



ALEXANDRIA | ARLINGTON REGION

**Alexandria/Arlington Regional Workforce Council
Executive Committee Meeting Agenda
November 30, 2018
8:30 am to 9:30 am**

Welcome Message	<i>Daniel Gomez</i>
Review December Meeting Agenda	<i>David Remick</i>
Review & Approve Consent Agenda Package	<i>David Remick</i>
Regional Needs Conversation	<i>David Remick</i>
Adjourn	<i>Daniel Gomez</i>

UPCOMING MEETINGS

March 8, 2019

June 7, 2019

8:30 am to 9:30 am

Arlington County Department of Human Services
2100 Washington Blvd, AEC Conference Room
Arlington, VA 22204



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Alexandria/Arlington Regional Workforce Council*
Quarterly Meeting Agenda
December 6, 2018
8:30 am to 9:30 am**

Welcome Message	<i>Daniel Gomez</i>
Presentation: Arlington's Creative Economy	<i>Christian Conroy</i>
Regional Labor Market Update	<i>Alex Cooley</i>
Economic Development Update	<i>Cynthia Richmond & Ryan Touhill</i>
Consent Agenda Approval <ul style="list-style-type: none">• Past Meeting Minutes• One-Stop Operator Report• WIOA Eligible Training Provider List• WIOA Formula Funding Transfer	<i>Daniel Gomez</i>
Executive Director's Report <ul style="list-style-type: none">• Professional Skill Position Statement• Continue Regional Needs Conversation	<i>David Remick</i>
Public Comment Period	<i>David Remick</i>
Education, & Workforce Partners Update	<i>Various Speakers</i>
Adjourn	<i>Daniel Gomez</i>

****Odds the number of times the word "Amazon" will be used during this meeting +30.*

UPCOMING MEETINGS

March 14, 2019

June 13, 2019

8:30 am to 9:30 am

Arlington County Department of Human Services

2100 Washington Blvd, Lower Level Auditorium

Arlington, VA 22204

Consent Agenda Begins



ALEXANDRIA | ARLINGTON REGION

**Alexandria/Arlington Regional Workforce Council
Quarterly Meeting Minutes
September 27, 2018
8:00 am to 10:00 am**

Attendance: Kate Bates, Stephanie Briggs, Karen Brown, Dottie Brown, Stacey Butler, Sherri Chapman, John Gallagher, Lesa Gilbert (proxy given to Daniel Mekibib), Shana Hargrove, Elizabeth Jones (proxy given to Kate Bates), Alberto Marino, Kris Martini, Christine McCurdy, Erik Pages, Andrea Rubino, Marie Schuler, Chastity Thornton

Absent: Eduardo Achach, Lisa Bauer, Patrick Brennan, Dennis Desmond, Daniel Gomez, Ellen Harpel, David Harris, Maria Marion, Nate Mauer, Steve Partridge, Cynthia Richmond, Fernando Torrez, Ryan Touhill, Darren Tulley, Landon Winkelvoss

Staff: Alamelu Dev, Gabe Hamda, David Remick

Meeting commenced at 8:05am.

PRESENTATIONS:

- Tara Palacios, Director of BizLaunch, presented information about resources and services BizLaunch provides to small businesses and entrepreneurs in Arlington County. She also discussed provision of referrals to assist Alexandria small businesses. Information about BizLaunch is available at <https://www.arlingtoneconomicdevelopment.com/business-services/start-and-grow-your-small-business/>.
- Alex Cooley, Northern Virginia Community College, presented his own analysis and information regarding the prospects for Amazon locating its second headquarters in the Northern Virginia area. The meeting attendees discussed the potential economic and labor market implications for the area.

ONE STOP OPERATOR REPORT:

- Alamelu Dev, ICATT Consulting, provided an update on LWDA 12's Performance for Program Year 2018.

EXECUTIVE DIRECTOR'S REPORT:

- David Remick presented several items requiring votes. For each item below, a motion was made, seconded, and unanimously approved.
 - Meeting minutes for April 12 and June 21, 2018 RWC meetings.
 - 2018-2019 WIOA Youth Waiver
 - RWC Bylaws



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- PY 18 Policy Manual, including updates to the Title I adult funding priority of service policy
- Consent agenda
- Membership of the Executive Committee

PARTNER UPDATES:

- Washington Gas has committed to hiring several entry-level positions over next five years, in coordination with other industry competitors. Will provide on-the-job training and offer career paths. Candidates must pass Workkeys assessments.
- WAMTA is hiring bus drivers and has a high need for track inspectors. Focusing on youth hiring.
- Introduction of new Business Services Manager for the Alexandria Workforce Development Center, Linda Gilmore.
- Upcoming job fair in Arlington, October 17th at George Mason University at 10am.
- Comcast has a vast array of positions available, not only technicians, and will provide in-house training to candidates that pass a math and communications test.
- NOVA hiring for a PT graphic designer and a FT apprenticeship manager. They are also launching a new website soon.
- The APS CTE program successfully rolled out its cyber security program.
- Governor Northam will be visiting TC Williams HS for a ribbon cutting for the new Healthcare Academy. Features a partnership with GWU, including admission to GW or NOVA, for successful students. Academy offers seven pathways to choose from.

