

CHIEF LOCAL ELECTED OFFICIALS CONSORTIUM

MEETING MINUTES

July 15, 2009

A meeting of the Chief Local Elected Officials Consortium (CLEO) was held on July 15, 2009 at the Virginia Workforce Center in Wytheville, VA. Those in attendance were as follows:

Council Members

David Hutchins - Chairman
Dan Campbell
Bill Brown
Mike Maynard
Howard Spencer
Bucky Sharitz
Bill Webb
Shawn Utt

Staff

Ronnie Martin
Marty Holliday

At 9:36 AM, CLEO Chairman Hutchins called the meeting to order noting that a quorum was present.

Chairman Hutchins asked if any members had a problem with opening with a prayer and the Pledge of Allegiance. Noting that there was not an American Flag present, he asked Ms. Holliday to have one available for the next meeting and opened the meeting with a prayer.

Chairman Hutchins requested that the members review the minutes from the May 20, 2009 meeting. Mr. Sharitz made a motion to approve the minutes. Mr. Webb seconded the motion and a called vote was taken:

Mr. Sharitz – yes, Mr. Spencer – yes, Mr. Campbell – abstained, Mr. Utt – yes, Mr. Maynard – yes, Mr. B. Brown – yes, Mr. Webb – yes, Mr. Hutchins - yes

Chairman Hutchins asked for any public comment. There was none.

Mr. Hutchins gave the recommendations from the CLEO Executive Committee, stating that the committee had reviewed the draft CLEO Consortium Agreement and made some changes. He passed out the newest version. After a brief discussion on the Consortium Agreement Mr. Webb made the motion to send out this version to all the CLEOs along with talking papers and a sample ordinance, that Ms. Phyllis Katz was going to supply. Mr. Maynard seconded the motion. Mr. Utt made the comment that Pulaski was concerned about the language that would not allow him to continue to represent Pulaski County at the CLEO meetings. A brief discussion followed, with a

final decision that the language would stand, but if Pulaski needed another date and/or time for the CLEO meeting in order for either Mr. Sheffey, Mr. Huber or another Board of Supervisors member to attend, the group was not opposed to moving the meeting. A called vote was taken:

Mr. Sharitz – yes, Mr. Spencer – yes, Mr. Campbell – yes, Mr. Utt – yes, Mr. Maynard – yes, Mr. B. Brown – yes, Mr. Webb – yes, Mr. Hutchins - yes

Chairman Hutchins asked Ms. Holliday to present the Fiscal Agent Report. Ms. Holliday brought the members' attention to the spread sheet listing WIA invoices through May 2009. She then brought the members attention to the Fiscal Agent Report for PY '08 by Program Operator through May 31, 2009. She reminded the members that the Adult program ran a month behind in their invoicing which caused their numbers to be a little lower than would be expected.

Chairman Hutchins next asked Ms. Holliday to report on Performance by Jurisdiction. Ms. Holliday told members that all programs and operators were doing well through the end of the program year. She asked the members to take the totals for the DLW program and add them to the totals of the Rapid Response program to see the full impact for all DLW clients being served. She reminded the members that the current Rapid Response Contract was to end June 30, 2009, but an extension had been granted to close out the contract through September 30, 2009. Mr. Maynard asked if a report could be developed that would show trends in service (are the operators doing better or worse than before in service the clients). Ms. Holliday will try to have something for the members to review at the next meeting.

Chairman Hutchins continued with the agenda asking Mr. Webb, the One Stop Operator, to present the One Stop Operator Report. Mr. Webb drew the members' attention to a report contained in their packets detailing the One Stop Operator Activities and Service Delivery thru July 9, 2009. Mr. Webb then reviewed and updated the members on the close-out process and progress as Goodwill Industries of the Valleys would take over as One-Stop Operator effective July 1, 2009.

Chairman Hutchins asked Mr. Martin for an update on WIB activities. Mr. Martin presented the PY'09 WIB Budget that had previously been sent out along with explanations via e-mail. He drew the members' attention to the detailed PY'09 WIB Budget contained in their packets. Mr. Martin explained that the CLEOs would need to take action. Mr. Webb inquired about the requested pay raises for Ms. Holliday and Ms. Alley, but none requested for Mr. Martin. Mr. Martin explained that they were not merit or annual raises, but raises due to increased job duties. Ms. Holliday and Mr. Martin left the room briefly to allow the CLEOs to discuss this issue. After the discussion, Mr. Webb made the motion to approve the budget as submitted. Mr. Sharitz seconded the motion and a called vote was taken:

Mr. Sharitz – yes, Mr. Spencer – yes, Mr. Campbell – yes, Mr. Utt – yes, Mr. Maynard – yes, Mr. B. Brown – yes, Mr. Webb – yes, Mr. Hutchins - yes

