

**Training and Meeting Agenda for:
 Central Virginia Workforce Development Board
October 9, 2018 3:00 p.m.
 Lynchburg Public Library
 2315 Memorial Ave, Lynchburg, VA 24501**

- 1. Welcome and Introductions:***Nat Marshall, Board Chair*
- 2. Call to Order**
- 3. Public Comment**..... *Nat Marshall, Board Chair*
- 5. Review and Approval of Minutes**.....*Nat Marshall, Board Chair*
- 6. Review and Approval of Amended FY 19 Budget**.....*Nat Marshall, Board Chair, Rosalie Majerus*
- 7. New Potential Standing Committee Members**..... *Nat Marshall, Board Chair*
 - *Jason Padgett, Manger Virginia Employment Commission., Lynchburg office- Finance*
 - *Susan Adams, County Administrator, Appomattox County, Operations and Performance*
 - *Johnny Roark, Planner/Economic Development: Appomattox County, Outreach and Awareness*
 - *Mary Zirkle, Economic Development: Town of Bedford, Outreach and Awareness*
- 8. Statement of Economic Interest/Conflict of Interest***Ben Bowman, Director*
- 9. Program Reporting**.....*Workforce Board and Partner Staff*
 - 2018-19 Performance Measures-Lori Cumbo
 - Rebranding Update and Launch-Savannah Cook
 - Year-to-date progress and partner reporting-Keith Cook
 - Director report-Ben Bowman
- 10. Adjourn Board Meeting-**

Next Board Meeting- Tuesday, January 8th, 3-5:00 p.m. Lynchburg City Library (tentative location)



CENTRAL REGION

Central Virginia Workforce Development Board

Serving the City of Lynchburg, and Counties of Amherst, Appomattox, Bedford and Campbell

**Workforce Development Board
1:00 p.m., Tuesday, July 10, 2018
University of Lynchburg
Lynchburg, VA**

Draft Minutes

Members Present: Nat Marshall – Chair, Traci Blido, Mike Davidson, Scott Francis, Christine Kennedy, Sierria Lopez, Ron Lovelace, Jason Padgett (for Kimberly McIvor), John Redding, Tamara Rosser, Roxanne Slaughter, Rachel Tobin, Cheryl Toler, Marjette Upshur, Wendell Walker, Sterling Wilder; William Coleman,

Members Absent, Excused: John Capps, Dennis Knight, Heather Reynolds, Bobby Johnson, Caitlin King; Luke Saechao

Members Absent: Nathan Dowdy, Michael Pinn, Tina Ragland,

Staff Present: Ben Bowman, Gary Christie, Keith Cook, Savannah Cook, Susan Cook, Gina Dudley, Lori Cumbo, Alvin Jones, Freddie Mays, Steve Monetti,

Others Present: Joel Campbell, VEC, , Sara Dunnigan – Governor’s Office, Hannah Marshall – Region 2000 Intern, Stan Ragland – VEC, Franklin Swann – Old Dominion Job Corps, Virginia Whitby – Region 2000

1. Welcome and Introductions

Nat Marshall opened the meeting with introductions at 3:30 p.m.

2. Public Comment

There were none.

3. Approval of 4/10/18 and 6/18/18 Meeting Minutes

The motion was made by Mike Davidson, and seconded by Traci Blido, to approve the minutes as presented. The motion was unanimously approved.

4. Financial Report

Rosalie Majerus explained that the PY19 budget included in the meeting packet did not include actuals through the end of the year. She will have the final numbers at the next meeting.

Ben Bowman explained that when the GoVa grant comes through this area would receive \$100,000 in GoVA funds. \$70,000 of these funds would go to existing worker training.

The motion was made by Ron Lovelace, and seconded by Cheryl Toler, to approve the budget as presented. The motion was unanimously approved.

5. Year to Date Reporting

- 1) Lori Cumbo presented an overview of the 3rd quarter performance. She explained that when clients go through the program they should have received a credential and/or have attained sustaining employment. They will remain in the system for an additional 90 days, to be sure they do not require additional services. Once they have exited the program they will go into follow-up for one year.
- 2) A list of all training providers was distributed to Board members. Some of the providers have already been approved and are up for recertification.

Mike Davidson made a motion to recertify the first 33 programs listed and also certify the remainder of the providers listed. The motion was seconded by Wendell Walker and unanimously approved.

- 3) Jason Padgett reported that clients are posting resumes to their system, and 2,360 have been added year to date. Internal jobs created are at 2,104. Hire results are at 347 calendar year to date.
- 4) Ben informed the Board that Keith Cook is now holding monthly staff/training meetings at the Workforce Center and has career navigators connecting with all of the libraries. Ben also reported that Savannah Cook has developed an on-line orientation with an overview of all of the partners.

