

**NEW RIVER/MOUNT ROGERS WORKFORCE INVESTMENT AREA**  
**CONSORTIUM BOARD**

**MEETING AGENDA**

**March 16, 2011**

- I. Call To Order –Chair Hutchins
- II. Welcome to RADVA – Martha Samples
- III. Introduction of New Bland County Representative – Eric Workman
- IV. Pledge of Allegiance/Prayer
- V. Roll Call
- VI. Approval of Minutes (Previously Distributed)
- VII. Public Comment Period
- VIII. Introduction of New Staff Member – Traci Mitchell
- IX. Resolution of Appreciation for Mary Ann Gilmer
- X. Executive Committee Update
  - A. Meeting with C.E. Hughes, State Rapid Response Coordinator
- XI. WIB Items
  - A. Operational Timeline PY'11
  - B. Approve Appointment to the Youth Council – Dawn Barnes
  - C. Status of Carroll County Business Vacancy
  - D. WIB Re-Appointment Update
  - E. Legislative Update
- XII. Fiscal Report
  - A. Review WIB Expenditures for PY'10 and ARRA
  - B. By Program Operator
- XIII. One Stop Operator Report
- XIV. Grants Update – Staff
- XV. Consortium Members Time
- XVI. Travel Reimbursement
- XVII. Other Business
- XVIII. 2011 Consortium Board Meeting Schedule
- XIX. Next Meeting Date–**May 18, 2011–Wytheville Meeting Center – 9:30 AM.**
- XX. Adjournment

# Resolution of Appreciation

## Mary Ann Gilmer

WHEREAS, Mary Ann Gilmer has served the citizens of the New River/Mount Rogers area for several years as Compliance Monitor for the Consortium Board; and

WHEREAS, Mary Ann Gilmer during that time of service performed her duties in a professional manner; and

WHEREAS, Mary Ann Gilmer consistently went above and beyond her job duties to deliver the highest quality services; and

WHEREAS, Mary Ann Gilmer developed new policies and revised existing policies to enhance service delivery to our citizens; and

WHEREAS, Mary Ann Gilmer's many years of prior program experience was instrumental in advancement of current staff knowledge, abilities and job performance;

NOW, THEREFORE BE IT RESOLVED, that the New River/Mount Rogers Workforce Investment Area Consortium Board does hereby commend and express its sincere appreciation for the service of Mary Ann Gilmer to the citizens of this area; and

BE IT FURTHER RESOLVED, that the text of this resolution be spread upon the minutes of the NR/MR WIA Consortium Board this 16<sup>th</sup> day of March 2011, in permanent testimony of its appreciation to the service of Mary Ann Gilmer.

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David Hutchins, Chair  
New River/Mount Rogers Workforce  
Investment Area Consortium Board

## PY'11 Funding Process/Timeline

Consortium Board Executive Committee Meets with WIB One Stop Committee – Recommends One (1) Year Contract Extension	1/18/11
Consortium Board Approved One (1) Year Contract Extension	1/19/11
WIB Approve One (1) Year Contract Extension	2/23/11
One Stop Committee/Youth Council Recommends Contract Funding	3/1/11- 4/22/11
WIB Approves Funding Recommendation	4/27/11
Consortium Board Approves Funding Recommendation	5/18/11
New Contracts Effective	7/1/11

## PY'10 Contracts to be Extended for One (1) Year

### Formula

#### Operator

#### Contract Number

Goodwill Industries of the Valleys

OSO-001

People Inc. of Virginia

0A-301

Goodwill Industries of the Valleys

0A-401

People Inc. of Virginia

OY-301

Goodwill Industries of the Valleys

OY-401

# Floyd County Board of Supervisors

P. O. Box 218

Floyd, Virginia  
24091


February 4, 2011

Mr. Ronnie Martin  
Executive Director  
New River/Mount Rogers WIA  
6580 Valley Center Drive  
Suite 119  
Radford, Virginia 24141

Dear Ronnie:

Please accept the enclosed nomination form for the WIA Local Youth Council. I am convinced that Ms. Barnes will do a wonderful job serving the youth of the NRV and Mount Rogers' area. She is a long-standing and dedicated provider of family extension services here in Floyd County as well as the larger area.

