



Bay Consortium Workforce Development Board, Inc.

Bay Consortium Workforce Development Board, Inc.

Wednesday, August 3, 2022

11:00 am

Warsaw Town Office

78 Belle Ville Lane

Warsaw, VA 22572

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Draft Agenda

Bay Consortium Workforce Development Board/Chief Local Elected Officials Board
Joint Meeting
Wednesday, August 3, 2022
11:00 a.m.

<https://us02web.zoom.us/j/89142940487?pwd=bCtpQVNUYW1Ea2FQK0k0Y0NTWG9SQT09>

- I. Call to order
- II. Welcome – Joseph Quesenberry – Warsaw Town Manager
- III. Presentation Sectary of Labor, Bryan Slater
- IV. Introductions
- V. Roll Call
 - A. Board
 - B. CLEO
- VI. Approval of Minutes
 - A. May 4, 2022 – BCWDB
 - B. May 11, 2022 - CLEO
- VII. Public Comment
- VIII. Joint New Business
 - A. One-Stop Manager Report (Jessica Weber)
 - B. Business Services Report (JoAnn Murchison)
- IX. CLEO Action Items
 - A. New Appointments to the Bay WDB
- X. Joint Action Items
 - A. New Business
 - i. PY 22-23 Budget
- XI. Executive Committee Report
 - A. ETPL – Justice Academy, LLC
 - B. Fraud Policy
 - C. Self-Sufficiency Policy
- XII. One-Stop Committee Report
- XIII. P&A Committee Reports
- XIV. Labor Market Committee Report
- XV. Board Development Committee Report
- XVI. Youth Council Report
- XVII. Old Business
- XVIII. New Business
 - A. Audit
- XIX. Executive Director’s Update
- XX. Public Comment
- XXI. Adjournment

Draft Board Minutes
Bay Consortium Workforce Development Board, Inc.
Wednesday, May 4, 2022
11:00 A.M.

The Bay Consortium Workforce Development Board, Inc. met Wednesday, May 4, 2022 at Bay Creek Resort, 1 Clubhouse Way, Cape Charles, VA 23310.

Call to Order: Dennis Parsons, Chairman, called the meeting to order at 11 A.M.

Welcome and Introductions: Ashley Forbes gave members an introduction to the Bay Creek Resort. Whitney Lester gave a short presentation on Off-Shore Wind.

Roll Call: Dennis Parsons requested the roll call with the following members recorded as present:

Felicia Ainsa, Rappahannock Electric Cooperative
Megan Bergen, Rappahannock Goodwill Industries
Hosey Burgess, Virginia Employment Commission
Beverly Davis, Gravities Light
Ashley Forbes, Bay Creek
Josh Gemerek, Bay Aging
Ian Ginger, GO Virginia
Steve Goodall, WestRock
Shawn Hildebrand, A & N Electric Cooperative
Marjorie Lampkin, Rappahannock Community College
Nick Minor, King George County Economic Development
Dennis Parsons, EXIT Reality Group
Danielle Robinson, Regional Adult Education
Debbye Warf, Virginia Employment Commission

The following members were represented by an alternate or proxy:

Kyle Lorenzino, alternate for Jennifer Bowhey
Jerron Byers, alternate for Tracy Harrington
Steve Goodall, proxy for Vanesa Livingstone
Scott Hall, alternate for Patrick Tompkins

The following members were neither represented by an official alternate or proxy:

Lamont Brown, ALNA Financial Group
Sara Carroll, Cuddlebugs Child Development Center
Melvin Carter, United Auto Workers Local 2123
Bridget Landess, Atlantic Union Bank
Bill Leyden, Elevator Constructors Local 52
David Mann, Mann Printing
Greg Moon, Carry-On Trailers
Kendall Webre, Norton Yacht Sales

Ben Whanger, Rivah Lawn and Landscapes
Gary Wilson, Caroline County

A quorum was present.

Others present were: Renita Major, Hope Mothershead, Tina Stratton-Taylor, Dave Wilcox, Jamie Replogle, JoAnn Murchison, Melissa King, Jessica Weber, Jackie Davis, Steven Golas, and Katlyn Moss.

Approval of Minutes: A motion was made to approve the February 2, 2022 notes. The motion was seconded and approved.

Public Comment: There was no public comment.

Executive Committee: Dennis Parsons reviewed the minutes and action items from the February 7, 2022 Executive Committee. Jackie Davis reviewed the proposed PY 22-23 Budget, noting that she accounted for a decrease in funding and was conservative when calculating carry over funds. She did note that locality supports were not fully included, and they would go towards covering the Business Services position, and that would put funding back into the provider's accounts. A motion was brought from the Executive Committee to approve the proposed budget, which was seconded and approved, with Marjorie Lampkin and Megan Bergen abstaining. Jackie Davis reviewed the updated committee assignments with members. Jackie Davis discussed the Electronic Participation Policy, noting that it would still require a physical quorum present, and that the electronic participation would have to be approved by the quorum present. She also noted that the reason for electronic participation must be provided ahead of time. A motion was brought from the Executive Committee to approve the Electronic Participation Policy, which was seconded and approved.

One Stop Committee: Debbye Warf gave the committee report, noting changes made to update the On the Job Training Manual, to increase training payments from \$4,000 to \$6,000 as pay rates have increased. A motion was made to send the proposed increase in the On the Job Training Manual for training payments from \$4,000 to \$6,000, which was seconded and approved, with Marjorie Lampkin abstaining. A motion was brought from the Executive Committee to approve the proposed increase in the On the Job Training Manual for training payments from \$4,000 to \$6,000, which was seconded and approved. Jessica Weber gave members the One Stop Manager's Report.

Performance and Accountability: Steve Goodall gave the committee report. He noted that the quarterly reports had looked good, no corrective action plans had been requested, and all providers were meeting the 40% Minimum Training Expenditure Requirement and 20% Work Experience Expenditure Requirement.

Labor Market Committee: Jackie Davis reviewed Vital Phlebotomy Institute and LifeCare Medical Transports as proposed as additions to the Eligible Training Provider List. A motion was brought from the Executive Committee to approve Vital Phlebotomy Institute and LifeCare Medical Transports as additions to the Eligible Training Provider List, which was seconded and approved.

Board Development: Josh Gemerek gave the committee report, with Jackie Davis reviewing the Slate of Officers for PY 22-23, listed below. A motion was made to approve the Slate of Officers for PY 22-23, which was seconded and approved.

Bay WDB Slate of Officers PY 22-23 07/01/22-06/30/23

Chairman: Ashley Forbes

Vice Chairman: Greg Moon

Secretary/Treasurer: Josh Gemerek

Member At Large: Lamont Brown

The meeting schedule for committee and board meetings in PY 22-23 was reviewed. Jackie Davis reviewed the onboarding documentation with members.

Youth Council: Marjorie Lampkin gave the committee report, noting that youth enrollment was low across the state. She also noted the ongoing discussion of the need for a parent representative on the council.

Old Business: Jackie Davis reviewed the updates to the Strategic Plan to reflect actions made.

New Business: Jackie Davis reviewed the Eastern Shore Round Table Report with members. Jackie Davis discussed the updated Youth Incentive Policy, stating that it would increase the incentive award amounts. A motion was made to approve the updated Youth Incentive Policy, which was seconded and approved.

Executive Director's Update: Jackie Davis discussed the new hire for the Business Services position, JoAnn Murchison. JoAnn Murchison introduced herself to members. Jackie Davis discussed her efforts in the K-12 systems throughout the area, including outreach materials. She discussed the planned Summer Youth Initiative in connection with CyberBytes. She also noted that the next Board meeting would be a Joint Board meeting on August 4, 2022 at 11 am at the Warsaw Town Office.

Other Items for Discussion: Nick Minor discussed an economic development event on May 12, 2022.

Public Comment: There was no public comment.

There being no further business, Dennis Parsons called the meeting to end at 12:10 P.M.

Respectfully submitted,
Katlyn Moss

**CLEO Draft (CLEO)
Chief Local Elected Official
Wednesday, May 11, 2022
11:00 A.M.**

The CLEO Board met Wednesday, May 11, 2022 at the Northern Neck Planning District Office, 457 Main Street, Warsaw, VA 22572.

Call to Order: Morgan Quicke called the meeting to order at 11 a.m.

Roll Call: A roll call was taken and a quorum was present.

Bud Smith	Essex County
Ed Moren	King William County
Don Gill	Lancaster County
Lud Kimbrough	Middlesex County
Luttrell Tadlock	Northumberland County
Morgan Quicke	Richmond County
Kevin Marshall	Spotsylvania County
Karen Lewis	Westmoreland County

Also present was Hope Mothershead and JoAnn Murchison.

Approval of Meeting Minutes: A motion was made to approve the amended meeting minutes from March 21, 2022 which was seconded and approved.

Public Comment: There was no public comment.

Old Business: There was no old business.

New Business: Jackie Davis reviewed the PY 22-23 Proposed Budget, noting that she did not have all of the locality funding included, but should by the August meeting. She also noted the budget included the Business Services position, a Youth Summer Initiative, and increased Incumbent Worker Training and On the Job Training funds. A motion was made to approve the PY 22-23 Budget, which was seconded and approved. Jackie Davis reviewed new membership with members. A motion was made to approve Ian Ginger, Ashley Forbes, and Matthew Weaver as new Workforce Board members, which was seconded and approved. Jackie Davis reviewed expiring membership and attendance with members. Jackie Davis reviewed the Onboarding Documentation she provided each member with.

One Stop Manager Update: Jackie Davis stated that Jessica Weber was unable to attend, and that she would send out a summary of her report to members.

Liaison Report: Hope Mothershead gave the liaison report from the May 4, 2022 Workforce Board meeting.

Other Topics for Discussion: JoAnn Murchison introduced herself as the new Business Services Coordinator. Jackie Davis shared the job listing for the Navigator position at the

Virginia Career Works Fredericksburg Center. She also announced the August 3, 2022 meeting would be a joint meeting with the Workforce Board and take place at the Warsaw Town Office at 11 am.

Public Comment: There was no public comment.

There being no further business, the meeting was adjourned at 11:40 A.M.

Respectfully submitted,

Katlyn Moss

Board Nomination Forms

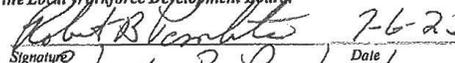


Revised 3/30/21

NOMINATION FORM

1-Name (First, MI, Last) Joshua A. Gemerek		2-LWDA # 13		3-Date 6/30/22	
4-Street Address 5370 Old Virginia Street, PO Box 610			13-Nominee Characteristics Gender: Male <input checked="" type="checkbox"/> Female <input type="checkbox"/> Other <input type="checkbox"/>		
5-City Urbanna		6-County Middlesex		Race: (more than one may be checked) White <input checked="" type="checkbox"/> Black <input type="checkbox"/> Asian <input type="checkbox"/> Amer. Indian or Native Alaskan <input type="checkbox"/> Native Hawaiian or Pacific Islander <input type="checkbox"/>	
7-State Virginia		8-ZIP 23175			
9-Home Phone (include area code) 804-338-9772		10-Work Phone (include area code) 804-286-9550		Ethnicity: Hispanic, Latino, or Spanish origin? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
11-FAX 804-758-1265		12-E-Mail jgemerek@bayaging.org		14-Recommended for (see section number) 16- Labor/ CBO/ Apprenticeship <input type="checkbox"/> 17-Private Sector (Business) <input type="checkbox"/> 18-Education <input type="checkbox"/> 19-VEC <input type="checkbox"/> 20-Economic Development <input type="checkbox"/> 21-VDARS/VDBVI <input type="checkbox"/> 22-DSS <input type="checkbox"/> 23-Optional/Other <input type="checkbox"/>	
15-LWDA Name Bay Consortium					
16-Labor/ CBO/ Apprenticeship Representative Senior VP Bay Housing, a division of BayAging					
<i>Title</i> _____ <i>Organization</i> _____ Labor <input type="checkbox"/> CBO <input type="checkbox"/> Registered Apprenticeship <input type="checkbox"/>					
17-Private Sector (Business) Representative Title _____ Business _____ Type of Business _____			Minority-Owned Business Yes <input type="checkbox"/> No <input type="checkbox"/> Female-Owned Business <input type="checkbox"/> <input type="checkbox"/> Urban <input type="checkbox"/> Suburban <input type="checkbox"/> Rural <input type="checkbox"/> Number of Employees _____		
18-Education Representative Title _____ Institution _____ Title II <input type="checkbox"/> Community College <input type="checkbox"/> CTE <input type="checkbox"/>			19-VEC Representative Title _____		
20-Economic Development Representative Title _____			21-VDARS/VDBVI Representative Title _____		
24-Nominator <i>I hereby recommend the above-named person for membership on the Local Workforce Development Board.</i> <i>Kathy E. Vesley</i> 06/08/22 <small>Signature Date</small> Kathy E. Vesley, President & CEO <small>Printed/Typed Name & Title of Nominator</small> Bay Aging <small>Nominator Organization</small> (804) 758-2386 (804) 758-5773 <small>Phone FAX</small> kvesley@bayaging.org <small>Email</small>			22-DSS Representative Title _____		
23-Optional/ Other Representative Title _____ Agency _____			25-Action by Chief Elected Official Subject to certification required by Section 107 of the Workforce Innovation and Opportunity Act of 2014 and Policy 20-02 of the Virginia Board for Workforce Development, the person nominated herein has been duly appointed to the Local Workforce Development Board by the Chief Elected Officials. Term of Appointment: From _____ To _____ Signature of Chief Elected Official _____ Date _____		

