

Alexandria/Arlington Regional Workforce Council Quarterly Meeting

Agenda

December 14, 2023

8:30 am to 9:30 am

Virtual Meeting

[Click here to join the meeting](#)

Or call in (audio only):

+1 347-973-6905, Access Code: 778158984#

Attend In-Person (Optional)

Arlington Department of Human Services

2100 Washington Blvd., LL AUD

Arlington, VA 22204

Welcome Message

Stacey Butler

Public Comment Period

David Remick

- 2 minutes per public comment

Executive Director's Report

David Remick

- RWC Vice Chair Election
 - Monica West, Washington Gas – Nominated
- RWC Executive Committee Approval
 - Stacey Butler, CVSCaremark – Nominated
 - Monica West, Washington Gas – Nominated
 - Shekera Alvarado, Fairfax County Public Schools – Nominated
 - William Lopez, Buildwithin – Nominated
 - Sean Steele, INFOLOCK – Nominated
- September RWC Meeting Notes Approval
- Approval to Competitively Procure a Workforce Innovation & Opportunity Act (WIOA) Adult/Dislocated Worker Services Vendor for Arlington County
- Eligible Training Provider Approval

Regional Labor Market Update
Marisa Lemma
Council Member Updates
All
Adjourn
Stacey Butler

UPCOMING MEETINGS

Meeting	Date	Time	Location
Executive Committee Meeting	March 1, 2024	8:30am – 9:30am	In-Person
Regional Workforce Council Meeting	March 21, 2024	8:30am – 9:30am	In-Person
One-Stop Operations Committee Meeting	March 21, 2024	9:30am – 10:30am	In-Person
Executive Committee Meeting	June 7, 2024	8:30am – 9:30am	Virtual
Regional Workforce Council Meeting	June 20, 2024	8:30am – 9:30am	Virtual
One-Stop Operations Committee Meeting	June 20, 2024	9:30am – 10:30am	Virtual



ALEXANDRIA/ARLINGTON
REGIONAL WORKFORCE COUNCIL

**MEETING MINUTES OF THE HYBRID
ALEXANDRIA/ARLINGTON REGIONAL WORKFORCE COUNCIL**

September 21, 2023

The **ALEXANDRIA/ARLINGTON REGIONAL WORKFORCE COUNCIL** convened its meeting in-person, with virtual option for guests and pre-approved members, at **8:30am** on **September 21, 2023**.

ATTENDANCE

Nelson	Aguilar	Present-Hybrid
Kate	Bates	Absent
Lisa	Bauer	Present-Hybrid
Brandon	Bedford	Present-Hybrid
Joel	Bernstein	Present-Hybrid
Maurice	Blue	Absent
Patrick	Brennan	Absent
Karen	Brown	Present-Virtual; Medical
Dottie	Brown	Present-Hybrid
Stacey	Butler	Present-Hybrid
Dennis	Desmond	Present-Hybrid
James	Egenrieder	Absent
John	Gallagher	Absent
Lesa	Gilbert	Proxy to K. Ashmore
Daniel	Gomez	Absent
Annette	Haggray	Absent
Ellen	Harpel	Present-Hybrid
Tricia	Jacobs	Present-Hybrid
William	Lopez	Present-Hybrid
Marian	Marquez	Proxy to A. Cooley
Kris	Martini	Proxy to P. Nagurka
Erik	Pages	Absent
Sean	Steele	Absent
Brian	Stout	Present-Hybrid
G. Tyler	Tenbrink	Absent
Crystal	Thrower	Absent
Fernando	Torrez	Absent
Monica	West	Present-Hybrid
Elizabeth	Yoder	Present-Hybrid

STAFF

David Remick

MOTIONS & ACTIONS/VOTES

No individuals provided public comment.

September 21, 2023 Regional Workforce Council Consent Agenda was approved.

- The Council unanimously supported the motion 17-0.

Stacey Butler, CVS was nominated for Chair, Regional Workforce Council.

- The Council unanimously supported the motion 17-0.

Meeting adjourned at **9:35am**.

