



Bay Consortium Workforce Development Board, Inc.

Joint Board/CLEO Meeting

Wednesday, August 2, 2023

10:00 am

King George's Citizen Center

8076 Kings Highway

King George, Virginia 22485

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Draft Agenda
Bay Consortium Workforce Development Board/Chief Local Elected Officials Board
Joint Meeting
Wednesday, August 2, 2023
10:00 a.m.

- I. Call to order
- II. Welcome – King George Citizen’s Center
- III. Roll Call
 - A. Board
 - B. CLEO
- IV. Presentation – Antoinette Jenkins, Director of Rappahannock Work and Learn Collaboration, University of Mary Washington
- V. Approval of Minutes
 - A. May 3, 2023 – BCWDB
 - B. June 5, 2023 – CLEO
- VI. Public Comment
- VII. Joint New Business
 - A. One-Stop Manager Report (Jessica Weber)
 - B. Business Services Report (JoAnn Murchison)
 - C. Youth Report (Giles Scott)
- VIII. CLEO Action Items
 - A. Board Membership
 - i. Renewal – Debbye Warf
 - ii. By-Laws
- IX. Joint Action Items
 - A. New Business
 - i. PY 23-24 Budget
- X. Executive Committee Report
- XI. One-Stop Committee Report
 - A. [Business Services Policy](#)
 - B. [Event Coordination Policy](#)
 - C. Portal Policy
- XII. Performance and Accountability Committee Reports
- XIII. Labor Market Committee Report
 - A. Strategic Plan Review
 - B. [ETP Approval](#)
- XIV. Board Development Committee Report
 - A. Committee Crosswalk
 - B. Return on Investments (ROI)
 - i. [Chmura Study Proposal](#)

ii. Mangum Study Proposal

- C. By-laws
- XV.** Youth Council Report
- XVI.** Old Business
- XVII.** New Business
- XVIII.** Executive Director's Update
- XIX.** Other Items for Discussion
- XX.** Public Comment
- XXI.** Adjournment

**Draft Board Minutes
Wednesday, May 3, 2023
10:00 a.m.**

- I. Call to order:** Ashley Forbes called the meeting to order at 10:00 a.m.
- II. Welcome and Introductions:** The Board introduced themselves to each other.
- III. Roll Call:**

Name	Attendance	Name of Alternate/Proxy
Kyle Allwine, Northern Neck Electric	Present In-Person	
Felicia Ansia, Rappahannock Electric	Present Alternate	Kayla Coleman
Jennifer Bowhey, Visiting Angels	Present In-Person	
Lamont Brown, ALNA Financial Group	Absent	
Hosey Burgess, Virginia Employment Commission	Present In-Person	
Sara Carroll, Cuddlebugs/Warsaw Richmond Co. COC	Absent	
Melvin Carter, United Auto Workers Local 2123	Absent	
Stephen Cox, Rappahannock Goodwill Industries	Present Virtual	
Beverly Davis, Gravities Light	Present In-Person	
Ashely Forbes, JES	Present In-Person	
Ian Ginger, GOVA, GWRC	Present Alternate	Sarah Oldaker
Joshua Gemerek, Bay Aging	Present In-Person	
Steve Goodall, Westrock	Absent	
Scott Hall, Eastern Shore Community College	Present In-Person	
Tracy Harrington, Dept. for Aging and Rehab. Services	Absent	
Shawn Hildebrand, A&N Electric	Present In-Person	

Marjorie Lampkin, Rappahannock Community College	Present In-Person	
Tina Lance, Germanna Community College	Present Alternate	Bob Dixon
Vanesa Livingstone, Richmond County DSS	Present Alternate	Brooke Jenkins
David Mann	Absent	
Nick Minor, King George County Economic Development	Absent	
Greg Moon, Carry-on Trailers	Absent	
Dennis Parsons, EXIT Realty Group	Present In-Person	
Amy Shockley, Adult Education	Present In-Person	
Patrick Tompkins, Eastern Shore Community College	Absent	
Deborah Warf, Virginia Employment Commission	Present In-Person	
Matthew Weaver, Cyber Bytes Foundation	Absent	
Kendall Webre, Norton Yachts	Present Virtual	
Ben Whanger, Rivah Lawn and Landscapes	Absent	
Gary Wilson, Caroline County Economic Development	Present Virtual	

A quorum was present. Also present was Giles Scott, Jessica Weber, JoAnn Murchison, Kristina Allen, Jackie Davis, Steven Golas, Lauren Fallin, Robin S., Linda Arvidson, and Donna Smith.

- IV. Approval of Minutes – February 1, 2023:** Ashley Forbes made a motion to approve the minutes from February 1, 2023.
- V. Public Comment:** There was no public comment.
- VI. One-Stop Manager Report (Jessica Weber):** Jessica Weber provided a One-Stop Manager report to the Board. Jessica noted that the traffic at the centers at the beginning of 2023 was phenomenal and the trend shall continue. She

also noted that we are serving more individuals than we did last quarter at the centers. Jessica discussed to the Board that in 2022, we served 528 job placements, and at the start of 2023 we have already served 223 job placements.

