

NEW RIVER/MOUNT ROGERS WORKFORCE INVESTMENT AREA
CONSORTIUM BOARD

MEETING AGENDA

May 19, 2010

- I. Call To Order –Chair Hutchins
- II. Roll Call
- III. Approval of [Minutes](#)
- IV. Public Comment Period
- V. Staff Introduction – Mary Ann Gilmer, Compliance Monitor
- VI. [Executive Committee Action Taken](#)
- VII. WIB Action Items for Approval
 - A. [Approve PY' 10 Funding Recommendation](#) (One Stop Operator, DLW and Adult)
 - B. [Approve PY' 10 Youth Funding Recommendation](#)
 - C. [Approve ARRA Youth Funding Recommendation](#) – Summer 2010
- VIII. Committee Reports/Action
 - A. Finance Committee – Mike Maynard, Chair
 1. Financial Services Solicitation Update
 2. [WIB “Draft” PY' 10 Budget/Consortium Budget](#)
 - B. Nominating Committee – Dr. Bruce Brown, Chair
 1. [Mike Jennings](#), Carroll DSS to replace Linda Boggs
 2. [Timothy McVey](#), Washington County Business, to replace Ron Dickenson
 - C. [Strategic Plan Approval](#) – Marty Holliday
- IX. Closed Session – Personnel
- X. Fiscal Report
 - A. [Review WIB Expenditures](#) for PY'09 and ARRA
 - B. [By Program Operator](#)
- XI. [PY' 10 WIA Allocations](#)
- XII. Operator Presentation – Goodwill Industries of the Valleys
- XIII. [One Stop Operator Report](#)
- XIV. Consortium Members Time
- XV. [Travel Reimbursement](#)
- XVI. Other Business
- XVII. [2010 Consortium Board Meeting Schedule](#)
- XVIII. Next Meeting Date–**July 21, 2010–Wytheville Meeting Center – 9:30 AM.**
- XIX. Adjournment

New River/Mount Rogers Workforce Investment Area Consortium Board

MEETING MINUTES

March 17, 2010

A meeting of the NR/MR WIA Consortium Board was held on March 17, 2010 at the Wytheville Meeting Center. Those in attendance were as follows:

Council Members

Bill Brown – Vice Chair
Gary Larrowe - Carroll
Dan Campbell - Floyd
Howard Spencer - Giles
Mike Maynard - Grayson
Ranny Akers - Pulaski
Bruce Brown - Radford
Charlie Clark – Smyth
Bucky Sharitz – Wythe

Staff

Ronnie Martin
Marty Holliday
Della Meadows

Guest

Martha Samples – WIB Chair
Linda Matthews – Goodwill Ind. of the Valleys
Jim Coen – Goodwill Ind. of the Valleys
Rick Combs – Goodwill Ind. of the Valleys
Elizabeth Akers – DLW client

At 9:45AM, Vice Chair Brown called the meeting to order. He opened the meeting with a prayer and all present recited the Pledge of Allegiance.

Mr. Martin introduced Della Meadows, the WIA's Administrative Assistant, who would be assisting Ms. Holliday with running the Consortium Board's meeting slide presentation.

Vice Chair Brown asked Ms. Holliday to call the roll. A quorum was present.

Vice Chair Brown asked for any changes to or approval of the January 27, 2010 meeting minutes. Mr. Sharitz made the motion to accept the minutes as written. Mr. Clark seconded the motion. A roll call was taken:

Carroll – yes, Giles – yes, Grayson – yes, Montgomery – yes, Pulaski – yes, Radford – yes, Smyth – yes, Wythe - yes

Vice Chair Brown opened the floor for public comment. There was none.

Vice Chair Brown asked Mr. Martin to present the Fiscal Agent Report. Mr. Martin brought the members' attention to the spread sheet listing WIA expenditures through January 31, 2010. A brief discussion was held on various expenses. Mr. Martin then brought the members attention to the Fiscal Agent Report by Program Operator through January 31, 2010. Mr. Martin explained that this new report closely matched how the Program Operator contracts were set up. Mr. Brown mentioned that it would be

beneficial to have client testimonials to go with the numbers, so the Board would be able to have a feel for what is going on. He then stated that he would like to see these stories posted on the website so the general public could read about the successes.

Continuing with the agenda, Vice Chair Brown asked for the One-Stop Operator Report. Ms. Matthews introduced Mr. Combs and Ms. Akers. Ms. Akers told her story of being laid-off from Longwood and how she has a new beginning through her educational opportunity in the dental program at WCC, which has been paid for by the WIA Dislocated Worker Program. After Ms. Akers' presentation, a brief discussion took place. Mr. Coen updated the Members on other issues regarding the One-Stop Operator and Centers.

Continuing with the agenda, Vice Chair Brown asked Mr. Martin to discuss WIB actions that needed the Consortium Board's approval. Mr. Martin drew the members' attention to the recommendations approved by the WIB at their February 24, 2010 meeting that was contained in the members' packets;

A. Action to Approve One (1) year Extension of Existing Contracts. Mr. Sharitz made the motion to approve the recommendation by the WIB. Mr. Bruce Brown seconded the motion and a called vote was taken:

Carroll – left, Floyd – yes, Giles – yes, Grayson – yes, Montgomery – yes, Pulaski – yes, Radford – yes, Smyth – yes, Wythe – yes

B. Mr. Martin discussed the Funding Action Timeline with the Members.

C. Action to Approve Distribution of Additional ARRA-DLW Funds. Mr. Spencer made the motion to approve the recommendation by the WIB. Mr. Sharitz seconded the motion and a called vote was taken:

Floyd – yes, Giles – yes, Grayson – yes, Montgomery – yes, Pulaski – yes, Radford – yes, Smyth – yes, Wythe – yes

Vice Chair Brown continued with the agenda asking for Committee reports. Mr. Maynard drew the member's attention to the Finance Committee recommendations in their packet. After a brief discussion Mr. Akers made the motion to approve the recommendations. Mr. Sharitz seconded the motion and a called vote was taken:

