



Bay Consortium Workforce Development Board, Inc.

Wednesday, February 3, 2021

11:00 am

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Draft Agenda

Bay Consortium Workforce Development Board/Chief Local Elected Officials Board
Joint Meeting
Wednesday, February 3, 2021
11 a.m.

- I. Call to order
- II. Welcome and Introductions
- III. Roll Call
- IV. Approval of Minutes
 - A. November 4, 2020 – BCWDB
 - B. November 13, 2020 - CLEO
- V. Public Comment
- VI. CLEO Action Items
 - A. New Appointments to the Bay WDB
 - B. Committee Assignments Discussion
- VII. Joint Action Items
 - A. New Business
 - i. PY 20-21 Budget
 - ii. RFP Proposals*
 - iii. Local Plan
- VIII. Executive Committee Report
 - A. Lease
 - B. Strategic Plan
 - C. Board Manual
- IX. One-Stop Committee Report
- X. P&A Committee Reports
 - A. Quarterly Reports
 - B. Corrective Action Plans
- XI. Labor Market Committee Report
 - A. Eligible Training Provider – Cyber Bytes
- XII. Board Development Committee Report
- XIII. Youth Council Report
- XIV. Old Business
- XV. New Business
- XVI. Executive Director’s Update
- XVII. Public Comment
- XVIII. Adjournment

*Closed Session, if desired by Committee, per: Code of Virginia 2.2-3711:

Section 29. Discussion of the award of a public contract involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body.

Draft Board Minutes
Bay Consortium Workforce Development Board, Inc.
Wednesday, November 4, 2020
Zoom
11:00 a.m.

The Bay Consortium Workforce Development Board, Inc. met Wednesday, November 4, 2020 via Zoom.

Call to Order: Dennis Parsons, Chairman, called the meeting to order at 11:00 a.m. He also read the following statement:

Virginia law requires and authorizes regional bodies such as the Bay Consortium Workforce Development Board to conduct their meetings during a public disaster or emergency in manners which are consistent with providing continuity of government and operations in a safe and healthy manner, with the public safety, health and welfare in mind for all attendees/interested parties, in compliance with open government requirements.

The electronic convening of the Workforce Board's Board Meeting today has been determined necessary in order to continue the necessary business of the organization. We believe the matters included on the agenda address important/essential matters of continuing the work of Workforce Board and therefore it is appropriate to convene during this time.

Therefore, we have determined the appropriateness and eligibility to conduct today's meeting of the Board Meeting electronically pursuant to the provisions of Virginia Code § 2.2-3708.2 and related legislation approved by the General Assembly of Virginia, and in light of the Governor's March 12, 2020 State of Emergency Declaration for COVID-19.

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

Meg Bohmke, Stafford County Board of Supervisors
Nikole Cox, Department of Social Services
Jean Fraysse, Agreements-By-You
Steve Goodall, WestRock
Tracy Harrington, Department for Aging and Rehabilitative Services
Ken Knull, Yankee Point Marina
Marjorie Lampkin, Rappahannock Community College
Vanessa Livingstone, Department of Social Services
David Mann, Mann Printing
Rebecca Mann, Rappahannock Goodwill Industries
Martha O'Keefe, Germanna Community College
Danielle Robinson, Middle Peninsula Adult Education
Patrick Tompkins, Eastern Shore Community College

The following members were represented by an alternate or proxy:

Deborah Warf, Virginia Employment Commission, proxy given to Tracy Harrington

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

Louis Belcher, Middlesex County
Melvin Carter, United Auto Workers Local 2123
Josh Gemerek, Bay Aging
Bridgett Landess, Union First Market Bank
Bill Leyden, Elevator Constructors Local 52
Greg Moon, Carry-On Trailer
Jason Perry, Rappahannock Community College
Kelvin Pettit, Accomack-Northampton Electric Co-Op
Percy Pollard, Pollard Consulting Services
Leigh Ramos, Haskins Bayside Super Service Center, Inc.
Chantel Roane, Haynesville Correctional Center

A quorum was present.

Others present were: Sherry Davis, Megan Bergen, John Priest, Jackie Davis, Steven Golas, and Katlyn Moss.

Approval of Minutes: A motion was made to approve the June 3, 2020 minutes. The motion was seconded and carried by a unanimous vote.

Public Comment: There was no public comment.

Executive Committee: Dennis Parsons gave the committee update. He reviewed the PY 2020-2021 Proposed Budget with members. He noted the addition of funding for the GoVA Workforce Study and the Wagner-Peyser Title III – Walkin. The Wagner-Peyser Title III – Walkin funding is for the addition of the part time Center Guide position for the Virginia Career Works Fredericksburg Center. Jackie Davis stated that the State wanted a new Local Plan from the BCWDB by Spring 2021. They had allocated funds for a new Strategic Plan to be completed. Dennis Parsons noted that Northern Virginia had procured Lori Strumpf and the BCWDB had used the same procurement. A motion from the Executive Committee to approve the PY 2020-2021 Proposed Budget was presented, which was seconded and approved. Dennis Parsons gave an update on the Fredericksburg lease. He noted that he had received a last minute proposal and wanted to take the proper amount of time to review it. He mentioned that there would most likely be a special Board meeting held to approve the lease as a decision was needed before the current lease end of May 1, 2021. Steven Golas reviewed the Measurable Skills Gain Policy with members, stating that it was a new policy from the State regarding the Measurable Skills Gain in the Quarterly Reports. A motion from the Executive Committee to approve the Measurable Skills Gain Policy was presented, which was seconded and approved, with Patrick Tompkins and Danielle Robinson abstaining. Dennis Parsons discussed the committees put together to work on the Strategic Plan. Northern Virginia had procured Lori Strumpf and the BCWDB had used the same procurement. Jackie Davis presented members with A+ Commercial Driving School for the Eligible Training Provider List as a new provider. A motion was made to approve A+

Commercial Driving School for the Eligible Training Provider List, which was seconded and approved. Jackie Davis let members know that MAB Institute had also reached out to enroll on the Eligible Training Provider List, but she was reaching out to their local workforce area to enroll them. Jackie Davis reviewed the Request for Proposals (RFPs) with members, noting that the plan was to release the RFPs earlier to ease the transition if a change in providers occurs. Members agreed with raising the funding to \$45,000 for the One Stop Manager with coverage for the entire Bay Consortium Workforce Development Area. A motion was brought from the Executive Committee to approve the Request for Proposals, which was approved with Marjorie Lampkin, Rebecca Mann, and Patrick Tompkins abstaining.

One Stop Committee: Tracy Harrington gave the committee update. She reviewed the Bay Consortium Workforce Development Area System Administrator Role and Responsibilities Policy and the Case Management, Case Notes, and IEP/ISS Update and Review Policy with members. A motion from the One Stop Committee to approve the Bay Consortium Workforce Development Area System Administrator Role and Responsibilities Policy was presented, which was seconded and approved. A motion from the Executive Committee to approve the Case Management, Case Notes, and IEP/ISS Update and Review Policy was presented, which was seconded and approved.

Labor Market Committee: Jean Fraysse gave the committee update. She reviewed the Incumbent Worker Policy with members. A motion from the Labor Market Committee to approve the Incumbent Worker Policy was presented, which was seconded and approved.

Performance and Accountability: Steve Goodall gave the committee report. He stated that Eastern Shore Community College was not meeting their 40% Minimum Training Expenditure Requirement and that Rappahannock Community College had not enrolled any new Youth clients on the Middle Peninsula this quarter, as well as not currently serving any clients from King and Queen County, King William County, Mathews County, and Middlesex County. Steven Golas reviewed the Corrective Action Plans submitted with members. Steven Golas also reviewed the new items in the Quarterly Reports with members.

Board Development: Jackie Davis gave the committee update. She noted that they had reviewed the Strategic Priorities and discussed Board membership.

Youth Council: Jackie Davis gave the committee update. She reviewed the Youth Incentive Policy with members. A motion from the Youth Council to approve the Youth Incentive Policy was presented, which was seconded and approved.

Old Business: There was no old business.

New Business: There was no new business.

Executive Director's Update: Jackie Davis let members know that the Re-Employ Virginians (REV) training was currently taking places at community colleges for the next six weeks.

Other Items for Discussion: There were no other items from discussion.

Public Comment: Meg Bohmke abstained from the approval of the August Board meeting minutes. Steve Golas mentioned that a Youth Success Story from SkillSource would possibly be in the State's Annual Report.

There being no further business, Dennis Parsons called the meeting to end at 12:05 P.M.

Respectfully submitted,
Katlyn Moss

**Consortium of Locally Elected Officials (CLEO)
Draft Minutes
Friday, November 13, 2020
Zoom
1:00 P.M.**

The CLEO met Friday, November 13, 2020 via Zoom.

Call to Order: Morgan Quicke called the meeting to order at 1:00 p.m. He also read the following statement:

Virginia law requires and authorizes regional bodies such as the Bay Consortium Workforce Development Board to conduct their meetings during a public disaster or emergency in manners which are consistent with providing continuity of government and operations in a safe and healthy manner, with the public safety, health and welfare in mind for all attendees/interested parties, in compliance with open government requirements.

The electronic convening of the Workforce Board's Executive Committee today has been determined necessary in order to continue the necessary business of the organization. We believe the matters included on the agenda address important/essential matters of continuing the work of Workforce Board and therefore it is appropriate to convene during this time.

Therefore, we have determined the appropriateness and eligibility to conduct today's meeting of the Executive Committee electronically pursuant to the provisions of Virginia Code § 2.2-3708.2 and related legislation approved by the General Assembly of Virginia, and in light of the Governor's March 12, 2020 State of Emergency Declaration for COVID-19.

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

Angela Freeman	City of Fredericksburg
Richard Granger	King George County
Jim Burns	King and Queen County
John Priest	Mathews County
Michelle Brown	Middlesex County
Luttrell Tadlock	Northumberland County
Morgan Quicke	Richmond County
Meg Bohmke	Stafford County
A quorum was present.	

Others present were: Jackie Davis, Steven Golas, and Katlyn Moss.

