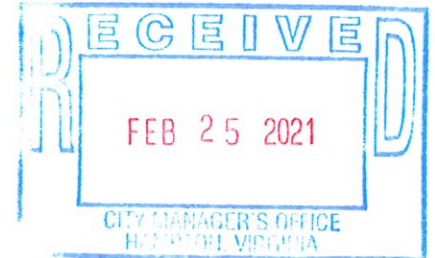


# HAMPTONROADS WORKFORCECOUNCIL

February 18, 2021

Ms. Mary Bunting  
City Manager  
City of Hampton  
22 Lincoln Street, 8<sup>th</sup> Floor  
Hampton, VA 23669



Subject: Charter Agreement of the Hampton Roads Workforce Council

Dear Ms. Bunting:

This correspondence is being submitted on behalf of the Board of Directors of the Hampton Roads Workforce Council to request that your locality execute and sign the **Seventh Amended Charter Agreement of the Hampton Roads Workforce Council**. This request is one of the final steps in the merger of the two existing regional Workforce Development Boards (Hampton Roads and Greater Peninsula) that started last year into a new single organization to provide such services within the fifteen localities that comprise the southeastern corner of the state, commonly known as Hampton Roads. These localities include the cities of Chesapeake, Franklin, Hampton, Newport News, Norfolk, Poquoson, Portsmouth, Suffolk, Williamsburg and Virginia Beach and the counties of Gloucester, Isle of Wight, James City, Southampton and York.

Accordingly, please find attached the revised **Seventh Amended Charter Agreement of the Hampton Roads Workforce Council**, executed by the City of Virginia Beach officials, which currently serves as the grant recipient for the Workforce Council. We are requesting that each of the fifteen (15) participating localities that we will represent to execute and sign the Agreement. The only changes in this Agreement from the prior version is the incorporation of the seven (7) Peninsula localities (Hampton, Newport News, Poquoson, Williamsburg and the counties of Gloucester, James City, and York). Past versions of the Charter Agreement can be found on our website at: <https://www.vcwhamptonroads.org/charter-agreements>.

Once you have signed the agreement, please return to:

Hampton Roads Workforce Council  
999 Waterside Drive, Suite 1314  
Norfolk, VA 23510

999 Waterside Drive, Suite 1314  
Norfolk, Virginia 23510  
757.314.2370  
[vcwhamptonroads.org](http://vcwhamptonroads.org)

Ms. Mary Bunting  
Page 2  
February 18, 2021

Once all (15) jurisdictions have returned their signed copy of the Seventh Amended Charter Agreement, staff will assemble and provide a fully executed copy to each locality for your records. The official edition will also be kept on file at the offices of the Hampton Roads Workforce Council.

As always, I am more than happy to make a presentation to your Council if you believe it would help the process.

Questions regarding the Charter Agreement, or the process for amending it, may be directed to my attention at either [savery@vcwhamptonroads.org](mailto:savery@vcwhamptonroads.org) or 757-314-2370.

Thank you for your timely attention to this matter. We look forward to representing the region and providing valuable workforce development services to tens of thousands of local area Hampton Roads residents and businesses.

Sincerely,



Shawn Avery  
President and CEO

SMA/cje  
Attachment  
Copy:

Mark Johnson, Board Chair, Hampton Roads Workforce Council  
John Olson, Ed.D., Board Chair, Greater Peninsula Workforce Board  
Elected Official Representative: The Honorable James Gray

**SEVENTH AMENDED CHARTER AGREEMENT  
OF THE HAMPTON ROADS WORKFORCE COUNCIL**

THIS SEVENTH AMENDED CHARTER AGREEMENT ("Agreement") is made this first day of July, 2021, by and between the Cities of Chesapeake, Hampton, Franklin, Newport News, Norfolk, Poquoson, Portsmouth, Suffolk, Virginia Beach and Williamsburg, and the Counties of Gloucester, James City, Isle of Wight, Southampton, and York, pursuant to the authority granted by Section 15.2-1300 of the Code of Virginia, 1950, as amended.