Floyd – yes, Giles – left, Grayson – yes, Montgomery – yes, Pulaski – yes, Radford – yes, Smyth – yes, Wythe – yes

Mr. Maynard then explained about the Operator Performance Reporting recommendations. After a brief discussion Mr. Bruce Brown made the motion to approve the recommendation on the Scorecard for Adult performance. Mr. Clark seconded the motion and a called vote was taken:

Floyd – yes, Grayson – yes, Montgomery – yes, Pulaski – yes, Radford – yes, Smyth – yes, Wythe – yes

Mr. Bruce Brown drew the member's attention to the information on the Workforce Investment Board Composition Proposal that was prepared by the Nominating Committee. A discussion followed. Mr. Maynard made the motion to approve the Nominating Committee's recommendation. Mr. Sharitz seconded the motion and a called vote was taken:

Floyd – yes, Grayson – yes, Montgomery – yes, Pulaski – yes, Radford – yes, Smyth – yes, Wythe – yes

Ms. Holliday gave a brief update on the Strategic Planning process as set by the Strategic Planning Committee at their March 8, 2010 meeting.

Ms. Holliday gave a brief overview of the process for Approved Training Providers and made note of the current list.

Mr. Martin brought the member's attention to the Consortium Board's Conflict of Interest list and Alternates list. A brief discussion took place on the need to have alternates for each jurisdiction.

Mr. Martin brought the member's attention to the Administration and Operation Flow Chart, noting that at their last meeting they had requested this.

Mr. Martin reminded the members about the Travel Reimbursement request form to be completed and signed if members wanted to get reimbursed for their travel to the meeting.

Vice Chair Brown continued with the agenda noting that the next meeting will be held on May 19, 2010 location to be announced as the Executive Committee wanted to do a cookout. The meeting would still begin at 9:30 AM.

With no further business to discuss Mr. Bruce Brown made the motion to adjourn the meeting. Mr. Campbell seconded the motion and the motion passed unanimously.

The meeting was adjourned at 12:10PM.

Respectfully Submitted,

Marty Holliday
Program Planner

Ronnie

From: "Ronnie" <rmartin@nrfdc.org>
To: <dvhutchins@embarqmail.com>; "William H. Brown" <brownwh@montgomerycountyva.gov>; "Willie Howlett" <whowlett@bland.org>; "Dan Campbell" <dcampbell@floydcova.org>; "Howard Spencer" <hspencer@suddenlinkmail.com>; "Mike Maynard" <maynarm@gmail.com>; "Ranny Akers (E-mail)" <rlakers@pulaskicounty.org>; <charlie@rvgrazers.com>; "Owens, Odell" <oowens@washcova.com>; "Wythe "Bucky" Sharitz" <supvr_atlarge@wytheco.org>; "Jim Heaney" <jim.heaney@bristolcompressors.com>; "William Webb" <William.Webb@vec.virginia.gov>; "Bruce Brown" <wcbrowb@wcc.vccs.edu>
Sent: Friday, April 23, 2010 9:20 AM
Subject: Executive Committee Action Taken
Good Morning,

At it's meeting yesterday, the Consortium Board Executive Committee took the following action on behalf of the Consortium Board.

1. Approved requesting a 6 month extension of the current Fiscal Agent Agreement for the period 7/1/10 - 12/31/10. This will allow sufficient time to insure a smooth transition from our current Fiscal Agent system to the new system.
2. Approved accepting \$99,480 of Statewide ARRA Youth funds to support a Summer 2010 Youth Program initiative.
3. Chair Hutchins appointed a Personnel Committee consisting of the following:

Martha Samples, Chair
Bill Brown
Mike Maynard

Please let me know if you have any questions.

Thanks,

Ronnie Martin, Executive Director
New River/Mount Rogers Workforce Investment Area Consortium
6580 Valley Center Drive - Suite 119
Radford, VA 24141
Phone (540) 633 - 6766
Fax (540) 633 - 2502
Cell (540) 357 - 0761

PY'10 Projected Available Funding Distribution

DLW

Projected Available Funding - \$525,000

Adult

<u>Jurisdiction</u>	<u>6 Month Average</u> <u>U.I.</u>	<u>% of Total</u>	<u>Funding</u>
Giles County	9.7	7.78%	\$44,763
Montgomery County	6.8	5.46%	\$31,380
Pulaski County	10.2	8.19%	\$47,072
Floyd County	7.8	6.26%	\$35,995
Radford City	8.5	6.82%	\$39,225
Total	<hr/> 43.0	<hr/> 34.51%	<hr/> \$198,435
Grayson County	11.7	9.39%	\$53,993
Carroll County	12.0	9.63%	\$55,377
Galax City	10.3	8.27%	\$47,532
Wythe County	10.6	8.51%	\$48,917
Smyth County	11.1	8.91%	\$51,224
Bland County	7.6	6.10%	\$35,072
Washington County	8.6	6.90%	\$39,687
Bristol City	9.7	7.78%	\$44,763
Total	<hr/> 81.6	<hr/> 65.49%	<hr/> \$376,565
Grand Totals	<hr/> <hr/> 124.6	<hr/> <hr/> 100%	<hr/> <hr/> \$575,000

PY'09/PY'10 DLW/Adult Funding Comparison

DLW

	<u>PY'09</u>	<u>PY'10</u>	<u>Difference</u>
Goodwill Industries of the Valleys	\$510,000	\$525,000	(+) \$15,000

Adult

	<u>PY'09</u>	<u>PY'10</u>	<u>Difference</u>
People Inc. of Virginia	\$376,812	\$376,565	(-) \$247
Goodwill Industries of the Valleys	<u>\$183,188</u>	<u>\$198,435</u>	<u>(+) \$15,247</u>
	\$560,000	\$575,000	(+) \$15,000