The meeting adjourned at 10:00 a.m.

Alexandria/Arlington Regional Workforce Council

Provider	Program/Certification	Training Completion Rate (VA Target = 50%)	Credential Attainment Rate (VA Target = 65%)	Recommendation
1st CDL Training Center of Northern Virginia	Commercial Driver's License CDL A	71%	70%	Approve Renewal for Additional Year
1st CDL Training Center of Northern Virginia	Commercial Driver's License CDL B	90%	75%	Approve Renewal for Additional Year
Arlington Public Schools - REEP Program	ESOL/ServSafe Food Manager Certification	No WIOA students	No WIOA students	Approve Renewal for Additional Year
Arlington Public Schools - REEP Program	NorthStar Digital Literacy Course (MS Office Certification)	100%	100%	Approve Renewal for Additional Year
EdWorkforce Training and Consulting, Inc.	Child Development Associate Training Program	100%	Count to be reported in 1/19	Approve Renewal for Additional Year
George Mason University, Executive and Professional Education	A+ Certification	88%	Determining how to track in 2019	Approve Renewal for Additional Year
George Mason University, Executive and Professional Education	Accounting and Auditing for Government Contractors	100%	Determining how to track in 2019	Approve Renewal for Additional Year
George Mason University, Executive and Professional Education	Amazon Web Services (AWS) Certified Solutions Architect	No WIOA students	Determining how to track in 2019	Approve Renewal for Additional Year
George Mason University, Executive and Professional Education	Cisco Certified Network Associate (CCNA)	71%	Determining how to track in 2019	Approve Renewal for Additional Year
George Mason University, Executive and Professional Education	Certified Information Systems Security Professionals (CISSP)	No WIOA students	No WIOA students	Approve Renewal for Additional Year
George Mason University, Executive and Professional Education	Cloud Computing with Hadoop	No WIOA students	No WIOA students	Approve Renewal for Additional Year
George Mason University, Executive and Professional Education	Contract Changes and Equitable Adjustments	No WIOA students	Determining how to track in 2019	Approve Renewal for Additional Year
George Mason University, Executive and Professional Education	Cost Accounting Standards	100%	Determining how to track in 2019	Approve Renewal for Additional Year
George Mason University, Executive and Professional Education	Cost and Price Analysis for Government Contracts	No WIOA students	No WIOA students	Approve Renewal for Additional Year
George Mason University, Executive and Professional Education	Essentials of Home Resource Management	100%	Determining how to track in 2019	Approve Renewal for Additional Year
George Mason University, Executive and Professional Education	Ethics and Compliance in Government Contracting	No WIOA students	No WIOA students	Approve Renewal for Additional Year
George Mason University, Executive and Professional Education	Financial Management Program (FMP) Finance and Business	100%	Determining how to track in 2019	Approve Renewal for Additional Year
George Mason University, Executive and Professional Education	Financial Management Program (FMP) Operations and Strategy	100%	Determining how to track in 2019	Approve Renewal for Additional Year
George Mason University, Executive and Professional Education	Financial Management Program FMP Operations and Maintenance	100%	Determining how to track in 2019	Approve Renewal for Additional Year
George Mason University, Executive and Professional Education	Financial Management Program FMP Project Management	100%	Determining how to track in 2019	Approve Renewal for Additional Year
George Mason University, Executive and Professional Education	Government Contracting Fundamentals	100%	Determining how to track in 2019	Approve Renewal for Additional Year
George Mason University, Executive and Professional Education	Human Resource Management Certificate	100%	Determining how to track in 2019	Approve Renewal for Additional Year
George Mason University, Executive and Professional Education	Masters Academy in Government Contracting	No WIOA students	Determining how to track in 2019	Approve Renewal for Additional Year
George Mason University, Executive and Professional Education	Microsoft Certified Technology Specialist	100%	Determining how to track in 2019	Approve Renewal for Additional Year
George Mason University, Executive and Professional Education	Navigating the FAR: Practical Applications	No WIOA students	Determining how to track in 2019	Approve Renewal for Additional Year
George Mason University, Executive and Professional Education	Negotiations Strategies and Techniques in Government Contracting	100%	Determining how to track in 2019	Approve Renewal for Additional Year
George Mason University, Executive and Professional Education	Networks	No WIOA students	Determining how to track in 2019	Approve Renewal for Additional Year
George Mason University, Executive and Professional Education	Oracle 12c Certified associate	100%	Determining how to track in 2019	Approve Renewal for Additional Year
George Mason University, Executive and Professional Education	Oracle 12c Certified Professional	No WIOA students	Determining how to track in 2019	Approve Renewal for Additional Year
George Mason University, Executive and Professional Education	Oracle 12c Structured Query Languages	100%	Determining how to track in 2019	Approve Renewal for Additional Year
George Mason University, Executive and Professional Education	Oracle PL/SQL	100%	Determining how to track in 2019	Approve Renewal for Additional Year
George Mason University, Executive and Professional Education	Paralegal Certificate	100%	Determining how to track in 2019	Approve Renewal for Additional Year
George Mason University, Executive and Professional Education	Preparing Complaint Proposals	100%	Determining how to track in 2019	Approve Renewal for Additional Year
George Mason University, Executive and Professional Education	Python Programming	No WIOA students	Determining how to track in 2019	Approve Renewal for Additional Year
George Mason University, Executive and Professional Education	Quality Assurance Testing	No WIOA students	Determining how to track in 2019	Approve Renewal for Additional Year
George Mason University, Executive and Professional Education	Security+	90%	Determining how to track in 2019	Approve Renewal for Additional Year
George Mason University, Executive and Professional Education	Threatseeking for Government Contractors	100%	Determining how to track in 2019	Approve Renewal for Additional Year
George Mason University, Executive and Professional Education	Web Design	No WIOA students	Determining how to track in 2019	Approve Renewal for Additional Year
George Mason University, Executive and Professional Education	Web Development	No WIOA students	No WIOA students	Approve Renewal for Additional Year
George Mason University, Executive and Professional Education	Registered Medication Aide Training Program	100%	100%	Approve Renewal for Additional Year
Global Educational Institute, LLC	Nursing Assistant Training Program (for CNA Certification)	93%	86%	Approve Renewal for Additional Year
Global Educational Institute, LLC	CPR/AED/First Aid	100%	100%	Approve Renewal for Additional Year
Global Educational Institute, LLC	Personal Care aide/Home Health Aide	100%	100%	Approve Renewal for Additional Year
Global Educational Institute, LLC	Bilingual Culinary Arts Job Training Program (for ServSafe Certification)	91%	100%	Approve Renewal for Additional Year
La Cudia VA	Medication Care Coordinator Program	100%	Count to be reported in 1/19	Approve Renewal for Additional Year
Medicents	Professional Coder	100%	Count to be reported in 1/19	Approve Renewal for Additional Year
Medicents	Medical Billing Specialist	78%	Count to be reported in 1/19	Approve Renewal for Additional Year
Medicents	Medical Front Office Administration	91%	Count to be reported in 1/19	Approve Renewal for Additional Year
Medicents	Pharmacy Technician Specialist	97%	Count to be reported in 1/19	Approve Renewal for Additional Year
Medicents	Medical Front Office and Electronic Health Records	100%	Count to be reported in 1/19	Approve Renewal for Additional Year
Medicents	Electronic Health Records Specialist	88%	Count to be reported in 1/19	Approve Renewal for Additional Year
Medicents		100%	Count to be reported in 1/19	Approve Renewal for Additional Year