Best regards,

  
Daniel J. Campbell  
County Administrator

Enclosure



Commonwealth of Virginia  
Workforce Investment Act

**NOMINATION FORM B**  
Local Youth Council

1-Name (First, MI, Last) <u>DAWN BARNES</u>		2-LWIA Board Name <u>New River / Mt. Rogers</u>		3-Date <u>2/4/11</u>	
4-Street Address <u>209 Fox Street NW</u>				13-Nominee Characteristics Gender: Male <input type="checkbox"/> Female <input checked="" 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>Floyd</u>		6-County <u>Floyd Co.</u>			
7-State <u>VA</u>		8-ZIP <u>24091</u>			
9-Home Phone (include area code)		10-Work Phone (include area code) <u>(540) 745 - 9307</u>			
11-FAX		12-E-Mail <u>dbarnes@vt.edu</u>		14-Recommended for (see section number)	
15-Local Board Member/Youth Expertise or Interest Representative Nominee's Title <u>Unit Coordinator, Senior Extension Agent</u>				15-Board Member/Expertise/Interest <input type="checkbox"/>	
Organization/Business <u>Virginia Cooperative Extension</u>				16-Youth Service Agency <input checked="" type="checkbox"/>	
Type of Business <u>Family &amp; Consumer Sciences</u>				17-Housing Authority/Tenant Org. <input type="checkbox"/>	
16-Youth Service Agency Representative (including juvenile justice/law enforcement)				18-Parent (of eligible youth) <input type="checkbox"/>	
Nominee's Title _____				19-Former Youth Participant/Org. w/Exp. <input type="checkbox"/>	
Youth Organization _____				20-Job Corps, as appropriate to area <input type="checkbox"/>	
18-Parent of Eligible Title I WIA Youth Representative				21-Optional <input type="checkbox"/>	
Name of Eligible Youth _____				17-Local Housing Authority or Tenant Organization Representative	
20-Job Corps Representative				Nominee's Title _____	
Title _____				Youth Organization _____	
Organization _____				19-Former Youth Participant or Organization with Youth Services Experience Representative	
Office Location Serving the LWIA _____				Title _____	
21-Optional Representative				Organization _____	
Nominee's Title _____				Type of Business _____	
Youth Organization _____				23-Nominator	
I hereby recommend the above-named person for membership on the Local Workforce Investment Board for LWIA # <u>2</u>					
Signature <u>Daniel J. Campbell</u>				Date <u>2/4/11</u>	
Printed/Typed Name & Title of Nominator <u>Daniel J. Campbell, County Administrator</u>					
Nominator Organization <u>County of Floyd</u>					
Phone <u>(540) 745 - 9300</u>				FAX <u>(540) 745 - 9305</u>	
E-Mail <u>dcampbell@floydcova.org</u>					

## WIB Re-Appointment Consideration

<u>Name</u>	<u>Representing</u>	<u>Desires Re-Appointment</u>
Dave Elmore	Wythe County Business	Yes
John Overton	Pulaski County Business	Yes
Tim McVey	Washington County Business	Yes
Wilma Faulkner	Bland County Business	Yes
Ed Stringer	Smyth County Business	Yes
Robert Pierce	Organized Labor	Yes
Virginia Leadbetter-Bolte	Adult Education	Yes
Mike Rouse	Rehabilitative Services	Yes
Mike Ketner	Job Corp	No*

\* Job Corps Director will nominate another individual to represent Job Corps on the WIB

## 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
Log House Restaurant	Meeting Expenses
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
VA Association of Workforce Directors	Paid Dues
Wordsprint	Business Cards
Wytheville Meeting Center	Meeting Expenses