NOMINATION FORM

1-Name (First, MI, Last) Vanesa Leigh Livingston		2-LWDA # 13	3-Date 6/30/22				
4-Street Address 5579 Richmond Road		13-Nominee Characteristics Gender: Male <input type="checkbox"/> Female <input checked="" type="checkbox"/> Other <input type="checkbox"/>					
5-City Warsaw	6-County Richmond	Race: (more than one may be checked) White <input checked="" type="checkbox"/> Black <input type="checkbox"/> Asian <input type="checkbox"/> Amer. Indian or Native Alaskan <input type="checkbox"/> Native Hawaiian or Pacific Islander <input type="checkbox"/>					
7-State Virginia	8-ZIP 22572	Ethnicity: Hispanic, Latino, or Spanish origin? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>					
9-Home Phone (include area code) 804-333-6687		10-Work Phone (include area code) 804-338-0327					
11-FAX 804-333-0156		12-E-Mail vanesa.livingstone@dss.virginia.gov					
15-LWDA Name Bay Consortium		14-Recommended for (see section number)					
16-Labor/ CBO/ Apprenticeship Representative		16- Labor/ CBO/ Apprenticeship <input type="checkbox"/>					
<table style="width: 100%; border: none;"> <tr> <td style="text-align: center;"><i>Title</i></td> <td style="text-align: center;"><i>Organization</i></td> </tr> <tr> <td>Labor <input type="checkbox"/></td> <td>CBO <input type="checkbox"/> Registered Apprenticeship <input type="checkbox"/></td> </tr> </table>		<i>Title</i>	<i>Organization</i>	Labor <input type="checkbox"/>	CBO <input type="checkbox"/> Registered Apprenticeship <input type="checkbox"/>	17-Private Sector (Business) <input type="checkbox"/>	
<i>Title</i>	<i>Organization</i>						
Labor <input type="checkbox"/>	CBO <input type="checkbox"/> Registered Apprenticeship <input type="checkbox"/>						
		18-Education <input type="checkbox"/>					
		19-VEC <input type="checkbox"/>					
		20-Economic Development <input type="checkbox"/>					
		21-VDARS/VDBVI <input type="checkbox"/>					
		22-DSS <input type="checkbox"/>					
		23-Optional/Other <input checked="" type="checkbox"/>					
17-Private Sector (Business) Representative							
Title _____		Minority-Owned Business <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/>					
Business _____		Female-Owned Business <input type="checkbox"/> <input type="checkbox"/>					
Type of Business _____		Urban <input type="checkbox"/> Suburban <input type="checkbox"/> Rural <input type="checkbox"/>					
Number of Employees _____							
18-Education Representative		19-VEC Representative					
Title _____		Title _____					
Institution _____							
Title II <input type="checkbox"/> Community College <input type="checkbox"/> CIE <input type="checkbox"/>							
20-Economic Development Representative		21-VDARS/VDBVI Representative					
Title _____		Title _____					
		22-DSS Representative					
		Title _____					
24-Nominator		23-Optional/ Other Representative					
I hereby recommend the above-named person for membership on the Local Workforce Development Board.		Title Director					
 Signature _____ Date 7-6-22		Agency Richmond County Dept. of Social Services					
Printed/Typed Name & Title of Nominator Dept. of Social Services Bd Nominator Organization		25-Action by Chief Elected Official					
Phone _____ FAX _____		Subject to certification required by Section 107 of the Workforce Innovation and Opportunity Act of 2014 and Policy 20-02 of the Virginia Board for Workforce Development, the person nominated herein has been duly appointed to the Local Workforce Development Board by the Chief Elected Officials.					
Email _____		Term of Appointment: From _____ To _____					
		Signature of Chief Elected Official _____ Date _____					



Revised 3/30/21

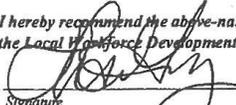
NOMINATION FORM

1-Name (First, MI, Last) Dennis Parsons		2-LWDA # 13	3-Date 6/30/22
4-Street Address 813 Daniel Street		13-Nominee Characteristics Gender: Male <input checked="" type="checkbox"/> Female <input type="checkbox"/> Other <input type="checkbox"/>	
5-City Fredericksburg	6-County Spotsylvania	Race: (more than one may be checked) White <input checked="" type="checkbox"/> Black <input type="checkbox"/> Asian <input type="checkbox"/>	
7-State Virginia	8-ZIP 22401	Amer. Indian or Native Alaskan <input type="checkbox"/> Native Hawaiian or Pacific Islander <input type="checkbox"/>	
9-Home Phone (include area code)		10-Work Phone (include area code) 540-842-1409	
11-FAX		12-E-Mail ddparsons@aol.com	
15-LWDA Name Bay Consortium		14-Recommended for (see section number)	
16-Labor/ CBO/ Apprenticeship Representative		16- Labor/ CBO/ Apprenticeship <input type="checkbox"/>	
Title _____ Organization _____		17-Private Sector (Business) <input checked="" type="checkbox"/>	
Labor <input type="checkbox"/>	CBO <input type="checkbox"/>	18-Education <input type="checkbox"/>	
Registered Apprenticeship <input type="checkbox"/>		19-VEC <input type="checkbox"/>	
		20-Economic Development <input type="checkbox"/>	
		21-VDARS/VDBVI <input type="checkbox"/>	
		22-DSS <input type="checkbox"/>	
		23-Optional/Other <input type="checkbox"/>	
17-Private Sector (Business) Representative		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Title <u>Real Estate Agent</u>		Minority-Owned Business <input type="checkbox"/>	
Business <u>EXIT Realty Group</u>		Female-Owned Business <input checked="" type="checkbox"/>	
Type of Business <u>Real Estate Brokerage</u>		Urban <input type="checkbox"/> Suburban <input checked="" type="checkbox"/> Rural <input type="checkbox"/>	
		Number of Employees <u>25+</u>	
18-Education Representative		19-VEC Representative	
Title _____		Title _____	
Institution _____			
Title II <input type="checkbox"/> Community College <input type="checkbox"/> CIE <input type="checkbox"/>			
20-Economic Development Representative		21-VDARS/VDBVI Representative	
Title _____		Title _____	
		22-DSS Representative	
		Title _____	
24-Nominator		23-Optional/ Other Representative	
I hereby recommend the above-named person for membership on the Local Workforce Development Board.		Title _____	
<i>Katrina Dotson</i>		Agency _____	
Signature _____ Date _____			
Printed/Typed Name & Title of Nominator <u>KATRINA DOTSON</u>		25-Action by Chief Elected Official	
Nominator Organization <u>EXIT REALTY GROUP</u>		Subject to certification required by Section 107 of the Workforce Innovation and Opportunity Act of 2014 and Policy 20-02 of the Virginia Board for Workforce Development, the person nominated herein has been duly appointed to the Local Workforce Development Board by the Chief Elected Officials.	
Phone <u>540-287-1453</u>		Term of Appointment: From _____ To _____	
FAX <u>KATRINA @ EXIT - FREDERICKSBURG, CO.</u>			
Email _____		Signature of Chief Elected Official _____ Date _____	

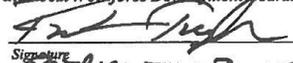
NOMINATION FORM

1-Name (First, MI, Last) Stephen A. Cox		2-LWDA # Bay Consortium Workforce Development Board	3-Date May 21, 2022
4-Street Address 4701 Market Street, Suite A		13-Nominee Characteristics Gender: Male <input checked="" type="checkbox"/> Female <input type="checkbox"/> Other <input type="checkbox"/>	
5-City Fredericksburg	6-County Spotsylvania	Race: (more than one may be checked) White <input checked="" type="checkbox"/> Black <input type="checkbox"/> Asian <input type="checkbox"/> Amer. Indian or Native Alaskan <input type="checkbox"/> Native Hawaiian or Pacific Islander <input type="checkbox"/>	
7-State Virginia	8-ZIP 22408	Ethnicity: Hispanic, Latino, or Spanish origin? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
9-Home Phone (include area code) 540-621-8817	10-Work Phone (include area code) 540-621-8817	14-Recommended for (see section number)	
11-FAX	12-E-Mail Steve.Cox@fredgoodwill.org	16-Labor/ CBO/ Apprenticeship <input type="checkbox"/>	
15-LWDA Name Bay Consortium Workforce Development Board		17-Private Sector (Business) <input checked="" type="checkbox"/>	
16-Labor/ CBO/ Apprenticeship Representative		18-Education <input type="checkbox"/>	
Title _____ Organization _____		19-VEC <input type="checkbox"/>	
Labor <input type="checkbox"/> CBO <input type="checkbox"/> Registered Apprenticeship <input type="checkbox"/>		20-Economic Development <input type="checkbox"/>	
17-Private Sector (Business) Representative		21-VDARS/VDBVI <input type="checkbox"/>	
Title President & Chief Executive Officer		22-DSS <input type="checkbox"/>	
Business Rappahannock Goodwill Industries		23-Optional/Other <input type="checkbox"/>	
Type of Business Workforce Development		Minority-Owned Business Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
		Female-Owned Business Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
		Urban <input type="checkbox"/> Suburban <input checked="" type="checkbox"/> Rural <input type="checkbox"/>	
		Number of Employees 330	
18-Education Representative Title _____ Institution _____ Title II <input type="checkbox"/> Community College <input type="checkbox"/> CTE <input type="checkbox"/>		19-VEC Representative Title _____	
20-Economic Development Representative Title _____		21-VDARS/VDBVI Representative Title _____	
		22-DSS Representative Title _____	
24-Nominator <i>I hereby recommend the above-named person for membership on the Local Workforce Development Board.</i> Steve Cox 5/21/22 <i>Signature</i> Steve Cox <i>Date</i> <i>Printed Typed Name & Title of Nominator</i> Rappahannock Goodwill Industries <i>Nominator Organization</i> 540-621-8817 <i>Phone</i> steve.cox@fredgoodwill.org <i>FAX</i> <i>Email</i>		23-Optional/ Other Representative Title _____ Agency _____	
		25-Action by Chief Elected Official Subject to certification required by Section 107 of the Workforce Innovation and Opportunity Act of 2014 and Policy 20-02 of the Virginia Board for Workforce Development, the person nominated herein has been duly appointed to the Local Workforce Development Board by the Chief Elected Officials. Term of Appointment: From _____ To _____ <i>Signature of Chief Elected Official</i> _____ <i>Date</i> _____	