Public Comment: There was no public comment.

Old Business: There was no old business.

New Business: Jackie Davis reviewed the PY 2020-2021 Proposed Budget with members. She noted the addition of funding for the GoVA Workforce Study and the Wagner-Peyser Title III –

Walkin. The Wagner-Peyser Title III – Walkin funding is for the addition of the part time Center Guide position for the Virginia Career Works Fredericksburg Center. Jackie Davis stated that the State wanted a new Local Plan from the BCWDB by Spring 2021. They had allocated funds for a new Strategic Plan to be completed. She noted that Northern Virginia had procured Lori Strumpf and the BCWDB had used the same procurement. Angela Freeman asked if the GoVA Workforce Study had been completed in all regions and Jim Burns asked who was in charge of the study. Jackie Davis stated that the Northern Neck Planning District was had sent out a Request for Services and secured the researcher. A motion was made to approve the PY 2020-2021 Proposed Budget was presented, which was seconded and approved. Morgan Quicke discussed Melvin Carter, a member up for reappointment for the Bay WDB. A motion was made to approve Melvin Carter, which was seconded and approved. Morgan Quicke discussed Tracy Harrington, a member up for reappointment for the Bay WDB. A motion was made to approve Tracy Harrington, which was seconded and approved. Morgan Quicke discussed Robin Harry, a new business member up for appointment for the Bay WDB. A motion was made to approve Robin Harry, which was seconded and approved. Morgan Quicke discussed Gary Wilson, a new economic development member up for appointment for the Bay WDB. A motion was made to approve Gary Wilson, which was seconded and approved. Jackie Davis reviewed expiring Board membership and attendance with members. She noted the specific need for members who represented businesses as well regularly attend meetings. She also reviewed proxies and alternates with members. Jackie Davis reviewed the Quarterly Reports with members. She stated that Eastern Shore Community College was not meeting their 40% Minimum Training Expenditure Requirement and that Rappahannock Community College had not enrolled any new Youth clients on the Middle Peninsula this quarter, as well as not currently serving any clients from King and Queen County, King William County, Mathews County, and Middlesex County. Steven Golas reviewed the Corrective Action Plans submitted with members. Steven Golas also reviewed the new items in the Quarterly Reports with members. Jackie Davis asked for participants for the Local Plan focus groups. Morgan Quicke requested a list of participants. Jackie Davis reviewed the changes the Board made to the One Stop Operator RFP, that encompassed the entire area for consistency, as well as raising the funding from \$10,000 to \$45,000. Jim Burns asked about one person covering such a large area, Jackie Davis stated that there were other areas of similar size that had a single One Stop Operator. A motion was made to approve the One Stop Operator RFP, which was seconded and approved.

Liaison Report: John Priest stated that everything that was covered at the Board meeting had been discussed under New Business.

Other Topics for Discussions: Jackie Davis asked for RFP review volunteers. She suggested changing the meeting dates to quarterly, with the upcoming February 3, 2021 and May 2021 meetings being joint with the Workforce Board, and the August and November meetings being the second Wednesday of the month. She discussed the need for a dedicated Business Services person for the entire area, versus multiple people covering smaller areas. Morgan Quicke recommended putting the Business Services position on the August agenda. Angela Freeman suggested making it a point for the Strategic Plan. Jackie Davis stated that she would send the Zoom link for the February 3, 2021 meeting in a calendar invite.

Public Comment: There was no public comment.

There being no further business, the meeting was adjourned at 2:10 P.M.

Respectfully submitted,
Katlyn Moss

Bay Consortium Workforce Development Board, Inc.

PY 2020-2021 Proposed Budget

Revenue	Approved PY20-21	Amendment 1-21	Total Proposed PY20-21
WIOA Admin	\$ 136,186.78		\$ 136,186.78
WIOA Adult	\$ 456,270.31		\$ 456,270.31
WIOA Dislocated	\$ 480,439.30		\$ 480,439.30
WIOA Youth	\$ 465,784.42		\$ 465,784.42
Economic Equity Initiative	\$ 113,376.94		\$ 113,376.94
Management Fee (One-Stop)	\$ 6,214.91		\$ 6,214.91
Rapid Response IWT	\$ -		\$ -
RR Business Support Initiative	\$ 30,804.54		\$ 30,804.54
Wagner Peyser Title III	\$ 263,678.44		\$ 263,678.44
VCW Reopening	\$ 52,926.29		\$ 52,926.29
Plan Development	\$ 10,000.00		\$ 10,000.00
GOVA - Workforce Study	\$ 62,500.00		\$ 62,500.00
Wagner Peyser Title III - Walkin	\$ 25,000.00		\$ 25,000.00
Wagner Peyser Title III - #2	\$ -	\$ 124,774.67	\$ 124,774.67
NDWG	\$ -	\$ 215,000.00	\$ 215,000.00
Total Revenue	\$ 2,103,181.93	\$ 339,774.67	\$ 2,442,956.60
Expenses			
Board	Approved PY20-21	Amendment 1-21	Total Proposed PY20-21
Advertising	\$ 500.00		\$ 500.00
Audit	\$ 16,700.00		\$ 16,700.00
Dues/Publications	\$ 500.00		\$ 500.00
Employee Salaries	\$ 193,744.66		\$ 193,744.66
Employee Benefits	\$ 58,123.40		\$ 58,123.40
Employee Taxes	\$ 17,921.38		\$ 17,921.38
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	\$ 6,700.00		\$ 6,700.00
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	\$ (10,000.00)	\$ 3,500.00
Board Total	\$ 356,439.44	\$ (10,000.00)	\$ 346,439.44
Programs	Approved PY20-21	Amendment 1-21	Total Proposed PY20-21
SUB AREA 16 Adult/Dislocated	\$ 220,952.69		\$ 220,952.69
SUB AREA 17 and 18 Adult/Dislocated*	\$ 300,240.94		\$ 300,240.94
SUB AREA 22 Adult/Dislocated	\$ 207,936.83		\$ 207,936.83
SUB AREA 16 YOUTH	\$ 95,773.10		\$ 95,773.10
SUB AREA 17 and 18 YOUTH*	\$ 145,708.29		\$ 145,708.29
SUB AREA 22 YOUTH	\$ 116,389.36		\$ 116,389.36
INCUMBENT WORKER TRAINING	\$ 10,000.00		\$ 10,000.00
One-Stop Operator	\$ 50,000.00		\$ 50,000.00
ECONOMIC EQUITY INITIATIVE	\$ 103,996.88		\$ 103,996.88
RAPID RESPONSE IWT	\$ -		\$ -
RR Business Support Initiative	\$ 30,804.54		\$ 30,804.54
Wagner Peyser Title III	\$ 263,678.44		\$ 263,678.44
VCW Reopening	\$ 52,926.29		\$ 52,926.29
Plan Development	\$ 10,000.00		\$ 10,000.00
GOVA - Workforce Study	\$ 62,500.00		\$ 62,500.00
Wagner Peyser Title III - Walkin	\$ 25,000.00		\$ 25,000.00
VCW One-Stop Support	\$ -	\$ 10,000.00	\$ 10,000.00
Wagner Peyser Title III - #2	\$ -	\$ 124,774.67	\$ 124,774.67
NDWG	\$ -	\$ 215,000.00	\$ 215,000.00
Programs Total	\$ 1,695,907.36	\$ 349,774.67	\$ 2,045,682.03
Expense Total	\$ 2,052,346.80		\$ 2,392,121.47
Unobligated Reserve	\$ 50,835.13	\$ -	\$ 50,835.13
Total	\$ 2,103,181.93		\$ 2,442,956.60
Date Board Approval			
Date CLEO Approval			

	One-Stop Operator		
	Proposer 1	Proposer 2	Proposer 3
Reviewer 1	92	95	97
Reviewer 2	90	93	100
Reviewer 3	83	78	93
Average	88.33	88.67	96.67

	George Washington			George Washington		
	Adult/Dislocated			Youth		
	Proposer 1	Proposer 2	Proposer 3	Proposer 1	Proposer 2	Proposer 3
Reviewer 1	92	95	99	93	97	99
Reviewer 2	81	95	98	63	89	100
Reviewer 3	85	73	93	83	90	93
Average	86.00	87.67	96.67	79.67	92.00	97.33

	Northern Neck			Northern Neck	
	Adult/Dislocated			Youth	
	Proposer 1	Proposer 2	Proposer 3	Proposer 1	Proposer 2
Reviewer 1	93	95	96	94	96
Reviewer 2	87	95	92	78	98
Reviewer 3	85	73	87	83	84
Average	88.33	87.67	91.67	85.00	92.67

	Middle Peninsula			Middle Peninsula	
	Adult/Dislocated			Youth	
	Proposer 1	Proposer 2	Proposer 3	Proposer 1	Proposer 2
Reviewer 1	93	95	96	93	96
Reviewer 2	88	95	96	78	98
Reviewer 3	85	73	87	83	84
Average	88.67	87.67	93.00	84.67	92.67

	Eastern Shore			Eastern Shore	
	Adult/Dislocated			Youth	
	Proposer 1	Proposer 2	Proposer 3	Proposer 1	Proposer 2
Reviewer 1	92	95	97	93	97
Reviewer 2	88	90	98	73	90
Reviewer 3	85	73	84	83	85
Average	88.33	86.00	93.00	83.00	90.67

Executive Committee Meeting

Draft Minutes

Wednesday, January 27, 2021

11:00 A.M.

The Executive Committee met Wednesday, January 27, 2021, via Zoom.

Call to Order: Dennis Parsons called the meeting to order at 11:00 a.m.

Roll Call: Present were Steve Goodall, Debbye Warf, Marjorie Lampkin, and Josh Gemerek. Ken Knull was represented by proxy Steve Goodall. Not present was Percy Pollard. Others present were Jackie Davis, Steven Golas, and Katlyn Moss, Bay WDB Staff.

Approval of Minutes: A motion was made to approve the Executive Committee meeting minutes from the October 28, 2020 meeting. The motion was seconded and carried by a unanimous vote.

Public Input: There was no public input.