6. Other Matters

Ben Bowman suggested the Board raise the stipend for youth engaged in work experience from 7.25/hr. to 8.00/hr.

The motion was made by Traci Blido, and seconded by Tamara Rosser, to raise the stipend. The motion was unanimously approved.

Nat Marshall reminded everyone of the Workforce Summit on October 5, at the Lynchburg Regional Business Alliance.

- 9. Adjourn Board Meeting** – There being no further business the meeting adjourned at 4:20 p.m.

The next meeting of the Workforce Development Board is October 9, 2018 at the Lynchburg Public (Jones Memorial) Library.

**Summary of WIOA Funding
as of 8/31/18**

APPROPRIATED BUDGET	EXPENDITURES AS OF 8/31/18	ENCUMBRANCES	REMAINING BALANCE
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WORKFORCE INNOVATION AND OPPORTUNITY ACT

Administrative	118,392	18,117		100,276
Dislocated Worker Program	386,469	28,542	57,864	300,063
Adult Program	695,697	107,973	232,747	354,978
Youth Program	732,268	117,665		614,603
Cash	4,200			4,200
				-
Total WIOA Funding	1,937,027	272,297	290,611	1,374,119

Contract Balances as of 08/31/18

		Beginning Balance	Billed Or Accrued To Date	Outstanding Balance	Obligations for FY18
HumanKind	Dislocated	70,375.14	12,511.14	57,864.00	57,864.00
HumanKind	Adult	281,500.56	48,753.49	232,747.07	232,747.07
VA's Region 2000 LGC Fiscal Agent		70,000.00	11,841.56	58,158.44	
Total Obligations		421,875.70	73,106.19	348,769.51	290,611.07

Go Virginia Budget for Central Virginia Workforce Development Board

	CVA	Total Go VA	Comment	CVA	Total Leveraged Funds	Comment	Total Go VA and Leveraged
				75,000.00	75,000.00	WIOA Match	75,000.00
				30,000.00	30,000.00	Employer Match	30,000.00
Exisitng Worker	70,000.00	70,000.00	(Cash from GoVA)	105,000.00	105,000.00		175,000.00
Business Engagement	-	-		30,000.00	30,000.00	In Kind-Local Area time in business engagement	30,000.00
Career Pathways	23,333.00	23,333.00	(Cash from GoVA) Marketing/Etc	35,000.00	35,000.00	In-kind Local Area staff /Chamber/ Econ Dev time	58,333.00
Admin	10,000.00	10,000.00	(Cash from GoVA)			Director and Ex Dir Time	10,000.00
Total Prior to Additional Match	103,333.00	103,333.00		170,000.00	170,000.00		273,333.00
Additional Match							
Cash				60,000.00	60,000.00	From Bedford & Campbell	60,000.00
InKind					-		-
Database tools					-		-
				60,000.00	60,000.00		60,000.00
Total - all	103,333.00	103,333.00		230,000.00	230,000.00		333,333.00

	Go VA Funds				Comment	Leveraged Funds				Total Go VA and Leveraged	
	NRV	BRW	R2K	Total Go VA		NRV	BRW	R2K	Total Leveraged Funds		Comment
Exititng Worker						75,000.00	75,000.00	75,000.00	225,000.00	WIOA Match	225,000.00
						30,000.00	30,000.00	30,000.00	90,000.00	Employer Match	90,000.00
	70,000.00	70,000.00	70,000.00	210,000.00		105,000.00	105,000.00	105,000.00	315,000.00		525,000.00
Business Engagement	-	-	-	-		30,000.00	30,000.00	30,000.00	90,000.00	Local Area time in business engagement	90,000.00
Career Pathways	23,334.00	23,333.00	23,333.00	70,000.00	Marketing/Etc	35,000.00	35,000.00	35,000.00	105,000.00	Local Area /Chamber/ Econ Dev time	175,000.00
Admin	5,000.00	5,000.00	10,000.00	20,000.00					-	Director and Ex Dir Time	20,000.00
Total Prior to Additional Match	98,334.00	98,333.00	103,333.00	300,000.00		170,000.00	170,000.00	170,000.00	510,000.00		810,000.00
Additional Match											
Cash						1,500.00		60,000.00	61,500.00		61,500.00
InKind						4,542.68	13,360.00		17,902.68		17,902.68
Database tools						40,670.00			40,670.00		40,670.00
						46,712.68	13,360.00	60,000.00	120,072.68		120,072.68
Total - all	98,334.00	98,333.00	103,333.00	300,000.00		216,712.68	183,360.00	230,000.00	630,072.68		930,072.68