NOMINATION FORM

1-Name (First, MI, Last) Tina M. Lance		2-LWDA # 6	3-Date 6/13/2022
4-Street Address 2130 Germanna Highway		13-Nominee Characteristics Gender: Male <input type="checkbox"/> Female <input checked="" type="checkbox"/> Other <input type="checkbox"/>	
5-City Locust Grove	6-County Orange	Race: (more than one may be checked) White <input checked="" type="checkbox"/> Black <input type="checkbox"/> Asian <input type="checkbox"/> Amer. Indian or Native Alaskan <input type="checkbox"/> Native Hawaiian or Pacific Islander <input type="checkbox"/>	
7-State Virginia	8-ZIP 22508	Ethnicity: Hispanic, Latino, or Spanish origin? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
9-Home Phone (include area code) 540-840-3881	10-Work Phone (include area code) 540-834-1906	14-Recommended for (see section number)	
11-FAX n/a	12-E-Mail tlance@germanna.edu	16- Labor/ CBO/ Apprenticeship <input type="checkbox"/> 17-Private Sector (Business) <input type="checkbox"/> 18-Education <input checked="" type="checkbox"/> 19-VEC <input type="checkbox"/> 20-Economic Development <input type="checkbox"/> 21-VDARS/VDBVI <input type="checkbox"/> 22-DSS <input type="checkbox"/> 23-Optional/Other <input type="checkbox"/>	
15-LWDA Name: Bay Workforce Development Board			
16-Labor/ CBO/ Apprenticeship Representative			
Title _____ Organization _____ Labor <input type="checkbox"/> CBO <input type="checkbox"/> Registered Apprenticeship <input type="checkbox"/>			
17-Private Sector (Business) Representative		Yes No Minority-Owned Business <input type="checkbox"/> <input type="checkbox"/> Female-Owned Business <input type="checkbox"/> <input type="checkbox"/> Urban <input type="checkbox"/> Suburban <input type="checkbox"/> Rural <input type="checkbox"/> Number of Employees _____	
Title _____ Business _____ Type of Business _____			
18-Education Representative		19-VEC Representative	
Title <u>Dean PTS & Workforce Development</u> Institution <u>Germanna Community College</u> Title II <input type="checkbox"/> Community College <input checked="" type="checkbox"/> CIE <input type="checkbox"/>		Title _____	
20-Economic Development Representative		21-VDARS/VDBVI Representative	
Title _____		Title _____	
		22-DSS Representative	
		Title _____	
24-Nominator		23-Optional/ Other Representative	
I hereby recommend the above-named person for membership on the Local Workforce Development Board.  Date <u>June 16, 2022</u> Signature _____ Date _____ Printed/Typed Name & Title of Nominator Dr. Shashuna Gray, VP of Academic Affairs & Workforce Development Germanna Community College Nominator Organization 540-891-3032 Phone _____ FAX _____ Email <u>sgray@germanna.edu</u>		Title _____ Agency _____	
		25-Action by Chief Elected Official	
		Subject to certification required by Section 107 of the Workforce Innovation and Opportunity Act of 2014 and Policy 20-02 of the Virginia Board for Workforce Development, the person nominated herein has been duly appointed to the Local Workforce Development Board by the Chief Elected Officials. Term of Appointment: From _____ To _____ Signature of Chief Elected Official _____ Date _____	

NOMINATION FORM

1-Name (First, MI, Last) Amy A Shockley		2-LWDA # 8	3-Date June 14, 2022
4-Street Address 29316 Lankford Highway		13-Nominee Characteristics	
5-City Melfa	6-County Accomack	Gender: Male <input type="checkbox"/> Female <input checked="" type="checkbox"/> Other <input type="checkbox"/>	
7-State Virginia	8-ZIP 23410	Race: (more than one may be checked) White <input checked="" type="checkbox"/> Black <input type="checkbox"/> Asian <input type="checkbox"/> Amer. Indian or Native Alaskan <input type="checkbox"/> Native Hawaiian or Pacific Islander <input type="checkbox"/>	
9-Home Phone (include area code) 757-999-0109		10-Work Phone (include area code) 757-789-1793	
11-FAX		12-E-Mail ashockley@es.vccs.edu	
15-LWDA Name Bay Consortium Workforce Board		14-Recommended for (see section number)	
16-Labor/ CBO/ Apprenticeship Representative		16- Labor/ CBO/ Apprenticeship <input type="checkbox"/>	
<i>Title</i> _____ <i>Organization</i> _____		17-Private Sector (Business) <input type="checkbox"/>	
Labor <input type="checkbox"/> CBO <input type="checkbox"/> Registered Apprenticeship <input type="checkbox"/>		18-Education <input checked="" type="checkbox"/>	
		19-VEC <input type="checkbox"/>	
		20-Economic Development <input type="checkbox"/>	
		21-VDARS/VDBVI <input type="checkbox"/>	
		22-DSS <input type="checkbox"/>	
		23-Optional/Other <input type="checkbox"/>	
17-Private Sector (Business) Representative		Minority-Owned Business <input type="checkbox"/> Yes <input type="checkbox"/> No	
Title _____		Female-Owned Business <input type="checkbox"/> Yes <input type="checkbox"/> No	
Business _____		Urban <input type="checkbox"/> Suburban <input type="checkbox"/> Rural <input type="checkbox"/>	
Type of Business _____		Number of Employees _____	
18-Education Representative		19-VEC Representative	
Title <u>Regional Program Manager for Adult Education</u>		Title _____	
Institution <u>Eastern Shore Community College</u>			
Title II <input type="checkbox"/> Community College <input checked="" type="checkbox"/> CTE <input type="checkbox"/>			
20-Economic Development Representative		21-VDARS/VDBVI Representative	
Title _____		Title _____	
		22-DSS Representative	
		Title _____	
24-Nominator		23-Optional/ Other Representative	
I hereby recommend the above-named person for membership on the Local Workforce Development Board.		Title _____	
 6/21/22		Agency _____	
Signature _____ Date			
Printed/Typed Name & Title of Nominator PATRICK TOMPKINS		25-Action by Chief Elected Official	
Nominator Organization EASTERSHORE C.C.		Subject to certification required by Section 107 of the Workforce Innovation and Opportunity Act of 2014 and Policy 20-02 of the Virginia Board for Workforce Development, the person nominated herein has been duly appointed to the Local Workforce Development Board by the Chief Elected Officials.	
Phone <u>757-789-1789</u> FAX _____		Term of Appointment: From _____ To _____	
Email <u>P.TOMPKINS@HOTMAIL.COM</u>		Signature of Chief Elected Official _____ Date _____	

Proposed Revised PY22-23 Budget

Bay Consortium Workforce Development Board, Inc.

PY 2022-2023 Proposed Budget		
Revenue	Approved May 2022 PY22-23	Total Proposed PY22-23
WIOA Admin	\$ 122,333.87	\$ 171,395.30
WIOA Adult	\$ 437,259.08	\$ 683,819.28
WIOA Dislocated	\$ 394,559.44	\$ 519,233.17
WIOA Youth	\$ 514,136.31	\$ 791,990.88
Management Fee (One-Stop)	\$ 6,000.00	\$ 6,000.00
GOVA - Workforce Study		\$ -
Wagner Peysner Title III - Walkin		\$ -
Return to Earn		\$ -
NDWG		\$ -
VDSS SNAP E & T		\$ -
CAREER DWG	\$ 54,167.00	\$ 54,167.00
Locality Support	\$ 6,709.00	\$ 58,268.25
AJC Security	\$ 50,903.25	\$ 51,974.48
Total Revenue	\$ 1,586,067.95	\$ 2,336,848.36
Expenses	Approved PY20-21	Total Proposed PY22-23
Board		
Advertising	\$ 500.00	\$ 500.00
Audit	\$ 15,000.00	\$ 15,000.00
Dues/Publications	\$ 500.00	\$ 500.00
Employee Salaries	\$ 227,276.65	\$ 227,276.65
Employee Benefits	\$ 68,183.00	\$ 68,183.00
Employee Taxes	\$ 21,023.09	\$ 21,023.09
Equip. Purchase	\$ 1,500.00	\$ 1,500.00
Equip. Rental	\$ 4,000.00	\$ 4,000.00
Equip. Repair	\$ 750.00	\$ 750.00
Insurance	\$ 7,000.00	\$ 7,000.00
Office Rent	\$ 10,000.00	\$ 10,000.00
Office Supplies	\$ 2,000.00	\$ 2,000.00
Postage	\$ 500.00	\$ 500.00
Printing	\$ 500.00	\$ 500.00
Telephone/Communications/Webpage	\$ 7,500.00	\$ 7,500.00
Professional Fees/PT Staff	\$ 2,000.00	\$ 2,000.00
Professional Development	\$ 5,000.00	\$ 5,000.00
Staff Travel	\$ 15,500.00	\$ 15,500.00
Board/CLEO Travel	\$ 13,500.00	\$ 13,500.00
Board Total	\$ 402,232.74	\$ 402,232.74
Programs	Approved PY21-22	Total Proposed PY22-23
SUB AREA 16 Adult/Dislocated	\$ 219,623.23	\$ 474,555.21
SUB AREA 17 and 18 Adult/Dislocated*	\$ 189,156.02	\$ 267,842.14
SUB AREA 22 Adult/Dislocated	\$ 112,684.31	\$ 161,709.36
SUB AREA 16 YOUTH	\$ 59,609.09	\$ 206,040.09
SUB AREA 17 and 18 YOUTH*	\$ 83,386.74	\$ 123,264.82
SUB AREA 22 YOUTH	\$ 47,405.34	\$ 72,027.07
One-Stop Operator	\$ 50,000.00	\$ 50,000.00
Return to Earn	\$ -	\$ -
Business Services	\$ 97,105.00	\$ 108,427.50
Incumbent Worker Training	\$ 20,000.00	\$ 30,000.00
On-the-Job Training	\$ 10,000.00	\$ 30,000.00
Youth Outreach		\$ 93,642.50
Youth Initiative	\$ 150,000.00	\$ 150,000.00
GOVA - Workforce Study		\$ -
Wagner Peysner Title III - Walkin		\$ -
NDWG		\$ -
SNAP E&T		\$ -
AJC Security	\$ 50,903.25	\$ 51,974.48
CAREER DWG	\$ 54,167.00	\$ 54,167.00
Programs Total	\$ 1,144,039.98	\$ 1,873,650.18
Expense Total	\$ 1,546,272.72	\$ 2,275,882.91
Unobligated Reserve	\$ 39,795.23	\$ 60,965.45
Total	\$ 1,586,067.95	\$ 2,336,848.36
Date Board Approval		
Date CLEO Approval		

**Executive Committee Meeting
Draft Minutes
Wednesday, July 27, 2022
11:00 A.M.**

The Executive Committee met Wednesday, July 27, 2022 at the Northern Neck Planning District Commission.

Call to Order: Greg Moon called the meeting to order at 11:00 a.m.

Roll Call: Present in-person were Greg Moon, Marjorie Lampkin, and, Vanesa Livingstone. Josh Gemerek, LaMont Brown, Debbye Warf and Shawn Hildebrand joined virtually. Others present were Jackie Davis, and Steven Golas Bay WDB Staff. A quorum was present.

Approval of Minutes: A motion was made to approve the Executive Committee meeting minutes from the April 27, 2022 meeting. The motion was seconded and carried by a unanimous vote.

Public Input: There was no public input.

One-Stop Committee: Debbye Warf gave the Committee report. She informed the Committee that Jessica Weber, One-Stop Manager and JoAnn Murchison, Business Services Representative, provided reports the Committee. She also stated that Tracy Harrington provided an update on the operations of DARS and that VEC has been given approval to hire another person for the Virginia Career Works Northern Neck Center.