VII. Business Services Report (JoAnn Murchison): JoAnn Murchison provided the Business Services report to the Board. JoAnn told the Board that 467 businesses were served this quarter, and that between last quarter and this quarter, there has been an increase in businesses served in all areas this quarter. JoAnn announced to the board that there is an upcoming event in Caroline County on May 31, 2023 at Eastern Shore Community College, where they will be employing 1000 individuals in manufacturing.

VIII. Youth Report (Giles Scott): Giles Scott provided the Youth report to the Board. Giles discussed the past events that happened this quarter, like the Fredericksburg Intern Expo. At the Expo, the Virtual Reality Career Exploration programs were shown to the students and staff, they were taught how to use them and performed tutorials on the VRs themselves. Giles explained that the Career Exploration program consists of 23 different occupations that have 15-minute tutorials on how to perform the basic duties of these occupations. The top 3 occupations that individuals were most interested in were automotive, first responder, and hospitality. Giles noted that the social media presence from April 3 through April 30 was excellent, with a post reach of 17.1k, which is an increase of 3k from the previous data recorded.

IX. Executive Committee Report: Greg Moon provided the Executive Committee report for the Board. Greg noted that the committee met on April 26, 2023. The committee discussed the OJT Policy and made a motion to pass it to the board for approval, as well as the RFP for TPI. They went over the standing committees and the new committee assignments. The committee went over the PY 23 – 24 Proposed Budget as well as the PY 22 – 23 Revised Budget and made a motion to send them to the Board for approval.

A. TPI Update: Jackie Davis provided an update of the TPI that was shared with the GOVA Board by Mason Bishop of WorkEd Consulting. This update provided the timelines and expected deliverables.

B. PY 22 – 23 Revised Budget: Ashley Forbes made a motion to approve the PY 22 – 23 Revised Budget. Kyle Allwine seconded this motion, passing the motion unanimously. Marjorie Lampkin abstained.

C. PY 23 – 24 Proposed Budget: Ashley Forbes made a motion to approve the PY 23 – 24 Proposed Budget. Deborah Warf seconded this motion, passing the motion unanimously.

- D. PY 23 – 24 Meeting Schedule:** Jackie Davis went over the PY 23 – 24 meeting schedule with the Board.
- E. PY 23 – 24 Committee Assignments:** Jackie Davis went over the PY 23 -24 committee assignments with the Board.
- F. OJT Policy:** Ashley Forbes made a motion to approve the OJT Policy. Dennis Parsons seconded this motion, passing the motion unanimously.
- G. RFP for TPI:** Ashley Forbes made a motion to approve the RFP for TPI. Marjorie Lampkin seconded this motion, passing the motion unanimously.
- H. PY 23 – 24 Slate of Officers:** Ashley Forbes made a motion to approve the PY 23 – 24 slate of officers. Kyle Allwine seconded this motion, passing the motion unanimously.

X. Standing Committees

- a. One-Stop Committee Report:** Deborah Warf discussed to the Board that the One-Stop Committee met on April 11, 2023. She noted that the portal implementation policy is still rolling along and that Jessica Weber sent out a poll to see how our business partners felt about the policy. Jessica Weber provided a one-stop manager update. She noted that more people are seeking work, and that the advantage of the new UI filers is that there is opportunity for us to meet with them and engage them and sign them up for workshops. She also noted that workshop engagement is increasing in person and virtually. The One-Stop Committee set aside their elections for chair and vice chair for July 2023.
- b. Performance and Accountability Committee Report:** Jennifer Bowhey discussed to the Executive Committee that the Performance and Accountability Committee met on April 20, 2023. Steven Golas went over the quarterly reports and success stories with the committee. The committee held their elections and Jennifer Bowhey will serve as the chair of the committee, and Vanesa Livingstone will serve as the vice-chair. Jackie Davis reviewed the TPI and gave a review on the conduction with the consultants. We chose WorkEd as our winning proposal.
- c. Labor Market Committee Report:** Shawn Hildebrand discussed to the Executive Committee that the Labor Market Committee met on April 4, 2023. They held elections, and Nick Minor will be serving as chair and Ian Ginger will be serving as vice-chair.
- d. Board Development Committee Report:** Joshua Gemerek discussed to the Executive Committee that the Board Development Committee met on April 12, 2023 and had a quorum. They discussed the Slate of Officers for PY 23 – 24. Ashley Forbes will be serving as the chair, Greg Moon will be serving as the vice-chair, Joshua Gemerek will be serving as the secretary and treasurer, and Ian Ginger is serving as the member-at-large. They also

held committee elections, and Joshua Gemerek was elected as chair and Sara Carroll was elected as vice-chair. They also discussed the potential committee restructure and the review of the by-laws.

- e. **Youth Council Report:** Marjorie Lampkin discussed to the Executive Committee that the Youth Council met on April 17, 2023. Steven Golas went over the quarterly reports and success stories. Marjorie discussed that we are struggling to get more youth in programs and keeping them engaged and coming back. Elections were held for the committee and Marjorie Lampkin was elected as the chair and Dave Ferguson was elected as the vice-chair of the committee.

