

NEW RIVER/MOUNT ROGERS WORKFORCE INVESTMENT BOARD

MEETING AGENDA

October 26, 2011

CALL TO ORDER & WELCOME – Chair Samples

ROLL CALL

APPROVAL OF THE AGENDA

APPROVAL OF MINUTES (Previously Distributed)

PUBLIC COMMENT PERIOD

FISCAL AGENT REPORT

PY' 10 WIA PERFORMANCE REPORT

CONSORTIUM BOARD UPDATE – David Hutchins, Chair

ONE STOP COMMITTEE REPORT

- A. Additional Funds Distribution Discussion
- B. Procurement Options for PY' 12 Discussion

YOUTH COUNCIL REPORT – Rhonda Roop, Chair

- A. Funding Distribution Recommendation

ONE STOP OPERATOR REPORT

GRANTS UPDATE – Staff

WIB TRAVEL VOUCHER

2011 WIB MEETING SCHEDULE

NEXT SCHEDULED WIB MEETING – December 7, 2011 – Wytheville Meeting Center – 10:00 a.m. (Joint Meeting with Elected Officials)

ADJOURNMENT

NEW RIVER/MOUNT ROGERS WORKFORCE INVESTMENT BOARD

MEETING MINUTES

August 24, 2011

A meeting of the New River/Mount Rogers Workforce Investment Board was held on August 24, 2011 at the Wytheville Workforce Center. Those in attendance were as follows:

Board Members

Martha Samples, Chair	Lynn White
Laura Lincoln	David Wright
Mike Rouse	John Overton
Linda Matthews	Robbie Wyrick
Greg Adkins	Robert Pierce
Jim Topping	Carl Mitchell
Virginia Leadbetter-Bolte	Neil Sagebiel
Robert Atkins	Howard Bartholomay
Tim McVey	Dr. Alan Hawthorne
Michael Jennings	Roger Frye (alternate)
David Hutchins	Betty Rowe (alternate)
Ed Stringer	
Melinda Leland	
Terry Smusz	

Guest

Brian Davis
Beckie Cox
Brenda Rigney
Jim Coen
Mary Ann Gilmer

Staff

Ronnie Martin
Marty Holliday
Traci Mitchell
Beverly Burke

Martha Samples – Chair called the meeting to order at 10:00 a.m. and welcomed all WIB members and guests to the meeting.

Chair Samples introduced two new Board members: Laura Lincoln with Job Corps. and Linda Matthews with Goodwill Industries of the Valleys.

Chair Samples asked Mr. Martin to introduce our special guests. Mr. Martin first introduced Mr. Brian Davis, Special Assistant to the Vice Chancellor, Workforce Development Services, of the Virginia Community College System. Mr. Davis gave a brief update on WIA reauthorization and discussed two (2) new State items. One is a new Economic Development plan from the Governor and the second is eleven (11) new appointments to the Virginia Workforce Council. Next, Mr. Martin introduced Ms. Beckie Cox, Regional Rapid Response Coordinator, who gave a brief overview of her functions for her region which includes Area 2.

The roll was then called and it was established that a quorum was present.

Chair Samples asked for a motion to approve the agenda. Mr. Adkins made a motion that the agenda be approved as presented. Mr. White seconded the motion which was unanimously approved.

Chair Samples then asked for a motion to approve the minutes of the previous WIB meeting, which had been previously distributed to each member. Mr. Topping made a motion to approve

the minutes as distributed. Mr. Stringer seconded the motion and the motion was passed unanimously.

Chair Samples asked for any public comments. Hearing none, she proceeded with the agenda.

Chair Samples asked Mr. Martin to present the Fiscal Agent Report. Mr. Martin brought the members attention to the Fiscal Agent Report for the period 7/01/10 – 6/30/11. All programs did well in PY'10. Mr. Martin reviewed expenditure levels for individual programs. Mr. Martin also discussed our PY'11 Funding Authorization as well as available funding for July, 2011 through October 31, 2011. All PY'11 youth funds have been received. The balance of Adult and Dislocated Worker funding should be received by November, 2011. Mr. Martin indicated that, due to the level of PY'10 carryover funds, we should have sufficient available funds to maintain service levels through October 31 with no reduction in service to clients. Mr. Martin also informed the Board that we have been awarded \$10,000 for PY'09 Exemplary Performance which is available through June 30, 2012.

Chair Samples next asked Mr. Martin to present the "Final" PY'11 Budget. Mr. Martin reviewed details of the "Final" Budget highlighting the changes from the "Draft" Budget previously approved. After the Budget details had been reviewed, Mr. Stringer made a motion to approve the "Final" PY'11 Budget as presented. Mr. Wright seconded the motion which was approved unanimously with Ms. Matthews and Ms. Rowe abstaining.