Whereas, effective July 1, 1974, the Cities of Chesapeake, Franklin, Norfolk, Portsmouth, Suffolk and Virginia Beach, and the Counties of Isle of Wight and Southampton joined together to create the Southeastern Tidewater Area Manpower Authority, now known as the Hampton Roads Workforce Council, as a joint venture; and

Whereas, effective October 1, 1983, January 1, 1985, January 1, 2000, July 1, 2001, July 2015, and January 2019 the participating jurisdictions amended the Charter of the Hampton Roads Workforce Council in certain respects; and

Whereas, the participating jurisdictions desire to amend the Charter of the Hampton Roads Workforce Council a seventh time consistent with applicable provisions of the Workforce Innovation and Opportunity Act of 2014 ("WIOA"), as may be amended from time to time, and to reaffirm the Charter in all other respects.

NOW, THEREFORE, it is mutually agreed by the parties hereto as follows:

1. The consortium chartered the 1<sup>st</sup> day of July, 1974, by the Cities of Chesapeake, Franklin, Norfolk, Portsmouth, Suffolk and Virginia Beach and the Counties of Isle of Wight and Southampton the Hampton Roads Workforce Council shall, effective, July 1, 2021, incorporate the Cities of Hampton, Newport News, Poquoson, and Williamsburg and the Counties of Gloucester, James City and York into the consortium known as the Hampton Roads Workforce Council.

2. The Hampton Roads Workforce Council shall exist indefinitely, subject to dissolution by agreement of the governing bodies of the participating jurisdictions.

3. The Hampton Roads Workforce Council shall have for its purpose the provision of workforce development services in accordance with the provisions of the WIOA as may be amended from time to time, or any future legislation of similar import and applicability, and shall serve as the grant subrecipient.

4. The Hampton Roads Workforce Council shall be governed by a Workforce Development Board duly appointed in accordance with the WIOA, as may be amended from time to time, and by the collective direction of the Chief Local Elected Officials ("CLEO") of each participating jurisdiction.

5. The Hampton Roads Workforce Council is hereby authorized and empowered:

- (a) To adopt policies and procedures for the regulation of its affairs and the conduct of its business;
- (b) To maintain an office at such place or places as it may designate;
- (c) To sue and be sued;
- (d) To accept grants and gifts from the participating jurisdictions, the Commonwealth of Virginia, the Federal government or any other governmental body or political subdivision, and from any individual, corporation, partnership, association or other entity;
- (e) To enter into contracts with the Federal government, the Commonwealth of Virginia, any political subdivision, or any agency or instrumentality thereof, or with any individual, corporation, workforce investment board, partnership, association or other entity providing for or relating to the furnishing of workforce development or related services;
- (f) To employ such staff and to retain such legal or professional representation as may be deemed necessary, and to prescribe their powers and duties and fix their compensation, within the approved budget;
- (g) To make and enter into all contracts and agreements necessary or incidental to or desirable for the performance of its duties and the execution of its powers hereunder; provided, however, that contracts or agreements for the borrowing of money shall be subject to obtaining the express written consent of each participating jurisdiction;

(h) To do all acts and things necessary or convenient to carry out its purposes, consistent with the provisions of WIOA, as may be amended from time to time, or any future legislation of similar import and applicability.

6. The Hampton Roads Workforce Council shall be funded by governmental grants and private contributions as set forth in section 4(d) above and shall conduct a financial and compliance audit annually in accord with all applicable rules and regulations.

7. The fiduciary liability for funds shall be vested in the participating jurisdictions on a percentage basis determined by comparing the amount of actual utilization of workforce development services by a participating jurisdiction to the total utilization of such services by all participating jurisdictions during the fiscal year pertaining to any such liability. The percentage shall be determined by using, as the numerator, the number of participants served during such fiscal year from a particular participating jurisdiction, and, as the denominator, the total participants served during such fiscal year from all participating jurisdictions.

