

NEW RIVER/MOUNT ROGERS WORKFORCE INVESTMENT AREA
CONSORTIUM BOARD

MEETING AGENDA

September 15, 2010

- I. Call To Order –Chair Hutchins
- II. Pledge of Allegiance/Prayer
- III. Roll Call
- IV. [Approval of Minutes](#)
- V. Public Comment Period
- VI. Staff Introduction – Rhonda Womble, CREATES Program Specialist II
- VII. System Administrator Job Vacancy/Update
- VIII. [Executive Committee Action Taken](#)
- IX. WIB Action Items for Approval
 1. [Approve \\$5,000 of Incentive Funds for GED Week Project](#)
 2. [“Final” PY’10 Budget](#)
- X. [Statewide DLW Rapid Response Funding - \\$88,793](#)
 - A. [Proposal from Goodwill Industries of the Valleys](#)
- XI. Committee Reports/Action
 - A. Nominating Committee – Dr. Bruce Brown, Chair
 1. Education Vacancy Update
 - B. Personnel Committee – Martha Samples, Chair
 1. Update on Employee Handbook
- XII. Fiscal Report
 - A. [Review “Final” WIB Expenditures for PY’09 and ARRA](#)
 - B. [By Program Operator](#)
- XIII. Introduction of Dr. Charlie White, WCC President – Discussion on Workforce needs
- XIV. [One Stop Operator Report](#)
- XV. Program Operator Presentation – Rooftop of VA-CAP
- XVI. Grants Update – Staff
- XVII. Consortium Members Time
- XVIII. [Travel Reimbursement](#)
- XIX. Other Business
- XX. [2010 Consortium Board Meeting Schedule](#)
- XXI. Next Meeting Date–**November 17, 2010–Wytheville Meeting Center – 9:30 AM.**
- XXII. Adjournment

New River/Mount Rogers Workforce Investment Area Consortium Board

MEETING MINUTES

July 21, 2010

A meeting of the NR/MR WIA Consortium Board was held on July 21, 2010 at Elizabeth Brown Park in Wytheville. Those in attendance were as follows:

Council Members

David Hutchins- Chair
Dan Campbell - Floyd
Mike Maynard - Grayson
Bill Brown – Montgomery
Ranny Akers - Pulaski
Charlie Clark – Smyth
Odell Owens - Washington
Bucky Sharitz – Wythe
James Heaney - Bristol
Bill Webb – Galax

Staff

Ronnie Martin
Marty Holliday
Angela Alley

Guest

Martha Samples – WIB Chair
Linda Matthews- Goodwill Ind. of the Valleys
Clay Stein- Goodwill Ind. of the Valleys
Jim Coen – Goodwill Ind. of the Valleys
Joanie McCleary – Goodwill Ind. of the Valleys
Dana Laney – People, Inc. of Virginia

At 9:40AM, Chairman Hutchins called the meeting to order. He opened the meeting with a prayer and all present recited the Pledge of Allegiance.

Chairman Hutchins asked Ms. Holliday to call the roll. A quorum was present.

Chairman Hutchins asked for any changes to or approval of the May 19, 2010 meeting minutes. Mr. Webb made the motion to accept the minutes as written. Mr. Brown seconded the motion. The motion passed unanimously:

Chairman Hutchins opened the floor for public comment. There were none.

Mr. Martin introduced Ms. Dana Laney, WIA Director with People Inc. of Virginia.

Mr. Martin introduced Angela Alley, the WIA's System Administrator. Ms. Alley addressed the members and explained her work duties and responsibilities.

Mr. Martin gave an overview of the Executive Committee Action taken at their June 21, 2010 meeting.

1. Approved the final version of the Fiscal Agent Agreement with revisions. This had previously been approved for a six (6) months extension. Changes in this document: Clarifies relationship of staff and Consortium Board and addresses the up-front cost that Fiscal agent is required to incur. Mr. Maynard made the motion to approve this action by the Executive Committee. Mr. Webb seconded the motion and a called vote was taken:

Bristol – yes, Carroll – yes, Floyd – yes, Galax – yes, Grayson – yes, Montgomery – yes, Pulaski – yes, Smyth – yes, Washington – yes, Wythe – yes

2. Deputy Executive Director and pay increases for staff. These items had been discussed at the last meeting, but the quorum was lost before a vote could be taken. Mr. Brown made the motion to approve this action by the Executive Committee. Mr. Akers seconded the motion and a called vote was taken:

Bristol – yes, Carroll – yes, Floyd – yes, Galax – yes, Grayson – yes, Montgomery – yes, Pulaski – yes, Smyth – yes, Washington – yes, Wythe – yes

Mr. Martin gave an overview of the WIB's Action taken at their June 23, 2010 meeting.

1. Approved reappointments to the Youth Council. Mr. Webb made the motion to approve this action from the WIB. Mr. Maynard seconded the motion and the motion passed unanimously.

Chairman Hutchins continued with the agenda asking for Committee reports. Mr. Maynard, Finance Committee Chair thanked everyone involved for their work on the Fiscal Agent Agreement.

Mr. Martin gave the Nominating Committee report in Mr. Bruce Brown's absence. Mr. Martin drew the member's attention to the nomination form for Mr. Todd Davis in their packet. After a brief discussion Mr. Webb made the motion to approve the Nominating Committee's recommendation to appoint Mr. Todd Davis representing Grayson County Business to a seat of the WIB. Mr. Brown seconded the motion and a called vote was taken:

Bristol – yes, Carroll – yes, Floyd – yes, Galax – yes, Grayson – yes, Montgomery – yes, Pulaski – yes, Smyth – yes, Washington – yes, Wythe – yes

Mr. Martin also noted that currently there is one (1) Education vacancy on the WIB. Letters have been sent out soliciting nominations.