**WIA Invoices by Month**  
For Period JULY 2010 - JUNE 2011

VENDOR	JULY 10	AUG 10	SEP 10	OCT 10	NOV 10	DEC 10	JAN 11	MAY 11	JUN 11	YTD
										0.00
Goodwill	114,559.95	102,664.77	76,320.27	110,202.48	86,822.69	91,178.76	108,893.33			690,642.25
People, Inc	65,398.89	67,561.11	55,633.72	78,866.16	61,932.30	53,934.59	55,003.44			438,330.21
										0.00
										0.00
										0.00
Bristol Sign Company	100.00									100.00
New City, Inc	110.00									110.00
Sands Anderson	4,161.00	356.25			142.50					4,659.75
Wordsprint	152.50									152.50
Wytheville Meeting Center		275.70	77.46	183.24	198.50	89.96	181.30			1,006.16
Bobby L. Griffin, Inc.			103.57		223.09					326.66
VA Assoc. Workforce Dir.			250.00							250.00
Dominion Office Products			109.65							109.65
Log House Restaurant					353.41					353.41
NRCC - Job Fair						500.00				500.00
VA Economic Bridge							125.00			125.00
										0.00
										0.00
										0.00
										0.00
Board Travel	281.23	372.96	59.22	219.45	412.82	96.60	251.71			1,693.99
										0.00
NRVPDC - fiscal agent			10,000.00				10,000.00			20,000.00
NRVPDC - WIB staff costs	21,290.91	22,127.16	17,445.77	25,839.59	15,466.43	21,363.89	21,283.88			144,817.63
<b>SubTotal</b>	<b>206,054.48</b>	<b>193,357.95</b>	<b>159,999.66</b>	<b>215,310.92</b>	<b>165,551.74</b>	<b>167,163.80</b>	<b>195,738.66</b>	<b>0.00</b>	<b>0.00</b>	<b>1,303,177.21</b>
<b>Other Funding:</b>										
Local Incentive				20.00		0.00	0.00	0.00		20.00
Rapid Response						110.80	114.65			225.45
										0.00
<b>SubTotal</b>				<b>20.00</b>		<b>110.80</b>	<b>114.65</b>	<b>0.00</b>	<b>0.00</b>	<b>245.45</b>
<b>TOTAL BY MONTH</b>	<b>206,054.48</b>	<b>193,357.95</b>	<b>159,999.66</b>	<b>215,330.92</b>	<b>165,551.74</b>	<b>167,274.60</b>	<b>195,853.31</b>	<b>0.00</b>	<b>0.00</b>	<b>1,303,422.66</b>
		<b>399,412.43</b>	<b>559,412.09</b>	<b>774,743.01</b>	<b>940,294.75</b>	<b>1,107,569.35</b>	<b>1,303,422.66</b>	<b>1,303,422.66</b>	<b>1,303,422.66</b>	

VENDOR	MAY 09	JUN 09	JUL 09	AUG 09	OCT 10	NOV 10	DEC 10	JAN 11	Program To Date
Gov...	1,041.31	75,425.36	124,131.43	159,741.64	26,878.83	33,618.69	32,192.26	321.16	1,290,801.95
People		60,549.67	51,684.26	65,282.04	4,718.33	3,022.07	5,006.37	2,102.75	494,965.96
Rooftop	34.76	17,905.16	41,957.90	48,553.17	4,069.42	417.50	0.00		254,855.18
									0.00
									0.00
Sands Anderson				4,527.00		142.50			27,561.93
New City									692.50
Delp Signs									105.00
Wytheville Meeting Ctr					183.24	198.50	89.96	181.29	1,848.25
NRV Development Corp									25.00
Squealers Cafe									75.00
University of VA									50.47
New River CC									250.00
Domain Registry									47.50
Wordsprint									37.50
Bobby L. Griffin, Inc.						223.08			326.65
Dominion Office Products									109.65
VA Assoc of Workforce Dir.									250.00
Log House Restaurant						353.40			353.40
VA Economic Bridge								125.00	125.00
									0.00
									0.00
									0.00
Board Travel					219.45	412.82	96.60	251.70	3,254.88
NRVPDC - Fiscal agent									10,000.00
NRVPDC - WIB staff costs	3,723.32	7,736.60	10,857.83	5,576.67	4,874.84	5,669.26	3,298.29	3,257.17	97,459.05
<b>TOTAL BY MONTH</b>	<b>4,799.39</b>	<b>161,616.79</b>	<b>228,631.42</b>	<b>283,680.52</b>	<b>40,944.11</b>	<b>44,057.82</b>	<b>40,683.48</b>	<b>6,239.07</b>	<b>2,183,194.87</b>
		<b>166,416.18</b>	<b>395,047.60</b>	<b>678,728.12</b>	<b>2,092,214.50</b>	<b>2,136,272.32</b>	<b>2,176,955.80</b>	<b>2,183,194.87</b>	

# **CLEO FISCAL REPORT BY PROGRAM OPERATOR**

## **Dislocated Worker Program Operator**

Program Operator: Goodwill Industries of the Valleys

Contract Total: .....	\$ 658,000
Expended thru January 31, 2011: .....	\$ 402,565
% Expended: .....	61%

### **Expenditure Breakdown**

Administration -	\$ 9,758	2%
Operational Costs -	\$ 94,485	23%
Client Services Cost -	\$118,779	30%
Direct to Client Costs -	\$179,543	45%
	<u>\$402,565</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

## Adult Program Operators

Program Operator: Goodwill Industries of the Valleys, Inc.

