

Peninsula Council for Workforce Development
Executive Committee Meeting Minutes
April 28, 2011

Present:

Dr. John Olson	Hon. Frank Kreiger	Anne Smith
Rob Brown	Hon. Sheila Noll	Pete Walentisch
Rhonda Bunn	Hon. Will Moffett	Barbara Watson
Sandy Donaldson	Dr. Alvin Schexnider	Dr. Ned Carr
Robin Nelhuebel	Dr. Deborah Wright	Lisa Zahralddin
Hon. Jim Icenhour	Alan Archer	Helen Manns
Hon. Judy Knudson	Pete Peterson	Chris Rogan

Council Staff: Matthew James, Bill Mann, Shawn Avery, Gary Butler, Terri Partain, Jeanne Smith

I. Call to Order

The meeting was called to order at 8:00 a.m. by Vice Chair John Olson in the absence of the Chair.

II. Approval of Minutes

The minutes from the February 24, 2011 meeting were presented for approval. A motion was made by Rob Brown to approve the minutes as presented. The motion was seconded by Deborah Wright and unanimously approved.

III. Acceptance of Financial Statements – Non-Federal Division

Shawn Avery reviewed the Financial Summary based upon PY'10 approved comprehensive budget. He explained various line items by programs and activities. A motion for acceptance was made by Rhonda Bunn; the motion was seconded by Frank Kreiger and unanimously accepted.

Federal Division – Bill Mann reviewed the Obligations vs. Expenditures by Programs and Activities as of March 31, 2011. He stated that 73% of funds have been expended and all the programs are moving forward according to plan.

IV. President's Report

Matthew James reported on the following issues:

- Bayport Credit Union is now a member of the Council
- The Council was a winner with Cox Charities in the amount of \$10,000.

- Participation in a video at Cox highlighting the Youth Career Cafes
- \$8,000 contribution from Wells Fargo Bank
- Outstanding grants – WalMart, Department of Labor, Bank of America
- Career Pathways Grant

V. WIB Committee Reports

Joint Finance and Strategic Planning

John Olson reported that the Non-Federal Div. has met several times to work on budget items. Bill Mann reported that funding did drop and they are waiting to see what the appropriation from the Department of Labor to the states will be and then to the local areas.

Communications Committee

John Olson reported that the next newsletter will be ready for distribution in June. He reviewed the Website metrics which showed that there were 300 more visits to the website this year over last year. The website has been updated including the Youth Career Café page. We now have a Facebook page for the Youth Career Café.

Education and Training Committee

Shawn Avery reported on the summer camps which will be held in July and August. The camps are Gaming Technology and Modeling and Simulation Camp, Peninsula Hard Hat Camp 2011, Exploring Careers & Healthcare Opportunities Camp, Advanced Manufacturing Technology Camp, Career Exploration Camp. Registration for these camps has begun and the level of interest is very high.

Shawn reported on the Youth Career Café Metrics which shows an increase in site visits this year to date compared to last year. The Boys and Girls Club numbers are up as well as the Hampton Teen Center. The large increase has been in the category of Off-Site activities with 7,287 visits last year and with 7,179 visits year to date.

Sandy Donaldson discussed the possibility of having students from Newport News schools bring their portfolios to the Boys and Girls Club. Shawn will ask Sharnya Smith to talk to the director about this issue.

Helen Manns reported on the WIA Youth Program which shows that 12 students are being served in the In School Program and currently have 50 in the Out of School

Program. Next week a pre-apprentice Electrical class will begin with 12 students participating in that class.

Shawn showed committee members two videos which were the top two in the Career and Workplace Readiness Skills Video Contest. Nine videos were received from the various school divisions. The videos were created from a student's perspective in an effort to increase awareness and educate young people on the workplace readiness skills employers are seeking.

One Stop Update

Chris Rogan reviewed the One Stop Weekly Summary Report stating that their registrations are slightly down. Funds for Adult Services are almost expended for the year. She also reviewed the Training Funds Report which showed that of the \$777,303 budgeted for training the available funds as of April 19 is \$162,519.

VI. New Business

Deborah Wright reported on the Department of Labor Trade Adjustment Assistance Grant in the amount of \$10 million to develop training in advanced manufacturing. The Council is partnering with Thomas Nelson Community College in this effort.

VII. Adjournment

There being no further business to come before the committee, the meeting was adjourned at 9:00 a.m.

Jeanne Smith, Recording Secretary