Ms. Samples told the members that the Personnel Committee was currently working on an Employee Handbook and felt that it would be complete and ready for approval at the September meeting. Mr. Martin updated the members on the Resolution VRS Contribution. A lengthy discussion followed on what individual jurisdictions were doing. Mr. Brown made the motion that the Consortium Board continue to pay this contribution on behalf of staff. Mr. Webb seconded the motion and a called vote was taken:

Bristol – yes, Carroll – yes, Floyd – no, Galax – yes, Grayson – yes, Montgomery – yes, Pulaski – yes, Smyth – yes, Washington – yes, Wythe – yes

Mr. Martin requested that the Consortium Board set a policy on who signs contracts and modifications, noting that for PY10 there were several extension modifications to be signed. After a brief discussion Mr. Webb made the motion that either the Chairman or the Vice Chairman and the Executive Director would sign any type of contract modification. Mr. Akers seconded the motion and a called vote was taken:

Bristol – yes, Carroll – yes, Floyd – yes, Galax – yes, Grayson – yes, Montgomery – yes, Pulaski – yes, Smyth – yes, Washington – yes, Wythe – yes

Continuing on, Mr. Webb made the motion that for any new contracts or other legal documents the Executive Director will prepare the document and the Chairman will sign. Mr. Maynard seconded the motion and a called vote was taken:

Bristol – yes, Carroll – yes, Floyd – yes, Galax – yes, Grayson – yes, Montgomery – yes, Pulaski – yes, Smyth – yes, Washington – yes, Wythe – yes

Chairman Hutchins asked Mr. Martin to present the Fiscal Agent Report. Mr. Martin brought the members' attention to the spread sheet listing WIA expenditures through May 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 May 31, 2010. He discussed how the programs were doing to this point. Mr. Heaney requested that staff prepare a master list of vendors who received a payment and the service received. Mr. Martin will provide this at the September meeting.

Chairman Hutchins asked Ms. Matthews give an update as the One-Stop Operator. Ms. Matthews gave an overview on various activities that Goodwill Industries of the Valleys was participating in. Mr. Coen gave an overview of the activities occurring in the centers. Mr. Stein gave an overview of intensive services –a day in the life of a WIA client.

Mr. Martin gave an update to the On the Job Training grant that he is working on. Ms. Holliday gave an overview of the status of the CREATE and HITE grants.

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.

Chairman Hutchins continued with the agenda noting that the next meeting will be held on September 15, 2010 at the Wytheville Meeting Center beginning at 9:30AM.

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

The meeting was adjourned at 11:56 AM.

After the meeting all members, staff and guest enjoyed a delicious cookout provided by the Consortium Board Executive Committee. Many thanks to Chairman Hutchins for grilling the burgers and to Mrs. Hutchins for preparing the beans and potato salad.

Respectfully Submitted,

Marty Holliday
Deputy Executive Director

Ronnie

From: "Ronnie" <rmartin@nrvc.org>
To: "Willie Howlett" <whowlett@bland.org>; <dvhutchins@embarqmail.com>; "Dan Campbell" <dcampbell@floydcova.org>; "Howard Spencer" <hspencer@suddenlinkmail.com>; "Mike Maynard" <maynarm@gmail.com>; "William H. Brown" <brownwh@montgomerycountyva.gov>; "Ranny Akers (E-mail)" <rlakers@pulaskicounty.org>; "Charlie Clark" <charlie@rvgrazers.com>; "Owens, Odell" <oowens@washcova.com>; "Wythe "Bucky" Sharitz" <supvr_atlarge@wytheco.org>; "Jim Heaney" <jim.heaney@bristolcompressors.com>; <william.walker@vec.virginia.gov>; "Bruce Brown" <wcbrowb@wcc.vccs.edu>
Sent: Wednesday, August 25, 2010 3:49 PM
Subject: Executive Committee Action Taken
Good Afternoon,

At it's meeting on august 18, 2010, the Consortium Board Executive Committee took the following action on behalf of the Consortium Board.

1. Approved various Personnel Committee recommendations to the Employee Handbook for submission to legal counsel for review.
2. Approved accepting \$88,793 of WIA DLW Rapid Response funds effective 9/1/2010.
3. Requested a proposal from our current DLW Program Operator for the utilization of the Rapid Response funds. Committee is looking for new, innovative concepts with measurable outcomes.
4. Declined to participate in a proposal submission for the Disability Employment Initiative through the Department of Rehabilitative Services.

Let me know if you have any questions.

Thanks,

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

GED and Lifelong Learning Week October 18-23

Adult Career and Education Exploration Fair

As the skills and education required to obtain employment and maintain a living wage have increased, the value of a high school credential continues to diminish. In modern times, adults cannot succeed and be economically self-sufficient without some level of postsecondary education. About 90 percent of the fastest growing jobs of the future will require education or training beyond high school.

The intent of this initiative is to help the adult learner (and their instructors) understand the value (and need) for transitioning from Adult Basic Education (ABE) to post-secondary education & training. Our planned method is through career exploration by having local employers talk about their job opportunities and the education and training levels needed for those jobs, and education exploration by having the colleges talk about the programs that they offer to help meet the training requirements for those jobs.

- Offer this at 4-6 of the college locations during GED Week (or as close as possible)
- Professional look for the employer tables
- 10-20 employer per event
- Advertising/flyers for students (and potential students)
- Light refreshments (coffee, soda, cookies, etc)

Ultimate outcome:

1. Increase enrollment in ABE/GED programs
2. Increase retainment in ABE/GED programs
3. Increase transition from ABE/GED to post-secondary education

Anticipated cost \$3-5,000

Funding request - \$5,000

"Final" - PY'10 BUDGET

PY'09 Carryover Funds

	<u>Formula</u>	<u>ARRA</u>
Administration	\$80,687	\$114,037
 <u>Program</u>		
DLW	\$7,417	\$134,917
Adult	\$137,210	\$79,869
Youth	\$94,173	\$77,875
Totals	<u>\$238,800</u>	<u>\$292,661</u>
Total Carryover Funds	\$319,487	\$406,698

PY '10 WIA Allocations

				<u>PY'09</u>
	<u>Admin</u>	<u>Program</u>	<u>Total</u>	<u>Allocation</u>
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

	<u>Admin</u>	<u>Program</u>	<u>Total</u>
WIA Allocations	\$249,401	\$2,244,613	\$2,494,014
WIA Carryover	\$80,687	\$238,800	\$319,487
ARRA Carryover	\$114,037	\$292,661	\$406,698
Green Grant	\$0	\$117,000	\$117,000
Grand Totals	<u>\$444,125</u>	<u>\$2,893,074</u>	<u>\$3,337,199</u>

