

**Draft**  
**One Stop Committee**  
**Agenda**  
**Tuesday, July 16, 2019**  
**10:00 AM**  
**Fredericksburg Workforce Center**

1. Call to Order
2. Roll Call
3. Public Comment
4. Approval of April 16, 2019 Meeting Minutes
5. New Business
  - a. Bay Consortium Self Sufficiency Policy
  - b. Business and Community Outreach
6. Old Business
7. Other Items for Discussion
8. Adjournment

**Bay Consortium Workforce Development Board, Inc.**  
**One-Stop Committee Meeting**  
**Draft Minutes**  
**Tuesday, April 16 2019**  
**10:00 a.m.**

The One-Stop Committee met Tuesday, April 16, 2019 at the Fredericksburg Workforce Center.

**Call to Order:** Debbye Warf called the committee meeting to order at 10:00 a.m.

**Roll Call:** Present in person were Debbye Warf, Rebecca Mann, and Tracy Harrington. In addition, present were Jackie Davis and Katlyn Moss, WDB Staff. A quorum was present.

**Public Input:** There was no public input.

**Approval of Minutes:** There was a motion to approve the January 22, 2019 minutes. The motion was seconded and approved.

**New Business:** Jackie Davis discussed the One Stop Certification Process Policy. She stated that the policy had been updated to reflect changes made to federal laws and policies. A motion was made to approve the One Stop Certification Process Policy, which was seconded and approved. She also discussed the Chair and Vice Chair nominations. Debbye Warf was elected Chair and Tracy Harrington was elected Vice Chair.

**Old Business:** Jackie Davis went over the SWOT notes and committee assignments. A discussion was had about the release of the common intake form. Jackie Davis mentioned that she had requested technical assistance for the providers. Debbye Warf gave members an update on the construction that was about to start to bring the building into ADA compliance.

**Other Items for Discussion:** Jackie Davis stated that the May 1, 2019 Board meeting would be at the Westmoreland Administration Office.

There being no further business, the meeting was adjourned at 11:30 a.m.

Respectfully submitted,

Katlyn Moss

# Bay Consortium Workforce Development Board

<b>Policy Number:</b> 15-01
<b>Effective Date:</b> July 1, 2019
<b>Revised:</b> <u>August 9, 2019</u>
<b>Title:</b> Self-Sufficiency Policy

## PURPOSE:

The purpose of this policy is to provide guidance for effective Self-Sufficiency practices to support service strategies that assist WIOA eligible individuals reach their employment goals.

The Lower Living Standard Income Levels expire June 30, 2020.

## REFERENCES:

*Federal Register*, January 11, 2019 – *Federal Register* – 80 FR 3236, Department of Health and Human Services, Annual Update of the HHS Poverty Guidelines

*Federal Register*, May 29, 2019 – U.S. Department of Labor – Employment and Training Administration WIOA: Lower Living Standard Income Level

Virginia Workforce Letter (VWL) #19-01

## DEFINITION OF ECONOMIC SELF-SUFFICIENCY:

The Workforce Innovation & Opportunity Act (WIOA) requires a local definition of economic self-sufficiency as a condition for providing training or re-training services to Adults, including Employed Adults, and Dislocated Workers.

The following policy is established to broaden the range of populations served in the Bay Consortium Local Workforce Development Area XIII and to encourage participation in the services provided, and to maximize the use of funding received in the Bay Consortium Local Workforce Development Area XIII.

The Bay Consortium Local Workforce Development Area XIII defines the term “low income individual” as an individual who:

- Receives or is a member of a family that receives, cash payments under a Federal, State or local income-based public assistance program;
- Received an income or is a member of a family that received a total family income, for the 6-month period prior to application for the program involved (exclusive of unemployment compensation, child support payments, cash payments under a Federal, State or local income-based public assistance program; and old age and survivors

insurance benefits received under section 202 of the Social Security Act (42 U.S.C. 402)) that, in relation to family size, does not exceed the higher of:

- The poverty line, for an equivalent period; or
- 70 percent of the lower living standard income level, for an equivalent period (see chart below);

Any individual who is considered to be “low income”, as defined above, is eligible to receive WIOA funded training services in the Bay Consortium Local Workforce Development Area XIII

Below are the charts detailing the 2019 Poverty Guidelines for the 48 Contiguous States and the District of Columbia, the 70% Lower Living Standard Income Level Chart and the 100% Lower Living Standard Income Level Chart for the Bay Consortium Local Workforce Development Area XIII.