PY'10 Contract Extension Recommended Funding

Administration (One Stop Operator) \$50,000

Formula \$25,000

ARRA \$25,000

DLW Program

Goodwill Industries of the Valleys \$525,000

Adult \$575,000

People Inc. of Virginia \$376,565

Goodwill Industries of the Valleys \$198,435

<u>Jurisdiction</u>	<u>*# Free/Reduced Lunch</u>	<u>% of Total</u>	<u>Funding</u>
Giles County	362	4.88%	\$29,276
Montgomery County	1,190	16.04%	\$96,239
Pulaski County	817	11.02%	\$66,074
Floyd County	289	3.89%	\$23,372
Radford City	171	2.30%	\$13,830
Total	<u>2,829</u>	<u>38.13%</u>	<u>\$228,791</u>
Grayson County	465	6.27%	\$37,606
Carroll County	720	9.70%	\$58,229
Galax City	272	3.67%	\$21,998
Wythe County	649	8.75%	\$52,487
Smyth County	834	11.24%	\$67,448
Bland County	155	2.09%	\$12,535
Washington County	1,075	14.49%	\$86,939
Bristol City	420	5.66%	\$33,967
Total	<u>4,590</u>	<u>61.87%</u>	<u>\$371,209</u>
Grand Totals	<u><u>7,419</u></u>	<u><u>100%</u></u>	<u><u>\$600,000</u></u>

* School Year for High School Students and adjustments were made in an effort to capture approximate number applicable to students in the 8th grade.

PY'10 Youth Contract Extension Recommended Funding

People Inc. of Virginia	\$371,209
Goodwill Industries of the Valleys	<u>\$228,791</u>
Total Projected Available Funding	\$600,000

ARRA Youth – Summer 2010

Initial Allocation	\$889,176
Additional Funding	<u>\$99,480</u>
New Allocation	\$988,656

Admin.	\$98,865
Program	<u>\$889,791</u>
	\$988,656

Admin.	\$98,865
Expended	<u>\$67,138</u>
Unexpended	\$31,727
Summer 2010	<u>\$20,468</u>
Available Balance	\$11,259

Summer 2010

\$89,532	Program Funds
<u>\$20,468</u>	Admin. (Used for Programs)
\$110,000	Total Available

ARRA Youth Funding Recommendation

A. Approve adding ARRA Youth Admin. funds to available Program funds for a new total of \$110,000 to serve ARRA Youth during Summer 2010.

B. Approve extending the following ARRA Youth contracts through December 31, 2010.

People Inc. of Virginia	AY-301
Goodwill Industries of the Valleys	AY-401
Rooftop of VA-CAP	AY-302

C. Approve the following ARRA Youth Funding Distribution based proportionate on the number of ARRA Youth served during Summer 2009.

Operator	Number Served	% of Total	Proposed Funding
Goodwill Industries of the Valleys	118	35.54%	\$39,096
People Inc. of VA	119	35.84%	\$39,428
Rooftop of VA-CAP	95	28.62%	\$31,476
Totals	<u>332</u>	<u>100%</u>	<u>\$110,000</u>

"Draft" PY'10 Budget Executive Summary

- A. Only ARRA Carry-over funds are available for PY'10. No new ARRA funding.
- B. Green Grant funding of \$117,000 for PY'10.
- C. "Draft" Budget included the following:
 - 1. Personnel, Benefits and Travel expenses increased due to staff pay increases and the addition of one (1) new staff member to staff the Green Grant program. All costs for this position will be covered by Green Grant funds.
 - 2. Consortium Board expenses included in budget to include attorney fees, independent audit, meeting expenses and travel expenses previously paid out of reserve funds.
 - 3. Miscellaneous expenses of \$50,000 for Green Grant client costs which will be paid fully using Green Grant funds.

WIB BUDGET COMPARISON

Board Expenses

	<u>PY'09</u>	<u>PY'10</u>	<u>Difference</u>
Personnel	\$179,150	\$226,565	\$47,415
Benefits	73,750	94,650	20,900
Travel	25,000	40,000	15,000
Office Space	23,000	23,000	0
Communications	1,500	6,000	4,500
Office Supplies	5,000	5,500	500
Postage	500	500	0
Printing	250	250	0
Copies	100	100	0
Media Adv.	500	500	0
Other	21,000	90,500	69,500
WIB/CLEO Expenses	\$329,750	\$487,565	\$157,815
Fiscal Agent Services	\$40,000	\$60,000	\$20,000
Board Reserved Funds	\$60,000	\$70,000	\$10,000
Total WIB Budget	\$429,750	\$617,565	\$187,815

Other Detail

Equip. Maint./Rental	\$5,500	\$2,500	-\$3,000
Dues/Pubs	500	500	0
Training	500	500	0
Insurance	1,000	1,000	0
Capital Outlay	5,500	5,000	-500
Contractual Ser.	1,000	1,000	0
Audit Fee (Independent)	2,000	5,000	3,000
WIB/CLEO Meeting Expenses	0	5,000	5,000
WIB/CLEO Travel Expenses	0	10,000	10,000
Attorney Fees	0	5,000	5,000
Misc.*	5,000	55,000*	50,000
Total	\$21,000	\$90,500	\$69,500

* Includes \$50,000 for Green Client Costs to include outreach, assessments and supportive services

PY'09/PY'10 Projected Revenue Comparison

Carry-Over Fund Comparison

	<u>PY'08 Formula</u>	<u>PY'09 Formula</u>	<u>Difference</u>	<u>PY'08 ARRA</u>	<u>PY'09 ARRA</u>	<u>Difference</u>
Administration	\$40,000	\$90,000	\$50,000	\$0	\$110,000	\$110,000
<u>Program</u>						
DLW	\$45,000	\$25,000	-\$20,000	\$0	\$200,000	\$200,000
Adult	\$50,000	\$50,000	\$0	\$0	\$50,000	\$50,000
Youth	<u>\$30,000</u>	<u>\$75,000</u>	<u>\$45,000</u>	<u>\$0</u>	<u>\$30,000</u>	<u>\$30,000</u>
Totals	\$165,000	\$240,000	\$75,000	\$0	\$390,000	\$390,000