Medicents	Electronic Health Records & Reimbursement Specialist	94%	Count to be reported in 1/19	Approve Renewal for Additional Year
Medicents	Allied Healthcare Professional	96%	89%	Approve Renewal for Additional Year
Medicents	IT Help Desk Administrator	100%	Count to be reported in 1/19	Approve Renewal for Additional Year
Medicents	PC Technician	100%	Count to be reported in 1/19	Approve Renewal for Additional Year
Medicents	IT Network Technician	100%	Count to be reported in 1/19	Approve Renewal for Additional Year
Medicents	Healthcare IT Technician	100%	Count to be reported in 1/19	Approve Renewal for Additional Year
Quantum Studios Institute for Technology	Web Design and Development	New program	New program	Approve Renewal for Additional Year
Quantum Studios Institute for Technology	Web Design	New program	New program	Approve Renewal for Additional Year
Quantum Studios Institute for Technology	Administrative Assistant	New program	New program	Approve Renewal for Additional Year
Quantum Studios Institute for Technology	Workforce Readiness Skills	New program	New program	Approve Renewal for Additional Year
Quantum Studios Institute for Technology	SharePoint	New program	New program	Approve Renewal for Additional Year
Quantum Studios Institute for Technology	Word Processing Program	New program	New program	Approve Renewal for Additional Year
Spectrum Beauty Academy, LLC	Cosmetology	No WIDA students	No WIDA students	Approve Renewal for Additional Year
Spectrum Beauty Academy, LLC	Barbering	No WIDA students	No WIDA students	Approve Renewal for Additional Year
Spectrum Beauty Academy, LLC	Nail Technology	No WIDA students	No WIDA students	Approve Renewal for Additional Year
Spectrum Beauty Academy, LLC	Ethetics	No WIDA students	No WIDA students	Approve Renewal for Additional Year
Spectrum Beauty Academy, LLC	Master Esthetics	No WIDA students	No WIDA students	Approve Renewal for Additional Year
Spectrum Beauty Academy, LLC	Instructor Training	No WIDA students	No WIDA students	Approve Renewal for Additional Year
Spectrum Beauty Academy, LLC	Culinary Skills and Personal Development (for ServSafe Certification)	100%	100%	Approve Renewal for Additional Year