Performance & Accountability Committee: Vanesa Livingstone gave the Committee report. Steven Golas reviewed the performance reports. There was some discussion about the reports.

Labor Market Committee: Shawn Hildebrand gave the Committee report. He noted that the Committee recommends to the Executive Committee to approve Justice Academy, LLC as a Training Provider. There was a motion to send Justice Academy, LLC to the Board for its approval. The motion was seconded and carried by unanimous vote.

Board Development Committee: The Board Development Committee did not meet.

Youth Council: Marjorie Lampkin gave the committee report. She did inform the Committee that the Youth Council now has a Parent Representative.

Old Business: There was no old business.

New Business: Jackie Davis reviewed the proposed Revised PY 22-23 Budget. She informed the Committee that there was an increase in Adult and Youth funding, along with carryover funding. She recommended that an additional position be added to help with outreach for the Youth – specifically making connections with K-12, Career Exploration events, internships,

apprenticeship (work-based learning opportunities). She noted that each of the Community Colleges had high school navigators or career coaches, but the work of this position would complement their work. A motion was made to send the proposed budget to the Board for approval, which was seconded and approved, with Marjorie Lampkin abstaining. Jackie Davis discussed the Fraud Policy; this policy is a recommendation from Robinson Farmer and Cox (Audit). There was a motion to send this Policy to the Board for its approval. There was a second and carried by unanimous vote. Jackie Davis reviewed the Self-Sufficiency Policy – this is a policy that is updated yearly with the new income guidelines that helps to determine Priority of Service for WIOA participants. There was a motion to send this Policy to the Board for its approval. There was a second and carried by unanimous vote.

Jackie Davis provided the Committee with a new updated travel form for the Board and CLEO members. Jackie Davis also provided the Committee with a state of Profit and Loss from QuickBooks, which was another recommendation of the Auditor. There was a brief discussion about an Alternate and Proxy for Board members.

Executive Director Update: Jackie Davis informed the Executive Committee that Steven Golas has been accepted in to the United State Chamber of Commerce’s Talent Pipeline Management Course. Steven’s participation in this initiative will help us better assist our businesses in the area. Jackie Davis also provided an update on the Young Adult Career Adventure Camp that was held at the Randolph Macon Academy, hosted by SteamBridge. There were eight young adults who participated in the event, one from the Eastern Shore, six from the Northern Neck and Middle Peninsula and one from the Fredericksburg Region. We have heard good reports from the event, the young adults are learning some really interesting things and have had some great speakers. Jackie Davis informed the Executive Committee that Board staff is working on a GOVA grant that will help with developing and implementing talent pipelines across the area.

Other Items for Discussion: Jackie Davis reminded members of the August 3, 2022 Board meeting that will be held at the Warsaw Town Office at 11:00am with lunch being provided.

Public Input: There was no public input.

There being no further business, the meeting was adjourned at 11:55 p.m.

Respectfully submitted,

Jackie Davis

Fraud Policy

Policy Number: 22-01

Effective Date: August 3, 2022

Title: BCWDB Fraud, Program Abuse, and Criminal Misconduct Policy

PURPOSE

To establish expectations and procedures for reporting alleged, suspected, or known fraud, program abuse and criminal misconduct to the Bay Consortium Workforce Development Board (BCWDB) and the Department of Labor's (DOL) Office of Inspector General (OIG). 20 CFR 683.620 and TEGL 2-12 provide expectations and requirements for immediately reporting information and complaints involving criminal fraud, waste, abuse, or other criminal activity that must be reported to OIG.

REFERENCES

- [20 CFR 683.620](#) – How are complaints and reports of criminal fraud and abuse addressed under WIOA?
- [DOL TEGL 2-12](#) – ETA Grant Recipient Responsibilities for Reporting Instances of Suspected Fraud, Program Abuse and Criminal Conduct

POLICY

This policy establishes appropriate internal expectations or procedures for all subrecipients, including the BCWDB, to prevent and detect fraud, abuse, gross mismanagement or misuse of program funds and criminal activity and to follow the procedures set forth herein for documenting, immediately reporting, and following-up on instances of alleged, suspected or known fraud, program abuse and criminal misconduct involving recipients or subrecipients of federal funds under the Workforce Innovation and Opportunity Act (WIOA).

The [Incident Report \(IR\) form](#), Office of Inspector General (OIG) 1-156 is the official form to be used for reporting allegations of criminal and other illegal or improper activities in WIOA funded programs. When the OIG receives an IR, they determine whether the allegations have merit and, when appropriate, conduct or arrange for an investigation and/or audit. If the OIG determines that the case does not have investigative or audit merit, the case is referred back to ETA for resolution.

No action will be taken against any individual who discloses information concerning criminal or improper activities or makes a valid complaint to proper authorities. These individuals may remain anonymous. If an individual believes that his/her position will be compromised by

reporting information through the IR system, he/she may send the report directly to the OIG (see contact information below).

Reporting procedures do not supersede the responsibility for subrecipients, including WFC, to safeguard WIOA funds by taking prompt and appropriate corrective action when any evidence of a violation of WIOA or its implementing regulations is found. Whenever the entity reporting the

allegation of an incident believes that immediate action to prevent further financial loss or other damage is necessary, or recovery of funds or property may be impeded if immediate action is not taken, the reporting entity has the responsibility to take any action it deems appropriate, including contacting the local law enforcement agency. Any immediate action taken or planned by the reporting entity must be reported to ESD (see contact information below) when the incident report is submitted.

PROCEDURES

All incident reports, emergency or other, must be sent to BCWDB and the OIG using the contact information provided below. BCWDB and their subrecipients must use the [IR form](#) to immediately document and report suspicions, allegations or complaints involving:

- WIOA-related fraud,
- Misfeasance, nonfeasance or malfeasance,
- Misapplication of funds,
- Gross mismanagement,
- Employee/participant misconduct, or
- Other potential or suspected criminal actions.

Situations involving imminent health or safety concerns, or the imminent loss of funds exceeding \$50,000 are considered emergencies and must immediately be reported to BCWDB and the OIG. The BCWDB and its subrecipients must submit incident reports to the following entities:

<p>Bay Consortium Workforce Development Board (BCWDB) (Choose one method)</p> <ul style="list-style-type: none"> • Phone: 804-333-4048 • Mail: Executive Director Attention: WIOA Incident Reporting P.O. Box 1117 Warsaw, VA 22572 	<p><u>AND*</u></p>	<p>Office of Inspector General: (Choose one method)</p> <ul style="list-style-type: none"> • Hotline Online Complaint Form: https://www.oig.dol.gov/hotline.htm • FAX: (202) 693-7020 • Mail: Attention: Hotline Office of Inspector General U.S. Department of Labor 200 Constitution Avenue, N.W. Room S-5514 Washington, D.C., 20210 • Hotline for emergency situations: 1-800-347-3756 or 202-693-6999 <p><i>COPY:</i></p> <p>Employment and Training Administration (Choose one method)</p> <ul style="list-style-type: none"> • Attention: Regional Administrator US Department of Labor Employment and Training Administration 1835 Market Street Mailstop ETA/20 Philadelphia, PA 19103-2968 • Email: RO2-RA-PHL@dol.gov • Phone: 215-861-5202 • Fax: 215-861-5260
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Per requirements at 20 CFR 683.620 to copy Department of Labor Employment and Training Administration (DOLETA) on incident reports, ESD will forward any incident reports it receives to DOLETA on behalf of the reporting agency.

*If BCWDB is the subject of the incident report, the incident should only be reported to the OIG with a copy provided directly to DOLETA by the reporting entity.

DEFINITIONS

The definitions of employee/participant misconduct; fraud, misfeasance or malfeasance; gross mismanagement; and misapplication of funds included below were developed to provide guidance for the purpose of implementing TEGL 2-12. These definitions are illustrative and are not intended to be either

fully inclusive or restrictive.

Emergency - A situation involving imminent health or safety concerns or the imminent loss of funds exceeding \$50,000.

Employee/Participant Misconduct – BCWDB, subrecipient, partner, contractor, or participant actions occurring during or outside work hours that reflect negatively on BCWDB and/or the U.S. Department of Labor or its mission including, but not limited to: conflict of interest or the appearance of conflict of interest involving outside employment, business and professional activities; the receipt or giving of gifts, fees, entertainment, and favors; misuse of federal property; and/or misuse of official information and such other activities as might adversely affect the confidence of the public in the integrity of the government.

Fraud, Misfeasance, Nonfeasance or Malfeasance – Any alleged deliberate action which may be in violation of federal statutes and regulations. This category includes, but is not limited to: indications of bribery, forgery, extortion, embezzlement, theft of participant checks, kickbacks from participants or contractors, intentional payments to a contractor without the expectation of receiving services, payments to ghost enrollees, misuse of appropriated funds, and misrepresenting information in official reports.

Gross Mismanagement – Actions or situations arising out of management ineptitude or oversight and leading to a major violation of the legislative process, regulations, or contract/grant provisions. Such actions or situations have the potential to severely hamper accomplishment of program goals, waste government resources, and jeopardize future support for a particular project. This category includes, but is not limited to un-auditable records, unsupported costs, highly inaccurate fiscal reports or program reports, payroll discrepancies, payroll deductions not paid to the Internal Revenue Service (IRS), and lack of good internal control procedures.

Incident Report (IR) (OIG 1-156) – This is the form for reporting instances of fraud, misapplication of funds, gross mismanagement, and any other incidents of known or suspected criminal or other serious activities. The IR OIG 1-156 may also be used to provide interim and final reports.

Misapplication of Funds – Any alleged deliberate use of funds, assets or property not authorized or provided for by legislation or regulations, grants, or contracts. This category includes, but is not limited to: nepotism, political patronage, use of participants for political activity, ineligible enrollees, conflict of interest, failure to report income from federal funds, violation of contract/grant procedures, and the use of federal funds for other than specified purposes. An incident report should be filed when there appears to be an intent to misapply funds rather than merely for a case of minor mismanagement.

Subrecipient – An entity, that receives federal assistance passed through from a prime recipient or another subrecipient to carry out or administer a WIOA program. Distinguishing characteristics of a subrecipient include:

- Determining eligibility for assistance,
- Performance measured against meeting the objectives of the program
- Responsibility for programmatic decision making
- Responsibility for applicable program compliance requirements

Self-Sufficiency Policy

Policy Number: 15-01
Effective Date: July 1, 2019
Revised Date: July 1, 2022
Title: 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, 2023.

REFERENCES:

Federal Register, January 21, 2022 – *Federal Register* – 86 FR 7732, Department of Health and Human Services, Annual Update of the HHS Poverty Guidelines
Federal Register, April 9, 2022 – U.S. Department of Labor – Employment and Training Administration WIOA: Lower Living Standard Income Level
Virginia Workforce Letter (VWL) 22-01

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 Adult’s, 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 survivor’s 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 2022 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.