XI. Old Business: There was no old business for discussion.

XII. New Business: There was no new business for discussion.

XIII. Executive Director's Update: Jackie Davis provided an update on activities and initiatives. She has attended the Governor's Workforce Summit that was held in Richmond. She will be attending USDOL ETA Vision 2030 Workforce Convening in May. She has been accepted in the Virginia Rural Leadership Institute. Jackie Davis informed the Executive Committee that she was reviewing processes, policies and procedures that are in place and has plans to propose changes. Things that are being reviewed are the Bylaws, committee structures, fund diversification, and metrics to hold staff accountable for outreach and activities in the community. She informed the Committee there has been a project submitted to Abigail Spanberger's office to upgrade the Resource Room in Fredericksburg. Jackie also informed the Committee the plans for the Career Adventure Camp this summer to include Drones, 3D Printing and skilled trades.

XIV. Public Comment: There was a comment that there should be adult workers should be talked about and recognized more.

XV. Adjournment: There being no further discussion, Ashley Forbes made a motion to adjourn the meeting. Dennis Parsons seconded the motion, and the meeting was adjourned at 11:09 a.m.

Respectfully submitted,

Lauren Fallin

**Draft CLEO Minutes
Chief Local Elected Officials
Monday, June 5, 2023
1:00 p.m.**

- I. **Call to order:** Vice Chair Bud Smith called the meeting to order at 1:01 p.m.
- II. **Roll Call:** Present in-person was Bud Smith of Essex County, Nick Minor of King George County, Vivian Seay of King and Queen County, Ed Moren of King William County, Don Gill of Lancaster County, John Priest of Mathews County, Lud Kimbrough of Middlesex County, Drew Bayse of Northumberland County, Hope Mothershead of Richmond County, Kevin Marshall of Spotsylvania County, and Karen Lewis of Westmoreland County. Also present in-person was Giles Scott, JoAnn Murchison, Jackie Davis, and Lauren Fallin. Present virtually was Jessica Weber.
- III. **Approval of February 1, 2023 Minutes:** John Priest made a motion to approve the February 1, 2023 minutes and Nick Minor seconded his motion, passing the motion unanimously.
- IV. **Public Comment:** There was no public comment.
- V. **Old Business:** There was no old business to discuss.
- VI. **New Business**
 - a. **TPI Update – Mason Bishop WorkED:** Jackie Davis discussed how roundtables are in the process of being scheduled. Jackie presented a presentation about WorkED consulting, their asset map, situation analysis, etc. Jackie said that we are aiming for the project to be done around mid-November – December and be presented in January.
 - b. **One Stop Manager Update:** Jessica Weber provided the One Stop manager update on operations such as workforce restructuring, ADA improvements requests, youth funds requests, and staff/administration funds requests. Jessica noted that the traffic across all centers in the summer has decreased. The top 3 services utilized are the resource room, unemployment insurance, and staff appointments. Jessica noted that we are well above the threshold at the midpoint of 2023 for job placement across all counties.
 - c. **Business Services Update:** JoAnn Murchison provided the Business Services update. JoAnn noted that there has been an increase in construction and manufacturing businesses reached. She said that the Eastern Shore and Planning District 16 are working on manufacturing. JoAnn also noted that in regard to TPI,

the first roundtable will be held on June 21, 2023 in Gloucester, VA Oyster Farms.

- d. Youth Outreach Update:** Giles Scott provided the Youth Outreach update. Giles discussed his experience at Intern Expo and how about 50 kids had internship opportunities after the event. Giles showed youth and adults how to utilize the VR equipment and career exploration tool to perform tutorials on many different types of careers. Giles noted that the top career exploration programs used on the VR are robotics, first responder, hotel, and automotive.
- e. Liaison Report:** Jackie Davis reported that the Board passed the budgets amended and proposed at the Board meeting on May 3, 2023.
- f. Workforce Overview:** Jackie Davis gave a presentation on the overview of the workforce, what we do, our officers on our CLEO Board and BCWDB Board, the administrative staff, our vision, our mission, and an overview of all 14 workforce boards and the history of the workforce.
- g. Amended PY 22 – 23 Budget:** John Priest made a motion to approve the amended PY 22 – 23 Budget and Kevin Marshall seconded this motion, passing the motion unanimously.
- h. Proposed PY 23 – 24 Budget:** John Priest made a motion to approve the proposed PY 23 – 24 Budget and Nick Minor seconded this motion, passing the motion unanimously.
- i. CLEO Bylaws:** Jackie Davis discussed the updates and changes made on the CLEO Bylaws.
- j. Board**
 - A. Board Certification:** Jackie Davis noted that the Board Certification should pass in June.
 - B. Membership**
 - 1) New Membership:** John Priest made a motion to approve Robert Dixon’s new membership and Nick Minor seconded the motion, passing the motion unanimously.
 - 2) Renewals:** John Priest made a motion to approve Greg Moon and Marjorie Lampkin’s renewal of their membership and Nick Minor seconded the motion, passing the motion unanimously.
 - 3) Vacancies:** Jackie Davis noted that the 3 vacancies we have are Essex County, King and Queen County, and Mathews County.
- k. PY 23 – 24 CLEO Officers**

- 1) Chair, Vice-chair, and Member-at-large: John priest made a motion to elect Bud Smith as chair of the CLEOs and Lutrell Tadlock seconded this motion, passing the motion unanimously. Lutrell Tadclock made a motion to elect Kevin Marshall as vice chair and John Preist seconded this motion, passing the motion unanimously. Bud Smith made a motion to elect Nick Minor as the member-at-large;
- VII.** Executive Director’s Update: Jackie Davis provided the Executive Director’s update. Jackie discussed how there were two monitoring audits of all centers and all of them passed. She announced that there are upcoming summer camps in the Eastern Shore, Northern Neck, and Middle Peninsula. The Eastern Shore summer camp will be from July 16 – 21st, and at the camp individuals will learn how to build and operate drones. In the Northern Neck there will be a 3D printing summer camp from June 19 – 24 where individuals will learn how to operate 3D printers. The Middle Peninsula will be hosting a construction camp.
- VIII. Public Comment:** There was no public comment.
- IX. Adjournment:** Vice Chair Bud Smith adjourned the meeting at 2:45 p.m.