Approval to Competitively Procure a Workforce Innovation & Opportunity Act (WIOA) Adult/Dislocated Worker Services Vendor for Arlington County

Request

- Approval to modify the Alexandria/Arlington Regional Talent Plan to allow Arlington County to competitively procure its Workforce Innovation & Opportunity Act (WIOA) Adult/Dislocated Worker Services.

Background

- Competitively procuring Arlington's WIOA Adult/Dislocated Worker Services is not currently permissible in the Alexandria/Arlington Regional Talent Plan. The Talent Plan needs to be modified to allow for this activity. WIOA State Administrator requires approval from both the Chief Local Elected Official and the Regional Workforce Council to modify the Regional Talent Plan.
- Arlington's WIOA Adult/Dislocated Worker Services are currently implemented by County staff. It is the desire of the Arlington Department of Human Services, which is responsible for implementing WIOA, to outsource their WIOA program as they face a significant budget shortfall in FY25. Various programs will be impacted, including those available through the Arlington Employment Center (AEC). Program cutbacks will affect the implementation of Arlington's WIOA program. While it is still needed in Arlington, WIOA is financially and administratively resource intensive and will no longer be viable to be implemented exclusively by County Staff, starting FY25. Outsourcing the program will ensure that WIOA service delivery remains at its current levels.
- Additionally, the composition of AEC customers has shifted to individuals who experience extreme barriers to employment. In FY23, 31.2% of clients were undocumented or under-documented, 17.7% declared Spanish as their preferred language, and the AEC is experiencing an uptick in clients with Serious Mental Illness. The WIOA program is not necessarily appropriate for this population. AEC's remaining staff and services will need to adapt to these new workforce development needs.
- Arlington County, the Regional Workforce Council, and its Executive Director would continue to provide oversight over AEC's WIOA Adult/Dislocated Worker funding. Contracted vendor would receive WIOA programmatic and administrative funds. At non-government salary rates, the vendor would be able to hire adequate staff to run AEC's WIOA Adult/Dislocated Worker program. Vendor's staff would be stationed at the AEC and would benefit from all existing resources that are available to County staff. Vendor would also receive free workspace at the Center to serve WIOA eligible and appropriate residents.
- Starting FY25, the vendor would assume responsibility for administering the WIOA program.
- Outsourcing the program would alleviate the burden on County staff and their managers so that they can focus their remaining resources on clients with extreme barriers to employment.
- Alexandria's WIOA Adult/Dislocated Worker Services are currently implemented by City staff and there are no plans to change this arrangement.

Recommendation

- Approve the modification of the Alexandria/Arlington Regional Talent Plan to allow Arlington County to competitively procure its Workforce Innovation & Opportunity Act (WIOA) Adult/Dislocated Worker Services.



Training Program Application

A separate application form must be completed for each training program or occupational skills course of study.

1. Training Organization			
2. Contact Person – Name & Title			
3. Training Program or stand-alone course name			
4. Program or course description			
5. Year Program Established	6. Total Credit or Curriculum Hours	7. Number of training weeks or hours	8. Minimum Class Size
9. Is curriculum certified by an accrediting agency or similar national standardization program: <div style="display: flex; justify-content: space-around; margin-top: 10px;"> Yes (if yes specify) No </div>			
10. Description of training and skills to be obtained – <i>Attach training program description, include an outline of what is covered in the program and what skills are to be obtained.</i>			
11. Which in-demand industry sectors and occupations best fit with the training program; and the average wage for the primary target occupation for which the training prepares the individual , as published by the Virginia Employment Commission, for the local area. If the in-demand sectors & occupation differ from what is defined by the region, please provide LMI Information to support the sector & occupation.			
12. Does training lead to an industry recognized credential, diploma, license, or degree? <i>If yes, indicate which.</i> <div style="display: flex; justify-content: space-around; margin-top: 10px;"> Yes No </div>			
13. Is this a stackable credential, part of a sequence to move an individual along a career pathway or up a career ladder? <div style="display: flex; justify-content: space-around; margin-top: 10px;"> Yes No </div>			
14. Was this training developed in partnership with a business? <div style="display: flex; justify-content: space-around; margin-top: 10px;"> Yes No </div> If yes, Name of Business(s):			