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

Funding Source	<u>"Draft"</u> Projected Funding	<u>"Final"</u> Projected Funding
Formula Administration	\$339,401	\$330,088
Formula Adult Program	\$749,624	\$836,834
Formula DLW Program	\$763,094	\$745,511
Formula Youth Program	\$881,895	\$901,068
ARRA Administration	\$110,000	\$114,037
ARRA Adult Program	\$50,000	\$79,869
ARRA DLW Program	\$200,000	\$134,917
ARRA Youth Program	\$30,000	\$77,875
Green Grant	\$117,000	\$117,000
Projected Totals	<u>\$3,241,014</u>	<u>\$3,337,199</u>

Distribution of Board Expenses

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

Fiscal Agent Services

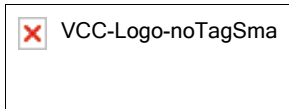
Formula Administration	\$50,000	\$50,000
ARRA Administration	\$10,000	\$10,000
Total	<u>\$60,000</u>	<u>\$60,000</u>

Board Reserved

Formula Administration	\$70,000	\$70,000
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**New River/Mount Rogers Workforce Investment Area
Summary of Funding Allocations/Carryover/Distributions
Program Year 2010**

<u>Distribution to Program Operators</u>	<u>"Draft"</u>	<u>"Final"</u>
One-Stop Administration	\$37,500	\$37,500
Formula	\$25,000	\$25,000
ARRA	\$12,500	\$12,500
Program Costs:		
Formula Adult	\$575,000	\$765,000
Formula DLW	\$525,000	\$660,000
Formula Youth	\$600,000	\$810,000
ARRA Adult	\$47,450	\$77,319
ARRA DLW	\$196,775	\$131,692
ARRA Youth	\$27,900	\$75,775
Total to Program Operators	<u><u>\$2,009,625</u></u>	<u><u>\$2,557,286</u></u>
 <u>Un-Obligated Funds</u>		
Formula Administration	\$100,328	\$91,015
Formula Adult Program	\$103,614	\$824
Formula DLW Program	\$157,144	\$4,561
Formula Youth Program	\$195,238	\$4,411
ARRA Administration		\$11,537
ARRA Admin. to Program	\$57,500	\$50,000
Total Unobligated	<u><u>\$613,824</u></u>	<u><u>\$162,348</u></u>
 <u>Grand Totals</u>		
Board	\$487,565	\$487,565
Fiscal Agent	\$60,000	\$60,000
Board Reserved	\$70,000	\$70,000
Program Operators	\$2,009,625	\$2,557,286
Unobligated	\$613,824	\$162,348
Total	<u><u>\$3,241,014</u></u>	<u><u>\$3,337,199</u></u>



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August 17, 2010

To: Local Workforce Investment Board Directors
From: Peter Blake, Vice Chancellor, Workforce Development Services
Subject: Distribution of an additional \$1.2 million in Workforce Investment Act Dislocated Worker Rapid Response funds

We continue to hear of situations across Virginia in which companies are not hiring or shrinking their workforce. As a result, we have received a handful of requests for additional Dislocated Worker funds to address increased demands for education and training, and we anticipate hearing from others.

To provide some immediate relief, we are preparing Notice of Obligations to make available an additional \$1.2 million in WIA Dislocated Worker Rapid Response funds across the state. This allocation is in accordance with the Commonwealth's Program Year 2010 WIA Dislocated Worker funds allocation formula for Local Workforce Investment Areas. The allocation by area is shown below. Later this week we will send you a Notice of Obligation document to provide you the authority to spend the funds.

We encourage you to use these funds to help prepare individuals for jobs with employers that project hiring needs in the near future. To the extent possible, you should use funds to help individuals obtain a workforce credential such as a certification, licensure, certificate or degree. You may also use funds to support students enrolled in training programs that address, as needed, basic skills deficiencies. You also should seek opportunities that allow individuals to receive training in times and places that are convenient for adults, including on-the-job training.

This allocation is governed by the Workforce Investment Act Grant Recipient Agreement between your Local Workforce Investment Area and the VCCS.

Expenditures for Administrative activities as defined in the Code of Federal Regulations (CFR) under 20CFR667.220 are **not allowed** under this award. Transfer of funds between the WIA Adult and Dislocated Worker programs is **not allowed** under this award.

This allocation must supplement, not supplant, funding currently available to your local area under the WIA formula and Recovery Act WIA funds.

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The funding period for this award is September 1, 2010, through September 30, 2011. The funds must be fully expended, or have a ratio of at least 80% expended and the balance obligated, by June 30, 2011. We will monitor the use of this award and take any necessary and appropriate action, including recapture and reallocation of funds, to ensure efficiency.

Local Workforce Investment Area staff should follow the normal process for recording participant information in the VOS system.

We look forward to working with you and providing you the assistance you may need in successfully utilizing this award. If you have any questions, please contact George Taratsas at (804) 819-5387 or at GTaratsas@vccs.edu.

ADDITIONAL ALLOCATION OF DISLOCATED WORKER RAPID RESPONSE FUNDS, SEPTEMBER 2010

Funds must be used for strictly for Dislocated Worker Activities.

LWIA	2010 Dislocated Worker Allocation		Rapid Response Allocation
1	\$264,666	2.4%	\$ 28,656
2	\$820,104	7.4%	\$ 88,793
3	\$535,588	4.8%	\$ 57,988
4	\$975,084	8.8%	\$ 105,573
6	\$476,828	4.3%	\$ 51,627
7	\$377,646	3.4%	\$ 40,888
8	\$412,350	3.7%	\$ 44,645
9	\$1,575,768	14.2%	\$ 170,610
11	\$1,411,871	12.7%	\$ 152,864
12	\$303,314	2.7%	\$ 32,840
13	\$660,316	6.0%	\$ 71,493
14	\$705,200	6.4%	\$ 76,352
15	\$369,579	3.3%	\$ 40,015
16	\$1,483,300	13.4%	\$ 160,598
17	\$711,717	6.4%	\$ 77,058
Total	\$11,083,331	100%	\$ 1,200,000