Respectfully submitted,
Lauren Fallin

Board Membership



NOMINATION FORM

1-Name (First, MI, Last) Deborah Warf		2-LWDA # XIII		3-Date 6/6/2023	
4-Street Address 10304 Spotsylvania Ave			13-Nominee Characteristics Gender: Male <input type="checkbox"/> Female <input checked="" type="checkbox"/> Race: White <input checked="" type="checkbox"/> Black <input type="checkbox"/> Hispanic <input type="checkbox"/> Amer. Indian <input type="checkbox"/> Native Alaskan <input type="checkbox"/> Asian <input type="checkbox"/> Pacific Islander <input type="checkbox"/> Other <input type="checkbox"/>		
5-City Fredericksburg		6-County Spotsylvania			
7-State Virginia		8-ZIP <small>22405</small>			
9-Home Phone (include area code) (540) 847-4238		10-Work Phone (include area code) (540) 322-5766			
11-FAX (540) 891-4139		12-E-Mail deborah.warf@vec.virginia.gov		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 checked="" 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					
<small>Title</small> Labor <input type="checkbox"/>		<small>Organization</small> CBO <input type="checkbox"/>			
		<small>Registered Apprenticeship</small> <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 _____	
<small>Title</small> _____		<small>Business</small> _____		<small>Type of Business</small> _____	
18-Education Representative			19-VEC Representative		
<small>Title</small> _____		<small>Institution</small> _____	<small>Title</small> Northern District Manager		
<small>Title II</small> <input type="checkbox"/> Community College <input type="checkbox"/> Career & Technical Education <input type="checkbox"/>					
20-Economic Development Representative			21-VDARS/VDBVI Representative		
<small>Title</small> _____			<small>Title</small> _____		
			22-DSS Representative		
			<small>Title</small> _____		
24-Nominator			23-Optional/ Other Representative		
I hereby recommend the above-named person for membership on the Local Workforce Development Board. Signature _____ Date 30 June 23			<small>Title</small> _____		
Dr Robert M Walker Jr Dir Wkforce Opns Printed/Typed Name & Title of Nominator VA Employment Commission Nominator Organization 804-221-5054 Phone _____ FAX _____ robert.walker@vec.virginia.gov Email _____			<small>Agency</small> _____		
			25-Action by Chief Elected Official		
			Subject to certification required by Section 107 of the Workforce Innovation and Opportunity Act of 2014 and Policy 200-04 (2016) (Revised July 1, 2016) 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 _____		

PY 23-24 Budget

Bay Consortium Workforce Development Board, Inc.		
PY 2023-2024 Proposed Budget		
Revenue	May 2023 Approved Budget	Proposed PY23-24
WIOA Admin	\$ 162,825.54	\$ 194,666.90
WIOA Adult	\$ 561,840.78	\$ 528,906.38
WIOA Dislocated	\$ 420,892.44	\$ 423,495.29
WIOA Youth	\$ 627,696.60	\$ 671,464.84
Management Fee (One-Stop)	\$ 12,000.00	\$ 12,000.00
CAREER DWG	\$ 54,167.00	\$ 54,167.00
Locality Support	\$ 97,869.00	\$ 116,892.00
GOVA TPI	\$ 175,000.00	\$ 198,190.58
Youth Outreach and Marketing	\$ -	\$ 25,000.00
Transportation to Learn	\$ -	\$ 25,000.00
FieldPrint	\$ -	\$ 2,711.50
Total Revenue	\$ 2,112,291.35	\$ 2,252,494.49
Expenses		
Board		
	May 2023 Approved Budget	Proposed PY23-24
Advertising	\$ 500.00	\$ 500.00
Audit	\$ 15,000.00	\$ 16,200.00
Dues/Publications	\$ 500.00	\$ 500.00
Employee Salaries	\$ 262,387.50	\$ 262,387.50
Employee Benefits	\$ 78,716.25	\$ 78,716.25
Employee Taxes	\$ 24,270.84	\$ 24,270.84
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	\$ 20,000.00	\$ 20,000.00
Board/CLEO Travel	\$ 13,500.00	\$ 13,500.00
Board Total	\$ 455,624.59	\$ 456,824.59
Programs		
	May 2023 Approved Budget	Proposed PY23-24
SUB AREA 16 Adult/Dislocated	\$ 322,117.23	\$ 276,514.85
SUB AREA 17 and 18 Adult/Dislocated	\$ 209,477.31	\$ 237,281.08
SUB AREA 22 Adult/Dislocated	\$ 106,665.33	\$ 116,628.98
SUB AREA 16 YOUTH	\$ 94,986.86	\$ 167,209.37
SUB AREA 17 and 18 YOUTH*	\$ 88,264.77	\$ 153,812.55
SUB AREA 22 YOUTH	\$ 47,792.94	\$ 83,660.65
One-Stop Operator	\$ 50,000.00	\$ 50,000.00
Business Services	\$ 112,556.88	\$ 107,416.88
Incumbent Worker Training	\$ 30,000.00	\$ 15,000.00
On-the-Job Training	\$ 30,000.00	\$ 15,000.00
Youth Outreach	\$ 103,556.88	\$ 100,416.88
Youth Initiative	\$ 150,000.00	\$ 50,000.00
GOVA TPI	\$ 175,000.00	\$ 188,440.58
CAREER DWG	\$ 54,167.00	\$ 54,167.00
Transportation to Learn		\$ 22,500.00
Youth Outreach and Marketing		\$ 22,750.00
Programs Total	\$ 1,574,585.19	\$ 1,660,798.81
Expense Total	\$ 2,030,209.78	\$ 2,117,623.40
Unobligated Reserve	\$ 82,081.57	\$ 134,871.09
Total	\$ 2,112,291.35	\$ 2,252,494.49
Date Board Approval		
Date CLEO Approval		