15. List Businesses that support this training program:

16. Describe how you will ensure access to training services throughout the state, including rural areas and through the use of technology:

17. Describe how you will work with the local board to serve individuals with barriers, including individuals with disabilities:

Program Cost	
18. Registration/Pre-screening/Admissions Fees	\$
19. Tuition (check all items included in Tuition)	\$
Books	\$
Required Supplies(Tools, uniforms, etc.	\$
Testing/Exam Cost	\$
Licensure/Certification Cost(s)	\$
Other Required Fees	\$
20. Total Cost to Complete Curriculum/Course	\$

Criteria for Admission

21. Describe the prerequisites or skills and knowledge required prior to the commencement of training:

22. Is a High School Diploma or GED required: Yes No



Project Management Certificate Series

3 Courses Required



Project Management Certificate Series

Overview

The Project Management Certificate program is a three-course curriculum designed to lead students through the practices they need to successfully manage a diverse range of project life-cycles, in any industry.

This curriculum starts out with learning the foundational principles of Project Management, understanding Agile concepts and practices then finishes with a course specifically designed to prepare the student to sit for the PMI PMP credential examination.

Courses include:

- PMP 0700 Project Management Fundamentals
- PMP 0701 Agile Essentials
- PMP 0705 Project Management Certification: PMP® Exam Preparation

+ Features

PMP 0700 Project Management Fundamentals: 1 Day Virtual Course – 8 PDU's

This course provides an overview of fundamental elements of the project lifecycle – from project initiation through project close.

- Learn key project management terminology, frameworks, and tools
- Understand the goals and benefits of implementing project management
- Learn how to apply the approaches and processes to better manage and complete a project

Project Management Certificate

Add To Cart

Description:
 Certificate Price: Project Management Bundle : \$3,226.50
 Deadline to Start 547 Days After Registration
 Last Course:

Courses

Questions? Submit an inquiry >> [HERE](#)

Required Courses

Minimum Required:	3 Course(s)
PMP 0700 Project Management Fundamentals	
CEUs:	0.8
PMP 0701 Agile Fundamentals	
CEUs:	0.8
PMP 0705 Project Management Professional (PMP)® Certification Exam Prep	
CEUs:	35

- Determine the vital interpersonal interactions needed for successful projects

PMP 0701 Agile Fundamentals: 1 Day Virtual Course – 8 PDU's

This course provides a solid foundation for anyone seeking to develop fluency in Agile concepts, terms, and practices and teaches the values and principles of Agile.

- Understand what types of projects are ideal for applying Agile practices
- Learn to craft a product roadmap that is focused on delivering a consistent value stream that is recognizable to the customer
- Learn how to become more accurate at estimating work and delivering on commitments
- Determine how to manage an evolving product backlog with changing requirements
- Discover how to better write, communicate, and interpret customer interaction
- Learn to employ Agile practices that improve quality, reduce defects and speed up delivery

PMP 0705 Project Management Professional (PMP)® Certification Exam Prep: 4 Days - 35 PDU's

You will learn an infusion of detailed concept explanations, real-world examples, and interactive knowledge checks to make sure you understand the materials and are set up for success to pass the PMP exam.

- Reduce complexity and confusion of how to best study and pass the PMP exam
- Prepare to take and pass the PMP certification exam
- Enhance skills to improve individual performance, project and business outcomes, continuous improvement
- Reduce anxiety associated with becoming a PMP credential holder
- The PMP exam prep courses are taught by expert & PMI-approved instructors. The courses also fulfill the PMI-required 35 contact hours of project management training.

Upon completion of the Project Management Certificate program, the student should be prepared to lead projects. Students will: (1) receive training in globally-recognized project management best practices; (2) learn to apply these practices to real-world projects; and (3) become familiar with Project Management Institute (PMI)® training requirements to apply for the Project Management Professional (PMP)® examination and how to earn PMI's PMP credential.