One-Stop Committee: Jackie Davis gave the committee update. She noted that the committee had discussed the idea of the Board holding the lease for the affiliate sites throughout the area to provide continuity for clients. A motion was made for the Board to explore holding the leases in other localities for affiliate sites, which was seconded and approved. She also noted that Wagner-Peyser funds had been used to purchase laptops to expand the resource room.

Performance & Accountability Committee: Steve Goodall gave the committee report. He noted that they had reviewed the Quarterly Reports and RFP results. A motion was made to accept the Corrective Action Plans submitted, which was seconded and approved with Marjorie Lampkin abstaining. Jackie Davis reviewed the RFP results, discussing with members the decision of the proposers remaining anonymous.

- A motion was made, based on the highest average review score, to approve Proposer 3 as the Comprehensive One-Stop Operator in the George Washington Sub-Area 16, with Steve Goodall, Josh Gemerek, Dennis Parsons, Debbye Warf, Ken Knull (Steve Goodall proxy), and Marjorie Lampkin voting yes.
- A motion was made, based on the highest average review score, to approve Proposer 3 as the Provider of Adult and Dislocated Worker Services in the George Washington Sub-Area 16, with Steve Goodall, Josh Gemerek, Dennis Parsons, Debbye Warf, Ken Knull (Steve Goodall proxy), and Marjorie Lampkin voting yes.
- A motion was made, based on the highest average review score, to approve Proposer 3 as the Provider of Youth Services in the George Washington Sub-Area 16, with Steve Goodall, Josh Gemerek, Dennis Parsons, Debbye Warf, Ken Knull (Steve Goodall proxy), and Marjorie Lampkin voting yes.
- A motion was made, based on the highest average review score, to approve Proposer 3 as the Provider of Adult and Dislocated Worker Services in the Northern Neck Sub-Area 17, with Steve Goodall, Josh Gemerek, Dennis Parsons, Debbye Warf, and Ken Knull (Steve Goodall proxy) voting yes, and Marjorie Lampkin abstaining.

- A motion was made, based on the highest average review score, to approve Proposer 2 as the Provider of Youth Services in the Northern Neck Sub-Area 17, with Steve Goodall, Josh Gemerek, Dennis Parsons, Debbye Warf, and Ken Knull (Steve Goodall proxy) voting yes, and Marjorie Lampkin abstaining.
- A motion was made, based on the highest average review score, to approve Proposer 3 as the Provider of Adult and Dislocated Worker Services in the Middle Peninsula Sub-Area 18, with Steve Goodall, Josh Gemerek, Dennis Parsons, Debbye Warf, and Ken Knull (Steve Goodall proxy) voting yes, and Marjorie Lampkin abstaining.
- A motion was made, based on the highest average review score, to approve Proposer 2 as the Provider of Youth Services in the Middle Peninsula Sub-Area 18, with Steve Goodall, Josh Gemerek, Dennis Parsons, Debbye Warf, and Ken Knull (Steve Goodall proxy) voting yes, and Marjorie Lampkin abstaining.
- A motion was made, based on the highest average review score, to approve Proposer 3 as the Provider of Adult and Dislocated Worker Services in the Eastern Shore Sub-Area 22, with Steve Goodall, Josh Gemerek, Dennis Parsons, Debbye Warf, Ken Knull (Steve Goodall proxy), and Marjorie Lampkin Wilson voting yes.
- A motion was made, based on the highest average review score, to approve Proposer 2 as the Provider of Youth Services in the Eastern Shore Sub-Area 22, with Steve Goodall, Josh Gemerek, Dennis Parsons, Debbye Warf, Ken Knull (Steve Goodall proxy), and Marjorie Lampkin voting yes.

Labor Market Committee: Jackie Davis gave the committee update. She reviewed Cyber Bytes with members, a cyber security school who applied to be on the training provider list. A motion to approve Cyber Bytes was seconded and approved.

Board Development Committee: Josh Gemerek gave the committee update. He noted that the committee did not meet due to lack of quorum. He presented the Executive Committee with the updated Board Manual for approval. A motion was made to approve the Board Manual, which was seconded and approved.

Youth Council: Marjorie Lampkin gave the committee update. She noted that they had discussed the Quarterly Reports, RFP results, and membership.

Old Business: Dennis Parsons discussed the lease options for the Virginia Career Works Fredericksburg Center, stating that there had been two promising locations. Jackie Davis made the recommendation that the Virginia Career Works Fredericksburg Center remain located at its current location for the new lease term of ten years. A motion was made to approve the Virginia Career Works Fredericksburg Center remaining at its current location, which was seconded and approved. Dennis Parsons reviewed the new Strategic Plan and process, thanking those who had contributed. He presented members with a slideshow created by Lori Strumpf to review the new Strategic Plan. A motion was made to approve the new Strategic Plan, which was seconded and approved.

New Business: Jackie Davis reviewed the PY 20-21 Budget with members, noting that Wagner-Peyser has been extended till March 31, 2021 with additional funding. She noted the addition of the National Dislocated Worker Grant, which will be spent focusing on healthcare and truck

driving, however there was money to support temperature takers for the workforce sites. She also discussed moving funds from Board travel to One Stop Support. A motion was made to approve the amended PY 20-21 Budget, which was seconded and approved.

Executive Director Update: Jackie Davis let members know that Board Certification had been submitted and the Board had not been certified due to not meeting the 51% Business requirement. She has reached out and there will be four new businesses joining the Board to meet certification requirements. She had been working with Fredericksburg and the Eastern Shore providing support. She also mentioned that she was working with localities to make sure frontline staff who want the vaccine can receive it.

Other Items for Discussion: Jackie Davis let members know that the Board meeting would take place on February 3, 2021 at 11 a.m. via Zoom and would be a joint meeting with the CLEO Board.

Public Input: There was no public input.

There being no further business, the meeting was adjourned at 11:50 a.m.

Respectfully submitted,
Katlyn Moss

One-Stop Committee Meeting
Draft Minutes
Tuesday, January 12, 2021
10:00 a.m.

The One-Stop Committee met Tuesday, January 12, 2021 via Zoom.

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

Roll Call: Present were Debbye Warf, Martha O’Keefe, Nikole Cox, Rebecca Mann, and Tracy Harrington. In addition, present was Jackie Davis, Steven Golas, and Katlyn Moss, WDB Staff. A quorum was present.

Public Input: There was no public input.

Approval of Minutes: There was a motion to approve the October 13, 2020 minutes. The motion was seconded and approved.

New Business: There was no new business.

Old Business: Jackie Davis updated members on the RFP process. She stated that negotiations had just been finished and Steven Golas was working on a report for the Performance & Accountability Committee and Youth Council. Jackie Davis updated members on the lease. She stated that she had met with the landlord and property manager, and was leaning towards staying at the current location. She noted that she would be meeting with another property manager for a possible location. Martha O’Keefe asked when a decision would be made on the location. Jackie Davis stated that Dennis Parsons would be prepared to give a statement at the February Board meeting. Jackie Davis presented the idea of the Board holding the lease for the affiliate sites throughout the area to provide continuity for clients. A motion was made for the Board to explore holding the leases in other localities for affiliate sites, which was seconded and approved.

One Stop Manager Update: Rebecca Mann updated members on current activities at the Virginia Career Works Fredericksburg Center, including workshops, hiring events, and number of people served.

Other Items for Discussion: Jackie Davis let members know that the plexiglass for Fredericksburg would most likely be installed middle to late February. She noted that some of the Wagner-Peyser funds had been used to purchase laptops to expand the resource room. She also noted that the next Board meeting would be February 3, 2021 at 11 a.m. via Zoom. Martha O’Keefe let members know that REV funding had been extended to December 2021. Debbye Warf let members know that calls and walkins were picking up quickly again. Jackie Davis let members know that a Dislocated Worker Grant would have most of its funding set aside for training. Tracy Harrington let members know that DARS is seeing larger numbers of referrals and intakes than normal after the holiday season.

There being no further business, the meeting was adjourned at 10:50 a.m.

Respectfully submitted,

Katlyn Moss

Performance and Accountability Committee Meeting
Draft Notes
Thursday, January 14, 2021
10:00 A.M.

The Performance and Accountability Committee met Thursday, January 14, 2021 via Zoom.

Call to Order: Steve Goodall called the committee meeting to order at 10 a.m.

Roll Call: Present were Steve Goodall, Bridgett Landess, Robin Harry, and Gary Wilson. Not present was Percy Pollard. Vanesa Livingstone was represented by alternate Cheryl Fryer. Chantel Roane was represented by alternate Merita Billups. In addition, present were Jackie Davis, Steven Golas and Katlyn Moss, WDB Staff. A quorum was present.

Public Input: There was no public input.

Approval of Minutes: The minutes from the October 14, 2020 meeting were tabled until next meeting.

New Business: Steven Golas went over the quarterly reports. He stated that median earnings were behind since they come from the state. He noted that enrollment numbers were down since moving to appointment only and virtual services. He noted that Eastern Shore Community College was not meeting the 40% Minimum Training Expenditure Requirement, Jackie Davis stated they would look into counting accruals instead of submitted bills since Shared Services was often delayed. He noted that Rappahannock Community College had not enrolled any new youth clients on the Middle Peninsula this quarter and their Skill Gains were very low. He noted that Rappahannock Community College would be hiring two Youth Specialist for the Northern Neck and Middle Peninsula. He noted that Eastern Shore Community College had no new enrollments as well. Jackie Davis did not recommend reallocating any unspent funds since they were such a small amount. He reviewed the addition of the Wagner-Peyser reports. He reviewed the Economic Equity Initiative Contract Expenditures, and noted that they had requested a no cost extension till 2022. Jackie Davis updated members on the Wagner-Peyser funds, discussing the plans with the purchased computers. Jackie Davis discussed moving to electronic surveys. A motion was made to send a Corrective Action Plan letter to all providers with low enrollment or deficient measures, which was seconded and approved. Jackie Davis reviewed the Request for Proposals (RFPs) with members, discussing with members the decision of the proposers remaining anonymous.

