

**Draft Agenda**  
**Bay Consortium Workforce Development Board/Chief Local Elected Officials Board**  
**Joint Meeting**  
**Wednesday, November 1, 2023**  
**10:00 a.m.**

- I. **Call to order:** Ian Ginger called the meeting to order at 10:17 a.m.
- II. **Welcome – Teal Jones, Brittany Metts/Wade Flint:** Wade Flint gave an informative welcome and presentational overview on what Teal Jones is, their background, and their mission.
- III. **Roll Call**
  - A. **Board:**

<b>BCWDB Board Attendance</b>					
<b>Business (6)</b>	Felicia Ainsa	Not present	<b>Public (5)</b>	Hosey Burgess	Present in-person
	Jennifer Bowhey	Present in-person		Ian Ginger	Present in-person
	Sara Carroll	Present in-person		Joshua Gemerek	Not present
	Melvin Carter	Not present		Tracy Harrington	Not present
	Stephen Cox	Present in-person		Marjorie Lampkin	Present in-person
	Beverly Davis	Not present		Vanesa Livingstone	Alternate: Katina Johnson
	Robert Dixon	Present in-person		Nick Minor	Present in-person
	Ashley Forbes	Present Virtual		Amy Shockley	Not present
	Shawn Hildebrand	Not present		Scott Hall	Alternate: Tina Taylor
	Greg Moon	Present in-person		Deborah Warf	Not present
	Dennis Parsons	Not present		Gary Wilson	Present in-person
	Raymond Straton Jr.	Present in-person			

	Matt Weaver	Not present			
	Kendall Webre	Present in-person			
	Ben Whanger	Not present			
	Glenn Purcell	Present in-person			
	Brittany Metts	Present in-person			

There was a physical quorum.

**B. CLEO:**

<b>CLEO Attendance Sheet</b>		
<b>Jurisdiction</b>	<b>Representative(s)</b>	<b>Attendance</b>
Accomack County	Jessica Hargis, Mike Mason	Not present
Caroline County	Gary Wilson	Present in-person
City of Fredericksburg	Bill Freehling	Not present
Essex County	Bud Smith	Present in-person
King George County	Nick Minor, Richard Granger	Present in-person
King and Queen County	Jim Burns, Vivian Seay	Not present
King William County	Ed Moren, Percy C. Ashcraft, Steve Hudgins	Present in-person
Lancaster County	Don Gill	Present in-person
Mathews County	John Priest	Present in-person
Middlesex County	Lud Kimbrough	Present in-person
Northampton County	Charles Kolakowski	Not present
Northumberland County	Lutrell Tadlock, Drew Bayse	Not present
Richmond County	Hope Mothershead	Present in-person
Spotsylvania County	Kevin Marshall	Present in-person
Stafford County	Meg Bohmke	Present in-person
Westmoreland County	Norm Risavi, Karen Lewis	Not present

There was a physical quorum.

<b>Also present</b>
Lauren Fallin
Jackie Davis
Kristina Allen
Steven Golas

Giles Scott
Jessica Weber
Mari Gibbs
Wade Flint
Mason Bishop

**IV. Approval of Minutes**

- A. August 2, 2023 – BCWDB:** Steve Cox made a motion to approve the meeting minutes from the August 2, 2023 meeting and Sara Carroll seconded his motion, passing the motion unanimously.
- B. June 5, 2023 – CLEO:** Gary Wilson of Caroline County made a motion to approve the meeting minutes from the June 5, 2023 meeting and John Priest of Mathews County seconded his motion, passing the motion unanimously.

**V. Public Comment:** There was no public comment.

**VI. Business Reports – Information**

- A. One-Stop Manager Report – Jessica Weber:** Jessica Weber gave the one-stop manager report to the Board and Chief Local Elected Officials. She stated that center traffic has increased in all of the centers in result of the increase of job seekers and appointments being made.
- B. Business Services Report – Jessica Weber:** Jessica Weber announced that the Business Services job position is open for applicants.
- C. Youth Report – Giles Scott:** Giles Scott gave an updated Youth Report to the Board and Chief Local Elected Officials. Giles mentioned how he was given multiple opportunities to introduce the Virtual Reality Career Exploration headsets to individuals to utilize. The top choice utilized on the Virtual Reality headset is Emergency Services – car crash scene.