+ Digital Certificate



Earners of the [Project Management Badge](#) can successfully charter, plan, and execute a project using a traditional or agile project life-cycle development approach and meet all PMI education requirements to sit for the PMI Project Management Professional® examination. They have applied PM

principles, theories, and practices to real-world scenarios that require use of

best practice models, methods, and artifacts. Emphasis is placed on value delivery, leadership/management principles, tailoring, and change management.

+ PMI Authorized Training Partner



As an Authorized Training Partner of the Project Management Institute (PMI) George Mason University offers a series of project management courses. Mason courses are current and aligned to the latest PMI Global Standards.



+ Requirements

To receive a Certificate of Completion, participants must successfully complete all three courses within 12 months.

100% Attendance Required

+ Recommendations

It is highly recommended (but not required) that the Project Management Fundamentals be taken first followed by Project Management Professional (PMP)[®] Certification Exam Prep. The Agile Fundamentals can be taken at anytime either before or after the other two courses.

+ Designed For

This course is designed for:

- Anyone who wants to learn the fundamentals of project management, those seeking to integrate the culture, principles, and practices of Agile, and individuals looking to sit for and pass the PMP Exam.
- Managers who are seeking a variety of tools and techniques to help them enhance work group and project team productivity;
- Project task leaders, recently assigned project managers, and individuals who aspire to be effective project managers;
- Individuals seeking to pass the Project Management Professional (PMP)

+ Notes

Steps to Achieve your PMP Certification:

1. Project Management Professional (PMP)® Certification Exam Prep.
2. Apply for and pass the Project Management Professional (PMP)® Certification exam. To apply for the PMP certification exam and for additional details visit [PMI.org](https://www.pmi.org).

Visit the **PMI Website** for more information about requirements and fees to sit for the PMI PMP examination.

+ Thought Pieces



Financial Assistance for FastForward Programs – Noncredit Funding Sources

FastForward Programs (funded by the Workforce Credential Grant) are preparatory short-term training programs for industry credentials in high-demand professions. Seeking the applicable credential or licensure is an *expectation* for participating in FastForward programs. Virginia domiciled residents can take these programs by paying only one-third (1/3) of the full tuition cost, provided they successfully complete the program. Additional financial assistance options – FANTIC, G3 - cover the student's first one-third.