Chair Samples next asked Consortium Board Chair, David Hutchins, for an update on activities of the Consortium Board. Mr. Hutchins expressed his appreciation for the coordination and cooperation between the WIB and the Elected Officials. He gave a brief update on the activities of the Consortium Board, including partnering on various grants. Mr. Hutchins indicated that \$7,500 of the available \$10,000 of Incentive funds was unobligated and requested proposal be submitted for projects that would achieve measurable, positive results.

Chair Samples continued with the agenda asking Jim Coen to present the One Stop Operator Report. Mr. Coen drew the members attention to a report contained in their packets detailing the One Stop Operator activities and service delivery thru July 31, 2011. Dr. Hawthorne asked how our service numbers compared to last year. Mr. Coen did not have prior year data available. Ms. Matthews stated that she had reviewed the previous data and the numbers have declined. Mr. Coen will do a report comparing service levels for PY'09 versus PY'10 and Mr. Martin will distribute it to the Board.

Chair Samples continued with the agenda asking Mr. Martin, in the absence of Rhonda Roop, Chair of the Youth Council, for a report on Youth Council activities. Mr. Martin indicated that the Youth Council was reviewing possible distribution options for the additional available PY'11 youth funds and would be presenting a funding recommendation to the full Board at their October 26, 2011 meeting. Also, the Youth Council will be asking Youth Program Operators to increase service levels to teen parents/pregnant teens for PY'11.

Chair Samples next introduced Carl Mitchell, President and CEO of Virginia Economic Bridge (VEB) who gave a special presentation on a new workforce initiative that VEB is spear heading in this region that can positively impact the workforce of the New River and Mount Rogers areas.

Next staff provided updates to the Board on the following initiatives and grants:

1. Statewide OJT Grant
2. CREATES Grant (Green Grant)
3. HITE Grant
4. Grant proposals for Floyd County and the Carroll/Grayson/Galax area.
5. Regional Workforce Training Center for Smyth County, Washington County and Bristol City

Mr. Martin next reviewed the PY' 11 Committee assignments and discussed the Travel Voucher that each Board member must complete and sign if they want reimbursement for their travel.

Mr. Martin drew the members attention to the 2011 WIB meeting schedule contained in their packets, noting that the next schedule meeting would be held October 26, 2011 at the Wytheville Meeting Center, beginning at 10:00 a.m. Mr. Martin reminded Board members that the WIB and Consortium Board will have a joint meeting on December 7, 2011 beginning at 10:00 a.m. with a buffet lunch provided.

With no further business to discuss the meeting was adjourned at 11:40 a.m.

Respectfully Submitted,

Ronnie Martin
Executive Director

Workforce Investment Board Treasurer's Report

Report Period: 7/01/11 – 8/31/11

WIA Available Administration Funds		\$ 449,429
Obligated	257,079	
Un-obligated	<u>192,350</u>	
Expenditures		\$ 38,879
Board/Fiscal Agent	34,525	
One Stop Operator	<u>4,354</u>	
Balance		\$ 410,550

WIA Available Adult Program Funds		\$ 853,240
Obligated	573,713	
Un-obligated	<u>279,527</u>	
Expenditures		\$ 54,569
Board	7,858	
Operators	<u>46,711</u>	
Balance		\$ 798,671

WIA Available DLW Program Funds		\$ 711,349
Obligated	535,004	
Un-obligated	<u>176,345</u>	
Expenditures		\$ 61,845
Board	14,278	
Operators	<u>47,567</u>	
Balance		\$ 649,504

Workforce Investment Board Treasurer's Report

Report Period: 7/01/11 – 8/31/11

WIA Available Youth Program Funds		\$ 1,006,774
Obligated	697,400	
Un-obligated	<u>309,374</u>	
Expenditures		\$ 145,282
Board	18,338	
Operators	<u>126,944</u>	
Balance		\$ 861,492

Rapid Response Available Funds		\$ 103,134
Expenditures		\$ 58,879
Operator	<u>58,879</u>	
Balance		\$ 44,255