Executive Committee
Wednesday, July 19, 2023
10:00 am

- I. **Call to Order:** Ashley Forbes called the meeting to order at 10:07 a.m.
- II. **Roll Call:** Present in-person was Ashley Forbes, Greg Moon, Ian Ginger, Deborah Warf, Marjorie Lampkin, and Madison Mickel as Jennifer Bowhey’s proxy. Present virtually was Joshua Gemerek. Also present in-person was Jackie Davis and Lauren Fallin. Also present virtually was Kristina Allen. Not present was Nick Minor.
- III. **Welcome and Introductions:** The Executive Committee gave welcome and introductions to Jennifer Bowhey’s proxy Madison Mickel.
- IV. **Approval of Minutes – April 26, 2023:** Ian Ginger made a motion to approve the minutes from the April 26, 2023 meeting and Deborah Warf seconded his motion, passing the motion unanimously.
- V. **Public Comment:** There was no public comment.
- VI. **Standing Committees**
 - A. **One-Stop Committee:** Deborah Warf announced that the One Stop committee met on July 19, 2023 and went over the policies to be approved by the Executive Committee and held elections. Deborah Warf is the chair of the One-Stop Committee and Stephen Cox is the vice chair.
 - i. **Business Services Policy:** Deborah Warf made a motion to send the Business Services policy to the Board for approval and Greg Moon seconded her motion, passing the motion unanimously.
 - ii. **Event Coordination Policy:** Greg Moon made a motion to send the Event Coordination policy to the Board for approval and Deborah Warf seconded his motion, passing the motion unanimously.
 - iii. **Portal Policy:** Jackie Davis gave an overview of the Portal policy to the Executive Committee.
 - B. **Performance and Accountability Committee:** Jackie Davis announced that the Performance and Accountability committee met on July 18, 2023 and reviewed the performance standards and discussed how we can improve participation in the Northern Neck and Middle Peninsula regions.
 - C. **Labor Market Committee:** Ian Ginger announced that the Labor Market committee met on July 5, 2023 and reviewed the strategic plan and how the Board can approach grants strategically. He also noted that the committee voted to bring the ETP approval to the Executive Committee for approval.
 - i. **Strategic Plan Review**
 - ii. **ETP Approval:** Ian Ginger made a motion to send the ETP approval to the Board for approval and Deborah Warf seconded his motion, passing the motion unanimously.
 - D. **Board Development Committee:** Joshua Gemerek announced that the Board Development committee met on July 12, 2023 and discussed the Disc. Assessment, which is a professional personality assessment to provide for the Board to complete at a future meeting for professional development for the Board. They also discussed the ROI which we have two proposals for, Chmura and Magnum. They also overviewed the committee crosswalk and by-laws. Joshua Gemerek mentioned that there is a vacancy open in King George and that Jackie Davis is finding a business to fill the vacancy. If the committee crosswalk is approved, then the by-laws will need to be updated.
 - i. **Committee Crosswalk:** Jackie Davis overviewed the new committee crosswalk to the Executive Committee.
 - ii. **Return on Investments (ROI)**