8. Any participating jurisdiction may withdraw from this Agreement as of the last day of June in any year, provided it gives written notice thereof to all of the other CLEOs prior to the first day of March preceding the date of withdrawal.

9. All real and personal property to be used for the purposes set forth above shall be acquired and held in the name of the Hampton Roads Workforce Council. Upon the dissolution of the Hampton Roads Workforce Council, all of its assets and property, both real and personal, tangible and intangible, shall be disposed of by the participating CLEOs in accordance with applicable law, as well as those rules and regulations as may have been properly promulgated by such Officials.

IN WITNESS WHEREOF, the parties hereunto have set their signatures and seals as of the day and year first written above.

Signatures Appear on the Following Pages.

ATTEST:

CITY OF CHESAPEAKE

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

ATTEST:

CITY OF HAMPTON

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

ATTEST:

CITY OF FRANKLIN

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

ATTEST:

GLOUCESTER COUNTY

\_\_\_\_\_  
County Clerk

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Date

ATTEST:

ISLE OF WIGHT COUNTY

\_\_\_\_\_  
County Clerk

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Date

ATTEST:

JAMES CITY COUNTY

\_\_\_\_\_  
County Clerk

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Date

ATTEST:

CITY OF NEWPORT NEWS

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

ATTEST:

CITY OF NORFOLK

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

ATTEST:

CITY OF POQUOSON

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

ATTEST:

CITY OF PORTSMOUTH

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

ATTEST:

SOUTHAMPTON COUNTY

\_\_\_\_\_  
County Clerk

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Date

ATTEST:

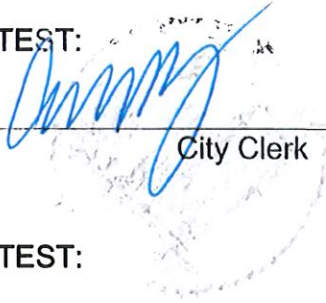
CITY OF SUFFOLK

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

ATTEST:

  
\_\_\_\_\_  
City Clerk

CITY OF VIRGINIA BEACH

  
\_\_\_\_\_  
Mayor

2-5-21  
\_\_\_\_\_  
Date

ATTEST:

CITY OF WILLIAMSBURG

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

ATTEST:

YORK COUNTY

\_\_\_\_\_  
County Clerk

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Date



**COMMONWEALTH of VIRGINIA**  
*Office of the Governor*

Ralph S. Northam  
Governor

November 9, 2020

The Honorable Robert Dyer  
Mayor, City of Virginia Beach

**Re: Designation of the Hampton Roads Workforce Development Area**

Dear Mayor Dyer:

I am pleased to officially designate the Hampton Roads Workforce Development Area as a local workforce area under the provisions of Section 106 of the Workforce Innovation and Opportunity Act of 2014 (WIOA). This designation applies to the 15 cities and counties as indicated in your jointly-submitted request that followed ordinance adoption by each of the local governing bodies. This designation is effective as of July 1, 2021. The City of Virginia Beach will serve as the grant recipient and the Hampton Roads Workforce Council as the fiscal agent for the new workforce area based upon the consensus achieved among all member jurisdictions.

In addition to meeting the statutory provisions of the WIOA, this local area request will have the benefit of reducing administrative costs and streamlining workforce services for business, workers, and job seekers. This designation represents a major achievement for the greater Southeastern region of the Commonwealth in terms of cooperation to approach how we respond to our workforce challenges, and we expect that it will set the tone for future collaborative efforts in other local workforce development areas across Virginia. I commend the leadership of all of the local government officials in the region, as well as the dedication of the staff members and others that worked diligently to ensure success in this venture.

Sincerely,

A handwritten signature in black ink, appearing to read "Ralph S. Northam".