- A motion was made, based on the highest average review score, to approve Proposer 3 as the Comprehensive One-Stop Operator in the George Washington Sub-Area 16, with Steve Goodall, Bridgett Landess, Cheryl Fryer, Merita Billups, Robin Harry, and Gary Wilson voting yes.
- A motion was made, based on the highest average review score, to approve Proposer 3 as the Provider of Adult and Dislocated Worker Services in the George Washington Sub-Area 16, with Steve Goodall, Bridgett Landess, Cheryl Fryer, Merita Billups, Robin Harry, and Gary Wilson voting yes.
- A motion was made, based on the highest average review score, to approve Proposer 3 as the Provider of Youth Services in the George Washington Sub-Area 16, with Steve

Goodall, Bridgett Landess, Cheryl Fryer, Merita Billups, Robin Harry, and Gary Wilson voting yes.

- A motion was made, based on the highest average review score, to approve Proposer 3 as the Provider of Adult and Dislocated Worker Services in the Northern Neck Sub-Area 17, with Steve Goodall, Bridgett Landess, Cheryl Fryer, Merita Billups, Robin Harry, and Gary Wilson voting yes.
- A motion was made, based on the highest average review score, to approve Proposer 2 as the Provider of Youth Services in the Northern Neck Sub-Area 17, with Steve Goodall, Bridgett Landess, Cheryl Fryer, Merita Billups, Robin Harry, and Gary Wilson voting yes.
- A motion was made, based on the highest average review score, to approve Proposer 3 as the Provider of Adult and Dislocated Worker Services in the Middle Peninsula Sub-Area 18, with Steve Goodall, Bridgett Landess, Cheryl Fryer, Merita Billups, Robin Harry, and Gary Wilson voting yes.
- A motion was made, based on the highest average review score, to approve Proposer 2 as the Provider of Youth Services in the Middle Peninsula Sub-Area 18, with Steve Goodall, Bridgett Landess, Cheryl Fryer, Merita Billups, Robin Harry, and Gary Wilson voting yes.
- A motion was made, based on the highest average review score, to approve Proposer 3 as the Provider of Adult and Dislocated Worker Services in the Eastern Shore Sub-Area 22, with Steve Goodall, Bridgett Landess, Cheryl Fryer, Merita Billups, Robin Harry, and Gary Wilson voting yes.
- A motion was made, based on the highest average review score, to approve Proposer 2 as the Provider of Youth Services in the Eastern Shore Sub-Area 22, with Steve Goodall, Bridgett Landess, Cheryl Fryer, Merita Billups, Robin Harry, and Gary Wilson voting yes.

Old Business: Jackie Davis discussed committee elections. Steve Goodall stated that he was comfortable with remaining the chair until the July meeting, and then he would like to allow someone else to be elected chair.

Other Items for Discussion: Jackie Davis thanked Steven Golas for all his work with the RFPs. She noted the finalization of the new Strategic Plan. She also noted that next Board meeting would be February 3, 2021 at 11 a.m. via Zoom.

There being no further business, the meeting was adjourned at 11:10 a.m.

Respectfully submitted,
Katlyn Moss

Performance Reports

Rappahannock Goodwill Industries

		1st Quarter PY 20 7/1/20 - 9/30/20		2nd Quarter PY 20 10/1/20 - 12/31/20		3rd Quarter PY 20 1/1/21 - 3/31/21		4th Quarter PY 20 4/1/21 - 6/30/21	
Customer Summary Information									
Planned Number of Participants for PY		70		70					
Total Participants Served		42		47					
Percent of Planned		60%		67%		-		-	
New Clients Enrolled this Quarter		3		5					
WIOA Adult		25		30					
WIOA Dislocated Worker		17		17					
Follow Up Information									
Total Follow-Ups Required		63		64					
Total Follow-Ups Completed		63		64					
Total Follow-Up Not Completed		0		0		0		0	
Employment 2nd Quarter after Exit									
WIOA Adult Program - 82.6%		83.3%	10 # employed	78.6%	11 # employed	-	# employed	-	# employed
			12 # exited		14 # exited		# exited		# exited
WIOA Dislocated Worker Program - 85%		80.0%	4 # employed	77.8%	7 # employed	-	# employed	-	# employed
			5 # exited		9 # exited		# exited		# exited
Employment 4th Quarter after Exit									
WIOA Adult Program - 85%		90.0%	9 # employed	100.0%	5 # employed	-	# employed	-	# employed
			10 # exited		5 # exited		# exited		# exited
WIOA Dislocated Worker Program - 90%		92.3%	12 # employed	85.7%	6 # employed	-	# employed	-	# employed
			13 # exited		7 # exited		# exited		# exited
Median Earnings 2nd Quarter after Exit									
WIOA Adult Program		\$6,000.00	Not Available	\$6,000.00	Not Available	\$6,000.00		\$6,000.00	
WIOA Dislocated Worker Program		\$8,700.00	Not Available	\$8,700.00	Not Available	\$8,700.00		\$8,700.00	
Credential Attainment within Four Quarters after Exit									
WIOA Adult Program - 74%		88.9%	8 # credentialed	100.0%	4 # credentialed	-	# credentialed	-	# credentialed
			9 # exited		4 # exited		# exited		# exited
WIOA Dislocated Worker Program - 70%		72.7%	8 # credentialed	71.4%	5 # credentialed	-	# credentialed	-	# credentialed
			11 # exited		7 # exited		# exited		# exited
Measurable Skills Gain									
WIOA Adult Program - 70.2%		18.8%	3 # gained	30.0%	6 # gained	-	# gained	-	# gained
			16 # exited		20 # exited		# exited		# exited
WIOA Dislocated Worker Program - 69.8%		18.2%	2 # gained	18.2%	2 # gained	-	# gained	-	# gained
			11 # exited		11 # exited		# exited		# exited
40% Minimum Training Expenditure Requirement									
41.27%	WIOA Adult Program		\$ 3,366.84	Training Expenditures	50.9%	\$ 22,262.84	Training Expenditures	-	Training Expenditures
			\$ 7,923.64	Total Expenditures		\$ 43,696.63	Total Expenditures		Total Expenditures
	WIOA Dislocated Worker Program		\$ 9,981.90	Training Expenditures	29.0%	\$ 10,011.90	Training Expenditures	-	Training Expenditures
			\$ 21,062.00	Total Expenditures		\$ 34,504.20	Total Expenditures		Total Expenditures
Total Contract Expenditures									
36.33%	WIOA Adult Program		\$ 8,024.74	Expenditures	66.8%	\$ 44,202.13	Expenditures	-	Expenditures
			\$ 66,155.00	Total Contract		\$ 66,155.00	Total Contract		Total Contract
	WIOA Dislocated Worker Program		\$ 21,998.24	Expenditures	23.3%	\$ 36,064.60	Expenditures	-	Expenditures
			\$ 154,797.68	Total Contract		\$ 154,797.68	Total Contract		Total Contract

Adult Program Carry-Over funding expenditure met. Required by December 31, 2020: \$4,277.83 Expended by December 31, 2020: \$44,202.13
 Dislocated Worker Program Carry-Over funding expenditure met. Required by December 31, 2020: \$1,255.37 Expended by December 31, 2020: \$36,064.60

George Washington Planning District 16 Data

		2nd Quarter PY 20
Customer Summary Information		
Planned Number of Participants for PY		70
Total Participants Served		47
Percent of Planned		67%
Planning District 16 Total New Clients Enrolled this Quarter		5
	WIOA Adult	30
	WIOA Dislocated Worker	17
Spotsylvania County New Clients Enrolled this Quarter		3
	WIOA Adult	10
	WIOA Dislocated Worker	5
Stafford County New Clients Enrolled this Quarter		1
	WIOA Adult	7
	WIOA Dislocated Worker	5
Caroline County New Clients Enrolled this Quarter		1
	WIOA Adult	2
	WIOA Dislocated Worker	1
King George County New Clients Enrolled this Quarter		0
	WIOA Adult	5
	WIOA Dislocated Worker	2
City of Fredericksburg New Clients Enrolled this Quarter		0
	WIOA Adult	6
	WIOA Dislocated Worker	4