2022 Poverty Guidelines for the 48 Contiguous States and the District of Columbia

Size of Family Unit Poverty Guideline	
1	\$13,590
2	\$18,310
3	\$23,030
4	\$27,750
5	\$32,470
6	\$37,190
7	\$41,910
8	\$46,630

For family units with more than 8 members, add \$4,720 for each additional member.
Federal Register, January 21, 2022 – *Federal Register* – 86 FR 7732, Department of Health and Human Services, Annual Update of the HHS Poverty Guidelines

70% LOWER LIVING STANDARD INCOME LEVEL CHART (2022)

PY 2022 INCOME GUIDELINES		70% Lower Living Standard Income Level for WIOA Program Eligibility							
			Family Size						
WDB	County CD FIPS	Locality Name	1	2	3	4	5	6	Family Size Addition
Bay Consortium	001	Accomack County	13,590	18,310	23,030	27,997	33,039	38,638	5,599
Bay Consortium	033	Caroline County	13,590	18,310	23,349	28,826	34,021	39,790	5,768
Bay Consortium	057	Essex County	13,590	18,310	23,030	27,997	33,039	38,638	5,599
Bay Consortium	097	King and Queen County	13,590	18,310	23,349	28,826	34,021	39,790	5,768
Bay Consortium	099	King George County	13,590	18,310	23,030	27,997	33,039	38,638	5,599
Bay Consortium	101	King William County	13,590	18,310	23,349	28,826	34,021	39,790	5,768
Bay Consortium	103	Lancaster County	13,590	18,310	23,030	27,997	33,039	38,638	5,599
Bay Consortium	115	Mathews County	13,590	18,310	23,349	28,826	34,021	39,790	5,768
Bay Consortium	119	Middlesex County	13,590	18,310	23,030	27,997	33,039	38,638	5,599
Bay Consortium	131	Northampton County	13,590	18,310	23,030	27,997	33,039	38,638	5,599
Bay Consortium	133	Northumberland County	13,590	18,310	23,030	27,997	33,039	38,638	5,599
Bay Consortium	159	Richmond County	13,590	18,310	23,030	27,997	33,039	38,638	5,599
Bay Consortium	177	Spotsylvania County	13,590	21,099	28,961	35,749	42,191	49,343	7,151
Bay Consortium	179	Stafford County	13,590	21,099	28,961	35,749	42,191	49,343	7,151
Bay Consortium	193	Westmoreland County	13,590	18,310	23,030	27,997	33,039	38,638	5,599
Bay Consortium	630	Fredericksburg City	13,590	21,099	28,961	35,749	42,191	49,343	7,151
Bay Consortium	073	Gloucester County	13,590	18,310	23,349	28,826	34,021	39,790	5,768
Bay Consortium	127	New Kent County	13,590	18,310	23,349	28,826	34,021	39,790	5,768
Bay Consortium	137	Orange County	13,590	18,310	23,030	27,997	33,039	38,638	5,599
Bay Consortium	047	Culpeper County	13,590	18,310	23,030	27,997	33,039	38,638	5,599

200% LOWER LIVING STANDARD INCOME LEVEL CHART (2022)
Individuals EXCEEDING these amounts are deemed SELF SUFFICIENT

PY 2022 INCOME GUIDELINES	200% Lower Living Standard Income Level for Self-Sufficiency Determination								
			Family Size						
WDB	County CD FIPS	Locality Name	1	2	3	4	5	6	Family Size Addition
Bay Consortium	001	Accomack County	28,820	47,212	64,800	79,992	94,398	110,396	15,998
Bay Consortium	033	Caroline County	29,664	48,604	66,710	82,360	97,204	113,686	16,482
Bay Consortium	057	Essex County	28,820	47,212	64,800	79,992	94,398	110,396	15,998
Bay Consortium	097	King and Queen County	29,664	48,604	66,710	82,360	97,204	113,686	16,482
Bay Consortium	099	King George County	28,820	47,212	64,800	79,992	94,398	110,396	15,998
Bay Consortium	101	King William County	29,664	48,604	66,710	82,360	97,204	113,686	16,482
Bay Consortium	103	Lancaster County	28,820	47,212	64,800	79,992	94,398	110,396	15,998
Bay Consortium	115	Mathews County	29,664	48,604	66,710	82,360	97,204	113,686	16,482
Bay Consortium	119	Middlesex County	28,820	47,212	64,800	79,992	94,398	110,396	15,998
Bay Consortium	131	Northampton County	28,820	47,212	64,800	79,992	94,398	110,396	15,998
Bay Consortium	133	Northumberland County	28,820	47,212	64,800	79,992	94,398	110,396	15,998
Bay Consortium	159	Richmond County	28,820	47,212	64,800	79,992	94,398	110,396	15,998
Bay Consortium	177	Spotsylvania County	36,786	60,284	82,746	102,136	120,546	140,978	20,432
Bay Consortium	179	Stafford County	36,786	60,284	82,746	102,136	120,546	140,978	20,432
Bay Consortium	193	Westmoreland County	28,820	47,212	64,800	79,992	94,398	110,396	15,998
Bay Consortium	630	Fredericksburg City	36,786	60,284	82,746	102,136	120,546	140,978	20,432
Bay Consortium	073	Gloucester County	29,664	48,604	66,710	82,360	97,204	113,686	16,482
Bay Consortium	127	New Kent County	29,664	48,604	66,710	82,360	97,204	113,686	16,482
Bay Consortium	137	Orange County	28,820	47,212	64,800	79,992	94,398	110,396	15,998
Bay Consortium	047	Culpeper County	28,820	47,212	64,800	79,992	94,398	110,396	15,998

**One-Stop Committee Meeting
Draft Minutes
Tuesday, July 12, 2022
10:00 a.m.**

The One-Stop Committee met Tuesday, July 12, 2022 via Zoom.

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

Roll Call: Present were Debbye Warf, Tracy Harrington, and Hosey Burgess. Not present were Patrick Tompkins and Steve Cox. In addition, present was Jessica Weber, JoAnn Murchison, Kristina Allen, Steven Golas, and Jackie Davis.

Public Input: There was no public input.

Approval of Minutes: The notes from the April 12, 2022 meeting were accepted as presented.

New Business: The Debbye Warf and Tracy Harrington are the Chair and Vice Chair of the One-Stop Committee. The Committee had a brief discussion about the Chair and Vice Chair position. It was decided that Debbye Warf and Tracy Harrington would remain in their roles for another year.

Jackie Davis discussed with the Committee the difference between an Alternate and Proxy for the Board meeting.

Old Business: There was no old business.

One Stop Manager Update: Jessica Weber updated members on current activities at the Virginia Career Works Centers across the Bay Consortium Region. She noted that foot traffic was down which is typical for the summer. She also discussed about the strategic planning that was done for the Virginia Career Works Fredericksburg Center.

Business Services Update: JoAnn Murchison provided an update on the business services activities. She is still working on building relationships and understanding the region. She is also working on a GOVA Grant that will assist with building talent pipelines, relationships with K-12 and attracting talent to the region.

Other Items for Discussion: Jackie Davis stated that the next meeting is at the Warsaw Town Office on August 3, 2022 at 11:00am. Tracy Harrington gave an update on DARS operations. Debbye Warf gave an update of VEC operations.

There being no further business, the meeting was adjourned at 10:30 a.m.

Respectfully submitted,

Jackie Davis

Performance and Accountability Committee Meeting
Draft Notes
Tuesday, July 19, 2022
10:00 A.M.

The Performance and Accountability Committee met Tuesday, July 19, 2022 via Zoom.

Call to Order: Vanesa Livingstone called the committee meeting to order at 10 a.m.

Roll Call: Present were Gary Wilson, Beverly Davis, Steve Goodall, Jennifer Bowhey and Vanesa Livingstone. In addition, present were Jackie Davis, Steven Golas and Kristina Allen. A quorum was present.

Public Input: There was no public input.

Approval of Minutes: A motion was made to approve the minutes from the April 19, 2022 meeting, which was seconded and approved.

New Business: The VAWC was down, so there were no quarterly reports. The reports will be sent out next week. The Committee nominated Vanesa Livingstone for Chair and Jennifer Bowhey for Vice-Chair. There was a discussion about what an alternate and proxy for the Board meeting.

Old Business: There was no old business.

Other Items for Discussion: Jackie Davis noted that the next Board meeting would be August 3, 2022 at 11:00am in Warsaw with lunch being provided.

Respectfully submitted,
Jackie Davis

Performance Reports

Rappahannock Goodwill Industries WIOA Adult and Dislocated Worker													
	1st Quarter PY 21 7/1/21 - 9/30/21			2nd Quarter PY 21 10/1/21 - 12/31/21			3rd Quarter PY 21 1/1/22 - 3/31/22			4th Quarter PY 21 4/1/22 - 6/30/22			
Customer Summary Information													
Planned Number of Participants for PY	100			100			81			81			
Total Participants Served	36			45			53			74			
Percent of Planned	36%			45%			65%			91%			
New Clients Enrolled this Quarter	4			9			8			21			
WIOA Adult	26			33			41			62			
WIOA Dislocated Worker	10			12			12			12			
Follow Up Information													
Total Follow-Ups Required	37			36			42			43			
Total Follow-Ups Completed	37			36			42			43			
Total Follow-Up Not Completed	0			0			0			0			
Employment 2nd Quarter after Exit													
WIOA Adult Program - 82.6%	58.3%	7	# employed	33.3%	1	# employed	75.0%	3	# employed	75.0%	3	# employed	
		12	# exited		3	# exited		4	# exited		4	# exited	
WIOA Dislocated Worker Program - 85%	50.0%	3	# employed	100.0%	1	# employed	83.3%	5	# employed	100.0%	1	# employed	
		6	# exited		1	# exited		6	# exited		1	# exited	
Employment 4th Quarter after Exit													
WIOA Adult Program - 85%	77.8%	7	# employed	100.0%	3	# employed	83.3%	10	# employed	66.7%	2	# employed	
		9	# exited		3	# exited		12	# exited		3	# exited	
WIOA Dislocated Worker Program - 90%	40.0%	2	# employed	100.0%	6	# employed	50.0%	3	# employed	100.0%	1	# employed	
		5	# exited		6	# exited		6	# exited		1	# exited	
Median Earnings 2nd Quarter after Exit													
WIOA Adult Program	\$6,000.00	Not Available		\$6,000.00	Not Available		\$6,000.00	Not Available		\$6,000.00	Not Available		
WIOA Dislocated Worker Program	\$8,700.00	Not Available		\$8,700.00	Not Available		\$8,700.00	Not Available		\$8,700.00	Not Available		
Credential Attainment within Four Quarters after Exit													
WIOA Adult Program - 74%	77.8%	7	# credentialed	66.7%	2	# credentialed	83.3%	10	# credentialed	66.7%	2	# credentialed	
		9	# exited		3	# exited		12	# exited		3	# exited	
WIOA Dislocated Worker Program - 70%	60.0%	3	# credentialed	50.0%	3	# credentialed	66.7%	4	# credentialed	100.0%	1	# credentialed	
		5	# exited		6	# exited		6	# exited		1	# exited	
Measurable Skills Gain													
WIOA Adult Program - 70.2%	25.0%	6	# gained	58.1%	18	# gained	59.5%	22	# gained	55.7%	34	# gained	
		24	# exited		31	# exited		37	# exited		61	# exited	
WIOA Dislocated Worker Program - 69.8%	40.0%	4	# gained	58.3%	7	# gained	66.7%	8	# gained	66.7%	8	# gained	
		10	# exited		12	# exited		12	# exited		12	# exited	
66.70%	WIOA Adult Program	\$ 17,550.04	Training Expenditures	59.3%	\$ 49,135.96	Training Expenditures	64.5%	\$ 87,037.24	Training Expenditures	75.7%	\$211,685.65	Training Expenditures	
		\$ 30,506.76	Total Expenditures		\$ 82,810.73	Total Expenditures		\$134,932.15	Total Expenditures		\$279,465.62	Total Expenditures	
	WIOA Dislocated Worker Program	\$ -	Training Expenditures	12.8%	\$ 4,500.00	Training Expenditures	21.7%	\$ 10,074.71	Training Expenditures	21.9%	\$ 12,397.34	Training Expenditures	
		\$ 11,194.71	Total Expenditures		\$ 35,042.98	Total Expenditures		\$ 46,519.33	Total Expenditures		\$ 56,480.51	Total Expenditures	
Total Contract Expenditures													
86.20%	WIOA Adult Program	25.6%	\$ 30,998.86	Expenditures	69.6%	\$ 84,287.03	Expenditures	46.6%	\$137,182.60	Expenditures	84.9%	\$282,508.32	Expenditures
			\$121,056.20	Total Contract			\$121,056.20		Total Contract			\$294,387.75	Total Contract
WIOA Dislocated Worker Program	6.5%	\$ 11,936.57	Expenditures	20.4%	\$ 37,268.56	Expenditures	47.8%	\$ 50,191.38	Expenditures	93.0%	\$ 61,765.90	Expenditures	
			\$182,495.92		Total Contract			\$182,495.92	Total Contract			\$104,985.17	Total Contract