1. [Chmura Study Proposal](#)
 2. [Mangum Study Proposal](#): Greg Moon made a motion to approve the Magnum study proposal and Deborah Warf seconded his motion, passing the motion unanimously.
- iii. **By-laws:** Joshua Gemerek noted that the Board Development committee discussed the issue of attendance and decided to be stricter about meeting attendance and added electric participation for individuals who cannot make the meetings.
- E. Youth Council:** Marjorie Lampkin announced that the Youth Council met on July 17, 2023 and reviewed the quarterly reports and Giles Scott presented what he has done for youth outreach.
- VII. Old Business:** There was no old business to be discussed.
- VIII. New Business:**
- A. PY 23 – 24 Budget:** Deborah Warf made a motion to approve the PY 23 – 24 budget and Gregory Moon seconded his motion passing the motion unanimously.
- IX. Executive Director’s Update:** Jackie Davis noted that we were awarded two grants, transportation to learn and youth outreach. Transportation to learn will provide transportation for youth and take them on field trips to businesses. Youth outreach will expand the utilization of the Virtual Reality Career Exploration and more VRs will be ordered. The most recent TPI roundtable was held in Gloucester for aquaculture. Jackie noted that we are going to market the next roundtable in September. She also noted that there is a summer camp in Eastern Shore this week where participants will be making drones and taking them home. Jackie also presented the career exploration coloring books being made for the youth to the Executive Committee.
- i. **Transition Update:** Jackie Davis gave an overview of the transition update to the Executive Committee.
 - ii. **Rappahannock Goodwill Industries (RGI) Success Stories:** Jackie Davis presented the Rappahannock Goodwill Industries success story video to the Executive Committee.
 1. <https://vimeo.com/836556966/2a67c6240a?share=copy>
- X. Other Items for Discussion:** Jackie Davis reminded the Executive Committee that there is an upcoming Joint Board/CLEO meeting on August 2, 2023 at 10:00 a.m. at the King George Citizen’s Center.
- XI. Public Comment:** There was no public comment.
- XII. Adjournment:** With there being no further business to discuss, Ian Ginger made a motion to adjourn the meeting and Deborah Warf seconded his motion, passing the motion unanimously. Ashley Forbes adjourned the meeting at 11:27 a.m.

Respectfully submitted,
Lauren Fallin

One Stop Committee
Wednesday, July 19, 2023
8:00 A.M.

The One Stop Committee met on Wednesday, July 19, 2023 via Zoom.

- I. Call to Order:** Deborah Warf called the meeting to order at 8:03 a.m.
- II. Roll Call:** Present was Deborah Warf, Stephen Cox, Hosey Burgess, and Robert Dixon. Also present was Jackie Davis, Lauren Fallin, JoAnn Murchison, and Jessica Weber. Not present was Scott Hall and Tracy Harrington.
- III. Public Input:** There was no public input.
- IV. Approval of April 11, 2023 Meeting Minutes:** Deborah Warf made a motion to approve the April 11, 2023 meeting minutes and Stephen Cox seconded her motion, passing the motion unanimously.
- V. New Business**
 - A. Election – Chair/Vice Chair:** Deborah Warf will be serving as the Chair and Stephen Cox will be serving as the Vice Chair.
 - B. BS Policy:** The One Stop committee reviewed the Business Services policy. Steve Cox made a motion to send the Business Services policy to the Executive Committee for approval and Deborah Warf seconded his motion, passing the motion unanimously.
 - C. Event Policy:** The One Stop committee reviewed the Event Coordination policy. Stephen Cox made a motion to send the Event Coordination policy to the Executive Committee for approval and Deborah Warf seconded his motion, passing the motion unanimously.
 - D. Portal Policy:** The One Stop manager reviewed the Portal policy in her report.
 - E. Strategic Planning Evaluation Metrics:** The One Stop committee reviewed the Strategic Planning Evaluation Metrics.
- VI. Old Business:** There was no old business to be discussed.
- VII. One Stop Manager Update:** Jessica Weber presented the one stop manager update to the One Stop committee. She noted that the number of job seekers has increased significantly in the Eastern Shore center with around 200 visitors a year. She also noted that we are struggling with workshops and need to host more, and that Rappahannock Goodwill Industries will be hosting more workshops to fix this issue.
- VIII. Business Services Report:** JoAnn Murchison presented the business services report to the One Stop committee.
- IX. Other Topics for discussion:** Jackie Davis reminded everyone that there is an upcoming joint Board/CLEO meeting on August 2, 2023 at 10:00 a.m. at the King George Citizen’s Center.
- X. Adjournment:** With no further business to be discussed, Deborah Warf adjourned the meeting at 8:20 a.m.

Respectfully submitted,
Lauren Fallin

Performance and Accountability Committee
Tuesday, July 18, 2023
10:00 A.M.

The Performance and Accountability Committee met on Tuesday, July 18, 2023 at 10:00 a.m. via Zoom.

- I. Call to Order:** Vanesa Livingstone called the meeting to order at 10:05 a.m.
- II. Roll Call:** Present was Vanesa Livingstone, Kyle Allwine, and Brittany Metts. Also present Jackie Davis, Lauren Fallin, and Steven Golas. Not present was Jennifer Bowhey, Dennis Parsons, Beverly Davis, and Gary Wilson. Public present was Kat Keske, Sherry Davis, and Milly Rivera-Negron.
- III. Public Input:** There was no public input.
- IV. Approval of Meeting Notes from April 20, 2023 Meeting:** Kyle Allwine made a motion to approve the meeting notes from the April 20, 2023 meeting and Vanesa Livingstone seconded his motion, passing the motion unanimously.
- V. New Business**
 - A. Quarterly Reports and Success Stories:** Steven Golas went over the quarterly reports. He noted that outreach has caused significant improvement and advancement in the Northern Neck and Middle Peninsula and that all areas have exceeded in the fourth quarter for the adult and dislocated workers quarterly report. Steven mentioned that the engagement for the youth quarterly reports this quarter needs to be increased in King George and Richmond County, and that the Middle Peninsula needs enhanced outreach strategies. The Youth measures for this quarter exceed in all categories.
 - i. <https://vimeo.com/836556966/2a67c6240a?share=copy>
 - B. Business Services:** Steven Golas said that there has been a number of hiring events that have been hosted lately and that we recently had a training program with a turnout of 91 participants.
 - C. Youth Outreach:** Steven Golas noted that there are three summer camps being done this year for the youth. The 3D printing camp was a success with five individuals that participated. Three of those individuals will be participants in the upcoming Drone camp.
- VI. Old Business:** There was no old business to be discussed.
- VII. Other Topics for discussion:** Jackie Davis announced that there is an upcoming Joint Board/CLEO meeting on August 2, 2023 from 10:00 a.m. – 12:00 p.m. at the King George Citizen’s Center.
- VIII. Adjournment:** With there being no further business to be discussed, Vanesa Livingstone called the meeting for adjournment at 10:21 a.m.

