

**Crater Regional Workforce Development Board  
Executive Committee Meeting**

Tuesday, August 18, 2020  
22. W. Washington St. Petersburg, VA 23803  
9:00 a.m. - 11:00 a.m.

Virtual ZOOM Meeting

**AGENDA DRAFT**

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|---|--|
| <b>1. Call to Order</b>                               | Amanda Wilson                          |
| Roll call   |  |
| <b>2. Public Comments</b>                             | Amanda Wilson                          |
| <b>3. *Closed Session</b>                             |  |
| <b>4. *Approval of Agenda</b>                         | Amanda Wilson                          |
| <b>5. *Approval of Minutes 06/23/20</b>               | Amanda Wilson                          |
| <b>6. Opening Remarks</b>                             | Amanda Wilson<br>Mayor Gore, CEO Chair |
| <b>7. Unfinished Business/Updates</b>                 |  |
| a. Officers, Elections and Membership Terms           | Amanda Wilson                          |
| b. Agreements and Contracts                           | Sophenia Pierce                        |
| o *CEO & Board Agreement+                             |  |
| o Employer of Records                                 |  |
| o Sussex Lease  |  |
| o Adult Dislocated Worker Contract                    |  |
| c. PY 19 Annual Compliance Review                     | Sophenia Pierce & Mayor Gore           |
| <b>8. Reports/Updates</b>                             |  |
| o Board Standing Committee Reports                    | Committee Chairs                       |
| • Public Outreach                                     |  |
| • Eligible Training Provider                          |  |
| • Youth Standing                                      |  |
| • Business Services                                   |  |
| o Executive Director's Updates                        | Sophenia Pierce                        |
| o Financial Reports                                   | Jerry Trovillion                       |
| • Draft One Stop IFA Budget                           |  |
| o Financial Audit                                     | Recie Small                            |
| o Programs & Services                                 | Recie Small                            |
| o One Stop Operator's Report                          | Shawn Nicholson                        |
| <b>9. New Business &amp; Updates</b>                  |  |
| a. PY 2020 & 2021 Performance Negotiations            | Recie Small                            |
| b. State & Local Strategic Plan                       | Sophenia Pierce                        |
| <b>10. Next Meeting-CRWDB Meeting-August 27, 2020</b> |  |
| <b>11. Closing &amp; Adjournment</b>                  | Amanda Wilson                          |

*\* Denotes Action Items*

*+Attachments*