Contract Total: .....	\$ 251,983
Expended thru January 31, 2011: .....	\$ 123,118
% Expended: .....	49%

### Expenditure Breakdown

Operational Costs -	\$ 22,012	18%
Client Services Cost -	\$ 48,951	39%
Direct to Client Costs -	\$ 52,155	43%
	<u>\$123,118</u>	<u>100%</u>

Program Operator: People Inc. of Virginia

Contract Total:.....	\$ 475,017
Expended thru January 31, 2011:.....	\$ 204,158
% Expended: .....	43%

### Expenditure Breakdown

Operational Costs -	\$ 48,365	24%
Client Services Cost -	\$ 59,183	29%
Direct to Client Costs -	\$ 96,610	47%
	<u>\$204,158</u>	<u>100%</u>

# CLEO FISCAL REPORT BY PROGRAM OPERATOR

## Youth Program Operators

Program Operator: Goodwill Industries of the Valleys, Inc.

Contract Total:.....	\$ 308,868
Expended thru January 31, 2011:.....	\$ 164,959
% Expended:.....	53%

### Expenditure Breakdown

Operational Costs -	\$ 29,561	18%
Client Services Cost -	\$ 63,258	38%
Direct to Client Costs -	\$ 72,140	44%
	<u>\$164,959</u>	<u>100%</u>

Program Operator: People Inc. of Virginia

Contract Total: .....	\$ 501,132
Expended thru January 31, 2011: .....	\$ 225,989
% Expended: .....	45%

### Expenditure Breakdown

Operational Costs -	\$ 62,917	28%
Client Services Cost -	\$ 58,740	26%
Direct to Client Costs -	\$104,332	46%
	<u>\$225,989</u>	<u>100%</u>

# CLEO FISCAL REPORT BY PROGRAM OPERATOR

## ARRA Dislocated Worker Program Operator

Program Operator: Goodwill Industries of the Valleys

Contract Total: .....	\$ 857,192
Expended thru January 31, 2011: .....	\$ 854,450
% Expended: .....	100%

### Expenditure Breakdown

Administration -	\$ 26,194	3%
Operational Costs -	\$126,341	15%
Client Services Cost -	\$184,497	21%
Direct to Client Costs -	\$517,418	61%
	<u>\$854,450</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 January 31, 2011: .....	\$ 102,253	
% Expended: .....		95%

### Expenditure Breakdown

Operational Costs -	\$ 30,063	29%
Client Services Cost -	\$ 24,023	24%
Direct to Client Costs -	\$ 48,167	47%
	<u>\$102,253</u>	<u>100%</u>

Program Operator: People Inc. of Virginia

Contract Total: .....	\$ 126,000	
Expended thru January 31, 2011: .....	\$ 106,652	
% Expended: .....		85%

### Expenditure Breakdown

Operational Costs -	\$ 23,065	22%
Client Services Cost -	\$ 5,960	5%
Direct to Client Costs -	\$ 77,627	73%
	<u>\$106,652</u>	<u>100%</u>

## CLEO FISCAL REPORT BY PROGRAM OPERATOR

Program Operator: Rooftop of VA-CAP

Contract Total: .....	\$ 84,750
Expended thru January 31, 2011: .....	\$ 84,750
% Expended: .....	100%

### Expenditure Breakdown

Operational Costs -	\$ 778	1%
Client Services Cost -	\$13,982	16%
Direct to Client Costs -	\$69,990	83%
	<u>\$84,750</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 January 31, 2011:.....	\$ 334,099
% Expended:.....	100%

### Expenditure Breakdown

Operational Costs -	\$ 25,563	8%
Client Services Cost -	\$ 38,072	11%
Direct to Client Costs -	\$270,464	81%
	<u>\$334,099</u>	<u>100%</u>

Program Operator: People Inc. of Virginia

Contract Total:.....	\$ 388,664
Expended thru January 31, 2011 .....	\$ 388,314
% Expended:.....	100%

### Expenditure Breakdown

Operational Costs -	\$ 46,030	12%
Client Services Cost -	\$ 61,094	16%
Direct to Client Costs -	\$281,190	72%
	<u>\$388,314</u>	<u>100%</u>

## CLEO FISCAL REPORT BY PROGRAM OPERATOR

Program Operator: Rooftop of VA - CAP

Contract Total: .....	\$ 172,692
Expended thru January 31, 2011 .....	\$ 170,105
% Expended: .....	98%

### Expenditure Breakdown

Operational Costs -	\$ 3,342	2%
Client Services Cost -	\$ 22,616	13%
Direct to Client Costs -	\$144,147	85%
	<u>\$170,105</u>	<u>100%</u>

**NEW RIVER/MOUNT ROGERS WORKFORCE INVESTMENT AREA  
ONE-STOP OPERATOR REPORT TO THE CONSORTIUM BOARD  
MARCH 16, 2011**

**WYTHEVILLE COMPREHENSIVE WORKFORCE CENTER UPDATE**

A number of meetings have been held with the partners and plans are proceeding for the development of the Wytheville Workforce Campus. The Partner Committee is working toward a tentative opening date of July 1, 2011.