Rappahannock Community College

		1st Quarter PY 20 7/1/20 - 9/30/20		2nd Quarter PY 20 10/1/20 - 12/31/20		3rd Quarter PY 20 1/1/21 - 3/31/21		4th Quarter PY 20 4/1/21 - 6/30/21					
Customer Summary Information													
Planned Number of Participants for PY		83		83									
Total Participants Served		51		72									
Percent of Planned		61%		87%		-		-					
New Clients Enrolled this Quarter		10		11									
WIOA Adult		50		61									
WIOA Dislocated Worker		1		1									
Follow Up Information													
Total Follow-Ups Required		73		57									
Total Follow-Ups Completed		73		57									
Total Follow-Up Not Completed		0		0		0		0					
Employment 2nd Quarter after Exit													
WIOA Adult Program - 82.6%	95.8%	23	# employed	82.4%	14	# employed	-		# employed	-		# employed	
		24	# exited		17	# exited			# exited			# exited	
WIOA Dislocated Worker Program - 85%	100.0%	2	# employed	100.0%	1	# employed	-		# employed	-		# employed	
		2	# exited		1	# exited			# exited			# exited	
Employment 4th Quarter after Exit													
WIOA Adult Program - 85%	82.6%	19	# employed	87.0%	20	# employed	-		# employed	-		# employed	
		23	# exited		23	# exited			# exited			# exited	
WIOA Dislocated Worker Program - 90%	100.0%	1	# employed	100.0%	2	# employed	-		# employed	-		# employed	
		1	# exited		2	# exited			# exited			# exited	
Median Earnings 2nd Quarter after Exit													
WIOA Adult Program	\$6,000.00	Not Available		\$6,000.00	Not Available		\$6,000.00		\$6,000.00				
WIOA Dislocated Worker Program	\$8,700.00	Not Available		\$8,700.00	Not Available		\$8,700.00		\$8,700.00				
Credential Attainment within Four Quarters after Exit													
WIOA Adult Program - 74%	86.4%	19	# credentialed	100.0%	21	# credentialed	-		# credentialed	-		# credentialed	
		22	# exited		21	# exited			# exited			# exited	
WIOA Dislocated Worker Program - 70%	0.0%	0	# credentialed	50.0%	1	# credentialed	-		# credentialed	-		# credentialed	
		1	# exited		2	# exited			# exited			# exited	
Measurable Skills Gain													
WIOA Adult Program - 70.2%	29.2%	7	# gained	45.9%	17	# gained	-		# gained	-		# gained	
		24	# exited		37	# exited			# exited			# exited	
WIOA Dislocated Worker Program - 69.8%	-	0	# gained	-	0	# gained	-		# gained	-		# gained	
		0	# exited		0	# exited			# exited			# exited	
40% Minimum Training Expenditure Requirement													
89.60%	WIOA Adult Program	91.7%	\$ 26,351.90	Training Expenditures	93.8%	\$ 72,409.37	Training Expenditures	-		Training Expenditures	-		Training Expenditures
			\$ 28,739.60	Total Expenditures		\$ 77,190.09	Total Expenditures			Total Expenditures			Total Expenditures
	WIOA Dislocated Worker Program	0.0%	\$ -	Training Expenditures	0.0%	\$ -	Training Expenditures	-		Training Expenditures	-		Training Expenditures
			\$ 1,812.30	Total Expenditures		\$ 3,624.60	Total Expenditures			Total Expenditures			Total Expenditures
Total Contract Expenditures													
26.92%	WIOA Adult Program	16.8%	\$ 28,739.60	Expenditures	45.2%	\$ 77,190.09	Expenditures	-		Expenditures	-		Expenditures
			\$ 170,694.64	Total Contract		\$ 170,694.64	Total Contract			Total Contract			Total Contract
	WIOA Dislocated Worker Program	1.4%	\$ 1,812.30	Expenditures	2.8%	\$ 3,624.60	Expenditures	-		Expenditures	-		Expenditures
			\$ 129,546.31	Total Contract		\$ 129,546.31	Total Contract			Total Contract			Total Contract

Adult Program Carry-Over funding expenditure met. Required by December 31, 2020: \$51,878.06 Expended by December 31, 2020: \$77,190.09
 Dislocated Worker Program Carry-Over funding expenditure **not** met. Required by December 31, 2020: \$7,007.34 Expended by December 31, 2020: \$3,624.60

Northern Neck Planning District 17 Data

		2nd Quarter PY 20
Customer Summary Information		
Planned Number of Participants for PY		43
Total Participants Served		27
Percent of Planned		63%
Planning District 17 Total New Clients Enrolled this Quarter		5
	WIOA Adult	27
	WIOA Dislocated Worker	0
Lancaster County New Clients Enrolled this Quarter		1
	WIOA Adult	6
	WIOA Dislocated Worker	0
Northumberland County New Clients Enrolled this Quarter		1
	WIOA Adult	4
	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		2
	WIOA Adult	9
	WIOA Dislocated Worker	0

Middle Peninsula Planning District 18 Data

		2nd Quarter PY 20
Customer Summary Information		
Planned Number of Participants for PY		40
Total Participants Served		19
Percent of Planned		48%
Planning District 18 Total New Clients Enrolled this Quarter		4
	WIOA Adult	18
	WIOA Dislocated Worker	1
Essex County New Clients Enrolled this Quarter		3
	WIOA Adult	8
	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		0
	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		1
	WIOA Adult	7
	WIOA Dislocated Worker	0

Eastern Shore Community College

		1st Quarter PY 20 7/1/20 - 9/30/20		2nd Quarter PY 20 10/1/20 - 12/31/20		3rd Quarter PY 20 1/1/21 - 3/31/21		4th Quarter PY 20 4/1/21 - 6/30/21			
Customer Summary Information											
Planned Number of Participants for PY		45		45							
Total Participants Served		27		39							
Percent of Planned		60%		87%		-		-			
New Clients Enrolled this Quarter		7		12							
WIOA Adult		24		35							
WIOA Dislocated Worker		3		4							
Follow Up Information											
Total Follow-Ups Required		41		35							
Total Follow-Ups Completed		41		35							
Total Follow-Up Not Completed		0		0		0		0			
Employment 2nd Quarter after Exit											
	WIOA Adult Program - 82.6%	100.0%	12	# employed	87.5%	14	# employed	-	# employed	-	# employed
			12	# exited		16	# exited		# exited		# exited
	WIOA Dislocated Worker Program - 85%	100.0%	2	# employed	100.0%	3	# employed	-	# employed	-	# employed
			2	# exited		3	# exited		# exited		# exited
Employment 4th Quarter after Exit											
	WIOA Adult Program - 85%	71.4%	5	# employed	94.1%	16	# employed	-	# employed	-	# employed
			7	# exited		17	# exited		# exited		# exited
	WIOA Dislocated Worker Program - 90%	100.0%	2	# employed	100.0%	3	# employed	-	# employed	-	# employed
			2	# exited		3	# exited		# exited		# exited
Median Earnings 2nd Quarter after Exit											
WIOA Adult Program		\$6,000.00	Not Available		\$6,000.00	Not Available		\$6,000.00	\$6,000.00		
WIOA Dislocated Worker Program		\$8,700.00	Not Available		\$8,700.00	Not Available		\$8,700.00	\$8,700.00		
Credential Attainment within Four Quarters after Exit											
	WIOA Adult Program - 74%	50.0%	3	# credentialed	58.8%	10	# credentialed	-	# credentialed	-	# credentialed
			6	# exited		17	# exited		# exited		# exited
	WIOA Dislocated Worker Program - 70%	100.0%	2	# credentialed	33.3%	1	# credentialed	-	# credentialed	-	# credentialed
			2	# exited		3	# exited		# exited		# exited
Measurable Skills Gain											
	WIOA Adult Program - 70.2%	22.7%	5	# gained	56.0%	14	# gained	-	# gained	-	# gained
			22	# exited		25	# exited		# exited		# exited
	WIOA Dislocated Worker Program - 69.8%	33.3%	1	# gained	66.7%	2	# gained	-	# gained	-	# gained
			3	# exited		3	# exited		# exited		# exited
40% Minimum Training Expenditure Requirement											
23.04%	WIOA Adult Program	17.7%	\$ 4,320.00	Training Expenditures	28.3%	\$ 14,785.20	Training Expenditures	-	Training Expenditures	-	Training Expenditures
			\$ 24,462.16	Total Expenditures		\$ 52,269.07	Total Expenditures		Total Expenditures		Total Expenditures
	WIOA Dislocated Worker Program	10.5%	\$ 1,120.00	Training Expenditures	7.4%	\$ 1,305.75	Training Expenditures	-	Training Expenditures	-	Training Expenditures
			\$ 10,653.79	Total Expenditures		\$ 17,558.48	Total Expenditures		Total Expenditures		Total Expenditures
Total Contract Expenditures											
34.40%	WIOA Adult Program	22.0%	\$ 24,956.39	Expenditures	46.9%	\$ 53,141.34	Expenditures	-	Expenditures	-	Expenditures
			\$ 113,313.88	Total Contract		\$ 113,313.88	Total Contract		Total Contract		Total Contract
	WIOA Dislocated Worker Program	11.7%	\$ 11,114.02	Expenditures	19.4%	\$ 18,395.07	Expenditures	-	Expenditures	-	Expenditures
			\$ 94,622.95	Total Contract		\$ 94,622.95	Total Contract		Total Contract		Total Contract

Adult Program Carry-Over funding expenditure met. Required by December 31, 2020: \$13,580.62 Expended by December 31, 2020: \$53,141.34
 Dislocated Worker Program Carry-Over funding expenditure **not** met. Required by December 31, 2020: \$18,784.07 Expended by December 31, 2020: \$18,395.07

Eastern Shore Planning District 22 Data

		2nd Quarter PY 20
Customer Summary Information		
Planned Number of Participants for PY		45
Total Participants Served		37
Percent of Planned		82%
Planning District 22 Total New Clients Enrolled this Quarter		12
	WIOA Adult	34
	WIOA Dislocated Worker	3
Accomack County New Clients Enrolled this Quarter		7
	WIOA Adult	24
	WIOA Dislocated Worker	1
Northampton County New Clients Enrolled this Quarter		5
	WIOA Adult	10
	WIOA Dislocated Worker	2

SkillSource Group

	1st Quarter PY 20 7/1/20 - 9/30/20	2nd Quarter PY 20 10/1/20 - 12/31/20	3rd Quarter PY 20 1/1/21 - 3/31/21	4th Quarter PY 20 4/1/21 - 6/30/21							
Customer Summary Information											
Planned Number of Participants for PY	39	39									
Total Participants Served	22	25									
Percent of Planned	56%	64%	-	-							
New Clients Enrolled this Quarter	3	3									
WIOA Youth	22	25									
Follow Up Information											
Total Follow-Ups Required	29	22									
Total Follow-Ups Completed	29	22									
Total Follow-Up Not Completed	0	0	0	0							
Employment 2nd Quarter after Exit											
WIOA Youth - 77.3%	77.8%	7	# employed	66.7%	2	# employed	-	# employed	-	# employed	
		9	# exited		3	# exited		# exited		# exited	
Employment 4th Quarter after Exit											
WIOA Youth - 62.8%	-	0	# employed	88.9%	8	# employed	-	# employed	-	# employed	
		0	# exited		9	# exited		# exited		# exited	
Credential Attainment within Four Quarters after Exit											
WIOA Youth - 70%	-	0	# credentialed	100.0%	4	# credentialed	-	# credentialed	-	# credentialed	
		0	# exited		4	# exited		# exited		# exited	
Measurable Skills Gain											
WIOA Youth - 69.1%	19.0%	4	# gained	40.0%	10	# gained	-	# gained	-	# gained	
		21	# exited		25	# exited		# exited		# exited	
20% Work Experience Expenditure Requirement											
41.59%	WIOA Youth	38.9%	\$ 8,835.75	Training Expenditures	41.6%	\$ 14,922.59	Training Expenditures	-	Training Expenditures	-	Training Expenditures
			\$ 22,689.87	Total Expenditures		\$ 35,877.22	Total Expenditures		Total Expenditures		Total Expenditures
Total Contract Expenditures											
37.46%	WIOA Youth	23.7%	\$ 22,689.87	Expenditures	37.5%	\$ 35,877.22	Expenditures	-	Expenditures	-	Expenditures
			\$ 95,773.09	Total Contract		\$ 95,773.09	Total Contract		Total Contract		Total Contract