Mr. Martin continued with the agenda by asking the members to review removal letter for Bill Roop, one of the two board members that represent Organized Labor. WIB policy states that warning letters are sent out after the board member misses three consecutive meetings and removal of the member takes place after the fourth missed meeting. Mr. Roop had missed four consecutive meetings. Mr. Martin then asked the members to review the letter sent to Mr. Leaman, President of the Virginia State AFL-CIO, requesting a nomination. Mr. Martin asked the members to review the nomination form for Robert Pierce. After a brief discussion, Mr. Utt made the motion to approve the nomination of Mr. Pierce to the WIB to complete out the term of Mr. Roop. Mr. Brown seconded the motion and a called vote was taken:

Mr. Sharitz – yes, Mr. Spencer – yes, Mr. Campbell – yes, Mr. Utt – yes, Mr. Maynard – yes, Mr. B. Brown – yes, Mr. Webb – yes, Mr. Hutchins - yes

Mr. Martin went on to discuss the vacancies for two Pulaski County Business, Bland County Business and HUD. He told the members that the HUD vacancy had been open for quite awhile. After a brief discussion the members present decided not to fill this position until a decision had been made on the size and composition of the WIB.

Mr. Martin continued with the agenda by asking the members to review the list of Youth Council members whose term expires on June 30, 2009 and who are up for re-appointment. He also asked the members to review the two nominees for appointment to the Youth Council. Mr. Martin explained that these appointments had been approved at the WIB's June 24, 2009 meeting. After a brief discussion, Mr. Webb made the motion to reappoint and appoint all recommendations. Mr. Maynard seconded the motion and called vote was taken:

Mr. Sharitz – yes, Mr. Spencer – yes, Mr. Campbell – yes, Mr. Utt – yes, Mr. Maynard – yes, Mr. B. Brown – yes, Mr. Webb – yes, Mr. Hutchins - yes

- | | |
|-----------------------------|----------------------------|
| 1. Greg Adkins (reappoint) | 2. Jenny Bolte (reappoint) |
| 3. Linda Midget (reappoint) | 4. Laura Lincoln (new) |
| 5. Mary Critzer (new) | |

Mr. Martin continued by asking the members to review the handout on the Free Microsoft Training Vouchers that were available for Business Worker and Technical Professional. Mr. Martin explained how this program would work in WIA 2.

Mr. Martin brought the members attention to a copied article from the Virginia Workforce Council's newsletter. He explained that each quarter he request articles from our program operators and submits them and in this newsletter, People, Inc. had their article printed.

Mr. Martin updated the members on the Wytheville Comprehensive One Stop Center. He gave a brief overview of the Comprehensive One-Stop Center making note that the current snag was the cost allocation piece and that a conference call would be held on July 23, 2009 with VEC, DRS and DVS to find a solution that would work for all three State agencies. Mr. Martin told the members he would continue to keep them updated.

Chairman Hutchins next drew the members' attention to the informational sheet in their packet that listed unemployment changes by jurisdiction for the area and Virginia as a whole, unemployment changes for the last four months and the local key economic indicators. A brief discussion was held on this matter.

Chairman Hutchins asked if there was anything that the members would like to discuss. Ms. Holliday asked the members for their opinions about working towards a paper-less meeting packet. She explained that by the next meeting, she would post most of the packet up on the WIB's website and bring jump-drives for members to use with their laptops. The members concurred with giving this a trial run over the next few months.

Chairman Hutchins asked Ms. Holliday to briefly explain about the WIB's Memorandum of Understanding (MOU) with its various required One-Stop Partners. Ms. Holliday told the members that the MOUs are an agreement between the partner and the WIB as to how they (the partner) was going to interface with and support the One-Stop system. She explained that the CLEO and WIB chairs signed the new MOUs, which were executed once every two years. Chairman Hutchins asked the members how they wanted to handle these in the future. Mr. Brown made the motion to give the CLEO Chairman approval to sign future MOUs without bringing them before the CLEOs. Mr. Webb seconded the motion and a called vote was taken:

Mr. Sharitz – yes, Mr. Spencer – yes, Mr. Campbell – yes, Mr. Utt – yes, Mr. Maynard – yes, Mr. B. Brown – yes, Mr. Webb – yes, Mr. Hutchins - yes

Chairman Hutchins continued with the agenda, drawing member's attention to the 2009 CLEO meeting schedule in their packets, noting that the next meeting will be held on September 16, 2009 at the Wytheville Workforce Center beginning at 9:30 AM.

With no further business to discuss Mr. Brown made the motion to adjourn the meeting. Mr. Webb seconded the motion. A called vote was taken:

Mr. Sharitz – yes, Mr. Spencer – yes, Mr. Campbell – yes, Mr. Utt – yes, Mr. Maynard – yes, Mr. B. Brown – yes, Mr. Webb – yes, Mr. Hutchins - yes

The meeting was adjourned at 11:35.

Respectfully Submitted,

Marty Holliday
Program Planner