VIRGINIA COMMUNITY COLLEGE SYSTEM

James Monroe Building
101 North Fourteenth Street
Richmond, Virginia 23219

WORKFORCE INVESTMENT ACT

NOTICE OF OBLIGATION

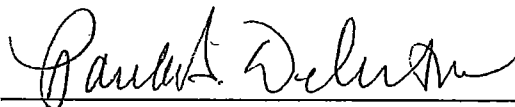
To: Pulaski County

NOO No.: LWA 2-09-01RR
Program Code: 1200

Award Period: September 1, 2010 – September 30, 2011

<u>CFDA</u>	<u>Fund Type</u>	<u>Prior Level</u>	<u>CHANGE</u>	<u>New Level</u>
17.260	Statewide Rapid Response	\$ 0	\$ 88,793	\$ 88,793
	Total All Programs	\$ 0	\$ 88,793	\$ 88,793

*Note: The funds must be fully expended, or have a ratio of at least 80% expended and the balance obligated, by June 30, 2011.

Approved by: 
Paula Scott Dehetre, Manager
Workforce Administration & Resources
(804) 819-1687

Date: 8-24-10

cc: New River Planning District Commission
New River/Mount Rogers Workforce Investment Board



Helping people and families in our community achieve a better life through work and independence.

Mount Rogers/New River Valley Chief Local Elected Officials
Workforce Investment Area II

September 10, 2010

Dear Chief Local Elected Officials:

Goodwill Industries of the Valleys assists dislocated workers in the Mount Rogers/New River Valley Workforce Area (WIA2) utilizing intensive and training services assisting eligible citizens to find and retain employment. In addition to these traditional services, the additional \$88,793 will allow Goodwill to implement creative and definitive projects that will achieve positive results for customers. Specifically, this funding will be used to run a pilot which is a self-employment project called DIY (Do it Yourself) that targets dislocated workers in the neediest areas in our regions. Goodwill would like to significantly expand On-The-Job-Training (OJT) opportunities which when deemed appropriate can be jointly used with the Registered Apprenticeship program to promote employment retention and promotional opportunities for the individuals. In response to your inquires about dislocated worker services, attached please find a narrative that describes the intensive services and details about the DIY project and OJT activities.

Goodwill Industries of the Valleys has demonstrated effective program management with all Workforce Investment Area 2 funded programs since 2000. The Vice President of Workforce Development, Senior Director of Workforce Programs, and WIA Director provide in-kind contributions of time, oversight, and supervision to ensure that the programs will be operated effectively and successfully. If any additional information is needed, please contact me at 540-581-0620, ext 102 or 540-998-2293.

Sincerely,

Linda Matthews
Vice President, Workforce Development

www.goodwillvalleys.com

Roanoke Office
2520 Melrose Avenue, NW
P.O. Box 6159
Roanoke, VA 24017
Office: 540.581.0620
Fax: 540.581.0629

Rocky Mount Office
1045 North Main Street
P.O. Box 157
Rocky Mount, VA 24151
Office: 540.483.0296
Fax: 540.483.0297

Radford Office
103 Duncan Lane
Radford, VA 24141
Office: 540.639.9027
Fax: 540.639.3517

Dublin Office
106 Town Center Drive
P.O. Box 1412
Dublin, VA 24084
Office: 540.674.1721
Fax: 540.674.2691

Staunton Office
1600 North Coalter Street
Suite 16
Staunton, VA 24401
Office: 540.886.2001
Fax: 540.886.7112



To following is a detailed description of how Goodwill will deliver intensive and training services to prepare dislocated workers for jobs with employers that project hiring needs in the near future:

Counseling and Career Planning Case Management is an on-going process throughout participation in the program. This includes case coordination with an array of agencies, training providers, One-Stop Center staff, and employers. In addition, assistance is provided to the participant in making career choices, overcoming barriers, achieving goals, etc. Contact is documented in the Individual Employment Plan and in counseling logs.

Comprehensive Objective Assessments of skill levels and service needs of dislocated workers includes: TABE (to determine the participant's basic education level in reading and math), CareerScope (to determine the participant's aptitude and interest through valid and reliable assessment task), and/or other assessment tools as needed. The case manager reviews the results of the both the TABE Test and other assessments with the participants. The results of the assessments are invaluable when helping participants begin the career and/or educational planning stage of the program. In-depth interviewing by the case managers helps to identify employment barriers and appropriate employment goals.

Individual Employment Plan (IEP) is developed by the case manager and the participant to identify work history, transferable skills, employment/career goals, relocating out of the area, how the objectives will be achieved, what appropriate combination of services are needed to help the participant achieve those goals. This information along with Labor Market Information (LMI) and other local economic indicators which includes information in starting wage will be used to assist the participant in pursuing work or selecting training in a high growth, high demand occupation. The IEP is used to document all objective assessment results and support the program activities, assist job search results, supportive service needs, barriers to employment, and employment goals. On-going contact and participant progress is documented on regular intervals as specified by the Board.

Out of the area Job Search and Relocation assistance will be available, if needed for any individual who can document they have an interview out of the New River/Mount Roger service area or has taken a job out of said area and needs relocation assistance.

Internships may be utilized, if appropriate, based on the objective assessment.

Job Readiness Training is offered to all dislocated workers through the Workforce Centers, through in-house classes, and/or through other agencies offering this service. These services include setting short and long-term employment goals, developing job-seeking skills, improving math and reading skills, and other training as deemed necessary for employment.

Training Services The following training services incorporate both formal classroom instruction and applied learning, which may include, but not be limited to:

- On-The-Job-Training (OJT)
- Entrepreneurial training
- Occupational Skills Training, including training for non-traditional employment

- Short-term pre-vocational training
- Skills up-grading and retraining
- Adult education and literacy activities, in combination with other training components.

Training needs will be determined through objective assessment which will include skill assessments (reading, math, interest, aptitudes) participant interviews, work history indicating potential transferable skills in demand occupations and an evaluation of any employment barriers that may exist. This information along with Labor Market Information (LMI) and other local economic indicators which includes information in starting wage after training will be used to assist the participant in selecting training in a high growth, high demand occupation. Supportive services, including needs related payments will be made available as needed to ensure that participants successfully complete their training. The DLW Manager and WIA Sr. Director monitor intensive service on regular intervals to ensure that all DOL, State and Local guidelines are being followed.