Ralph Northam

cc: Chief Elected Officials of the Hampton Roads Workforce Development Area

Patrick Henry Building • 1111 East Broad Street • Richmond, Virginia 23219  
(804) 786-2211 • TTY (800) 828-1120  
[www.governor.virginia.gov](http://www.governor.virginia.gov)



**The Honorable Rick West, *Mayor***  
**City of Chesapeake, City Council**

306 Cedar Road, 6<sup>th</sup> Floor

Chesapeake, VA 23322

757-382-6151

[rwest@cityofchesapeake.net](mailto:rwest@cityofchesapeake.net)

**The Honorable William McCarty, *Vice Chair***  
**Isle of Wight County Board of Supervisors**

Post Office Box 80

Isle of Wight, VA 23397

(757) 365-6204

[wmccarty@isleofwightus.net](mailto:wmccarty@isleofwightus.net)

**The Honorable Linwood Johnson**  
**City of Franklin, City Council**

207 West Second Avenue

Franklin, VA 23851

(757) 907-3696

[Ward-4@franklinva.com](mailto:Ward-4@franklinva.com)

**The Honorable John McGlennon**  
**James City County Board of Supervisors**

2817 Mockingbird Lane

Williamsburg, VA 23185

(757) 220-0568

[john.mcglennon@jamescitycountyva.gov](mailto:john.mcglennon@jamescitycountyva.gov)

**The Honorable Robert J. Orth**  
**Gloucester County Board of Supervisors**

6076 Seldon Pond Road

Gloucester, VA 23061

(804) 693-4762

[rorth@gloucesterva.info](mailto:rorth@gloucesterva.info)

**The Honorable Tina Vick**  
**City of Newport News, City Council**

2400 Washington Avenue

Newport News, VA 23607

(757) 223-1123

[tvick@nnva.gov](mailto:tvick@nnva.gov)

**The Honorable James Gray, *Vice Mayor***  
**City of Hampton, City Council**

22 Lincoln Street, 8<sup>th</sup> Floor

Hampton, VA 23669

(757) 727-6315

[jgray@hampton.gov](mailto:jgray@hampton.gov)

**The Honorable Mamie Johnson**  
**City of Norfolk, City Council**

Post Office Box 7325

Norfolk, VA 23509

(757) 448-8673

[Mamie.johnson@norfolk.gov](mailto:Mamie.johnson@norfolk.gov)

**The Honorable Herbert R. Green, Jr.**

**City of Poquoson, City Council**

12 Evans Circle

Poquoson, VA 23662

(757) 868-6442

[Herbert.green@poquoson-va.gov](mailto:Herbert.green@poquoson-va.gov)

**The Honorable John Rowe, Mayor**

**City of Portsmouth, City Council**

c/o Debra White, CMC, City Clerk

801 Crawford Street, 6th Floor

Portsmouth, VA 23704

(757) 393-8639

[whited@portsmouthva.gov](mailto:whited@portsmouthva.gov)

**The Honorable Christopher Cornwell Sr.**

**Southampton County Board of Supervisors**

30499 Berlin Dory Road

Sedley, Virginia 23878

(757) 651-8851

[ccornwell@southamptoncounty.org](mailto:ccornwell@southamptoncounty.org)

**VACANT**

**York County Board of Supervisors**

224 Ballard Street

P.O. Box 532

Yorktown, VA 23690

**The Honorable Donald Goldberg**

**City of Suffolk, City Council**

P.O. Box 1858

Suffolk, VA 23439

(757) 407-2842

[dongoldberg@harveylindsay.com](mailto:dongoldberg@harveylindsay.com)

**The Honorable Ted Maslin**

**City of Williamsburg, City Council**

401 Lafayette Street

Williamsburg, VA 23185

(757) 378-2536

[tmaslin@williamsburgva.gov](mailto:tmaslin@williamsburgva.gov)

**The Honorable Robert M. Dyer, Mayor**

**City of Virginia Beach, City Council**

Municipal Center – Building 1

2401 Courthouse Drive, Suite 234

Virginia Beach, VA 23456-9000

(757) 385-4242

[clchandle@vbgov.com](mailto:clchandle@vbgov.com)