Formula WIA Allocation Comparison

	<u>PY'09 Admin</u>	<u>PY'10 Admin</u>	<u>Difference</u>	<u>PY'09 Program</u>	<u>PY'10 Program</u>	<u>Difference</u>	<u>PY'09 Allocation</u>	<u>PY'10 Allocation</u>	<u>Difference</u>
DLW	\$58,085	\$82,010	\$23,925	\$522,765	\$738,094	\$215,329	\$580,850	\$820,104	\$239,254
Adult	\$63,118	\$77,736	\$14,618	\$568,067	\$699,624	\$131,557	\$631,185	\$777,360	\$146,175
Youth	<u>\$69,163</u>	<u>\$89,655</u>	<u>\$20,492</u>	<u>\$622,470</u>	<u>\$806,895</u>	<u>\$184,425</u>	<u>\$691,633</u>	<u>\$896,550</u>	<u>\$204,917</u>
Totals	\$190,366	\$249,401	\$59,035	\$1,713,302	\$2,244,613	\$531,311	\$1,903,668	\$2,494,014	\$590,346

ARRA Fund Comparison

	<u>PY'09 Admin</u>	<u>PY'10 Admin</u>	<u>Difference</u>	<u>PY'09 Program</u>	<u>PY'10 Program</u>	<u>Difference</u>	<u>PY'09 Allocation</u>	<u>PY'10 Allocation</u>	<u>Difference</u>
DLW	\$60,717	\$0	\$60,717	\$546,461	\$0	-\$546,461	\$607,178	\$0	-\$607,178
Adult	\$36,265	\$0	\$36,265	\$326,384	\$0	-\$326,384	\$362,649	\$0	-\$362,649
Youth	<u>\$88,918</u>	<u>\$0</u>	<u>\$88,918</u>	<u>\$800,258</u>	<u>\$0</u>	<u>-\$800,258</u>	<u>\$889,176</u>	<u>\$0</u>	<u>-\$889,176</u>
Totals	\$185,900	\$0	\$185,900	\$1,673,103	\$0	-\$1,673,103	\$1,859,003	\$0	-\$1,859,003

Green Grant Funding

	<u>PY'09</u>	<u>PY'10</u>	<u>Difference</u>						
Program	\$0	\$117,000	\$117,000						
	<u>PY'09 Admin</u>	<u>PY'10 Admin</u>	<u>Difference</u>	<u>PY'09 Program</u>	<u>PY'10 Program</u>	<u>Difference</u>	<u>PY'09 Total</u>	<u>PY'10 Total</u>	<u>Difference</u>
WIA Allocation	\$190,366	\$249,401	\$59,035	\$1,713,302	\$2,244,613	\$531,311	\$1,903,668	\$2,494,014	\$590,346
WIA Carry Over	\$40,000	\$90,000	\$50,000	\$125,000	\$150,000	\$25,000	\$165,000	\$240,000	\$75,000
ARRA Allocation	\$185,900	\$0	-\$185,900	\$1,673,103	\$0	-\$1,673,103	\$1,859,003	\$0	-\$1,859,003
ARRA Carry Over	\$0	\$110,000	\$110,000	\$0	\$280,000	\$280,000	\$0	\$390,000	\$390,000
Green Grant	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$117,000</u>	<u>\$117,000</u>	<u>\$0</u>	<u>\$117,000</u>	<u>\$117,000</u>
Totals	\$416,266	\$449,401	\$33,135	\$3,511,405	\$2,791,613	-\$719,792	\$3,927,671	\$3,241,014	-\$686,657

"Draft" - PY'10 BUDGET

Projected PY'09 Carryover Funds

	<u>Formula</u>	<u>ARRA</u>
Administration	\$90,000	\$110,000
 <u>Program</u>		
DLW	\$25,000	\$200,000
Adult	\$50,000	\$50,000
Youth	\$75,000	\$30,000
Totals	<u>\$150,000</u>	<u>\$280,000</u>
Total Carryover Funds	\$240,000	\$390,000

PY '10 WIA Allocations

	Admin	Program	Total	PY'09 Allocation
DLW	\$82,010	\$738,094	\$820,104	\$580,850
Adult	\$77,736	\$699,624	\$777,360	\$631,185
Youth	\$89,655	\$806,895	\$896,550	\$691,633
Totals	<u>\$249,401</u>	<u>\$2,244,613</u>	<u>\$2,494,014</u>	<u>\$1,903,668</u>
Green Grant	\$117,000			

Total Available Funding Summary

	Admin	Program	Total
WIA Allocations	\$249,401	\$2,244,613	\$2,494,014
WIA Carryover	\$90,000	\$150,000	\$240,000
ARRA Carryover	\$110,000	\$280,000	\$390,000
Green Grant	\$0	\$117,000	\$117,000
Grand Totals	<u>\$449,401</u>	<u>\$2,791,613</u>	<u>\$3,241,014</u>

"Draft" PY'10 WIB BUDGET

Board Expenses

Personnel	\$226,565
Benefits	94,650
Travel	40,000
Office Space	23,000
Communications	6,000
Office Supplies	5,500
Postage	500
Printing	250
Copies	100
Media Adv.	500
Other	90,500
WIB/CLEO Expenses	\$487,565
Fiscal Agent Services	\$60,000
Board Reserved Funds	\$70,000
Total WIB Budget	\$617,565

Other Detail

Equip. Maint./Rental	\$2,500
Dues/Pubs	500
Training	500
Insurance	1,000
Capital Outlay	5,000
Contractual Ser.	1,000
Audit Fee (Independent)	5,000
WIB/CLEO Meeting Expenses	5,000
WIB/CLEO Travel Expenses	10,000
Attorney Fees	5,000
Misc.*	55,000
Total	\$90,500

* Includes \$50,000 for Green Client Costs to include outreach, assessments and supportive services

**New River/Mount Rogers Workforce Investment Area
Summary of Funding Allocations/Carryover/Distributions
Program Year 2010**

Funding Source	Projected Funding
Formula Administration	\$339,401
Formula Adult Program	\$749,624
Formula DLW Program	\$763,094
Formula Youth Program	\$881,895
ARRA Administration	\$110,000
ARRA Adult Program	\$50,000
ARRA DLW Program	\$200,000
ARRA Youth Program	\$30,000
Green Grant	\$117,000
Projected Totals	\$3,241,014