Follow-up Services and Performance Tracking will be provided to all participants for one (1) year after exit from program to help identify any needs the participant may have and to ensure continued employment.

Certificates and credentials: Each participant will have the opportunity to earn a Career Readiness Certificate (CRC), provided through the community college. A variety of credentials may also be earned related to occupational skills training and OJT.

Literacy activities related to basic workforce readiness are available, as needed, in combination with other services. Activities are made available through local Adult Basic Education programs. Case Managers encourage all participants who have reading and/or math levels below 8.9 or who do not have a high school diploma to participate in the Adult Basic Education program.

The following training services incorporate both formal classroom instruction and applied learning, which may include, but not be limited to, eligible dislocated workers:

- Adult education and literacy activities, in combination with other training components.
- Short-term pre-vocational training
- Skills up-grading and retraining
- Occupational Skills Training, including training for non-traditional employment
- Entrepreneurial training (see the detailed description below)
- On-The-Job-Training (see the detailed description below)

In addition to the traditional intensive services that have been described, Goodwill will utilize the rapid response funding for creative and definitive projects that will achieve positive results for dislocated workers throughout WIA Area 2:

Several areas in the New River Mount Rogers areas have had an extended period of higher-than-average unemployment rates. The areas served by Goodwill consist predominately a rural population

where the recession has created high unemployment and limited access to a variety of work opportunities. Specifically, WIA 2 employment rates have been impacted by a loss of manufacturing jobs.

The pilot entrepreneurial training program is suggested in addition to the traditional workforce development measures. Self-employment is an important component of a healthy community and economy. **Do-It-Yourself Employment (DIY Employment)** is proposed as a pilot that can assist individuals in determining if self-employment is an appropriate option for them and how to create their own business and provide an income from their direct efforts. Through a series of workshops, partnerships with Economic Development leaders, Crossroads Small Business Development Center, and hands-on assistance, individuals will learn the essentials of business creation.

The types of businesses that might result from this program include but are not limited to: a greenhouse, bookkeeper, daycare for adults, auto mechanic, website development and, digital photography. There are also a number of green businesses that may qualify for government funding or tax credits under the stimulus plan. Examples of these businesses are: Recycler of building materials, insulation installer, low water landscaping, eco-friendly pest control, and solar panel installation. Other intensive services funds will be made available to help establish the business. These funds will not exceed \$2,000 per participant and will be used for essential business expenses. Examples of how these funds might be used are: appropriate work clothing, first months rent, garden tools, seedling, fencing, a computer and printer, construction tools, or a digital camera.

Structure: The course may include forty-hours of instruction that can be offered a variety of ways. Any offering will take into account availability of transportation. The course will be a mix of presentations by individuals who have established businesses, by business leaders in the communities, by local officials, hands-on assessments, and templates with guidance on how to complete them, work sheets, group brainstorming, group exercises, group feedback, and assignments to be completed out of class.

Marketing: The following would be used to get the word out to area residents:

1. Direct contact with Virginia Economic Development Partnership (VEDP), Virginia Department of Business Assistance (VDBA), regional economic development partnerships, local economic developers, and area City Councils and Boards of Supervisors.
2. Meetings with staff of Workforce Development Centers to raise awareness of the program and to request candidates be contacted and invited to participate
3. Meetings with workforce staff of local community colleges to raise awareness of the program and to request candidates be contacted and invited to participate
4. Exploration of Facebook, and Twitter as possible venues for getting the word to residents. Post information about DIY Employment on the Goodwill Industries of the Valleys website, goodwillvalleys.com

Collaboration with Localities: When a training site is agreed upon, a meeting will be requested with the area's City Manager, Mayor, County Administrator, and Chair of the Board of Supervisors to describe the program. A follow-up meeting will be requested with the localities' Commissioners of Revenue, Treasurers, and Zoning Administrators. This meeting will be used to request assistance and guidance on the best way to ensure their offices are prepared for requests from course participants. These officials will be incredibly helpful in securing materials and creating a FAQ for each office to give to participants. It is hoped a long-term collaboration will be established and the officials will become additional resources to the program.

Partnerships: Before any training is planned, the following agencies, entities, and program providers will be contacted. Beyond describing the program, the intent of outreach is to form partnerships to sponsor the training, to ensure minimal overlap or duplication in the targeted areas, and to draw on the knowledge of those who are committed to strengthening economic development and opportunities for residents. The following list is an initial list only. It is hoped that more potential partners will be identified.

- Chambers of Commerce
- Community Colleges (New River, Wytheville, Virginia Highlands)
- Local economic development entities
- Crossroads Small Business Development Center*
- Service Core of Retired Executives (SCORE)
- Virginia Employment Commission
- Virginia Workforce Centers

*The Crossroads Small Business Development Center located in Galax is available to work with dislocated workers who want to be self-employed. Their services include assistance with writing business plans, small business workshops, and working with banks for financing. Goodwill is in discussions with this Center as a possible partner in the training for the DIY Employment pilot.

Proposed DIY Employment Pilot Program: The course will be open to all Dislocated Workers in WIA2. Participants will be selected based on a series of assessments to help gauge their interest and commitment to being self-employed. If DIY Employment is not appropriate for an individual they will be assisted with their job search, occupational training, etc.

Goodwill is partnering to provide Apprenticeship opportunities in conjunction with On-the-Job Training. Goodwill and the Division of Registered Apprenticeship under the Virginia Department of Labor & Industry are working together to provide training for eligible dislocated workers that may be followed with an apprenticeship.

OJT provides reimbursement to the employer of up to 50 percent of the wage rate of the trainee, for the extraordinary costs of providing the training and additional supervision related to the training. Once an employer has made the decision to participate in the OJT program, Goodwill identifies persons who are

eligible for the training. For a dislocated worker to participate in a particular opportunity, the OJT must meet the identified training needs of the worker, according to their IEP.

Participants in on-the-job training must be compensated at the same rates, including periodic increases, as trainees or employees who are situated in similar occupations by the same employer and who have similar training, experience and skills. Such rates must be in accordance with applicable law, but may not be less than the higher of the rate specified in section 6(a)(1) of the Fair Labor Standards Act of 1938 or the applicable State or local minimum wage law.