Youth Program Carry-Over funding expenditure met. Required by December 31, 2020: \$16,567.13 Expended by December 31, 2020: \$35,877.22

George Washington Planning District 16 Data

		2nd Quarter PY 20
Customer Summary Information		
Planned Number of Participants for PY		39
Total Participants Served		25
Percent of Planned		64%
Planning District 16 Total New Clients Enrolled this Quarter		3
	WIOA Youth	25
Spotsylvania County New Clients Enrolled this Quarter		0
	WIOA Youth	8
Stafford County New Clients Enrolled this Quarter		1
	WIOA Youth	8
Caroline County New Clients Enrolled this Quarter		0
	WIOA Youth	1
King George County New Clients Enrolled this Quarter		1
	WIOA Youth	3
City of Fredericksburg New Clients Enrolled this Quarter		1
	WIOA Youth	5

Rappahannock Community College

	1st Quarter PY 20 7/1/20 - 9/30/20	2nd Quarter PY 20 10/1/20 - 12/31/20	3rd Quarter PY 20 1/1/21 - 3/31/21	4th Quarter PY 20 4/1/21 - 6/30/21							
Customer Summary Information											
Planned Number of Participants for PY	45	45									
Total Participants Served	34	34									
Percent of Planned	76%	76%	-	-							
New Clients Enrolled this Quarter	1	0									
WIOA Youth	34	34									
Follow Up Information											
Total Follow-Ups Required	8	8									
Total Follow-Ups Completed	8	8									
Total Follow-Up Not Completed	0	0	0	0							
Employment 2nd Quarter after Exit											
WIOA Youth - 77.3%	50.0%	1	# employed	50.0%	1	# employed	-	# employed	-	# employed	
		2	# exited		2	# exited		# exited		# exited	
Employment 4th Quarter after Exit											
WIOA Youth - 62.8%	50.0%	1	# employed	100.0%	2	# employed	-	# employed	-	# employed	
		2	# exited		2	# exited		# exited		# exited	
Credential Attainment within Four Quarters after Exit											
WIOA Youth - 70%	-	0	# credentialed	50.0%	1	# credentialed	-	# credentialed	-	# credentialed	
		0	# exited		2	# exited		# exited		# exited	
Measurable Skills Gain											
WIOA Youth - 69.1%	5.9%	1	# gained	5.6%	1	# gained	-	# gained	-	# gained	
		17	# exited		18	# exited		# exited		# exited	
20% Work Experience Expenditure Requirement											
22.67%	WIOA Youth	20.9%	\$ 5,132.45	Training Expenditures	22.7%	\$ 8,973.00	Training Expenditures	-	Training Expenditures	-	Training Expenditures
			\$ 24,553.70	Total Expenditures		\$ 39,582.19	Total Expenditures		Total Expenditures		Total Expenditures
Total Contract Expenditures											
27.17%	WIOA Youth	16.9%	\$ 24,553.70	Expenditures	27.2%	\$ 39,582.19	Expenditures	-	Expenditures	-	Expenditures
			\$ 145,708.29	Total Contract		\$ 145,708.29	Total Contract		Total Contract		Total Contract

Youth Program Carry-Over funding expenditure met. Required by December 31, 2020: \$31,429.21 Expended by December 31, 2020: \$39,582.19

Northern Neck Planning District 17 Data

		2nd Quarter PY 20
Customer Summary Information		
Planned Number of Participants for PY		24
Total Participants Served		22
Percent of Planned		92%
Planning District 17 Total New Clients Enrolled this Quarter		0
	WIOA Youth	22
Lancaster County New Clients Enrolled this Quarter		0
	WIOA Youth	2
Northumberland County New Clients Enrolled this Quarter		0
	WIOA Youth	3
Richmond County New Clients Enrolled this Quarter		0
	WIOA Youth	9
Westmoreland County New Clients Enrolled this Quarter		0
	WIOA Youth	8

Middle Peninsula Planning District 18 Data

		2nd Quarter PY 20
Customer Summary Information		
Planned Number of Participants for PY		21
Total Participants Served		7
Percent of Planned		33%
Planning District 18 Total New Clients Enrolled this Quarter		0
	WIOA Youth	7
Essex County New Clients Enrolled this Quarter		0
	WIOA Youth	7
King and Queen County New Clients Enrolled this Quarter		0
	WIOA Youth	0
King William County New Clients Enrolled this Quarter		0
	WIOA Youth	0
Mathews County New Clients Enrolled this Quarter		0
	WIOA Youth	0
Middlesex County New Clients Enrolled this Quarter		0
	WIOA Youth	0

Eastern Shore Community College

		1st Quarter PY 20 7/1/20 - 9/30/20	2nd Quarter PY 20 10/1/20 - 12/31/20		3rd Quarter PY 20 1/1/21 - 3/31/21		4th Quarter PY 20 4/1/21 - 6/30/21			
Customer Summary Information										
Planned Number of Participants for PY		23	23							
Total Participants Served		7	7							
Percent of Planned		30%	30%		-	-				
New Clients Enrolled this Quarter		0	0							
WIOA Youth		7	7							
Follow Up Information										
Total Follow-Ups Required		27	14							
Total Follow-Ups Completed		27	14							
Total Follow-Up Not Completed		0	0		0	0				
Employment 2nd Quarter after Exit										
WIOA Youth - 77.3%	92.9%	13	# employed	75.0%	3	# employed	-		# employed	
		14	# exited		4	# exited		-	# exited	
WIOA Youth - 62.8%	25.0%	1	# employed	100.0%	1	# employed	-		# employed	
		4	# exited		1	# exited		-	# exited	
Employment 4th Quarter after Exit										
WIOA Youth - 70%	100.0%	1	# credentialed	100.0%	1	# credentialed	-		# credentialed	
		1	# exited		1	# exited		-	# exited	
Credential Attainment within Four Quarters after Exit										
WIOA Youth - 69.1%	0.0%	0	# gained	16.7%	1	# gained	-		# gained	
		6	# exited		6	# exited		-	# exited	
20% Work Experience Expenditure Requirement										
34.06%	WIOA Youth	38.7%	\$ 5,485.74	Training Expenditures	34.1%	\$ 9,248.31	Training Expenditures	-		Training Expenditures
			\$ 14,191.87	Total Expenditures		\$ 27,150.81	Total Expenditures		-	Total Expenditures
Total Contract Expenditure Requirement										
24.27%	WIOA Youth	12.7%	\$ 14,768.65	Training Expenditures	24.3%	\$ 28,247.45	Training Expenditures	-		Training Expenditures
			\$ 116,389.36	Total Expenditures		\$ 116,389.36	Total Expenditures		-	Total Expenditures

Youth Program Carry-Over funding expenditure met. Required by December 31, 2020: \$21,800.24 Expended by December 31, 2020: \$28,247.45

Eastern Shore Planning District 22 Data

Customer Summary Information	
Planned Number of Participants for PY	23
Total Participants Served	7
Percent of Planned	30%
Planning District 22 Total New Clients Enrolled this Quarter	
WIOA Youth	7
Accomack County New Clients Enrolled this Quarter	
WIOA Youth	5
Northampton County New Clients Enrolled this Quarter	
WIOA Youth	2

2nd Quarter PY 2020

	Negotiated Level	Actual	% of Negotiated Level	Status
Adult Measures				
Employment 2nd Quarter after Exit	82.6	83.0	100%	E
Employment 4th Quarter after Exit	85.0	91.1	107%	E
Median Earnings 2nd Quarter after Exit	\$6,000.00	NA	-	NA
Credential Attainment within 4 Quarters after Exit	74.0	83.3	113%	E
Measurable Skills Gain	70.2	45.1	64%	FTM
Dislocated Workers Measures				
Employment 2nd Quarter after Exit	85.0	85.0	100%	M
Employment 4th Quarter after Exit	85.0	91.7	108%	E
Median Earnings 2nd Quarter after Exit	\$8,700.00	NA	-	NA
Credential Attainment within 4 Quarters after Exit	70.0	58.3	83%	FTM
Measurable Skills Gain	69.8	28.6	41%	FTM
Youth Measures				
Employment 2nd Quarter after Exit	77.3	66.7	86%	FTM
Employment 4th Quarter after Exit	62.8	91.7	146%	E
Credential Attainment within 4 Quarters after Exit	70.0	85.7	122%	E
Measurable Skills Gain	69.1	24.5	35%	FTM

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)**

WIOA Wagner-Peyser Services Contracts		1st Quarter PY 20 7/1/20 - 9/30/20		2nd Quarter PY 20 10/1/20 - 12/31/20			
Rappahannock Goodwill Industries - Planning District 16 - George Washington Region*							
87.58%	WIOA Wagner-Peyser	31.5%	\$ 34,458.67	Wagner-Peyser Expenditures	87.6%	\$ 95,692.00	Wagner-Peyser Expenditures
			\$ 109,258.36	Total Contract		\$ 109,258.36	Total Contract
The SkillSource Group - Planning District 16 - George Washington Region* & **							
53.02%	WIOA Wagner-Peyser	9.9%	\$ 1,971.69	Wagner-Peyser Expenditures	53.0%	\$ 10,603.93	Wagner-Peyser Expenditures
			\$ 20,000.00	Total Contract		\$ 20,000.00	Total Contract
Job Assistance Center - Planning District 17 - Northern Neck Region*							
94.30%	WIOA Wagner-Peyser	46.9%	\$ 19,251.62	Wagner-Peyser Expenditures	94.3%	\$ 38,701.40	Wagner-Peyser Expenditures
			\$ 41,040.51	Total Contract		\$ 41,040.51	Total Contract
Job Assistance Center - Planning District 18 - Middle Peninsula Region*							
86.09%	WIOA Wagner-Peyser	37.6%	\$ 20,273.32	Wagner-Peyser Expenditures	86.1%	\$ 46,395.60	Wagner-Peyser Expenditures
			\$ 53,890.03	Total Contract		\$ 53,890.03	Total Contract
Job Assistance Center - Planning District 22 - Eastern Shore Region*							
82.30%	WIOA Wagner-Peyser	24.7%	\$ 9,740.14	Wagner-Peyser Expenditures	82.3%	\$ 32,499.60	Wagner-Peyser Expenditures
			\$ 39,489.54	Total Contract		\$ 39,489.54	Total Contract