Distribution of Board Expenses

Formula Administration	\$94,073
Formula Programs	\$238,617
ARRA Administration	\$30,000
ARRA Programs	\$7,875
Green Grant	\$117,000
Total	\$487,565

Fiscal Agent Services

Formula Administration	\$50,000
ARRA Administration	\$10,000
Total	\$60,000

Board Reserved

Formula Administration	\$70,000
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May 1, 2010

**New River/Mount Rogers Workforce Investment Area
Summary of Funding Allocations/Carryover/Distributions
Program Year 2009**

Distribution to Program Operators

One-Stop Administration		\$37,500
Formula	\$25,000	
ARRA	\$12,500	
Program Costs:		
Formula Adult	\$575,000	
Formula DLW	\$525,000	
Formula Youth	\$600,000	
ARRA Adult	\$47,450	
ARRA DLW	\$196,775	
ARRA Youth	\$27,900	\$1,972,125
Total to Program Operators		<u>\$2,009,625</u>

Un-Obligated Funds

Formula Administration	\$100,328
Formula Adult Program	\$103,614
Formula DLW Program	\$157,144
Formula Youth Program	\$195,238
ARRA Admin. to Program	\$57,500
Total Unobligated	<u>\$613,824</u>

Grand Totals

Board	\$487,565
Fiscal Agent	\$60,000
Board Reserved	\$70,000
Program Operators	\$2,009,625
Unobligated	\$613,824
Total	<u>\$3,241,014</u>

PY'10 Consortium Board Budget

Board Meetings (6)		\$1,150
Room	\$500	
Food	\$500	
Technology	\$150	
Joint Executive Committee Meetings (4)		\$1,200
Food	(4 @ \$300)	
Travel		\$5,000
Attorney Fees		\$5,000
Independent Audit Fees		\$5,000
Miscellaneous Expenses		<u>\$2,000</u>
Total Consortium Board Budget		\$19,350



Commonwealth of Virginia
Workforce Investment Act

NOMINATION FORM A
Local Workforce Investment Board

1-Name (First, MI, Last) B. Michael Jennings		2-LWIA # 035	3-Date 03/29/10
4-Street Address 605-8 Pine Street		13-Nominee Characteristics	
5-City Hillsville	6-County Carroll	Gender: Male <input checked="" type="checkbox"/> Female <input type="checkbox"/>	
7-State Virginia	8-ZIP 24343	Race:	
9-Home Phone (include area code) (276) 236-4417	10-Work Phone (include area code) (276) 730-3130	White <input checked="" type="checkbox"/> Black <input type="checkbox"/>	
11-FAX (276) 730-3135	12-E-Mail Michael.Jennings@dss.virginia.gov	Hispanic <input type="checkbox"/> Amer. Indian <input type="checkbox"/>	
15-LWIA Name Carroll County Dept. of Social Services		Native Alaskan <input type="checkbox"/> Asian <input type="checkbox"/>	
16-CBO Representative		Pacific Islander <input type="checkbox"/> Other <input type="checkbox"/>	
Title _____ Organization _____		14-Recommended for (see section number)	
17-Private Sector (Business) Representative		16-Community-Based Organization (CBO) <input type="checkbox"/>	
Title _____		17-Private Sector (Business) <input type="checkbox"/>	
Business _____		18-Education <input type="checkbox"/>	
Type of Business _____		19-Economic Development <input type="checkbox"/>	
		20-Organized Labor <input type="checkbox"/>	
		21-One-Stop Partner <input type="checkbox"/>	
		22-Other <input checked="" type="checkbox"/>	
18-Education Representative		20-Organized Labor Representative	
Title _____		Title _____	
Institution _____		Affiliation _____	
Local Ed. <input type="checkbox"/> Post-Secondary <input type="checkbox"/> Voc. Ed. <input type="checkbox"/>			
19-Economic Development Representative		21-One-Stop Partner Representative	
Title _____		Title _____	
		Partner/Entity _____	
23-Nominator		22-Other Representative	
<i>I hereby recommend the above-named person for membership on the Local Workforce Investment Board.</i>		Title _____	
<u>Bob Gose</u> 03/29/10		Agency _____	
Signature Date			
Bob Gose, President		24-Action by Chief Local Elected Official	
Printed/Typed Name & Title of Nominator		Subject to certification required by Section 117 of the Workforce Investment Act of 1998 and Policy 99-2 of the Virginia Workforce Council, the person nominated herein has been duly appointed to the Local Workforce Investment Board by the Chief Elected Officials.	
Western Region DSS Directors Association		Term of Appointment: From _____ To _____	
Nominator Organization		Signature of Chief Local Elected Official _____	
(276) 645-7450 (276) 645-7475		Date _____	
Phone FAX			
Robert.Gose@dss.virginia.gov			
E-Mail			