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Workforce Council

November 15, 2018

Mr. George Taratsas
WIOA Administrator
Virginia Community College System
Arboretum III
300 Arboretum Place, 3rd Fl-Ste 390
Richmond, VA 23236

RE: PY18 WIOA FUNDING TRANSFER REQUEST

Dear Mr. Taratsas:

Virginia Career Works Alexandria/Arlington requests the transfer of \$75,000.00 from PY18 WIOA Dislocated Worker funds to the PY18 WIOA Adult funds. This request will cover additional projected expenses in FY19 as follows: \$30,000.00 for personnel expenses; and \$45,000.00 for client training related expenses. A WIOA Title I programmatic and financial analysis pertaining this request can be found in Attachment A.

Thank you in advance for your attention to this request. Should you have questions please contact David Remick at dremick@arlingtonva.us or 703.228.1412.

Sincerely,

Daniel Gomez
Chair

CC: David Remick

ATTACHMENT A

WIOA Title I Training Expenses for VCWAA				
	ADULT		DW	
	# Active Participants	Expenditures	# Active Participants	Expenditures
PY 2015	97	\$ 238,403.00	35	\$ 365,531.00
PY 2016	81	\$ 282,866.37	35	\$ 249,653.73
PY 2017	71	\$ 301,622.31	31	\$ 184,865.99
WIOA ADULT PY 2018	Total	40% Training	Supportive Services	Staff/Operating
Budget	\$ 162,581.40	\$ 65,032.56	\$ 0.00	\$ 97,548.84
Projected Expenses	\$ 237,581.40	\$ 110,032.56	\$ 0.00	\$ 127,548.84
Shortfall	(\$ 75,000.00)	(\$ 45,000.00)	\$ 0.00	(\$ 30,000.00)
WIOA DW PY 2018	Total	40% Training	Supportive Services	Staff/Operating
Budget	\$ 254,834.10	\$ 101,933.64	\$ 0.00	\$ 152,900.46
Projected Expenses	\$ 179,834.10	\$ 56,933.64	\$ 0.00	\$ 122,900.46
Surplus	\$ 75,000.00	\$ 45,000.00	\$ 0.00	\$ 30,000.00
Transfer Request Total (DW to Adult):				\$ 75,000.00

Consent Agenda Ends

Alexandria/Arlington Regional Workforce Council
Position Statement
The Importance of Professional Skills

Professional skills represent the skill set in greatest demand across all business, industries, and occupations and are transferrable skills that employees use in every job. Research conducted by Harvard University, the Carnegie Foundation and Stanford Research Center has concluded that 85% of job success comes from having well-developed professional and people skills, and only 15% of job success comes from technical skills and knowledge (hard skills)¹. LinkedIn found that "57 percent of leaders say professional skills are more important than hard skills"². In the Greater Washington region, 40% of the Top 50 in-demand skills are professional-skills³. A partial list of such skills includes: communication, teamwork, self-motivation, flexibility, leadership, and time management.

The Alexandria/Arlington Regional Workforce Council seeks to infuse its customers with professional skills that we hear our region's employers demand. Research shows that such skills can be taught and learned but more must be done to equip the workforce with them. The Council believes the following actions are key to improving the acquisition of professional skills.

- Universal recognition of the value that strong professional skills bring to the workplace;
- Increased training investments by government and businesses in professional skills development;
- Integration of professional skills development opportunities into elementary and secondary school curriculum; and
- Introduction of professional skills learning opportunities within certificate and credential-bearing programs.

¹ <https://www.nationalsoftskills.org/the-real-skills-gap/>

² <https://learning.linkedin.com/blog/top-skills/the-skills-companies-need-most-in-2018--and-the-courses-to-get-t>

³ JObsEQ.