**2019 Poverty Guidelines for the 48 Contiguous States and the District of Columbia**

Size of Family Unit Poverty Guideline	
1	\$12,490
2	\$16,910
3	\$21,330
4	\$25,750
5	\$30,170
6	\$34,590
7	\$39,010
8	\$43,430

For family units with more than 8 members, add \$4,420 for each additional member.  
*Federal Register*, January 11, 2019 – *Federal Register* – 80 FR 3236, Department of Health and Human Services, Annual Update of the HHS Poverty Guidelines

**70% LOWER LIVING STANDARD INCOME LEVEL CHART (2019/20)**

PY 2019 INCOME GUIDELINES	70% Lower Living Standard Income Level for WIOA Program Eligibility								
	WDB	County CD FIPS	Locality Name	Family Size					
1				2	3	4	5	6	
Bay Consortium	001	Accomack County	12,490	16,910	21,132	26,086	30,784	36,001	5,217
Bay Consortium	033	Caroline County	12,490	16,910	21,691	26,779	31,606	36,964	5,358
Bay Consortium	057	Essex County	12,490	16,910	21,132	26,086	30,784	36,001	5,217
Bay Consortium	097	King and Queen County	12,490	16,910	21,691	26,779	31,606	36,964	5,358
Bay Consortium	099	King George County	12,490	16,910	21,132	26,086	30,784	36,001	5,217

Bay Consortium	101	King William County	12,490	16,910	21,691	26,779	31,606	36,964	5,358
Bay Consortium	103	Lancaster County	12,490	16,910	21,132	26,086	30,784	36,001	5,217
Bay Consortium	115	Mathews County	12,490	16,910	21,691	26,779	31,606	36,964	5,358
Bay Consortium	119	Middlesex County	12,490	16,910	21,132	26,086	30,784	36,001	5,217
Bay Consortium	131	Northampton County	12,490	16,910	21,132	26,086	30,784	36,001	5,217
Bay Consortium	133	Northumberland County	12,490	16,910	21,132	26,086	30,784	36,001	5,217
Bay Consortium	159	Richmond County	12,490	16,910	21,132	26,086	30,784	36,001	5,217
Bay Consortium	177	Spotsylvania County	12,490	19,679	27,011	33,341	39,350	46,020	6,670
Bay Consortium	179	Stafford County	12,490	19,679	27,011	33,341	39,350	46,020	6,670
Bay Consortium	193	Westmoreland County	12,490	16,910	21,132	26,086	30,784	36,001	5,217
Bay Consortium	630	Fredericksburg City	12,490	19,679	27,011	33,341	39,350	46,020	6,670
Bay Consortium	073	Gloucester County	12,490	16,910	21,691	26,779	31,606	36,964	5,358
Bay Consortium	127	New Kent County	12,490	16,910	21,691	26,779	31,606	36,964	5,358
Bay Consortium	137	Orange County	12,490	16,910	21,132	26,086	30,784	36,001	5,217
Bay Consortium	047	Culpeper County	12,490	16,910	21,132	26,086	30,784	36,001	5,217

**100% LOWER LIVING STANDARD INCOME LEVEL CHART (2019/20)**

**Individuals EXCEEDING these amounts are deemed SELF SUFFICIENT**

PY 2019 INCOME GUIDELINES		100% Lower Living Standard Income Level for Self-Sufficiency Determination							
WDB	County CD FIPS	Locality Name	Family Size						Family Size Addition
			1	2	3	4	5	6	
Bay Consortium	001	Accomack County	13,778	21,195	30,188	37,266	43,977	51,430	7,453
Bay Consortium	033	Caroline County	13,778	22,577	30,987	38,256	45,151	52,806	7,655
Bay Consortium	057	Essex County	13,778	21,195	30,188	37,266	43,977	51,430	7,453
Bay Consortium	097	King and Queen County	13,778	22,577	30,987	38,256	45,151	52,806	7,655
Bay Consortium	099	King George County	13,778	21,195	30,188	37,266	43,977	51,430	7,453
Bay Consortium	101	King William County	13,778	22,577	30,987	38,256	45,151	52,806	7,655
Bay Consortium	103	Lancaster County	13,778	21,195	30,188	37,266	43,977	51,430	7,453
Bay Consortium	115	Mathews County	13,778	22,577	30,987	38,256	45,151	52,806	7,655

Bay Consortium	119	Middlesex County	13,778	21,195	30,188	37,266	43,977	51,430	7,453
Bay Consortium	131	Northampton County	13,778	21,195	30,188	37,266	43,977	51,430	7,453
Bay Consortium	133	Northumberland County	13,778	21,195	30,188	37,266	43,977	51,430	7,453
Bay Consortium	159	Richmond County	13,778	21,195	30,188	37,266	43,977	51,430	7,453
Bay Consortium	177	Spotsylvania County	17,154	28,112	38,587	47,630	56,215	65,743	9,528
Bay Consortium	179	Stafford County	17,154	28,112	38,587	47,630	56,215	65,743	9,528
Bay Consortium	193	Westmoreland County	13,778	21,195	30,188	37,266	43,977	51,430	7,453
Bay Consortium	630	Fredericksburg City	17,154	28,112	38,587	47,630	56,215	65,743	9,528
Bay Consortium	073	Gloucester County	13,778	22,577	30,987	38,256	45,151	52,806	7,655
Bay Consortium	127	New Kent County	13,778	22,577	30,987	38,256	45,151	52,806	7,655
Bay Consortium	137	Orange County	13,778	21,195	30,188	37,266	43,977	51,430	7,453
Bay Consortium	047	Calpeper County	13,778	21,195	30,188	37,266	43,977	51,430	7,453

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