If the employer wants to offer Registered Apprenticeship in conjunction with OJT they will work with the state apprenticeship representative to customize the training plan for the individual. For each position, the skills that are outlined in the OJT will mirror the first tier skills of the Department of Labor & Industry apprenticeship programs to make a smooth transition from OJT to apprenticeship. Some of the one year apprentice programs (packers and material handlers) will likely get two to three month OJTs while the longer programs (operators, maintenance technicians, and electrician) will be eligible for six months OJT.

Registered Apprenticeship was established with the signing of the Virginia Apprenticeship act of 1938. Registered Apprenticeship is a structured training program that combines OJT and related technical instruction to train employees in occupations that demand a high level of skill. Registered Apprenticeship is an investment in the skill level of the workforce and a method of ensuring accountability for mastering the duties and tasks of the occupation.

Benefits of to the worker who completes and apprenticeship following OJT are:

- Enjoy a higher quality of life, higher lifetime earnings and lifelong skills
- Receive high quality mentoring and education; earn while they learn
- Earn a nationally recognized Certificate of Completion and Journey worker card

Benefits to Employers who offer apprenticeships are:

- Workers who become more productive at a faster rate
- Businesses can clone their best employees
- Programs can be customized to industry needs
- Apprenticeship is a recruitment and retention tool
- Any size business can participate

Anticipated outcomes DIY Employment and OJT:

100% of the DIY Employment participants are expected to complete the course and 80% of them are expected to successfully complete the first four months of their business plan. In a class of five (5) people three (3) are expected to become employed in their own business. A client is deemed placed

when they are operating under a business license and have successfully completed the first four months of their business plan. Follow-up will continue with participants for one year.

Additionally, it is hoped that these small businesses will employ two or three people within the first two years. While these are micro-businesses, this type of entrepreneurship is very important to the overall economic health of a community. This is especially true if the community is rural and local employment options are limited.

80% of people participating in OJT/apprenticeships are expected to retain employment in their field. Of the 15 people anticipated to be placed in OJT 12 of them are expected to continue working in their field for more than a year.

Number of people served, placed and related costs.

The additional \$88,793 in funding is expected to serve a total of 30 Dislocated Workers. Of these 30 people five (5) are expected to participate in the pilot DIY Employment at a cost of \$2,000 per participant. Total cost for the DIY Employment participants is \$10,000. 15 people are expected to be placed in OJT training at businesses within WIA Area 2. The cost for the OJT is \$9,000. Additionally, \$33,943 is expected to be used for occupational skills costs, \$2,000 for out of area of search, \$4,060 for internship incentives, \$2,144 for assessments, and \$14,500 will be used for supportive services. 21 people or 70% of the 30 served are expected to achieve a credential.

Budget for the allocation of \$88,793 in dislocated worker rapid response funding.

PROGRAM COSTS - DLW

CONTRACTOR: Goodwill Industries of the Valleys
 CONTRACT NO: _____
 MODIFICATION NO: _____
 DATE: 9/1/2010

I. OPERATIONAL COSTS

A. Personnel Services (From Staff Worksheet)	\$ 2,314
B. Fringe Benefits (Staff)	\$ 601
C. Travel	\$ -
D. Communications	\$ 500
E. Utilities	\$ -
F. Materials/Supplies	\$ 1,000
G. Insurance	\$ -
H. Contractual Services (Specify)	
1. Janitorial Services	\$ -
2. Audit Fees	\$ -

Contractual Services Sub-Total		<u>\$ -</u>
I. Leases/Rentals		<u>\$ -</u>
J. Miscellaneous		
1. Advertising	<u>\$ -</u>	
2. Reproduction	<u>\$ -</u>	
3. Other (Specify)	<u>\$ -</u>	
Miscellaneous Sub-Total		<u>\$ -</u>
OPERATIONAL COSTS TOTAL		<u>\$ 4,415</u>

II. CLIENT SERVICES COST

Personal Services (From Staff Worksheet)	<u>\$ 6,136</u>
Fringe Benefits (Staff)	<u>\$ 1,595</u>
Travel	<u>\$ 1,000</u>

CLIENT SERVICES COST TOTAL **\$ 8,731**

III. DIRECT TO CLIENT COSTS

A. Basic Work Readiness		<u>\$ -</u>
B. Internship Incentives		<u>\$ 4,060</u>
C. Work Experience Incentives		<u>\$ -</u>
D. Out of Area Job Search		<u>\$ 2,000</u>
E. Follow-up Services		<u>\$ -</u>
F. Other Intensive Services		
1. <u>DIY</u>	<u>\$ 10,000</u>	
2. _____	<u>\$ -</u>	
3. _____	<u>\$ -</u>	
OTHER SUB-TOTAL		<u>\$ 10,000</u>
G. On-the-Job Training		<u>\$ 9,000</u>
H. Customized Training		<u>\$ -</u>
I. Occupational Skills Training (Using Vouchers/ITAs)		
1. Tuition / Fees	<u>\$ 26,314</u>	
2. Books / Supplies	<u>\$ 7,630</u>	
3. Other (Specify)		
1. _____	<u>\$ -</u>	

Vendor List

<u>Vendor</u>	<u>Product/Services Provided</u>
Bobby Griffin, Inc.	Marketing Materials
Bristol Sign Company	Sign Work-Bristol
Chartwells	Meeting Catering
Delp Signs	Sign Work – Marion
Dominion Office Products	Office Supplies
Mary Ann Gilmer	Truck Rental – Files to Storage
New City, Inc.	Website Services
New River Community College	Program Support
New River Office Supplies	Office Supplies
New River Valley Development Corp.	Meeting Space
Roanoke Higher Education Center	Room Rental – Meeting
Sands Anderson	Legal Services
Squealers Café	Meeting Catering
Storage East	Records Storage
Wordsprint	Business Cards
Wytheville Meeting Center	Meeting Expenses