**VCCS ONE-STOP COORDINATOR**

The Virginia Community College System, state operator of the WIA program, has created a new position. Valaryee Mitchell, One-Stop Coordinator, has created a network for one-stop managers, with monthly conference calls to share information, and quarterly meetings at around the state. She is currently holding meetings in each workforce area. Wytheville Workforce Center will host her meeting on behalf of WIA II on March 23. The March 8 call discussed Federal Funding, Trade Act, DRS, One Stop Staff Certification; Jim reported on the developing Comprehensive Workforce Center.

**ONE-STOP CENTER ACTIVITY – MONTH ENDING FEBRUARY 28, 2011**

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
921	5064	808	18243	1134	9188	844	7266	39761

*Staff-assisted Center customers*

**GOODWILL PROGRAM ACTIVITY – PY2010 PERIOD ENDING FEBRUARY 28, 2011**

**Dislocated Worker Program (ARRA funds exhausted; participants have been moved into DLW Formula)**

Formula Funds: 634 Participants YTD, 109 Closures/93 Employed/2 Neutral(87%), 525 Current, 57 Trained/40 Credential  
ARRA Funds: 728 Participants YTD, 477 closures/421 employed/10 neutral(90%), 0 current, 283 trained/227 credentials

**Adult Program**

Formula Funds: 74 Participants YTD, 19 Closures/15 Employed/2 Neutral(88.2%), 55 Current, 8 Credentials

ARRA Funds: 30 Participants YTD, 21 Closures/19 Employed/1 Neutral(95%), 9 Current, 11 Trained/9 Credentials

**Youth Program (Formula)**

130 Participants YTD, 23 Closures/20 Employ./Educ./2 Neutral(91%), 107 Current, 16 Credentials, 16 Lit./Num. Gains

**PEOPLE, INC. PROGRAM ACTIVITY – PY2010 PERIOD ENDING FEBRUARY 28, 2011**

**Adult Program**

Formula Funds: 126 Participants YTD, 41 Closures/26 Employed/2 Neutral(68.2%), 76 Current, 18 Credentials

ARRA: 61 Participants YTD, 42 Closures,30 Employment/1 Neutral(73.8%), 19 Current, 28 Credentials

**Youth Program (Formula)**

106 Participants YTD, 28 Closures/22 Employ./Educ./0 Neutral(78.5%), 71 Current, 24 Credentials, 14 Lit./Num. Gains

**EMPLOYER ACTIVITY**

- Twin County Ford dealership in Woodlawn shut down and ten employees were affected.
- Hubble Lighting in Christiansburg will have three Trade sessions on March 10 for approximately 60 workers
- Bondcote in Pulaski is laying off approximately 15 workers.
- Royal Mouldings in Atkins is hiring for 13 positions
- Woodgrain in Marion is hiring for 15 positions
- Mid-Atlantic in Rural Retreat is hiring for approximately 15 positions
- Chandler Concrete in the New River Valley is hiring for 15 mixer drivers and maintenance mechanics.
- James Hardie in the New River Valley continues to hire weekly
- Longwood Elastomers in Wytheville is hiring approximately 15 workers.
- Techlab in Radford will begin hiring of 20 individuals and is scheduled to begin operations at the end of 2011.

**CUSTOMER SUCCESS STORY**

Stacy entered the Dislocated Worker Program May 2010 after being laid off from a Driver/Sales position he held for eight years. Being married with children, he was in need of a stable career where he could be happy. When he came to us, he already possessed an Associate's Degree in Criminal Justice from Wytheville Community College. His interest in law enforcement was supported by assessments, which confirmed Stacy's desire to work in law enforcement career as a good fit. He was accepted into the New River Criminal Justice Training Academy July 2010 and immediately started his own physical training to be ready for the strenuous physical demands of the training. Stacy kept in regular contact about his experiences during training, stating after the first week that he was "having a blast" and that it was "tough, but I'm getting used to the running now". Stacy's wife said he was coming home very tired but happy and was really enjoying all the things he was learning. He successfully completed the entry-level Law Enforcement Officer Certificate program and graduated December 17, 2010. He began applying for area positions and after a brief search he obtained a position January 3, 2011 with the Grayson County Sheriff's Department as a police officer. Stacy is enjoying his new job.