George Washington Planning District 16 Data	
	4th Quarter PY 21
Customer Summary Information	
Planned Number of Participants for PY	81
Total Participants Served	69
Percent of Planned	85%
Planning District 16 Total New Clients Enrolled this Quarter	21
WIOA Adult	59
WIOA Dislocated Worker	10
Spotsylvania County New Clients Enrolled this Quarter	11
WIOA Adult	30
WIOA Dislocated Worker	3
Stafford County New Clients Enrolled this Quarter	4
WIOA Adult	8
WIOA Dislocated Worker	4
Caroline County New Clients Enrolled this Quarter	1
WIOA Adult	6
WIOA Dislocated Worker	1
King George County New Clients Enrolled this Quarter	2
WIOA Adult	5
WIOA Dislocated Worker	1
City of Fredericksburg New Clients Enrolled this Quarter	3
WIOA Adult	10
WIOA Dislocated Worker	1

Rappahannock Community College WIOA Adult and Dislocated Worker

		1st Quarter PY 21 7/1/21 - 9/30/21		2nd Quarter PY 21 10/1/21 - 12/31/21		3rd Quarter PY 21 1/1/22 - 3/31/22		4th Quarter PY 21 4/1/22 - 6/30/22	
Customer Summary Information									
Planned Number of Participants for PY		63		63		63		63	
Total Participants Served		41		47		56		65	
Percent of Planned		65%		75%		89%		103%	
New Clients Enrolled this Quarter		11		6		9		9	
	WIOA Adult	40		46		55		64	
	WIOA Dislocated Worker	1		1		1		1	
Follow Up Information									
Total Follow-Ups Required		59		67		59		56	
Total Follow-Ups Completed		59		67		59		56	
Total Follow-Up Not Completed		0		0		0		0	
Employment 2nd Quarter after Exit									
	WIOA Adult Program - 82.6%	66.7%	6 # employed	76.5%	13 # employed	92.3%	12 # employed	89.5%	17 # employed
			9 # exited		17 # exited		13 # exited		19 # exited
	WIOA Dislocated Worker Program - 85%	100.0%	1 # employed	-	0 # employed	100.0%	1 # employed	-	0 # employed
			1 # exited		0 # exited		1 # exited		0 # exited
Employment 4th Quarter after Exit									
	WIOA Adult Program - 85%	90.0%	18 # employed	85.7%	6 # employed	77.8%	7 # employed	64.7%	11 # employed
			20 # exited		7 # exited		9 # exited		17 # exited
	WIOA Dislocated Worker Program - 90%	100.0%	3 # employed	-	0 # employed	100.0%	1 # employed	-	0 # employed
			3 # exited		0 # exited		1 # exited		0 # exited
Median Earnings 2nd Quarter after Exit									
	WIOA Adult Program	\$6,000.00	Not Available	\$6,000.00	Not Available	\$6,000.00	Not Available	\$6,000.00	Not Available
	WIOA Dislocated Worker Program	\$8,700.00	Not Available	\$8,700.00	Not Available	\$8,700.00	Not Available	\$8,700.00	Not Available
Credential Attainment within Four Quarters after Exit									
	WIOA Adult Program - 74%	95.0%	19 # credentialed	85.7%	6 # credentialed	100.0%	8 # credentialed	81.3%	13 # credentialed
			20 # exited		7 # exited		8 # exited		16 # exited
	WIOA Dislocated Worker Program - 70%	100.0%	3 # credentialed	-	0 # credentialed	-	0 # credentialed	-	0 # credentialed
			3 # exited		0 # exited		0 # exited		0 # exited
Measurable Skills Gain									
	WIOA Adult Program - 70.2%	34.4%	11 # gained	59.5%	25 # gained	66.0%	33 # gained	71.2%	42 # gained
			32 # exited		42 # exited		50 # exited		59 # exited
	WIOA Dislocated Worker Program - 69.8%	100.0%	1 # gained	100.0%	1 # gained	100.0%	1 # gained	100.0%	1 # gained
			1 # exited		1 # exited		1 # exited		1 # exited
40% Minimum Training Expenditure Requirement									
65.99%	WIOA Adult Program	59.0%	\$ 20,190.56 Training Expenditures	62.9%	\$ 39,912.56 Training Expenditures	68.6%	\$ 72,540.84 Training Expenditures	75.4%	\$145,798.78 Training Expenditures
			\$ 34,206.03 Total Expenditures		\$ 63,448.04 Total Expenditures		\$105,710.79 Total Expenditures		\$193,303.49 Total Expenditures
	WIOA Dislocated Worker Program	0.0%	\$ - Training Expenditures	0.0%	\$ - Training Expenditures	0.0%	\$ - Training Expenditures	0.0%	\$ - Training Expenditures
			\$ 14,440.73 Total Expenditures		\$ 24,070.24 Total Expenditures		\$ 25,844.33 Total Expenditures		\$ 27,622.84 Total Expenditures
Total Contract Expenditures									
83.96%	WIOA Adult Program	30.5%	\$ 34,667.91 Expenditures	57.1%	\$ 64,833.68 Expenditures	47.4%	\$107,789.25 Expenditures	86.2%	\$196,074.66 Expenditures
			\$113,618.12 Total Contract		\$113,618.12 Total Contract		\$227,521.13 Total Contract		\$227,521.13 Total Contract
	WIOA Dislocated Worker Program	12.8%	\$ 14,914.15 Expenditures	21.9%	\$ 25,490.50 Expenditures	66.1%	\$ 27,974.72 Expenditures	72.0%	\$ 30,463.30 Expenditures
			\$116,458.82 Total Contract		\$116,458.82 Total Contract		\$ 42,306.94 Total Contract		\$ 42,306.94 Total Contract

Northern Neck Planning District 17 Data

		4th Quarter PY 21
Customer Summary Information		
Planned Number of Participants for PY		34
Total Participants Served		30
Percent of Planned		88%
Planning District 17 Total New Clients Enrolled this Quarter		5
	WIOA Adult	30
	WIOA Dislocated Worker	0
Lancaster County New Clients Enrolled this Quarter		0
	WIOA Adult	5
	WIOA Dislocated Worker	0
Northumberland County New Clients Enrolled this Quarter		0
	WIOA Adult	6
	WIOA Dislocated Worker	0
Richmond County New Clients Enrolled this Quarter		1
	WIOA Adult	8
	WIOA Dislocated Worker	0
Westmoreland County New Clients Enrolled this Quarter		4
	WIOA Adult	11
	WIOA Dislocated Worker	0

Middle Peninsula Planning District 18 Data

		4th Quarter PY 21
Customer Summary Information		
Planned Number of Participants for PY		29
Total Participants Served		22
Percent of Planned		76%
Planning District 18 Total New Clients Enrolled this Quarter		4
	WIOA Adult	20
	WIOA Dislocated Worker	2
Essex County New Clients Enrolled this Quarter		1
	WIOA Adult	6
	WIOA Dislocated Worker	1
King and Queen County New Clients Enrolled this Quarter		0
	WIOA Adult	1
	WIOA Dislocated Worker	0
King William County New Clients Enrolled this Quarter		1
	WIOA Adult	2
	WIOA Dislocated Worker	0
Mathews County New Clients Enrolled this Quarter		0
	WIOA Adult	0
	WIOA Dislocated Worker	0
Middlesex County New Clients Enrolled this Quarter		2
	WIOA Adult	11
	WIOA Dislocated Worker	1

Eastern Shore Community College WIOA Adult and Dislocated Worker

		1st Quarter PY 21 7/1/21 - 9/30/21		2nd Quarter PY 21 10/1/21 - 12/31/21		3rd Quarter PY 21 1/1/22 - 3/31/22		4th Quarter PY 21 4/1/22 - 6/30/22	
Customer Summary Information									
Planned Number of Participants for PY		32		32		32		32	
Total Participants Served		24		27		33		39	
Percent of Planned		75%		84%		103%		122%	
New Clients Enrolled this Quarter		2		3		6		6	
	WIOA Adult	21		24		30		34	
	WIOA Dislocated Worker	3		3		3		5	
Follow Up Information									
Total Follow-Ups Required		28		24		27		21	
Total Follow-Ups Completed		28		24		27		21	
Total Follow-Up Not Completed		0		0		0		0	
Employment 2nd Quarter after Exit									
	WIOA Adult Program - 82.6%	100.0%	7 # employed	100.0%	3 # employed	83.3%	5 # employed	72.7%	8 # employed
			7 # exited		3 # exited		6 # exited		11 # exited
	WIOA Dislocated Worker Program - 85%	100.0%	1 # employed	-	0 # employed	-	0 # employed	-	0 # employed
			1 # exited		0 # exited		0 # exited		0 # exited
Employment 4th Quarter after Exit									
	WIOA Adult Program - 85%	80.0%	4 # employed	75.0%	3 # employed	100.0%	6 # employed	100.0%	3 # employed
			5 # exited		4 # exited		6 # exited		3 # exited
	WIOA Dislocated Worker Program - 90%	-	0 # employed	100.0%	1 # employed	100.0%	1 # employed	-	0 # employed
			0 # exited		1 # exited		1 # exited		0 # exited
Median Earnings 2nd Quarter after Exit									
	WIOA Adult Program	\$6,000.00	Not Available	\$6,000.00	Not Available	\$6,000.00	Not Available	\$6,000.00	Not Available
	WIOA Dislocated Worker Program	\$8,700.00	Not Available	\$8,700.00	Not Available	\$8,700.00	Not Available	\$8,700.00	Not Available
Credential Attainment within Four Quarters after Exit									
	WIOA Adult Program - 74%	20.0%	1 # credentialed	66.7%	2 # credentialed	60.0%	3 # credentialed	66.7%	2 # credentialed
			5 # exited		3 # exited		5 # exited		3 # exited
	WIOA Dislocated Worker Program - 70%	-	0 # credentialed	100.0%	1 # credentialed	100.0%	1 # credentialed	-	0 # credentialed
			0 # exited		1 # exited		1 # exited		0 # exited
Measurable Skills Gain									
	WIOA Adult Program - 70.2%	14.3%	3 # gained	52.2%	12 # gained	54.2%	13 # gained	47.1%	16 # gained
			21 # exited		23 # exited		24 # exited		34 # exited
	WIOA Dislocated Worker Program - 69.8%	0.0%	0 # gained	33.3%	1 # gained	33.3%	1 # gained	20.0%	1 # gained
			3 # exited		3 # exited		3 # exited		5 # exited
40% Minimum Training Expenditure Requirement									
54.71%	WIOA Adult Program	0.0%	\$ - Training Expenditures	50.3%	\$ 12,967.60 Training Expenditures	48.6%	\$ 22,001.13 Training Expenditures	60.0%	\$ 47,431.25 Training Expenditures
			\$ 7,352.26 Total Expenditures		\$ 25,768.57 Total Expenditures		\$ 45,288.91 Total Expenditures		\$ 78,989.57 Total Expenditures
	WIOA Dislocated Worker Program	0.0%	\$ - Training Expenditures	8.2%	\$ 1,754.00 Training Expenditures	33.1%	\$ 9,951.64 Training Expenditures	42.8%	\$ 15,196.79 Training Expenditures
			\$ 12,304.68 Total Expenditures		\$ 21,383.81 Total Expenditures		\$ 30,033.15 Total Expenditures		\$ 35,479.28 Total Expenditures
Total Contract Expenditures									
68.86%	WIOA Adult Program	11.0%	\$ 7,818.59 Expenditures	36.9%	\$ 26,635.57 Expenditures	42.8%	\$ 46,631.29 Expenditures	74.0%	\$ 80,748.23 Expenditures
			\$ 71,054.15 Total Contract		\$ 72,236.15 Total Contract		\$ 109,058.14 Total Contract		\$ 109,058.14 Total Contract
	WIOA Dislocated Worker Program	17.8%	\$ 12,770.93 Expenditures	31.0%	\$ 22,246.50 Expenditures	50.3%	\$ 31,407.24 Expenditures	59.8%	\$ 37,371.53 Expenditures
			\$ 71,688.96 Total Contract		\$ 71,688.96 Total Contract		\$ 62,482.50 Total Contract		\$ 62,482.50 Total Contract