WIA Invoices by Month
For Period JULY 2009 - JUNE 2010

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	104,100.30	72,468.70	88,512.43	907,404.84
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	67,180.42	51,031.90	68,636.41	549,939.67
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		278.20		183.24	1,966.54
Bobby Griffin, Inc				1,073.34	201.40								1,274.74
Mary Ann Gilmer				46.64									46.64
Storage East				375.00						600.00			975.00
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			500.00			582.50
Sands Anderson							13,045.68		1,239.75		4,089.75		18,375.18
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
New River Community College											250.00		250.00
Domain Registry of America												47.50	47.50
Bank Service Charge					35.00		12.00						47.00
Board Travel		445.38		464.51	546.94		126.53	352.23	120.33	480.94		326.64	2,863.50
													0.00
NRVPDC - fiscal agent			20,000.00		10,000.00				5,000.00	5,000.00		10,000.00	50,000.00
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	22,708.72	19,847.55	20,322.33	235,688.66
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	200,848.58	147,687.90	188,028.55	1,879,864.89
Other Funding:													
Local Incentive						2,541.56	3,758.00	354.01			3,346.00		9,999.57
													0.00
													0.00
SubTotal						2,541.56	3,758.00	354.01			3,346.00	0.00	9,999.57
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	200,848.58	151,033.90	188,028.55	1,889,864.46
		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	1,550,802.01	1,701,835.91	1,889,864.46	

CLEO FISCAL REPORT BY PROGRAM OPERATOR

Dislocated Worker Program Operator

Program Operator: Goodwill Industries of the Valleys

Contract Total:	\$ 535,000
Expended thru June 30, 2010:.....	\$ 533,690
% Expended:	100%

Expenditure Breakdown

Administration -	\$ 23,594	4%
Operational Costs -	\$ 94,824	18%
Client Services Cost -	\$132,860	25%
Direct to Client Costs -	<u>\$282,412</u>	<u>53%</u>
	\$533,690	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 June 30, 2010:	\$ 155,859	
% Expended:		85%

Expenditure Breakdown

Operational Costs -	\$ 28,497	18%
Client Services Cost -	\$ 64,750	42%
Direct to Client Costs -	\$ 62,612	40%
	<u>\$155,859</u>	<u>100%</u>

Program Operator: People Inc. of Virginia

Contract Total:	\$ 376,812	
Expended thru June 30, 2010:	\$ 277,163	
% Expended:		74%

Expenditure Breakdown

Operational Costs -	\$ 59,576	21%
Client Services Cost -	\$100,285	36%
Direct to Client Costs -	\$117,302	43%
	<u>\$277,163</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 June 30, 2010:	\$ 217,952
% Expended:	87%

Expenditure Breakdown

Operational Costs -	\$ 53,045	24%
Client Services Cost -	\$ 85,494	39%
Direct to Client Costs -	\$ 79,413	37%
	<u>\$217,952</u>	<u>100%</u>

Program Operator: People Inc. of Virginia

Contract Total:	\$ 333,184
Expended thru June 30, 2010:.....	\$ 280,961
% Expended:	84%

Expenditure Breakdown

Operational Costs -	\$ 75,092	27%
Client Services Cost -	\$ 86,234	30%
Direct to Client Costs -	\$119,635	43%
	<u>\$280,961</u>	<u>100%</u>

CLEO FISCAL REPORT BY PROGRAM OPERATOR

ARRA Dislocated Worker Program Operator

Program Operator: Goodwill Industries of the Valleys

Contract Total:	\$ 802,192
Expended thru July 31, 2010:	\$ 696,079
% Expended:	87%

Expenditure Breakdown

Administration -	\$ 24,191	3%
Operational Costs -	\$101,567	15%
Client Services Cost -	\$133,146	19%
Direct to Client Costs -	\$437,175	63%
	<u>\$696,079</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 July 31, 2010:	\$ 93,424	
% Expended:		87%

Expenditure Breakdown

Operational Costs -	\$29,106	31%
Client Services Cost -	\$21,098	23%
Direct to Client Costs -	\$43,220	46%
	<u>\$93,424</u>	<u>100%</u>

Program Operator: People Inc. of Virginia

Contract Total:	\$ 126,000	
Expended thru July 31, 2010:	\$ 67,797	
% Expended:		54%

Expenditure Breakdown

Operational Costs -	\$17,140	25%
Client Services Cost -	\$ 589	1%
Direct to Client Costs -	\$50,068	74%
	<u>\$67,797</u>	<u>100%</u>

CLEO FISCAL REPORT BY PROGRAM OPERATOR

Program Operator: Rooftop of VA-CAP

Contract Total:	\$ 84,750
Expended thru July 31, 2010:	\$ 83,531
% Expended:	99%

Expenditure Breakdown

Operational Costs -	\$ 778	1%
Client Services Cost -	\$13,581	16%
Direct to Client Costs -	\$69,172	83%
	<u>\$83,531</u>	<u>100%</u>

CLEO FISCAL REPORT BY PROGRAM OPERATOR

ARRA Youth Program Operators

Program Operator: Goodwill Industries of the Valleys, Inc.

Contract Total:.....	\$ 334,144
Expended thru July 31, 2010:.....	\$ 312,830
% Expended:.....	94%

Expenditure Breakdown

Operational Costs -	\$ 25,770	8%
Client Services Cost -	\$ 37,863	12%
Direct to Client Costs -	\$249,197	80%
	<u>\$312,830</u>	<u>100%</u>

Program Operator: People Inc. of Virginia

Contract Total:.....	\$ 387,664
Expended thru July 31, 2010.....	\$ 369,557
% Expended:.....	95%

Expenditure Breakdown

Operational Costs -	\$ 41,904	11%
Client Services Cost -	\$ 59,222	16%
Direct to Client Costs -	\$268,431	73%
	<u>\$369,557</u>	<u>100%</u>

CLEO FISCAL REPORT BY PROGRAM OPERATOR

Program Operator: Rooftop of VA - CAP

Contract Total:	\$ 172,692
Expended thru July 31, 2010	\$ 154,133
% Expended:	89%

Expenditure Breakdown

Operational Costs -	\$ 1,249	1%
Client Services Cost -	\$ 19,450	13%
Direct to Client Costs -	\$133,434	86%
	<u>\$154,133</u>	<u>100%</u>

**NEW RIVER/MOUNT ROGERS WORKFORCE INVESTMENT AREA
ONE-STOP OPERATOR REPORT TO THE CONSORTIUM OF CHIEF LOCAL ELECTED OFFICIALS
SEPTEMBER 25, 2010**

WYTHEVILLE COMPREHENSIVE WORKFORCE CENTER UPDATE

Department of Rehabilitative Services is relocating to adjacent office space. Integration of partner staff offices into space adjacent to Virginia Employment Commission is under consideration.