Policy 99-2 rev. January 2008 by VEC



Commonwealth of Virginia
Workforce Investment Act

NOMINATION FORM A
Local Workforce Investment Board

1-Name (First, MI, Last) <u>TIMOTHY K. McVEY</u>		2-LWIA #	3-Date <u>5-11-2010</u>
4-Street Address <u>13160 MONROE RD.</u>		13-Nominee Characteristics Gender: Male <input checked="" type="checkbox"/> Female <input type="checkbox"/> Race: White <input checked="" type="checkbox"/> Black <input type="checkbox"/> Hispanic <input type="checkbox"/> Amer. Indian <input type="checkbox"/> Native Alaskan <input type="checkbox"/> Asian <input type="checkbox"/> Pacific Islander <input type="checkbox"/> Other <input type="checkbox"/>	
5-City <u>GLADE SPRING</u>	6-County <u>WASHINGTON</u>		
7-State <u>Virginia</u>	8-ZIP <u>24340</u>		
9-Home Phone (include area code) <u>276-429-4516</u>	10-Work Phone (include area code) <u>276-429-4540</u>		
11-FAX <u>276-429-4503</u>	12-E-Mail <u>TMCVEY@UTM.COM</u>	14-Recommended for (see section number)	
15-LWIA Name		16-Community-Based Organization (CBO) <input type="checkbox"/>	
16-CBO Representative		17-Private Sector (Business) <input checked="" type="checkbox"/>	
Title _____ Organization _____		18-Education <input type="checkbox"/>	
17-Private Sector (Business) Representative		19-Economic Development <input type="checkbox"/>	
Title <u>HUMAN RESOURCES MGR.</u>		20-Organized Labor <input type="checkbox"/>	
Business <u>UTILITY TRAILER OF GLADE SPRING</u>		21-One-Stop Partner <input type="checkbox"/>	
Type of Business <u>MANUFACTURING</u>		22-Other <input type="checkbox"/>	
18-Education Representative		19-Economic Development Representative	
Title _____		Title _____	
Institution _____		Partner/Entity _____	
Local Ed. <input type="checkbox"/> Post-Secondary <input type="checkbox"/> Voc. Ed. <input type="checkbox"/>		22-Other Representative	
20-Organized Labor Representative		23-Nominator	
Title _____		I hereby recommend the above-named person for membership on the Local Workforce Investment Board.	
Affiliation _____		<u>Odell Owens</u> <u>5-11-10</u>	
21-One-Stop Partner Representative		Signature _____ Date _____	
Title _____		<u>Odell Owens, Bd of SUPERVISOR</u>	
Partner/Entity _____		Printed/Typed Name & Title of Nominator	
22-Other Representative		<u>Bd of SUPERVISORS</u>	
Title _____		Nominator Organization	
Agency _____		<u>27-669-6881</u> <u>JAME</u>	
24-Action by Chief Local Elected Official		Phone _____ FAX _____	
Subject to certification required by Section 117 of the Workforce Investment Act of 1998 and Policy 99-2 of the Virginia Workforce Council, the person nominated herein has been duly appointed to the Local Workforce Investment Board by the Chief Elected Officials.		<u>JSAE@BVUNET.NET</u>	
Term of Appointment: From _____ To _____		E-Mail _____	
Signature of Chief Local Elected Official _____		Date _____	

PY 10 Strategic Plan Process Timeline

March 9	SPC meeting – review plan guidelines & set-up upcoming meeting/forums/workgroups
March 22- April 9	Employer Survey (Web-based)
March 30	Bristol/Washington Roundtable – Higher Ed Center, Abingdon
March 31	Carroll/Grayson/Galax Roundtable – Crossroads Inst., Galax
April 7	NRV Roundtable – NRV Competitiveness Center, Fairlawn
April 9	Smyth/Wythe/Bland Roundtable – WCC, Wytheville
April 10- 12	Compile findings from Roundtables and Survey
April 13	SPC Meeting – Finalizes Goals & Strategies for Draft Plan
April 20	Post Draft Plan on Website and request comments from CB, WIB, Regional Stakeholders and general public
May 19	Consortium Board Approval of Plan (get signatures)
May 26	WIB Executive Committee approval of Plan (get signatures)
May 27-28	Package and submit to State
June 1, 2010	Plan Due to State

WIA Invoices by Month
For Period JULY 2009 - JUNE 2009

VENDOR	JULY 09	AUG 09	SEP 09	OCT 09	NOV 09	DEC 09	JAN 10	FEB 10	MAR 10	APR 10	MAY 10	JUN 10	YTD
													0.00
Goodwill	48,377.03	57,298.42	59,239.09	83,432.24	103,195.62	59,159.78	54,641.64	97,677.38	79,302.21				642,323.41
People, Inc	35,147.53	39,059.01	31,850.91	34,217.70	44,663.12	41,212.55	38,387.73	49,207.01	49,345.38				363,090.94
VEC	85,415.34	7,707.39			9,756.96								102,879.69
													0.00
													0.00
Wytheville Meeting Center		341.48		441.48	341.48			380.66					1,505.10
Bobby Griffin, Inc				1,073.34	201.40								1,274.74
Mary Ann Gilmer				46.64									46.64
Storage East				375.00									375.00
New River Office Supplies						95.78							95.78
Roanoke Higher Ed Ctr						101.00							101.00
Chartwells							224.82						224.82
Dominion Office Products							93.60						93.60
New City, Inc							82.50						82.50
Sands Anderson							13,045.68		1,239.75				14,285.43
Delp Signs								105.00					105.00
NRV Development Corp									25.00				25.00
Squealers Cafe									75.00				75.00
University of VA									50.48				50.48
													0.00
Bank Service Charge					35.00		12.00						47.00
Board Travel		445.38		464.51	546.94		126.53	352.23	120.33				2,055.92
													0.00
NRVPDC - fiscal agent			20,000.00		10,000.00				5,000.00				35,000.00
NRVPDC - WIB staff costs	18,642.26	19,019.30	16,889.57	18,721.81	19,105.25	17,982.80	19,634.56	21,254.08	21,560.43				172,810.06
													0.00
VEC -RAPID RESPONSE	6,630.25	122.50	0.00	0.00	0.00								6,752.75
SubTotal	194,212.41	123,993.48	127,979.57	138,772.72	187,845.77	118,551.91	126,249.06	168,976.36	156,718.58	0.00	0.00	0.00	1,343,299.86
Other Funding:													
Local Incentive						2,541.56	3,758.00	354.01					6,653.57
													0.00
													0.00
SubTotal						2,541.56	3,758.00	354.01			0.00	0.00	6,653.57
TOTAL BY MONTH	194,212.41	123,993.48	127,979.57	138,772.72	187,845.77	121,093.47	130,007.06	169,330.37	156,718.58	0.00	0.00	0.00	1,349,953.43
		318,205.89	446,185.46	584,958.18	772,803.95	893,897.42	1,023,904.48	1,193,234.85	1,349,953.43	1,349,953.43	1,349,953.43	1,349,953.43	