Respectfully submitted,
Lauren Fallin

4th Quarter BCWDB Quarterly Reports

Rappahannock Goodwill Industries WIOA Adult and Dislocated Worker													
		1st Quarter PY 22 7/1/22 - 9/30/22			2nd Quarter PY 22 10/1/22 - 12/31/22			3rd Quarter PY 22 1/1/23 - 3/31/23			4th Quarter PY 22 4/1/23 - 6/30/23		
Customer Summary Information													
Planned Number of Participants for PY		95			95			95			95		
Total Participants Served		43			57			67			96		
Percent of Planned		45%			60%			71%			101%		
New Clients Enrolled this Quarter		12			14			10			29		
WIOA Adult		38			52			62			91		
WIOA Dislocated Worker		5			5			5			5		
Follow Up Information													
Total Follow-Ups Required		46			49			50			55		
Total Follow-Ups Completed		46			49			50			55		
Total Follow-Up Not Completed		0			0			0			0		
Employment 2nd Quarter after Exit													
WIOA Adult Program - 86.6%	84.6%	11	# employed	100.0%	6	# employed	85.7%	6	# employed	88.9%	8	# employed	
		13	# exited			6		# exited			7	# exited	
WIOA Dislocated Worker Program - 88.6%	100.0%	3	# employed	100.0%	3	# employed	100.0%	3	# employed	-	0	# employed	
		3	# exited			3		# exited			3	# exited	
Employment 4th Quarter after Exit													
WIOA Adult Program - 85.5%	75.0%	3	# employed	75.0%	3	# employed	92.3%	12	# employed	100.0%	6	# employed	
		4	# exited			4		# exited			13	# exited	
WIOA Dislocated Worker Program - 90%	83.3%	5	# employed	100.0%	1	# employed	100.0%	3	# employed	100.0%	3	# employed	
		6	# exited			1		# exited			3	# exited	
Median Earnings 2nd Quarter after Exit													
WIOA Adult Program	\$6,100.00	Not Available		\$6,100.00	Not Available		\$6,100.00	Not Available		\$6,100.00	Not Available		
WIOA Dislocated Worker Program	\$8,900.00	Not Available		\$8,900.00	Not Available		\$8,900.00	Not Available		\$8,900.00	Not Available		
Credential Attainment within Four Quarters after Exit													
WIOA Adult Program - 81.1%	100.0%	4	# credentialed	75.0%	3	# credentialed	84.6%	11	# credentialed	83.3%	5	# credentialed	
		4	# exited			4		# exited			13	# exited	
WIOA Dislocated Worker Program - 70%	80.0%	4	# credentialed	66.7%	2	# credentialed	66.7%	2	# credentialed	100.0%	3	# credentialed	
		5	# exited			3		# exited			3	# exited	
Measurable Skills Gain													
WIOA Adult Program - 70.2%	13.5%	5	# gained	38.1%	16	# gained	50.0%	28	# gained	51.3%	40	# gained	
		37	# exited			42		# exited			56	# exited	
WIOA Dislocated Worker Program - 69.8%	0.0%	0	# gained	50.0%	1	# gained	75.0%	3	# gained	100.0%	4	# gained	
		2	# exited			2		# exited			4	# exited	
40% Minimum Training Expenditure Requirement													
75.19%	WIOA Adult Program	74.6%	\$ 54,401.07	Training Expenditures	76.8%	\$ 116,775.96	Training Expenditures	77.9%	\$ 196,373.50	Training Expenditures	78.6%	\$ 300,285.40	Training Expenditures
			\$ 72,920.85	Total Expenditures		\$ 152,133.01	Total Expenditures		\$ 252,171.70	Total Expenditures		\$ 382,183.49	Total Expenditures
	WIOA Dislocated Worker Program	16.5%	\$ 1,456.72	Training Expenditures	29.3%	\$ 5,671.84	Training Expenditures	43.0%	\$ 14,508.16	Training Expenditures	41.6%	\$ 16,004.85	Training Expenditures
			\$ 8,827.70	Total Expenditures		\$ 19,350.02	Total Expenditures		\$ 33,746.03	Total Expenditures		\$ 38,468.72	Total Expenditures
Total Contract Expenditures													
83.56%	WIOA Adult Program	26.0%	\$ 74,323.80	Expenditures	54.1%	\$ 154,938.91	Expenditures	59.6%	\$ 256,638.55	Expenditures	83.2%	\$ 387,795.32	Expenditures
			\$ 286,203.42	Total Contract		\$ 286,203.42	Total Contract		\$ 430,504.76	Total Contract		\$ 465,876.61	Total Contract
	WIOA Dislocated Worker Program	5.2%	\$ 9,750.98	Expenditures	11.3%	\$ 21,196.58	Expenditures	49.3%	\$ 36,515.87	Expenditures	86.6%	\$ 42,161.89	Expenditures
			\$ 188,351.79	Total Contract		\$ 188,351.79	Total Contract		\$ 74,050.45	Total Contract		\$ 48,678.60	Total Contract