	Financial Assistance for Non-Credit Industry Credentials (FANTIC)	G3 – Get a Skill, Get a Job, Get Ahead	Virginia Ready Scholar/VRSA																																								
Benefit	FANTIC provides funding to students demonstrating the required financial need and who desire to enroll in an approved FastForward training program. FANTIC will pay in full the first one-third of a selected FastForward program. Applicants will be awarded on a first-come, first-served basis.	G3 is a tuition assistance program for any Virginia resident who qualifies for in-state financial aid and whose family income falls below an identified threshold. G3 can be used for designated “stackable” programs in five of Virginia’s most in-demand industries: Early Childhood Education, Healthcare, Information Technology, Public Safety and Skilled Trades. Learn more about G3	The Virginia Ready Scholars Program provides funding to students who are looking to increase their skills by earning a credential for an in-demand job. VA Ready Scholars will receive a one-time \$1,000 Credential Achievement Award upon achieving their new credential. The VA Ready State Aid (VRSA) will pay in full the first one-third of one FastForward program up to \$1,500 for eligible VA Ready Scholars (one-time award). <i>VRSA funding is limited.</i>																																								
Eligibility	<p>Criteria:</p> <ol style="list-style-type: none"> Domiciled in Virginia Demonstrate financial need based on household income <ol style="list-style-type: none"> Currently receiving SNAP or TANF benefits <i>OR</i> Current household adjusted gross income falls at or below 300% (see chart below) Complete the FANTIC application and provide supporting documents <table border="1" data-bbox="331 1105 720 1411"> <thead> <tr> <th colspan="2">Federal Poverty Guidelines 2023</th> </tr> <tr> <th>Persons in Household</th> <th>FANTIC - 300% 3x Poverty Guidelines</th> </tr> </thead> <tbody> <tr><td>1</td><td>\$43,740</td></tr> <tr><td>2</td><td>\$59,160</td></tr> <tr><td>3</td><td>\$74,580</td></tr> <tr><td>4</td><td>\$90,000</td></tr> <tr><td>5</td><td>\$105,420</td></tr> <tr><td>6</td><td>\$120,840</td></tr> <tr><td>7</td><td>\$136,260</td></tr> <tr><td>8</td><td>\$151,680</td></tr> </tbody> </table>	Federal Poverty Guidelines 2023		Persons in Household	FANTIC - 300% 3x Poverty Guidelines	1	\$43,740	2	\$59,160	3	\$74,580	4	\$90,000	5	\$105,420	6	\$120,840	7	\$136,260	8	\$151,680	<p>Criteria:</p> <ol style="list-style-type: none"> Domiciled in Virginia Demonstrate financial need based on household income <ol style="list-style-type: none"> Current household adjusted gross income falls at or below 400% of the Federal Poverty Guidelines (see chart below) Complete the FANTIC application and provide supporting documents <table border="1" data-bbox="928 1076 1323 1382"> <thead> <tr> <th colspan="2">Federal Poverty Guidelines 2023</th> </tr> <tr> <th>Persons in Household</th> <th>For G3 Reference - 400% 4x Poverty Guidelines</th> </tr> </thead> <tbody> <tr><td>1</td><td>\$58,320</td></tr> <tr><td>2</td><td>\$78,880</td></tr> <tr><td>3</td><td>\$99,440</td></tr> <tr><td>4</td><td>\$120,000</td></tr> <tr><td>5</td><td>\$140,560</td></tr> <tr><td>6</td><td>\$161,120</td></tr> <tr><td>7</td><td>\$181,680</td></tr> <tr><td>8</td><td>\$202,240</td></tr> </tbody> </table>	Federal Poverty Guidelines 2023		Persons in Household	For G3 Reference - 400% 4x Poverty Guidelines	1	\$58,320	2	\$78,880	3	\$99,440	4	\$120,000	5	\$140,560	6	\$161,120	7	\$181,680	8	\$202,240	<p>Criteria:</p> <ol style="list-style-type: none"> Domiciled in Virginia Looking to increase skill set by earning a credential for an in-demand job in a high growth sector: <ul style="list-style-type: none"> Business/IT Healthcare Skilled Trades Must be enrolled in a VA Ready supported FastForward course Must sign up for VA Ready no later than 5 days after their course's start date (Day 1 = first day of classes) Must be approved as a VA Ready Scholar
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How to Apply	Complete FANTIC Application and submit required documents www.nvcc.edu/workforce/assistance	Complete FANTIC Application and submit required documents www.nvcc.edu/workforce/assistance	Sign up for Virginia Ready online virginiaready.org after you are enrolled in a FastForward program																																								

NOVA Workforce FastForward Programs	Full Tuition	FastForward Tuition (1/3 of full tuition) *	FANTIC Eligible Student Pays \$0	G3 Eligible Student Pays \$0	VA Ready Eligible Earn Credential Award	Included with tuition
AWS Cloud Practitioner	\$1,428	\$476	✓	✓	✓	Digital textbook and exam voucher
AWS Certified Solutions Architect (Associate)	\$2,610	\$870	✓	✓	✓	Digital textbook and exam voucher
Certified Billing & Coding Specialist (CBCS)	\$3,435	\$1,145	✓	✓	-	Coding manuals, online materials, and exam voucher
Certified Clinical Medical Assistant (CCMA)	\$3,267	\$1,089	✓	✓	✓	Online learning platform, BLS, and exam voucher
Certified Ethical Hacker (CEH)	\$3,474	\$1,158	✓	✓	-	Digital materials, iLab access code, and exam voucher
Commercial Driver's License Class A (CDL-A)	\$4,500	\$1,500	✓	-	-	Class materials and exam voucher
CompTIA® A+	\$2,502	\$834	✓	✓	-	CertMaster Learn + Labs and exam voucher
CompTIA® Data+	\$2,301	\$767	✓	✓	-	CertMaster Learn + Labs and exam voucher
CompTIA® Linux+	\$1,893	\$631	✓	✓	-	CertMaster Learn + Labs and exam voucher
CompTIA® Network+	\$1,527	\$509	✓	✓	✓	CertMaster Learn + Labs and exam voucher
CompTIA® Security+	\$1,611	\$537	✓	✓	✓	CertMaster Learn + Labs and exam voucher
EPA Section 608 Technician Certification (HVAC)	\$1,650	\$550	✓	✓	-	Textbook and exam voucher
IT Specialist: Python	\$1,926	\$642	✓	✓	-	Digital materials and exam voucher
Massage Therapy	\$6,750	\$3,750	✓	✓	-	Textbook and exam voucher
Medication Aide (RMA)	\$1,098	\$366	✓	✓	-	Textbook
Nurse Aide Preparation (CNA)	\$3,489	\$1,163	✓	✓	✓	Textbook, exam voucher, stethoscope, blood pressure cuff, gait belt & BLS CPR books and testing
Phlebotomy Technician (CPT)	\$2,334	\$778	✓	✓	-	Online learning platform and exam voucher
SHRM Certified Professional (SHRM-CP, SHRM-SCP)	\$2,700	\$900	✓	✓	-	SHRM Learning System and exam voucher

