

**Crater Regional Workforce Development Board
Business Service Committee Meeting**

June 4, 2020

9:30 a.m. – 10:30 a.m.

Location: Zoom

- 1. Call to order:**
 - a. Roll call by Recie Small
- 2. Public Comment Period:**
 - a. None at this time
- 3. *Approval of agenda**
- 4. *Approval of minutes (Review of notes from May 7th, 2020)**
- 5. Old Business**
 - a. Business Plan
- 6. Reports/ Updates by Sopenia Pierce**
 - a. COVID-19 Updates- Sopenia Pierce stated we will have an armed guard in the center and the building will reopen June 18th, 2020 for half days.
 - b. Customer Training by Recie Small- Recie Small stated Wes Smith from CCWA has put together a Customer Service Training that will be offered to businesses as well as to job seekers. She will be working with the service providers to determine if they have participants/ job seekers that would be interested in the class.
 - c. One- Stop Updates/ Business Engagements by Shawn Nicholson- Shawn Nicholson stated as the outreach surveys should get sent to the employer for completion.
 - d. Business Solutions Team & Best Practice by Bruce Sobczak-
 - e. Tammy Kidd the Virginia Employment Commission Manager from the Emporia Center discussed her staff is currently working on unemployment claims.
- 7. Adjournment: 10:40 a.m.**