ARRA Invoices by Month
Beginning MAY 2009

VENDOR	MAY 09	JUN 09	JUL 09	AUG 09	SEP 09	OCT 09	NOV 09	DEC 09	JAN 10	FEB 10	MAR 10	YTD
Goodwill	1,041.31	75,425.36	124,131.43	159,741.64	119,052.11	100,652.73	66,801.07	46,329.42	42,733.08	71,694.68	49,270.04	856,872.87
People		60,549.67	51,684.26	65,282.04	86,960.62	62,448.14	42,611.37	6,510.82	926.83	10,298.55	16,532.30	403,804.60
Rooftop	34.76	17,905.16	41,957.90	48,553.17	27,451.02	43,673.68	7,685.38	6,687.57	2,447.41	2,192.79	2,639.28	201,228.12
												0.00
												0.00
Sands Anderson				4,527.00					13,045.68		1,239.75	18,812.43
New City									82.50			82.50
Delp Signs										105.00		105.00
Wytheville Meeting Center										380.66		380.66
NRV Development Corp											25.00	25.00
Squealers Cafe											75.00	75.00
University of VA											50.47	50.47
												0.00
												0.00
												0.00
												0.00
												0.00
												0.00
												0.00
												0.00
												0.00
Board Travel									280.77	352.23	120.33	753.33
												0.00
NRVPDC - WIB staff costs	3,723.32	7,736.60	10,857.83	5,576.67	4,257.42	4,200.29	4,185.28	3,958.07	4,415.40	4,709.12	3,696.07	57,316.07
TOTAL BY MONTH	4,799.39	161,616.79	228,631.42	283,680.52	237,721.17	210,974.84	121,283.10	63,485.88	63,931.67	89,733.03	73,648.24	1,539,506.05
		166,416.18	395,047.60	678,728.12	916,449.29	1,127,424.13	1,248,707.23	1,312,193.11	1,376,124.78	1,465,857.81	1,539,506.05	

CLEO FISCAL REPORT BY PROGRAM OPERATOR

Dislocated Worker Program Operator

Program Operator: Goodwill Industries of the Valleys

Contract Total:	\$ 535,000
Expended thru March 31, 2010:.....	\$ 414,882
% Expended:	78%

Expenditure Breakdown

Administration -	\$ 16,186	4%
Operational Costs -	\$ 76,530	18%
Client Services Cost -	\$107,537	26%
Direct to Client Costs -	\$214,629	52%
	\$414,882	100%

Administration

Financial, One Stop Center Operations, etc.

Operational Costs

Rent, utilities, operational staff, benefits, accounting, audits, etc.

Client Services Costs

Case Managers salaries, benefits and travel only.

Direct to Client Costs

Training, tuition, books, supportive services, needs based payments, work experience costs, etc.

CLEO FISCAL REPORT BY PROGRAM OPERATOR

Adult Program Operators

Program Operator: Goodwill Industries of the Valleys, Inc.

Contract Total:	\$ 183,188
Expended thru March 31, 2010:	\$ 93,404
% Expended:	51%

Expenditure Breakdown

Operational Costs -	\$20,996	22%
Client Services Cost -	\$43,883	47%
Direct to Client Costs -	\$28,525	31%
	<u>\$93,404</u>	<u>100%</u>

Program Operator: People Inc. of Virginia

Contract Total:	\$ 376,812
Expended thru March 31, 2010:	\$ 180,537
% Expended:	48%

Expenditure Breakdown

Operational Costs -	\$ 43,229	24%
Client Services Cost -	\$ 67,054	37%
Direct to Client Costs -	\$ 70,254	39%
	<u>\$180,537</u>	<u>100%</u>

CLEO FISCAL REPORT BY PROGRAM OPERATOR

Youth Program Operators

Program Operator: Goodwill Industries of the Valleys, Inc.

Contract Total:.....	\$ 249,316
Expended thru March 31, 2010:.....	\$ 134,038
% Expended:	54%

Expenditure Breakdown

Operational Costs -	\$ 35,582	26%
Client Services Cost -	\$ 60,969	45%
Direct to Client Costs -	\$ 37,487	29%
	<u>\$134,038</u>	<u>100%</u>

Program Operator: People Inc. of Virginia

Contract Total:.....	\$ 333,184
Expended thru March 31, 2010:.....	\$ 182,554
% Expended:.....	55%

Expenditure Breakdown

Operational Costs -	\$ 55,139	30%
Client Services Cost -	\$ 55,159	30%
Direct to Client Costs -	\$ 72,256	40%
	<u>\$182,554</u>	<u>100%</u>

CLEO FISCAL REPORT BY PROGRAM OPERATOR

ARRA Dislocated Worker Program Operator

Program Operator: Goodwill Industries of the Valleys

Contract Total:	\$ 789,692
Expended thru March 31, 2010:.....	\$ 493,554
% Expended:	62%

Expenditure Breakdown

Administration -	\$ 14,862	3%
Operational Costs -	\$ 55,977	11%
Client Services Cost -	\$ 75,005	15%
Direct to Client Costs -	\$347,710	71%
	<u>\$493,554</u>	<u>100%</u>

Administration

Financial, One Stop Center Operations, etc.

Operational Costs

Rent, utilities, operational staff, benefits, accounting, audits, etc.

Client Services Costs

Case Managers salaries, benefits and travel only.

Direct to Client Costs

Training, tuition, books, supportive services, needs based payments, work experience costs, etc.

CLEO FISCAL REPORT BY PROGRAM OPERATOR

ARRA Adult Program Operators

Program Operator: Goodwill Industries of the Valleys, Inc.

Contract Total:.....	\$ 107,250	
Expended thru March 31, 2010:	\$ 68,314	
% Expended:.....		66%

Expenditure Breakdown

Operational Costs -	\$20,089	29%
Client Services Cost -	\$17,353	25%
Direct to Client Costs -	\$30,872	46%
	\$68,314	100%

Program Operator: People Inc. of Virginia

Contract Total:	\$ 126,000	
Expended thru Marcg 31, 2010:.....	\$ 55,602	
% Expended:		44%

Expenditure Breakdown

Operational Costs -	\$13,132	24%
Client Services Cost -	\$ 589	1%
Direct to Client Costs -	\$41,881	75%
	\$55,602	100%

CLEO FISCAL REPORT BY PROGRAM OPERATOR

Program Operator: Rooftop of VA-CAP

Contract Total:	\$ 84,750
Expended thru March 31, 2010:.....	\$ 60,585
% Expended:	71%

Expenditure Breakdown

Operational Costs -	\$ 777	1%
Client Services Cost -	\$10,451	17%
Direct to Client Costs -	\$49,357	82%
	<u>\$60,585</u>	<u>100%</u>

CLEO FISCAL REPORT BY PROGRAM OPERATOR

ARRA Youth Program Operators

Program Operator: Goodwill Industries of the Valleys, Inc.