**VII. GOVA Talent Pipeline Initiative – Mason Bishop, WorkED:** Mason Bishop of WorkED gave an overview of the Go Virginia Region 6 asset map to the Board and Chief Local Elected Officials.

**VIII. CLEO New Business**

**A. Board Membership**

- i. Deborah Warf:** John Priest of Mathews County made a motion to reappoint Deborah Warf on the BCWDB Board, and Meg Bohmke of Stafford County seconded his motion, passing the motion unanimously.
- ii. Glenn Purcell:** Meg Bohmke of Stafford County made a motion to appoint Glenn Purcell on the BCWDB Board, and Kevin Marshall of Spotsylvania County seconded her motion, passing the motion unanimously.

- B. By-laws:** Kevin Marshall of Spotsylvania County made a motion to approve the by-laws, and John Priest of Mathews County seconded his motion, passing the motion unanimously.
- IX. CLEO Old Business:** There was no old business to be discussed by the Chief Local Elected Officials.
- X. Joint New Business**
- A. PY 23 – 24 Revised Budget:** Nick Minor from the BCWDB Board made a motion to approve the PY 23 – 24 Revised Budget, and Sara Carroll from the BCWDB Board seconded his motion, passing the motion unanimously. Meg Bohmke of Stafford County made a motion to approve the PY 23 – 24 Revised Budget, and Hope Mothershead of Richmond County seconded her motion, passing the motion unanimously. Marjorie Lampkin and Tina Taylor (Scott Hall’s alternate) abstained from this motion.
- XI. Board New Business**
- A. Committee Reports**
- i. Executive Committee:** Jackie Davis stated that the Executive Committee met on October 25, 2023 and reviewed the committee reports and ETP applications.
  - ii. One-Stop Committee:** Jackie Davis stated that the One-Stop Committee met on October 10, 2023 and went over the One Stop Report that was provided by Jessica Weber.
  - iii. P&A Committee:** Jennifer Bowhey stated that the Performance and Accountability Committee met on October 23, 2023 and went over the two new grants we were just awarded, the Transportation to Learn Grant and the Youth Outreach Grant.
  - iv. Labor Market Committee:** Ian Ginger stated that the Labor Market Committee met on October 4, 2023 and reviewed the ETP applications, the self-sufficiency policy, and the updated Strategic Plan metrics
  - v. Board Development Committee:** Jackie Davis stated that the Board Development Committee met on October 19, 2023 and went over the committee restructure, by-laws, and strategic plan metrics.
  - vi. Youth Council:** Marjorie Lampkin stated that the Youth Council did not meet.
- B. Self Sufficiency Policy:** Sara Carroll made a motion to approve the self-sufficiency policy and Brittany Metts seconded her motion, passing the motion unanimously.
- C. Eligible Training Provider:** Sara Carroll made a motion to approve the ETP applications, and Brittany Metts seconded her motion, passing the motion unanimously.
- i. Glamour Beauty**

**ii. Sentinel Robotic Solutions**

- D. Strategic Plan Metrics:** Jackie Davis went over the Strategic Plan Metrics with the Board and CLEOs.
  - E. Priority of Services:** Jackie Davis informed the Board and CLEO members of the Priority of Services.
  - F. Request for Proposals (RFP):** Sara Carroll made a motion to approve the RFP, and Kendall Webre seconded her motion, passing the motion unanimously.
- XII. Board Old Business**
- A. ROI:** Jackie Davis informed the Board of the ROI (Return on Investments).
  - B. Committee Restructure:** Jackie Davis went over the committee restructure with the Board.
  - C. By-laws – ACTION ITEM**
- XIII. Executive Director’s Update:**
- XIV. Other Items for Discussion:** There were no other items for discussion.
- XV. Public Comment:** There was no public comment.
- XVI. Adjournment:** With there being no further business to discuss, Kendall Webre made a motion to adjourn the meeting, and Nick Minor seconded her motion, passing the motion unanimously. Ian Ginger adjourned the meeting at 12:00 p.m.