*Wagner-Peyser Program Closeout Not Finalized (7/1/2020-12/31/2020)

**Invoices only current through November 2020

Wagner Peyser Metrics		
Virginia Career Works - Bay Consortium		
Office - Rappahannock Goodwill Industries		
10/01/2020 - 12/31/2020		
Individuals		
Enrolled WP (PIRL)	Distinct Users	Services Provided
159	3782	8445
Employers		
New Registrations	Employers Served	Services Provided
4	43	360
Job Orders and Matching		
Job Orders	Job Openings	Job Notifications
12	11	7211
Staff Efforts		
Outreach Emails	Outreach Calls	Referrals Sent
7126	224	15
Other		
Placements	Job Fairs/Hiring Events	Workshops
10	3	9

Wagner Peyser Metrics		
Virginia Career Works - Bay Consortium		
Office - SkillSource Group		
10/1/2020 - 12/31/2020		
Individuals		
Enrolled WP (PIRL)	Distinct Users	Services Provided
5	5	12
Employers		
New Registrations	Employers Served	Services Provided
N/A	N/A	N/A
Job Orders and Matching		
Job Orders	Job Openings	Job Notifications
N/A	N/A	N/A
Staff Efforts		
Outreach Emails	Outreach Calls	Referrals Sent
58	116	6
Other		
Placements	Job Fairs/Hiring Events	Workshops
0	0	7

Wagner Peyser Metrics		
Virginia Career Works - Bay Consortium		
Office - Job Assistance Center		
10/01/2020 - 12/31/2020		
Individuals		
Enrolled WP (PIRL)	Distinct Users	Services Provided
74 (24 MP, 19 NN, 31 ES)	1736	2599
Employers		
New Registrations	Employers Served	Services Provided
11	68 (24 MP, 24 NN, 20 ES)	145
Job Orders and Matching		
Job Orders	Job Openings	Job Notifications
194	219	689
Staff Efforts		
Outreach Emails	Outreach Calls	Referrals Sent
729	326	411
Other		
Placements	Job Fairs/Hiring Events	Workshops
11	2 (1 MP, 1 NN)	2

Economic Equity Initiative Contract Expenditures													
		1st Quarter PY 20 7/1/20 - 9/30/20			2nd Quarter PY 20 10/1/20 - 12/31/20			3rd Quarter PY 20 1/1/21 - 3/31/21			4th Quarter PY 20 4/1/21 - 6/30/21		
91.72%	EEI Program	47.2%	\$ 40,799.02	EEI Expenditures	91.7%	\$ 79,349.40	EEI Expenditures	-		EEI Expenditures	-		EEI Expenditures
			\$ 86,510.00	Total Contract		\$ 86,510.00	Total Contract			Total Contract			Total Contract

Target Number of Participants													
	EEI Program	22.5%	9	# participants	27.5%	11	# participants	-		# participants	-		# participants
			40	Total		40	Total			Total			Total

Employment 2nd Quarter after Exit													
	EEI Program	9.1%	2	# participants	18.2%	4	# participants	-		# participants	-		# participants
			22	# exited		22	# exited			# exited			# exited

Employment 4th Quarter after Exit													
	EEI Program	0.0%	0	# participants	0.0%	0	# participants	-		# participants	-		# participants
			28	# exited		28	# exited			# exited			# exited

Credential Attainment within Four Quarters after Exit													
	EEI Program	6.7%	2	# credentialed	13.3%	4	# credentialed	-		# credentialed	-		# credentialed
			30	Total		30	Total			Total			Total

Training Completion													
	EEI Program	13.3%	4	# credentialed	16.7%	5	# credentialed	-		# credentialed	-		# credentialed
			30	Total		30	Total			Total			Total

Customer Survey

Center Open by Appointment Only - Eastern Shore Sub-Area 22 Customer Survey Results

What was the purpose of your visit?	Unemployment Claim	Workforce Resources	Resume Assistance	Job Search Activities	Resource Room	Workshops or Training	Gathering Informational Materials	Other				
<i>Number of Visitors</i>	32	4	7	13	3	17	2	1				
Were your needs met?	Yes	No										
<i>Number of Visitors</i>	40	1										
Was the Staff Knowledgeable?	Yes	No										
<i>Number of Visitors</i>	40	1										
If the Staff was unable to meet your needs, were you provided contact information for partner agencies/resources?	Yes	No	N/A									
<i>Number of Visitors</i>	40	1	0									
How helpful was the Staff during your visit to the Virginia Career Works Center?	1 (Poor)	2	3 (Average)						4	5 (Excellent)	Additional Comments: 1. Helpful 2. Pleasant 3. Nice 4. Friendly 5. No help with claim at all & a waste of time 6. Explained claim process so I could understand 7. Patient 8. Cordial	
<i>Number of Visitors</i>	1	2	7						2	29		
How would you rate your overall visit to the Virginia Career Works Center?	1 (Poor)	2	3 (Average)	4	5 (Excellent)							
<i>Number of Visitors</i>	1	2	7	2	29							

Center Open by Appointment Only – No George Washington Sub-Area 16 Customer Surveys Completed by Customers

Center Closed – No Northern Neck Sub-Area 17 Customer Survey Results

Center Closed – No Middle Peninsula Sub-Area 18 Customer Survey Results

Success Stories
Rappahannock Goodwill Industries
Adult/Dislocated Worker Success Story – George Washington

MM started the eligibility process for the WIOA program in the midst of the Covid-19 pandemic. MM wanted to obtain a CDL Class A license and wished to go over the road as a truck driver. MM met with the WIOA staff virtually, enabling them to complete his eligibility and individual employment plan while staff was working remotely. MM's training was delayed during the height of the pandemic, but he started at CDS Tractor Trailer Training in the beginning of June 2020. CDS had implemented a new class structure due to Covid-19, and MM completed the first portion of his course virtually.

However, there was a bump in the road to MM's success, as the Virginia DMV locations were closed to the public during the pandemic. This delayed his training until the DMV finally opened to appointments only towards the end of July 2020. With his appointment scheduled for a few weeks out, MM waited patiently and reviewed what he had learned in the virtual portion of his course. WIOA staff assisted MM with finding online video tutorials and practice test for his learner's permit and the maneuvers he would be completing in the trucks when he was able to finally attend the in-person portion of his training.

MM was nervous about his learner's test, but WIOA staff supported him by talking him through some of the practice test questions he was having difficulty with. MM called the WIOA staff directly after he successfully passed the learner's permit test, and was excited to finally get his learners and start his in-person training.

MM began the in-person portion of his training immediately, attending as much as the small class sizes scheduling allowed. He even attended extra training hours, when the school allowed. WIOA staff supported him throughout the weeks he was attending training, making sure that he had the tools and support he needed.

Despite the pandemic, MM passed his training course in early August 2020. The WIOA staff sent him numerous job openings and assisted him with his resume. MM interviewed at several companies and attended an orientation for a company who stated they would hire him. Unfortunately, due to the company suddenly downsizing, the position fell through. With the encouragement of WIOA staff and the same perseverance shown during his mid-pandemic training, MM interviewed with Western Express and was hired on immediately.

MM has been successfully employed at Western Express since mid-October 2020. He checks in with WIOA staff periodically to update them on his accomplishments. MM is young and just starting his career, but looks forward to the economic impact his decision to get his CDL Class A will afford to him for his future.

Rappahannock Community College
Adult/Dislocated Worker Success Story - Northern Neck

B. came into RCC in April 2019. She was a single mother of two, received SNAP benefits and worked part-time. She was a registered medication aide but had difficulty with lifting patients. She also had a certificate for medical billing and coding but was unable to secure a job for this. She decided that she

would like to become a certified medical assistant, which would enhance her current skills. She applied for WIOA and met priority of service requirements to include low income, public assistance and basic skills deficient. I enrolled her in WIOA. Some time went by, and B. registered for medical assistant training through AlliedRX. She completed the class and passed her exam in January 2020. Then along came COVID. She lost her part-time job and became very discouraged. However, in October 2020, things turned around for B. She passed her NHA exam on October 6, 2020 and started a new job with Concentra Health Services on October 12, 2020. One of the requirements of the job was the medical assistant certification. She works as a COVID screener for Amazon, who contracted with Concentra Health Services for this service. She works full time and earns \$21.00 an hour. She hopes that this job will lead to other positions with Concentra Health Services. She is doing well and enjoying the job.

***Rappahannock Community College
Adult/Dislocated Worker Success Story – Middle Peninsula***

CC came to our offices seeking financial assistance to participate in CDL training as she expressed interest in bettering her employment possibilities and beginning a career. CC completed the 10th grade and later achieved her GED. CC is 27 years old and has no dependents. CC worked two to three days a week as a car drive for the school system averaging 15 hours a week. Though she was low income, CC did not receive any public assistance. CC had held previous jobs as a cashier, fast food cook, and flag holder.

Two days before CDL classes began, CC informed the case manager that she had no experience driving standard transmission, which proved not to be a barrier in her training. CC completed CDL training and gained employment within two months of obtaining her credentials. CC is employed as a truck driver with a regional company and makes a salary of \$170.00 per day. CC is very appreciative of the WIOA program and the financial assistance she received and often verbalized her appreciation to the case manager.

