

DRAFT

Agenda

**Bay Consortium Workforce Development Board XIII
Labor Market Committee
Fredericksburg Area Workforce Center, 10304 Spotsylvania Avenue
Fredericksburg, VA 22408
July 10, 2019
11:00 AM**

- I. Call to Order
- II. Roll Call
- III. Public Input
- IV. Approval of April 10, 2019 Minutes
- V. New Business
- VI. Old Business
 - A. Strategic Priorities
 - B. Business and Community Outreach
- VII. Other topics for discussion
- VIII. Adjournment

Bay Consortium Workforce Development Board, Inc.
Labor Market Committee Meeting
Draft Meeting Minutes
Wednesday, April 10, 2019
11:00 a.m.

The Labor Market Committee met Wednesday, April 10, 2019 at the Fredericksburg Workforce Center.

Call to Order: Melvin Carter called the Labor Market meeting to order at 10:00 a.m.

Roll Call: Present were Melvin Carter and Percy Pollard. Present via phone call was Martha O’Keefe. Not present were Louis Belcher, Becky Sperlazza, and Ryan Gandy. In addition, present were Jackie Davis and Katlyn Moss. A quorum was present.

Approval of Minutes: The minutes from the January 22, 2019 meeting were approved.

Public Input: There was no public input.

New Business: Jackie Davis discussed the Eligible Training Provider Policy with members. She discussed the addition of the deadlines for annual performance data collection to the policy. A motion was made to approve the updated policy, which was seconded and approved. Jackie Davis reviewed the SWOT notes and strategic priorities. Members agreed to meet again with Betsy Mathias to help tackle the marketing plan. Jackie Davis also discussed Chair and Vice Chair nominations with members. Melvin Carter was elected Chair and Martha O’Keefe was nominated as Vice-Chair.

Old Business: There was no old business.

Other Topics: Members suggested that Betsy Mathias be asked what dates in June would work for her to meet with the Labor Market Committee.

There being no further business, the meeting was adjourned at 10:35 a.m.

Respectfully submitted,

Katlyn Moss

4. Strategic Priorities

Strategic Priority Number One: Funding – Performance and Accountability

Goal: Maximize funding opportunities to support strategic priorities

Objectives:

- 1. Diversify streams of revenue to support the strategic priorities**
- 2. Support professional grant writing to supplement existing revenue**
- 3. Monitor funds for correlation with goals**
- 4. Evaluation – Review Quarterly reports, annual budgets, and grant revenue**

Strategic Priority Number Two: Program Development and Implementation – One Stop

Goal: Lead workforce system of partners to provide comprehensive programs and services

Objectives:

- 1. Provide responsive and innovative employer services**
- 2. Provide responsive and innovative training and support services for jobseekers**
- 3. Ensure WIOA compliance through technical assistance, tracking and documentation**
- 4. Evaluation – Review quantity and quality of services provided to job seekers and employers**

Strategic Priority Number Three: Business and Community Engagement –Board Development

Goal: Enhance outreach and connectivity to business and community partners

Objectives:

- 1. Enhance connections with ongoing outreach and resource promotion**
- 2. Enhance communication and collaboration with local elected officials**
- 3. Coordinate and collaborate with community partners to promote and align resources of all stakeholders without duplicating services**
- 4. Evaluation – Track business and community outreach by WDB members and staff**

Strategic Priority Number Four: Marketing – Labor Market

Goal: Enhance visibility and viability of WDB as an important key community resource

Objectives:

- 1. Align a WDB marketing plan with VA Career Works initiative to support strategic priorities**
- 2. Pursue sponsorships and partnerships to support program initiatives**
- 3. Build rapport with industry and business community through ongoing needs assessment, resource promotion, and service enhancement**
- 4. Evaluation – Institute feedback methods to capture community opinion and usage of workforce services**

Each committee will be responsible for creating their own evaluation objective. The Youth Council will be responsible for reviewing all four priorities as they relate to them.