PY 2010 VIRGINIA WIA PERFORMANCE						
State-Level						
Adult Measures	State Negotiated Level	Actual	80% Level	% of Negotiated Level	Status	
Adult Entered Employment Rate	74.0	69.6	59.2	94.1%	M	
Adult Employment Retention Rate	82.0	86.4	65.6	105.4%	E	
Adult Average Earnings	\$10,500	\$11,112	\$8,400	105.8%	E	
Dislocated Workers Measures						
Dislocated Worker Entered Employment Rate	79.0	81.8	63.2	103.5%	E	
Dislocated Worker Employment Retention Rate	87.0	92.7	69.6	106.6%	E	
Dislocated Worker Average Earnings	\$13,300	\$18,045	\$10,640	135.7%	E	
Youth Measures						
Literacy/Numeracy Gains	50.0	25.8	40.0	51.6%	FTM	
Placement in Employment or Education	59.0	39.9	47.2	67.6%	FTM	
Attainment of Degree or Certificate Rate	51.0	37.9	40.8	74.3%	FTM	
PY 2010 WIA PERFORMANCE						
New River/Mt Rogers - 02						
Adult Measures	Negotiated Level	Actual	80% Level	% of Negotiated Level	Status	
Adult Entered Employment Rate	71.0	83.0	56.8	116.9%	E	
Adult Employment Retention Rate	82.0	88.0	65.6	107.3%	E	
Adult Average Earnings	\$8,000	\$8,851	\$6,400	110.6%	E	
Dislocated Workers Measures						
Dislocated Worker Entered Employment Rate	72.0	93.2	57.6	129.4%	E	
Dislocated Worker Employment Retention Rate	87.0	94.6	69.6	108.7%	E	
Dislocated Worker Average Earnings	\$ 10,500	\$12,341	\$8,400	117.5%	E	
Youth Measures						
Literacy/Numeracy Gains	50.0	40.8	40.0	81.6%	M	
Placement in Employment or Education	40.0	63.0	32.0	157.5%	E	
Attainment of Degree or Certificate Rate	51.0	84.4	40.8	165.5%	E	

PY 2010 FINAL; PERFORMANCE OUTCOMES					
Results from ETA 9091 submitted to USDOL on 9/30/2011					
LWIA	Exceeded	Met	Failed to Meet	Total	QUALIFIES FOR Incentives
1	4	3	2	9	Yes
2	8	1	0	9	Yes
3	8	0	1	9	Yes
4	9	0	0	9	Yes
6	3	3	3	9	Yes
7	6	1	2	9	Yes
8	8	1	0	9	Yes
9	2	4	3	9	Yes
11	7	2	0	9	Yes
12	7	1	1	9	Yes
13	5	2	2	9	Yes
14	7	1	1	9	Yes
15	7	2	0	9	Yes
16	6	0	3	9	Yes
17	7	1	1	9	Yes
Total	94	22	19	135	
State	5	1	3	9	
	PY 2010		% of Total		
	Exceeded	94	69.63%		
	Met	22	16.30%		
	Failed to Meet	19	14.07%		
	Total	135	100.00%		
To qualify for incentives must meet or exceed the same number as the state.					
Reference VWC Policy 05-02					

Program

Adult

Projected Available Program Funds **\$853,240**

Board Staff	\$73,713
Program Operators	\$500,000
Unobligated	\$279,527

DLW

Projected Available Program Funds **\$711,349**

Board Staff	\$95,004
Program Operator	\$440,000
Unobligated	\$176,345

Youth

Projected Available Program Funds **\$1,006,774**

Board Staff	\$112,400
Program Operator	\$585,000
Unobligated	\$309,374

PY'11 Additional Funding Distribution Recommendation

DLW Program \$176,345

Distribute

Goodwill Industries of the Valleys \$176,345

Adult \$279,527

Distribute \$160,000

People Inc. of Virginia \$103,111

Goodwill Industries of the Valleys \$56,889

Reserve \$119,527

PY'12 PROCUREMENT TIMELINE

<u>Activity</u>	<u>Completion Period</u>
Develop RFP	December 8 – 31, 2011
Send Out Notice to Bidders	December 16, 2011
Approved by Committee	January 1 – 6, 2012
Run Ad in Paper – 3 Days	January 9 – 11, 2012
Bidders Conference	January 13, 2012
RFP Packet Issued	January 13, 2012
Proposals Due Back	March 16, 2012
Proposals Reviewed/Evaluated/Scored	March 19 – 31, 2012
Evaluation Team Prepares a Funding Recommendation	April 2 – 6, 2012
CLEO Executive Committee to review Evaluation Team Recommendation	April 18, 2012
One Stop Committee Meets to Approve Funding Recommendation	April 19 – 20, 2012
Youth Council Takes Action	April 19, 2012
WIB Approves Initial Funding	April 25, 2012
CLEO Review WIB Action	May 16, 2012
CLEO/WIB Funding Resolution	May 17, 2012 – June 22, 2012
WIB Final Funding Action	June 27, 2012
PY'12 Contracts Begin	July 1, 2012