ONE-STOP CENTER ACTIVITY – MONTH ENDING AUGUST 31, 2010

Bristol Current Month	Bristol Year to Date	Galax Current Month	Galax Year to Date	Radford Current Month	Radford Year to Date	Wytheville Current Month	Wytheville Year to Date	TOTAL YEAR TO DATE
917	1562	2368	4837	1306	1879	843	1739	10017

Staff-assisted Center customers

MASS LAYOFFS & CLOSURES

Volvo (Dublin): Trade certified; recalling 250 workers
 TMD Friction (Dublin): all enrolled, some in training; drawing benefits through TRA.
 Findlay Industries (Dublin): all enrolled, some in training; drawing benefits through TRA.
 Nautilus (Independence): all enrolled, some in training; drawing benefits through TRA.
 Accument Global Technologies (Wytheville): Trade Certified, all enrolled, some in training
 W. M. Coffman Stairs (Marion): many served by Trade and DLW; beginning training this fall.
 Federal Mogul (Blacksburg): Trade certified
 Graceway Pharmaceuticals LLC (Bristol TN):
 Rotometrics (Meadows of Dan):
 Consolidated Glass (Galax): Trade petition denied
 Tri-Tex (Independence) – Trade certified (37 impacted)

GOODWILL PROGRAM ACTIVITY – MONTH ENDING JULY 31, 2010

Dislocated Worker Program

Formula Funds: 312 Participants YTD, 0 closures/0 employed (0%), 312 current, 0 trained/0 credentials
 ARRA Funds: 772 Participants YTD, 193 closures/163 employed (85%), 529 current, 156 trained/129 credentials

Adult Program

Formula Funds: 58 Participants YTD, 0 closures/0 employed (0%), 58 current, 0 trained/0 credentials
 ARRA Funds: 30 Participants YTD, 12 closures/11 employed (92%), 18 current, 5 trained/5 credentials

Youth

Formula Funds: 108 Participants YTD, 0 closures/0 employed (0%), 108 current, 0 trained/0 credentials
 ARRA Funds: 21 Participants YTD, 9 closures, 12 current, 8 attained work readiness goal; 7 attained CRC

ONE-STOP OPERATOR PROJECTS

The One-Stop Operator is responsible for coordination of services throughout WIA II and works with all organizations which provide services to assist job seekers.

On Ramp Orientation

The On-Ramp program operated by the three community colleges which serve this region utilizes a direct WIA grant to pay for training for eligible customers. The grant requires that On Ramp staff work within the One-Stop system. The colleges expressed interest in receiving an orientation to the One Stop system serving clients in their service areas.

The One-Stop Operator invited program staff from Dislocated Worker, Adult, and Youth as well as Trade Act to present a comprehensive program on the WIA structure, the One Stop Centers and satellites and partner programs associated with each, and the basics of the WIA programs. Information was also exchanged on how the On Ramp programs are operated, and the CREATES program operated by the WIB.

Each program has differing guidelines on who may be served, and what types of support may be offered. The exchange of information will be useful to all programs in providing guidelines to facilitate referrals to clients who may be better served under a particular program.

Registered Apprenticeship Partnership

The Dislocated Worker Program is partnering with the Virginia Department of Labor & Industry, Division of Registered Apprenticeship to provide on-the-job training (OJT) to clients seeking employment with The Phoenix Group, an independent distributor of communications products with local operations in the New River Valley. The DOLI Registered Apprenticeship program facilitates apprenticeships with appropriate employers and leverages services from service providers such as the WIA Dislocated Worker Program. Our program is in the process of identifying appropriate candidates currently enrolled and will accept new clients to provide OJT and related services when they are referred to us by partner programs or the employer.

CUSTOMER SUCCESS STORY

My name is Katie. I am 23 years old and a proud graduate. When I graduated high school I had a 4.0 GPA, 22 college credits, and several scholarships. There was only one problem I could see in my future...no career choice. But nothing was going to stop me from being a traditional college student. So after three years of repeatedly changing my major, signing up then dropping classes, failing and repeating classes, I was burnt out. I decided that a holiday from school was all I needed but what I slowly came to realize was that it was not academics that stood in my way it was myself.

Since high school I had worked off and on for my parents and had loved it. My parents ran a group home for mentally handicapped older adults. Finally I decided that I had found something that made me truly happy. To run a place like my parents home there were few academic requirements. Basically you did not have to be a college graduate. So I was set. But my dream of higher education still nagged at me so my boyfriend's sister suggested I go to school to be a nurse. This seemed to suit me perfectly and she explained that she was already going to school to be a nurse. So, she got me an application to the William N Neff Center for Science and Technology. Shortly after that I was accepted into the program. The only downside was that the program did not accept federal funding therefore no financial aid was available.

Again, I turned to my boyfriend's sister and she told me she received assistance through People Incorporated. I contacted the People Inc. Youth staff and was enrolled in their youth program. People Inc. covered the entire cost of my tuition including books and uniforms. Also, People Inc. provided me with meal and travel vouchers. They also offered me free tutoring services in case I ever needed them. This assistance allowed me to focus on my studies instead of worrying about how to pay for everything since I went to school five days a week and had little time to work outside of school all while trying to make it on my own.

Despite mounting bills and stress from a bad relationship and school I MADE IT. Two years later thanks to the wonderful people of People Inc. I graduated from the William N. Neff Center of Science and Technology with my degree as an LPN. I was proud of what I had accomplished even if it wasn't what I had set out to achieve and I realized that sometimes life gives you exactly what you need and not always what you want. Also, I learned that lack of funds should never stand in the way of achieving your dreams. Since graduating from school, I am working fulltime as a Recreation Specialist at Country Retreat earning \$8.50 per hour. I am waiting to sit for my LPN state board exam.

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.**