Eastern Shore Planning District 22 Data	
	4th Quarter PY 21
Customer Summary Information	
Planned Number of Participants for PY	32
Total Participants Served	35
Percent of Planned	109%
Planning District 22 Total New Clients Enrolled this Quarter	4
WIOA Adult	32
WIOA Dislocated Worker	3
Accomack County New Clients Enrolled this Quarter	4
WIOA Adult	29
WIOA Dislocated Worker	1
Northampton County New Clients Enrolled this Quarter	0
WIOA Adult	3
WIOA Dislocated Worker	2

Rappahannock Goodwill Industries WIOA Youth																
	1st Quarter PY 21 7/1/21 - 9/30/21				2nd Quarter PY 21 10/1/21 - 12/31/21				3rd Quarter PY 21 1/1/22 - 3/31/22				4th Quarter PY 21 4/1/22 - 6/30/22			
Customer Summary Information																
Planned Number of Participants for PY	57				57				32				32			
Total Participants Served	10				11				11				12			
Percent of Planned	18%				19%				34%				38%			
New Clients Enrolled this Quarter	0				1				0				1			
WIOA Youth	10				11				11				12			
Follow Up Information																
Total Follow-Ups Required	25				25				20				14			
Total Follow-Ups Completed	25				25				20				14			
Total Follow-Up Not Completed	0				0				0				0			
Employment 2nd Quarter after Exit																
WIOA Youth - 77.3%	50.0%	1	# employed	100.0%	5	# employed	77.8%	7	# employed	77.8%	7	# employed				
		2	# exited		5	# exited		9	# exited		9	# exited				
Employment 4th Quarter after Exit																
WIOA Youth - 62.8%	66.7%	6	# employed	100.0%	7	# employed	100.0%	2	# employed	100.0%	5	# employed				
		9	# exited		7	# exited		2	# exited		5	# exited				
Credential Attainment within Four Quarters after Exit																
WIOA Youth - 70%	50.0%	1	# credentialed	66.7%	2	# credentialed	-	0	# credentialed	-	0	# credentialed				
		2	# exited		3	# exited		0	# exited		0	# exited				
Measurable Skills Gain																
WIOA Youth - 69.1%	0.0%	0	# gained	0.0%	0	# gained	11.1%	1	# gained	20.0%	2	# gained				
		7	# exited		9	# exited		9	# exited		10	# exited				
20% Work Experience Expenditure Requirement																
47.78%	WIOA Youth	38.1%	\$ 3,229.10	Training Expenditures	34.1%	\$ 10,422.70	Training Expenditures	36.4%	\$ 16,757.34	Training Expenditures	47.8%	\$ 29,998.90	Training Expenditures			
			\$ 8,470.82	Total Expenditures		\$ 30,567.14	Total Expenditures		\$ 46,033.67	Total Expenditures		\$ 62,782.34	Total Expenditures			
Total Contract Expenditures																
43.14%	WIOA Youth	8.2%	\$ 9,214.82	Expenditures	28.5%	\$ 31,995.14	Expenditures	31.6%	\$ 48,222.99	Expenditures	43.1%	\$ 65,771.66	Expenditures			
			\$ 112,211.73	Total Contract		\$112,211.73	Total Contract		\$152,455.36	Total Contract		\$152,455.36	Total Contract			

George Washington Planning District 16 Data	
	4th Quarter PY 21
Customer Summary Information	
Planned Number of Participants for PY	57
Total Participants Served	12
Percent of Planned	21%
Planning District 16 Total New Clients Enrolled this Quarter	1
WIOA Youth	11
Spotsylvania County New Clients Enrolled this Quarter	0
WIOA Youth	4
Stafford County New Clients Enrolled this Quarter	0
WIOA Youth	3
Caroline County New Clients Enrolled this Quarter	1
WIOA Youth	1
King George County New Clients Enrolled this Quarter	0
WIOA Youth	1
City of Fredericksburg New Clients Enrolled this Quarter	0
WIOA Youth	2

Rappahannock Community College																
	1st Quarter PY 21 7/1/21 - 9/30/21				2nd Quarter PY 21 10/1/21 - 12/31/21				3rd Quarter PY 21 1/1/22 - 3/31/22				4th Quarter PY 21 4/1/22 - 6/30/22			
Customer Summary Information																
Planned Number of Participants for PY	34				34				34				34			
Total Participants Served	15				15				15				17			
Percent of Planned	44%				44%				44%				50%			
New Clients Enrolled this Quarter	5				0				0				2			
WIOA Youth	15				15				15				17			
Follow Up Information																
Total Follow-Ups Required	31				34				12				11			
Total Follow-Ups Completed	31				34				12				11			
Total Follow-Up Not Completed	0				0				0				0			
Employment 2nd Quarter after Exit																
WIOA Youth - 77.3%	100.0%	2	# employed	54.2%	13	# employed	100.0%	1	# employed	75.0%	3	# employed				
		2	# exited		24	# exited		1	# exited		4	# exited				
Employment 4th Quarter after Exit																
WIOA Youth - 62.8%	100.0%	4	# employed	-	0	# employed	100.0%	2	# employed	66.7%	16	# employed				
		4	# exited		0	# exited		2	# exited		24	# exited				
Credential Attainment within Four Quarters after Exit																
WIOA Youth - 70%	75.0%	3	# credentialed	-	0	# credentialed	100.0%	2	# credentialed	68.4%	13	# credentialed				
		4	# exited		0	# exited		2	# exited		19	# exited				
Measurable Skills Gain																
WIOA Youth - 69.1%	50.0%	5	# gained	90.9%	10	# gained	90.9%	10	# gained	90.9%	10	# gained				
		10	# exited		11	# exited		11	# exited		11	# exited				
20% Work Experience Expenditure Requirement																
27.12%	WIOA Youth	33.6%	\$ 8,600.53	Training Expenditures	33.0%	\$ 10,052.94	Training Expenditures	28.8%	\$ 11,109.12	Training Expenditures	27.12%	\$ 11,647.42	Training Expenditures			
			\$ 25,619.40	Total Expenditures		\$ 30,481.72	Total Expenditures		\$ 38,575.13	Total Expenditures		\$ 42,940.48	Total Expenditures			
Total Contract Expenditures																
35.06%	WIOA Youth	25.7%	\$ 28,302.84	Expenditures	28.9%	\$ 31,823.50	Expenditures	31.2%	\$ 40,587.80	Expenditures	35.1%	\$ 45,623.92	Expenditures			
			\$ 110,021.16	Total Contract		\$110,021.16	Total Contract		\$130,125.98	Total Contract		\$130,125.98	Total Contract			

Northern Neck Planning District 17 Data	
	4th Quarter PY 21
Customer Summary Information	
Planned Number of Participants for PY	16
Total Participants Served	5
Percent of Planned	31%
Planning District 17 Total New Clients Enrolled this Quarter	0
WIOA Youth	5
Lancaster County New Clients Enrolled this Quarter	0
WIOA Youth	1
Northumberland County New Clients Enrolled this Quarter	0
WIOA Youth	1
Richmond County New Clients Enrolled this Quarter	0
WIOA Youth	1
Westmoreland County New Clients Enrolled this Quarter	0
WIOA Youth	2

Middle Peninsula Planning District 18 Data	
	4th Quarter PY 21
Customer Summary Information	
Planned Number of Participants for PY	18
Total Participants Served	9
Percent of Planned	50%
Planning District 18 Total New Clients Enrolled this Quarter	2
WIOA Youth	9
Essex County New Clients Enrolled this Quarter	1
WIOA Youth	2
King and Queen County New Clients Enrolled this Quarter	0
WIOA Youth	0
King William County New Clients Enrolled this Quarter	0
WIOA Youth	6
Mathews County New Clients Enrolled this Quarter	0
WIOA Youth	0
Middlesex County New Clients Enrolled this Quarter	1
WIOA Youth	1

Eastern Shore Community College														
	1st Quarter PY 21 7/1/21 - 9/30/21				2nd Quarter PY 21 10/1/21 - 12/31/21				3rd Quarter PY 21 1/1/22 - 3/31/22				4th Quarter PY 21 4/1/22 - 6/30/22	
Customer Summary Information														
Planned Number of Participants for PY	15				15				15				15	
Total Participants Served	6				6				9				11	
Percent of Planned	40%				40%				60%				73%	
New Clients Enrolled this Quarter	2				0				3				2	
WIOA Youth	6				6				9				11	
Follow Up Information														
Total Follow-Ups Required	5				4				6				6	
Total Follow-Ups Completed	5				4				6				6	
Total Follow-Up Not Completed	0				0				0				0	
Employment 2nd Quarter after Exit														
WIOA Youth - 77.3%	100.0%	1	# employed	100.0%	1	# employed	-	0	# employed	100.0%	3	# employed		
		1	# exited		1	# exited		0	# exited		3	# exited		
Employment 4th Quarter after Exit														
WIOA Youth - 62.8%	75.0%	3	# employed	83.3%	5	# employed	100.0%	1	# employed	100.0%	1	# employed		
		4	# exited		6	# exited		1	# exited		1	# exited		
Credential Attainment within Four Quarters after Exit														
WIOA Youth - 70%	0.0%	0	# credentialed	60.0%	3	# credentialed	100.0%	1	# credentialed	100.0%	1	# credentialed		
		2	# exited		5	# exited		1	# exited		1	# exited		
Measurable Skills Gain														
WIOA Youth - 69.1%	0.0%	0	# gained	16.7%	1	# gained	11.1%	1	# gained	18.2%	2	# gained		
		6	# exited		6	# exited		9	# exited		11	# exited		
20% Work Experience Expenditure Requirement														
28.23%	WIOA Youth	40.0%	\$ 6,102.98	Training Expenditures	34.7%	\$ 9,974.63	Training Expenditures	33.6%	\$ 11,334.24	Training Expenditures	28.2%	\$ 12,683.58	Training Expenditures	
			\$ 15,257.45	Total Expenditures		\$ 28,753.61	Total Expenditures		\$ 33,717.67	Total Expenditures		\$ 44,934.58	Total Expenditures	
Total Contract Expenditure Requirement														
50.35%	WIOA Youth	21.5%	\$ 15,747.59	Training Expenditures	40.5%	\$ 29,668.88	Training Expenditures	37.8%	\$ 35,123.24	Training Expenditures	50.3%	\$ 46,755.38	Training Expenditures	
			\$ 73,247.71	Total Expenditures		\$ 73,247.71	Total Expenditures		\$ 92,860.75	Total Expenditures		\$ 92,860.75	Total Expenditures	

Eastern Shore Planning District 22 Data	
	4th Quarter PY 21
Customer Summary Information	
Planned Number of Participants for PY	15
Total Participants Served	13
Percent of Planned	87%
Planning District 22 Total New Clients Enrolled this Quarter	4
WIOA Youth	13
Accomack County New Clients Enrolled this Quarter	4
WIOA Youth	12
Northampton County New Clients Enrolled this Quarter	0
WIOA Youth	1

4th Quarter PY 2021				
	Negotiated Level	Actual	% of Negotiated Level	Status
Adult Measures				
Employment 2nd Quarter after Exit	82.6	85.3	103%	E
Employment 4th Quarter after Exit	85.0	69.6	82%	FTM
Median Earnings 2nd Quarter after Exit	\$6,000.00	NA	-	NA
Credential Attainment within 4 Quarters after Exit	74.0	77.3	104%	E
Measurable Skills Gain	70.2	59.7	85%	
Dislocated Workers Measures				
Employment 2nd Quarter after Exit	85.0	100.0	118%	E
Employment 4th Quarter after Exit	85.0	100.0	118%	E
Median Earnings 2nd Quarter after Exit	\$8,700.00	NA	-	NA
Credential Attainment within 4 Quarters after Exit	70.0	100.0	143%	E
Measurable Skills Gain	69.8	55.6	80%	
Youth Measures				
Employment 2nd Quarter after Exit	77.3	81.3	105%	E
Employment 4th Quarter after Exit	62.8	73.3	117%	E
Credential Attainment within 4 Quarters after Exit	70.0	70.0	100%	E
Measurable Skills Gain	69.1	43.8	63%	

BCWDB Performance Measure Definitions

Section 116 of the Workforce Innovation and Opportunity Act (WIOA) specifies the core metrics that the Local Workforce Development Boards (LWDB) and the state will be measured against. The following Indicators of Performance are part of the performance accountability system under WIOA:

Employment 2nd Quarter after Exit

The percentage of program participants who are in unsubsidized employment during the 2nd quarter after exit from the program.