Contract Total:.....	\$ 295,048
Expended thru March 31, 2010:	\$ 295,006
% Expended:	100%

Expenditure Breakdown

Operational Costs -	\$ 25,704	9%
Client Services Cost -	\$ 37,863	13%
Direct to Client Costs -	\$231,439	78%
	<u>\$295,006</u>	<u>100%</u>

Program Operator: People Inc. of Virginia

Contract Total:.....	\$ 348,236
Expended thru March 31, 2010	\$ 348,203
% Expended:.....	100%

Expenditure Breakdown

Operational Costs -	\$ 39,898	11%
Client Services Cost -	\$ 56,855	16%
Direct to Client Costs -	\$251,450	73%
	<u>\$348,203</u>	<u>100%</u>

CLEO FISCAL REPORT BY PROGRAM OPERATOR

Program Operator: Rooftop of VA - CAP

Contract Total:.....	\$ 141,216
Expended thru March 31, 2010	\$ 140,643
% Expended:.....	100%

Expenditure Breakdown

Operational Costs -	\$ 1,035	1%
Client Services Cost -	\$ 18,545	13%
Direct to Client Costs -	\$121,063	86%
	\$140,643	100%

PY'10 WIA Formula Allocations

	<u>PY'09</u>	<u>PY'10</u>	<u>Increase</u>	<u>% Increase</u>
Adult	\$631,185	\$777,360	\$146,175	23%
DLW	\$580,850	\$820,104	\$239,254	41%
Youth	<u>\$691,633</u>	<u>\$896,550</u>	<u>\$204,917</u>	<u>30%</u>
	\$1,903,668	\$2,494,014	\$590,346	31%

**NEW RIVER/MOUNT ROGERS WORKFORCE INVESTMENT AREA
ONE-STOP OPERATOR REPORT TO THE CONSORTIUM OF CHIEF LOCAL ELECTED OFFICIALS
MAY 19, 2010**

WYTHEVILLE COMPREHENSIVE WORKFORCE CENTER UPDATE

Development of the lease is proceeding.

ONE-STOP CENTER ACTIVITY

Bristol April	Bristol Year-to- Date	Galax April	Galax Year-to- Date	Radford April	Radford Year-to- Date	Wythe April	Wythe Year-to- Date	Marion April	Marion Year-to- Date	Area Total April	Area Total Year to Date
847	7047	2590	18931	635	16395	1054	10822	1533	11256	6659	64451

RAPID RESPONSE

* Volvo (Dublin); * TMD Friction (Dublin); * Findlay Industries (Dublin); * Federal Mogul (Blacksburg);
* Nautilus (Independence); * Accument Global Technologies (Wytheville); * Rotometrics (Meadows of Dan)
* Consolidated Glass (Galax); * Graceway Pharmaceuticals LLC (Bristol TN); * Coffman Stairs (Marion)
* Giles Public Schools; * Pulaski Public Schools

GOODWILL PROGRAM ACTIVITY – THIRD QUARTER ENDING MARCH 31, 2010

Dislocated Worker Program

Formula Funds: 322 Participants YTD; 43 closures/36 employed (84%); 279 Current; 29 trained/21 credentials
ARRA Funds: 465 Participants YTD; 120 closures/94 employed (78%); 345 Current; 101 trained/79 credentials

Adult Program

Formula Funds: 57 Participants YTD; 19 closures/18 employed (95%); 38 Current; 12 credentials
ARRA Funds: 30 Participants YTD; 6 closures/5 employed (83%); 24 Current; 2 trained/2 credentials

Older Youth Program

46 Participants YTD; 3 closures/1 employed (33%); 43 Current

Younger Youth Program

58 Participants YTD; 10 closures/10 positive (100%); 48 Current; 83 attained skill goals; 9 attained diploma

CUSTOMER SERVICE PROCESS

The customer service story begins when an individual enters a one-stop center seeking assistance. The process continues until the customer is satisfied that he or she has received all the benefits available, resulting in employment, or whatever goal the customer has in mind.

All partner programs are accessible, based upon need and/or eligibility. The intake and referral process captures information required to facilitate referrals to Center partners. Services and outcomes vary from partner to partner. Customers may be referred to service providers throughout the region to receive a variety of support, often from organizations not directly related to workforce development.

CUSTOMER SUCCESS STORY

Adult Program – People, Inc. Sabrina Jones was a 22 year-old single mother receiving food stamps when she was enrolled into our program in 2009. She had no marketable skills and had been unemployed for 20 of the previous 26 weeks. She was working three or four hours per week for a cleaning service. She demonstrated high motivation and a desire to succeed. After an intensive job search, she was unsuccessful in obtaining employment. Sabrina was placed into a three-week intensive nurse-aide course through Wytheville Community College at Edgemont Center nursing home. She completed the program with an A in both an her classroom training and clinical work. She immediately began work at Edgemont Center. She then passed her state board examination for licensure in December to become a Certified Nursing Assistant, a highly portable credential which will allow her to work throughout the state. Sabrina remains employed and is very happy with her chosen occupation. The WIA Adult Program provided tuition assistance and supportive services, which was an excellent investment in Sabrina's future. She hopes to advance in the nursing profession.

Travel Reimbursement Request

I hereby certify that on _____ I traveled to attend a
_____ meeting scheduled
that same date.

I am requesting travel reimbursement as follows:

_____ X \$0.42/mile = \$ _____
Total Miles Reimbursement Requested

Signature

Date

2010 Consortium Board Meeting Schedule

January 27, 2010

March 17, 2010

May 19, 2010

July 21, 2010

September 15, 2010

November 17, 2010

All meetings will be held on the **third Wednesday** of **alternating months** at the **Wytheville Meeting Center** beginning at **9:30 a.m.**