***Eastern Shore Community College
Adult/Dislocated Worker Success Stories – Eastern Shore***

Story #1

NY is an Adult who recently completed the practical nursing program. NY enrolled in the practical nursing as a certified medical assistant seeking to broaden her medical skill set. NY decided that more was needed for her and decided to enroll to become an LPN. NY went through the 1-year program and finished with good grades and was one of best students in the program. After completion of the program, NY took the NCLEX examination for licensure and passed on her first try. NY received a promotion at work to become an LPN and is now making more money. NY thanked the Case Manager for his help assisting her with enrolling in the program and that it would not be possible without WIOA.

Story #2

SS is a Dislocated Worker who was laid off in June of 2019 after a layoff from Eastern Shore Community College. SS decided to complete the geographic information systems (GIS) training at Tidewater Community College. SS completed her training at TCC in three semesters with a 3.5/4.0 GPA

and obtained her Geographic Information Systems certification. SS is currently working at a local radio station and is currently looking for more opportunities to use her newly obtained certification.

SkillSource Group
Youth Success Story – George Washington

KR was 22 years old when she entered The Bay Consortium’s WIOA Youth program after being incarcerated for 3 months for forgery. She stated she was attempting to keep her roommate and herself from being evicted due to high rent. Her desire to make up for this transgression was portrayed while incarcerated, where she served in the jail kitchen, participated in yoga, and obtained a life coach. She knew she had made an awful mistake and wanted to get back on track with her desire to get into the medical field. She co-enrolled with the WIOA Adult and Youth Programs to gain the benefit of training as well as supportive services from both. She displayed the right attitude, a great personality, and was excited to have some support. She was given positive feedback from her Probation Officer and, when she applied, she was going to be dismissed from probation very soon.

She went immediately into skills training. The Training Program Director stated that she was “an ambitious and committed student” who was on the right path. She finished training, and then ran into a hitch. To be able to take the State Certified Nursing exam, she was instructed to get a letter from her Probation Officer, and write one herself, stating the details of her arrest and circumstances which led to committing the crime. She submitted both letters and waited. She was finally notified that she needed additional paperwork from the court, and another personal essay. KR and her case manager submitted new paperwork. KR was disheartened, wondering when she could take the test and start working as a CNA. She began working two part time jobs for income and attended the Youth Program’s financial literacy workshops. She worked with her case manager on her resume, hoping to begin applying for CNA positions soon.

After one more month went by, her case manager began calling the testing center and asking questions. KR also emailed the testing center several times, however it appeared as if no forward steps were being taken. The case manager finally reached someone who was extremely helpful. The Testing Site official reviewed KR’s file and directed the case manager to have KR call the local program site manager. She once again was asked information and told she would receive an email soon. KR received an email the following week that she could now sign up for the exam. She was so excited she texted and emailed both the Youth and Adult case managers.

In the interim, KR volunteered at a multi-employer job fair held at the workforce center and she is very responsive with both of her case managers. She is currently reviewing material on the website for the exam, hoping to pass with flying colors. She has already applied to three medical facilities and has been interviewed by two of them. She recently signed up to work with the United Way’s tax program beginning in January 2021. The United Way is one of the WIOA Youth Program’s work experience sites and she is one of three young adults getting ready to start this exciting opportunity. KR wants to save money to get her own apartment and begin to work towards her LPN sometime in the future.

KR still mentions her “mistake” often with tears, understanding the vital part it played in delaying her ability to reach her goal. However, she is very grateful for the funding, guidance, and general support of the WIOA Youth and Adult programs. She is very enthusiastic about taking her certification test in

January and has already participated in an interview for the young adult program's Facebook page. She is happy to let others know she is now where she should be.

***Rappahannock Community College
Youth Success Story – Northern Neck***

NH came to RCC without a high-school diploma. She enrolled in the Adult Education/GED program and was very faithful in her attendance and dedicated to earning her GED. NH also wanted to earn a CNA certification so that she could go to work immediately and hopefully continue her education while working. She is a very goal oriented person and always looked to her goals as motivation to continue even when obstacles arose. NH passed her GED early in 2020 and was just enrolling in the CNA course when the COVID-19 restrictions went into place. This put NH on hold for continuing toward her goal, but it did not deter her. She patiently waited until face-to-face instruction was once again permitted and she started her CNA course in September of 2020. She has now completed the classroom and the clinical parts of the course. She is scheduled to take the CNA State Board testing on January 18 and will begin working as a CNA once she receives her State License.

***Rappahannock Community College
Youth Success Story – Middle Peninsula***

DD enrolled in the WIOA Youth program with no prospects of employment and was seeking a pathway to success. He expressed the hope of earning a welding credential so that he could find a job and move into a place of his own. He was enrolled in the Welding program at RCC. It became quickly apparent that DD was going to excel. His hard work during the program allowed him to earn several welding credentials (SMAW, GMAW, FCAW, and GTAW). DD applied for a job at the Newport News Shipyard and was hired at a starting pay rate of \$20 per hour. He is also continuing his welding education through the Newport News Shipyard Welding School. DD is working toward renting a place of his own and is very happy in his job. With his motivation and strong work ethic, he will continue to quickly move along his career pathway and gain increased skills and positions within the welding field.

***Eastern Shore Community College
Youth Success Stories – Eastern Shore***

Story #1

FF is a high school senior who has done a complete turnaround in her behavior, her outlook on school, and getting along with others. Before enrolling in the WIOA program FF was in jeopardy of not graduating due to missing critical classroom instruction because she had to spend so much time in in-school suspension for fighting with classmates, for disrespecting her teachers, the bus driver, and cafeteria staff. Since enrolling in the WIOA program FF has had someone to talk to about her future which was one source of anxiety for her. FF has learned about tutoring, career opportunities, the college application process, and FAFSA. FF wants to find a part-time job. FF has also thrived this academic year as opposed to previous years when she was on the fringes of being expelled from school. To date FF has been accepted to a college in Delaware and is waiting to hear from the other colleges where she applied. FF's new outlook has given her the desire to be a contributing member of society.

Story #2

CC is an out of school youth who recently completed the hair braiding training. CC came into the program wanting to learn a skill to earn a little extra income to take care of her family. CC has always been interested in hair and when she was the training advertised made the decision to sign up. CC knew how to do basic braids, but wanted to learn how to do different braid styles on different types of hair and from there promote her new skills and earn money for it. CC completed the two-month training program and created several great styles on her live models for the final exam fashion show. After completion of the program, CC got an offer to work in a salon as a certified braider and is scheduled to begin this month. This job will help CC reach her goal to earn extra income and express her creativity.

Bay Consortium Workforce Development Board, Inc.

Labor Market Committee Meeting

Draft Meeting Minutes

Wednesday, January 7, 2021

11:00 a.m.

The Labor Market Committee met Wednesday, January 6, 2021 via Zoom.

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

Roll Call: Present was David Mann, Greg Moon, and Jean Fraysse. Not present was Melvin Carter, Meg Bohmke, and Louis Belcher. In addition, was present Jackie Davis, Steven Golas, and Katlyn Moss. A quorum was present.

Approval of Minutes: The minutes from the October 15, 2020 meeting were tabled until next meeting.

Public Input: There was no public input.

New Business: Jackie Davis and Katlyn Moss presented members with Cyber Bytes Academy for the Eligible Training Provider List. Cyber Bytes Academy is a computer information and security school located in Stafford County. A motion was made to approve Cyber Bytes Academy and send to the full Board for approval, which was seconded and approved.

Old Business: Jackie Davis went over the strategic plan information. Jean Fraysse asked for a timeline on completion of the plan. Jackie Davis stated that the final discussion would be taking place on January 7. It would then be submitted in its final form to the Executive Committee to be presented to the Board for public comment at the February Board meeting.

Other Topics: Jackie Davis mentioned that the next Board meeting would take place on February 3, 2021 at 11 a.m. via Zoom, and it would be a joint meeting with the CLEO Board.

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

Respectfully submitted,
Katlyn Moss

**Youth Council
Draft Minutes
Monday, January 25, 2021
10:00 a.m.**

The Youth Council met Monday, January 25, 2021, via Zoom.

Call to Order: Marjorie Lampkin called the Youth Council Meeting to order at 10 a.m.

Roll Call: Present were Hutt Williams, Tina Taylor, and Lori Strumpf. Not present were Steve Smith, David Ferguson, and Roger Gross. In addition, present were Jackie Davis, Steven Golas, and Katlyn Moss, WDB Staff.

Approval of Minutes: A motion was made to approve the minutes from the October 26, 2020 meeting with corrections made, which was seconded and approved.

Public Input: There was no public input.

New Business: Steven Golas went over the quarterly reports. He noted that Rappahannock Community College had not enrolled any new clients on the Northern Neck or Middle Peninsula this quarter and their Skill Gains were very low. He noted that Rappahannock Community College would be hiring two Youth Specialist for the Northern Neck and Middle Peninsula. He noted that Eastern Shore Community College had no new enrollments as well. He stated that he had requested corrective action plans for all of the underperforming categories. Jackie Davis reviewed the Request for Proposals (RFPs) with members, discussing with members the decision of the proposers remaining anonymous.

- A motion was made, based on the highest average review score, to approve Proposer 3 as the Provider of Youth Services in the George Washington Sub-Area 16, which was seconded and approved with Lori Strumpf abstaining.
- A motion was made, based on the highest average review score, to approve Proposer 2 as the Provider of Youth Services in the Northern Neck Sub-Area 17, which was seconded and approved with Marjorie Lampkin and Hutt Williams abstaining.
- A motion was made, based on the highest average review score, to approve Proposer 2 as the Provider of Youth Services in the Middle Peninsula Sub-Area 18, which was seconded and approved with Marjorie Lampkin and Hutt Williams abstaining.
- A motion was made, based on the highest average review score, to approve Proposer 2 as the Provider of Youth Services in the Eastern Shore Sub-Area 22, which was seconded and approved with Tina Taylor abstaining.

Old Business: Jackie Davis discussed the new for new membership, specifically a new parent representative.

Other Topics: There were no other topics for discussion.

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

Respectfully submitted,
Katlyn Moss