(Adult and Dislocated Workers)

Participants in education, or training or employment in the 2nd quarter after exit. **(Youth)**

Employment 4th Quarter after Exit

The percentage of program participants who are in unsubsidized employment during the fourth quarter after exit from the program.

(Adult and Dislocated Workers)

Participants in education, or training or employment in the 4th quarter after exit. **(Youth)**

Median Earnings 2nd Quarter after Exit

The median earnings of program participants who are in unsubsidized employment in the second quarter after exit from the program. **(Adult, Dislocated Workers, Youth)**

Credential Attainment within Four Quarters after Exit

The percentage of program participants who attain a recognized postsecondary credential, or a secondary school diploma or its recognized equivalent, during program participation or within 1 year after exit from the program. **(Adult, Dislocated Workers, Youth)**

Measurable Skills Gain

The percentage of program participants who, during a program year, are in an education or training program that leads to a recognized postsecondary credential or employment and who are achieving measurable skill gains toward a credential or employment. **(Adult, Dislocated Worker, Youth)**

Success Stories

Rappahannock Goodwill Industries Success Story – George Washington

In 2021, during the Covid-19 Pandemic, JJ was working as a Personal Care Attendant caring for her grandmother, while also caring for and supervising her children's virtual learning. JJ also supported her husband while he was working full-time and participating in the WIOA program attended CDL training. In spite of their best efforts, they struggled to make ends meet. After her husband secured his CDL license and a new job as a CDL driver, JJ said she was ready to enroll in the WIOA program. JJ wanted to obtain additional healthcare related credentials and secure a full-time position in the healthcare industry. JJ went on to complete the CNA and Medication Aid trainings in under 2 months and earned credentials in both of these areas. Afterwards, JJ obtained full time employment as a CNA and Medication Aid Attendant at Mary Washington Healthcare. The WIOA program has supported JJ and her family to achieve sustainable earnings towards self-sufficiency.

Rappahannock Community College Success Story - Northern Neck

T. came to RCC in the fall of 2020. She had worked at various jobs and decided she wanted to enroll in nurse aide training. She applied to WIOA and was determined eligible as an adult. Attending training sessions in the middle of a pandemic was very challenging, to say the least. Eventually, she completed her training and passed her exam in July 2021. After that, T. continued with training in the medication aide program. She earned her medication aide license in June 2022. T. has been a joy to work with. She is employed at a group home with individuals that are mentally challenged. She always expresses appreciation for what we have done for her.

Rappahannock Community College Success Story – Middle Peninsula

25-year-old K. came to RCC in September 2021. He had spent his earlier years in foster care and was convicted of armed robbery at the age of 17. K. was determined to turn his life around. He applied to WIOA and was determined eligible as an adult. He was enrolled in CDL training. He passed his RCC training and then his exam. He earned his CDL license on 12/22/21 and started a new job on 1/3/22. K. is doing great! He always expresses thanks for our assistance.

Eastern Shore Community College Success Stories – Eastern Shore

Story #1

AA is an adult participant who entered the program after being honorably discharged from the US Marine Corps with a medical discharge before completing basic training. AA had no idea what was available to her, but she wanted to complete the training as an emergency medical technician for which she joined the military. After assessing and assisting AA in researching the profession of her choice, she was able to locate a training site that offered all the specific modules she desired to meet her goal of working as an emergency medical technician.

AA enrolled in training, attended classes regularly, completed the training, and passed the state and national certification exams with high scores. AA started her job search even before completing the training and was impressed with two employers and applied. AA was hired by one of those employers

and had to meet that company's paid EMT training. It was mandatory that she learn and incorporate specific company best practices, and she passed that exam as well. She is no longer on probation and is employed full-time in Richmond for a private organization as a full-time EMT, and she is elated!

Story #2

CC was a dislocated worker who lost his job several years ago. He had a wife and two elementary-aged sons to support, but he wanted to fulfill his dream of becoming a barber. After praying and talking to his wife, T, she supported his decision, and they took the leap of faith together. He enrolled in barber training and started cutting hair in their kitchen after completion. After a few weeks, his wife could not take it anymore and insisted that he find someplace else to cut hair. He decided to rent a shed that his pastor used as his barbershop years prior. He soon outgrew that space and began looking to rent a larger building, but that did not work out. Today he is in a building large enough to accommodate his growing clientele, and he has space for other barbers and stylists to come to do what they do. CC cuts the hair of all textures, at all ages, and for all genders. He can design your cut for you, or he can cut your hair according to your specifications. CC cuts afros, fades, low-cuts, high-tops, beards, mustaches, dreads, and eyebrows. You name it, and he can help you out; even if you need a little fill-in.

We celebrate CC because he is the exact model for the program. He completed training, earned his license, went to work using the training he learned and has now opened his own business. Known as "Big C da Barber", CC says, "I can get you right with a fresh cut today." If you're in Cheriton and need a fresh cut, stop by Kingdom Kutz and ask for Big C da Barber. He will get you right! CC takes walk-ins, but to save yourself waiting time, download "theCut" app to schedule your appointment. Prices are affordable, and customer service is always a priority at Kingdom Kutz! [Kingdom Kutz | Facebook](#)

Rappahannock Goodwill Industries Youth Success Story – George Washington

STAR entered the WIOA Youth program with multiple barriers, including language, disability, and no previous work experience. STAR worked closely with WIOA staff to create a plan to build upon her soft skills, work readiness, and leadership development. She completed financial literacy trainings which helped to increase her skills and confidence to better manage the money she earns through employment. STAR is also working with the Rappahannock Area Regional Adult Education (RARAE) program to develop her skills needed to obtain a GED.

STAR independently initiated scheduling interviews and securing employment at Walmart and at the Dollar Tree for the Associate/Cashier positions. STAR learned about various tasks such as stocking products and operating a cash register. STAR developed customer service skills with the public as well as with her teammates. She also learned about various management styles. STAR learned many things through these work experiences. Most importantly, she learned what type of position would be a better fit for her. STAR then applied and secured employment at Walmart for a stocking position. This position offers a more supportive team approach each shift. STAR is happy and thriving in this new Stocking position at Walmart.

Rappahannock Community College Youth Success Story – Northern Neck

SS came to the WIOA program with a strong passion for helping and the goal of becoming a Certified Nurse Aide (CNA) working in a Nursing Home. She enrolled in the CNA program and faithfully attended classes but struggled with the final exam and was not able to become certified. After much discussion with her case manager, SS decided to take the Personal Care Aide (PCA) program. She passed that class and exam with flying colors! She has since become employed with a local nursing home facility and has won the most valuable employee award. SS plans to capitalize on the experience she is gaining working at the nursing home and pursue the CNA again after about a year of working.

Rappahannock Community College Youth Success Story – Middle Peninsula

DK, from King William County, was homeless and unemployed when referred to us. He has been staying with a friend or family member in various locations. His parents are not actively involved in his life and do not live nearby. After working with his case manager on career exploration and goal setting, he chose welding as his career goal. He has excelled every step of the way overcoming significant barriers as he earned multiple credentials. He was co-enrolled in RCC's Power UP program to increase access to needed supports. He participated in a work experience and has now gained employment. As he prepares for his final welding class, he is on his way to earning the highest 6G certification. He referred another student to the program and they are looking at possible permanent housing options they could share as roommates. His confidence has grown exponentially and he now believes his future is bright. Once he completes, he plans to pursue employment at Newport News Shipbuilding.

Eastern Shore Community College Youth Success Stories – Eastern Shore

AA graduated with a bachelor's degree in exercise science from the University of Maryland Eastern Shore in 2021. She has since enrolled in the master's degree program to earn a degree in rehabilitation counseling. In 2025, AA's goal is to enroll in the physical therapy doctorate program to become a physical therapist.

After completing her DPT, she plans to open her own business where she will cater to college and professional athletes. AA understands that those who sustain an injury heal physically but still suffer from the fear of re-injuring themselves, preventing them from competing at their maximum level. Her ultimate goal is to serve the athlete physically and emotionally. She will hire a licensed dietician to address her client's nutritional needs when her plan materializes. With this three-prong strategy, AA will be a one-stop shop for her client-athletes.

AA's goals are high, and we are cheering her on every step of the way!

**Labor Market Committee Meeting
Draft Meeting Minutes
Wednesday, July 6, 2022
11:00 a.m.**

The Labor Market Committee met Wednesday, July 6, 2022 via Zoom.

Call to Order: Jackie Davis called the Labor Market meeting to order at 11:00 a.m.

Roll Call: Present was Shawn Hildebrand, Nick Minor, Felicia Ainsa, and Ian Ginger. Not present was Melvin Carter and David Mann. In addition, also present was Jackie Davis, Kristina Allen, and Steven Golas. A quorum was present.

Approval of Minutes: The minutes from the April 6, 2022 meeting were reviewed. The meeting notes were accepted as presented.

Public Input: There was no public input.

New Business: Jackie Davis and Steven Golas reviewed the Justice Academy application for inclusion on the Eligible Training Provider List (ETPL) with the Committee. There was some discussion from the Committee about the various course offerings. A recommendation was made by the Labor Market Committee to approve the Justice Academy for inclusion on the ETPL. There was no further discussion. The floor was open for nomination for a Chair and Vice Chair for the Committee. Slate of Officers selected are: Shawn Hildebrand, Chair and Nick Minor, Vice Chair. The Committee agreed on the Slate of Officers for the Committee.

Old Business: There was no old business.

Other Topics: Jackie Davis announced that the next Board meeting will be held in Warsaw at the Town Office at 11:00 a.m.

There being no further business, the meeting was adjourned at 11:20 a.m.

Respectfully submitted,

Jackie Davis

**Youth Council
Draft Minutes
Monday, July 18, 2022
10:00 a.m.**

The Youth Council met Monday, July 18, 2022, via Zoom.

Call to Order: David Ferguson called the Youth Council Meeting to order at 10 a.m.

Roll Call: Present were David Ferguson, Chris Giles, Tina Taylor, and Hope Mothershead. Not present were Marjorie Lampkin, Roger Gross, and Hutt Williams. In addition, present were Jackie Davis, Kristina Allen, and Steven Golas.

Approval of Minutes: A motion was made to approve the minutes from the April 25, 2022 meeting, which was seconded and approved.

Public Input: There was no public input.

New Business: The VAWC has been so there were no reports to review. The reports will be sent out next week. The Council agreed that Marjorie Lampkin will serve as the Chair and David Ferguson will serve as the Vice-Chair. There was a discussion about the Workforce Board hiring another position that would act as the Liaison between K-12, employers and post-secondary education. The Council is in favor of this as it is much needed. It was noted that the Council now has a parent representative.

Old Business: There were no topics for discussion.

Other Topics: Jackie Davis informed the Council that there were 20 young adults to participate in the Youth Initiative. Also, the GoVA grant was discussed with the Council

There being no further business, the meeting was adjourned at 10:13 a.m.

Respectfully submitted,

Jackie Davis