

**AGENDA**

**Bay Consortium Workforce Development Board, Inc.  
Operations and Performance Committee  
Wednesday, February 26, 2025  
10:00 A.M.**

**\* = Action Item**

- I. Call to Order**
- II. Roll Call**

***Operations and Performance Committee Attendance***

<i>Jennifer Bowhey</i>	
<i>Vanessa Livingstone</i>	
<i>Robert Dixon</i>	
<i>Beverly Davis</i>	
<i>Tracy Elliott</i>	
<i>Nancy Pattillo</i>	

***\*There must be two (2) Operations and Performance Committee members present in-person for there to be a physical quorum.***

- III. Public Input**
- IV. Approval of November 6, 2024 Meeting Minutes\***
- V. New Business**
  - A. BCWDB PY 24 – 25 2<sup>nd</sup> Quarter Quarterly Reports – Steven Golas, *Program Specialist***
  - B. BCWDB PY 24 – 25 2<sup>nd</sup> Quarter Success Stories – Steven Golas, *Program Specialist***
  - C. Request for Proposals (RFP) Update\***
    - i. Youth RFP**
    - ii. Adult & Dislocated Worker RFP**
    - iii. One Stop Operator RFP**
- VI. Old Business**
- VII. Other Topics for Discussion**
- VIII. Adjournment**

**Bay Consortium Workforce Development Board, Inc.  
Operations and Performance Committee Meeting Minutes  
Wednesday, November 6, 2024  
10:00 A.M.**

The Operations and Performance Committee met on Wednesday, November 6, 2024 at 10:00 a.m. in person at Fredericksburg Nationals Stadium, located at 42 Jackie Robinson Way, Fredericksburg, VA, 22401.

**I. Call to Order:** Jennifer Bowhey called the meeting to order at 10:00 a.m.

**II. Roll Call:**

<i>Operations and Performance Committee Attendance</i>	
<i>Jennifer Bowhey</i>	<i>Present</i>
<i>Vanessa Livingstone</i>	<i>Absent</i>
<i>Robert Dixon</i>	<i>Present</i>
<i>Beverly Davis</i>	<i>Absent</i>
<i>Tracy Elliott</i>	<i>Present</i>
<i>Matt Weaver</i>	<i>Present Alternate: Nancy Patillo</i>

Also present was Steven Golas. There was a physical quorum.

**III. Public Input:** There was no public input.

**IV. Approval of Meeting Notes from August 7, 2024 Meeting:** The Operations and Performance Committee reviewed the minutes, and a motion was made by Jennifer Bowhey to approve the minutes as presented, a second was made by Tracy Elliott the motion was carried unanimously approving the minutes.

**V. New Business:**

- A. Critical Sector Job Quality Grant:** Steven Golas reviewed the CSJQ grant with the committee updating them on the deliverables through September 30, 2042.
- B. Quarterly Reports:** Steven Golas presented the PY 24 1<sup>st</sup> Quarter BCWDB Quarterly Reports to the Operations and Performance Committee which included updates and metrics to the WIOA Title I Program, Youth Outreach, and Transportation to Learn Grants.
- C. PY25 WIOA Title I – Request for Proposal (RFP):** The Operations and Performance Committee reviewed and discussed the various PY25 WIOA Title I RFPs for the One Stop Operator, Adult, Dislocated Worker Program Provider(s) and Youth Program Provider(s). A motion was made by Jennifer Bowhey to approve the RFPs as presented for recommendation by the Executive Committee for full Board approval. This motion was seconded by Tracy Elliott, and carried unanimously by all committee members, with an abstention from Robert Dixon of Germanna Community College.

**VI. Old Business:** There was no old business to be discussed.

**VII. Other Topics for discussion:** There were no other topics for discussion.

**VIII. Adjournment:** With there being no further business to discuss, Jennifer Bowhey adjourned the meeting at 10:55 a.m.

Respectfully submitted,  
Steven Golas