding from a few localities to support this position, and that she was hopeful to start someone in April. Jackie Davis presented members with a Dislocated Worker Funds Transfer and recommended transferring \$250,000 from Dislocated Worker to Adult funds to provide a continuation of services as the need for Adult services is greater than Dislocated Worker services. Jackie Davis discussed issues a provider has been having with Accredited Security

*Board membership status is pending until CLEO Board approval

Training, who is on the Eligible Training Provider List. Jackie Davis reviewed the 40% Minimum Training Expenditure Requirement Policy, which would include case management costs. She also discussed the discussed the National Dislocated Worker Grant-Comprehensive and Accessible Reemployment Through Equitable Employment Recovery (NDWG CAREER) Supportive Service Policy updates.

Executive Director's Update: Jackie Davis discussed purchasing equipment for virtual meetings.

Public Comment: There was no public comment.

There being no further business, Dennis Parsons called the meeting to end at 11:45 A.M.

Respectfully submitted,
Katlyn Moss