Tuition Subject to Change

*FastForward (WCG) pays for two-thirds (max of \$3,000) per course. Participants will pay one-third of the cost for the course. Note that FastForward tuition may be higher for programs that exceed a full tuition of \$4,500. Course completion is required. Failure to complete the course will result in the participant's financial obligation to pay an additional one-third of the program's cost back to the Commonwealth of Virginia. Funding for this program is limited and on a first-come, first-served basis.

To qualify for the FastForward tuition, you must meet the Virginia domicile requirements. Virginia "domicile" means you have lived in Virginia and intended to stay here indefinitely for at least one year prior to the date of application.

Additional funding sources (FANTIC, G3) may be available to cover the FastForward tuition fully or partially. Visit www.nvcc.edu/workforce/assistance for information.

To learn more about FastForward and a complete list of FastForward approved programs, please visit www.fastforwardva.org.

American Job Center Spotlight: Alexandria Workforce Development Center

The City of Alexandria Workforce Development Center's Work-Based Learning Program, funded by the American Rescue Plan Act, has emerged as a transformative initiative, facilitating employment opportunities for 148 clients. This innovative program, designed to bridge the gap between job seekers and employers, has fostered a mutually beneficial relationship through collaborative efforts with businesses.

Key Features:

Mutually Beneficial Relationships:

The Work-Based Learning Program has successfully cultivated partnerships with 16 businesses, 10 community partners/non-profit organizations, and 10 city departments. These collaborations have not only expanded the reach of the program but have also created symbiotic relationships that contribute to the overall economic vitality of the community.

Earning While Learning:

Participants in the program experienced a unique opportunity to earn while they learned, acquiring valuable skills on the job. This approach not only empowers individuals with practical knowledge but also addresses the immediate needs of host companies, offering them essential support.

Results Achieved:

The program has yielded significant outcomes for the 127 participants enrolled to date. A remarkable 74 individuals have secured permanent employment, reflecting a commendable Permanent Placement Rate of 64%.

Average Wage:

Participants who transitioned to permanent employment are earning an impressive average wage of \$23.40 per hour, showcasing the program's effectiveness in facilitating access to quality employment opportunities.

Impact and Reach:

The Work-Based Learning Program extends its positive influence beyond mere employment statistics. By serving a diverse array of businesses, community partners, and city departments, it has become a cornerstone in the local workforce development landscape. The program's success is not only measured in terms of job placements but also in its contribution to the growth and sustainability of the Alexandria community.

The City of Alexandria Workforce Development Center's Work-Based Learning Program, funded by the American Rescue Plan Act, has proven to be a dynamic force in addressing the needs of both job seekers and employers. By providing tangible skills, fostering partnerships, and achieving impressive placement rates, the program stands as a shining example of effective workforce development in the community.

Questions: Contact katrina.ashmore@alexandriava.gov