PY'11 Additional Youth Funding Recommendation

People Inc. of Virginia	\$188,487
Goodwill Industries of the Valleys	<u>\$120,887</u>
Total Projected Available Funding	\$309,374

**NEW RIVER/MOUNT ROGERS WORKFORCE INVESTMENT AREA
ONE-STOP OPERATOR REPORT TO THE WORKFORCE INVESTMENT BOARD
OCTOBER 26, 2011**

ONE-STOP CENTER ACTIVITY – PY2011 MONTH ENDING SEPTEMBER 30, 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
532	1526	1198	4093	486	2241	433	1415	9275

Annual Comparison Data

July 1, 2009 - June 30, 2010 (Program Year 2009) 66,536 served
 July 1, 2010 - June 30, 2011 (Program Year 2010) 60,898 served Net reduction 5,638 (8.5%)

One Month Comparison Data

September 2010 5,434 served
 September 2011 5,559 served

GOODWILL PROGRAM ACTIVITY – PY2011 MONTH ENDING SEPTEMBER 30, 2011

Dislocated Worker Program

413 Participants, 76 Closures/63 Employed/0 Neutral(83%), 337 Current, 42 Trained/31 Credential

Adult Program

48 Participants, 9 Closures/7 Employed/0 Neutral(78%), 39 Current, 3 Credentials

Youth Program

96 Participants, 36 Closures, 22 Employ./Educ./1 Neutral(63%), 60 Current, 33 Credentials, 2 Lit./Num. Gains

PEOPLE, INC. PROGRAM ACTIVITY – PY2011 MONTH ENDING SEPTEMBER 30, 2011

Adult Program

68 Participants, 22 Closures, 17 Employed/0 Neutral (77%), 46 Current, 17 Credentials

Youth Program

87 Participants, 27 Closures, 21 Employ./Educ./1 Neutral (78%), 60 Current, 20 Credentials, 2 Lit./Num. Gains

REGIONAL ACTIVITY

- ATK in Radford will lay off 70 workers. No specific date has been received yet.
- Global Contact Services in Saltville filed a WARN indicating an October closure; 80 employees will be affected. Rapid Response sessions were held on September 12 with 34 individuals attending.
- Parkdale Mills has been approved for TRA; 20 qualify immediately. The petition goes back one year and we anticipate that up to 200 more may be certified for Trade.
- Trade staff has scheduled an enrollment for 10 workers from Roto-die and Webb Furniture in Galax on October 20.
- New River Jail is hiring for jailers.
- Rowe Furniture in Radford is hiring for approximately 40 positions.
- Prillaman group (temp agency) held a job fair at the Galax Workforce Center.
- The Annual New River Valley Job Fair Expo has been set for Thursday October 27, 2011 from 3 p.m.- 7p.m. at New River Community College in Edwards Hall, Room 117
- Kangaroo Pantry held a job fair at the Wytheville Center on 10/07/2011 to hire Managers and Assistant Managers.
- Crossroads Institute in Galax has received a \$230,000 grant for expansion. They have purchased a former church property and property adjacent to the current Crossroads campus.
- Backcountry.com will locate a fulfillment center in Montgomery County, creating 200 jobs;
- Federal-Mogul will invest \$10 Million in their plant in Montgomery County, creating 50 new jobs.

CUSTOMER SUCCESS STORY

A seventeen-year-old youth was referred to Workforce Development by New River Comm. College where he was working on his GED. He was awaiting court dates for several juvenile offenses and living with a guardian because he was no longer welcome in his home. His barriers made him eligible for the Youth Program and he was enrolled as an in-school youth. After completing counseling and assessment testing, the case manager felt that the youth would benefit from a Work Experience, due to no prior work history, and he was placed with NRCC where he could also continue with his GED classes. He completed and passed all requirements to receive his GED on 03/15/2011. He finished his Work Experience on May 16, 2011 and used the incentive monies to help with housing and transportation and is now living independently. He is currently enrolled at NRCC pursuing a degree in Computer Aided Drafting and Design.

WIB Member Travel Reimbursement

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

I am requesting travel reimbursement as follows:

_____ X \$0.555/mile = \$ _____
Total Miles Reimbursement Requested

Signature

Date

2011 Workforce Investment Board Meeting Schedule

February 23, 2011

April 27, 2011

June 22, 2011

August 24, 2011

October 26, 2011

December 7, 2011 (Joint with Elected Officials)

All meetings will be held on the **fourth Wednesday** of **alternating months** at the **Wytheville Meeting Center** (behind Wytheville Community College) beginning at **10:00 a.m.**