George Washington Planning District 16 Data		4th Quarter PY 22
Customer Summary Information		
Planned Number of Participants for PY		95
Total Participants Served		81
Percent of Planned		85%
Planning District 16 Total New Clients Enrolled this Quarter		24
	WIOA Adult	76
	WIOA Dislocated Worker	5
Spotsylvania County New Clients Enrolled this Quarter		9
	WIOA Adult	34
	WIOA Dislocated Worker	2
Stafford County New Clients Enrolled this Quarter		8
	WIOA Adult	20
	WIOA Dislocated Worker	1
Caroline County New Clients Enrolled this Quarter		2
	WIOA Adult	4
	WIOA Dislocated Worker	1
King George County New Clients Enrolled this Quarter		0
	WIOA Adult	3
	WIOA Dislocated Worker	1
City of Fredericksburg New Clients Enrolled this Quarter		5
	WIOA Adult	15
	WIOA Dislocated Worker	0

Rappahannock Community College WIOA Adult and Dislocated Worker																
	1st Quarter PY 22 7/1/22 - 9/30/22				2nd Quarter PY 22 10/1/22 - 12/31/22				3rd Quarter PY 22 1/1/23 - 3/31/23				4th Quarter PY 22 4/1/23 - 6/30/23			
Customer Summary Information																
Planned Number of Participants for PY	62				62				62				62			
Total Participants Served	27				31				38				49			
Percent of Planned	44%				50%				61%				79%			
New Clients Enrolled this Quarter	7				4				7				11			
WIOA Adult	27				31				38				48			
WIOA Dislocated Worker	0				0				0				1			
Follow Up Information																
Total Follow-Ups Required	46				42				45				40			
Total Follow-Ups Completed	46				42				45				40			
Total Follow-Up Not Completed	0				0				0				0			
Employment 2nd Quarter after Exit																
WIOA Adult Program - 86.6%	88.2%	15	# employed	88.9%	8	# employed	90.0%	9	# employed	90.0%	9	# employed				
		17	# exited			9		# exited			10	# exited		10	# exited	
WIOA Dislocated Worker Program - 88.6%	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 - 85.5%	69.2%	9	# employed	89.5%	17	# employed	94.1%	16	# employed	88.9%	8	# employed				
		13	# exited			19		# exited			17	# exited		9	# exited	
WIOA Dislocated Worker Program - 90%	-	0	# employed	-	0	# employed	100.0%	1	# employed	-	0	# employed				
		0	# exited			0		# exited			1	# exited		0	# exited	
Median Earnings 2nd Quarter after Exit																
WIOA Adult Program	\$6,100.00	Not Available		\$6,100.00	Not Available		\$6,100.00	Not Available		\$6,100.00	Not Available					
WIOA Dislocated Worker Program	\$8,900.00	Not Available		\$8,900.00	Not Available		\$8,900.00	Not Available		\$8,900.00	Not Available					
Credential Attainment within Four Quarters after Exit																
WIOA Adult Program - 81.1%	92.3%	12	# credentialed	68.4%	13	# credentialed	92.3%	12	# credentialed	88.9%	8	# credentialed				
		13	# exited			19		# exited			13	# exited		9	# exited	
WIOA Dislocated Worker Program - 70%	-	0	# credentialed	-	0	# credentialed	100.0%	1	# credentialed	-	0	# credentialed				
		0	# exited			0		# exited			1	# exited		0	# exited	
Measurable Skills Gain																
WIOA Adult Program - 70.2%	45.8%	11	# gained	92.3%	24	# gained	81.8%	27	# gained	79.1%	34	# gained				
		24	# exited			26		# exited			33	# exited		43	# exited	
WIOA Dislocated Worker Program - 69.8%	-	0	# gained	-	0	# gained	-	0	# gained	-	0	# gained				
		0	# exited			0		# exited			0	# exited		0	# exited	
40% Minimum Training Expenditure Requirement																
70.46%	WIOA Adult Program	65.1%	\$ 27,667.21	Training Expenditures	56.1%	\$ 44,484.61	Training Expenditures	66.3%	\$ 101,810.73	Training Expenditures	70.9%	\$ 153,130.95	Training Expenditures			
			\$ 42,485.63	Total Expenditures			\$ 79,238.53		Total Expenditures			\$ 153,567.75	Total Expenditures		\$ 216,098.32	Total Expenditures
	WIOA Dislocated Worker Program	0.0%	\$ -	Training Expenditures	0.0%	\$ -	Training Expenditures	0.0%	\$ -	Training Expenditures	0.0%	\$ -	Training Expenditures			
			\$ 466.58	Total Expenditures			\$ 721.58		Total Expenditures			\$ 976.58	Total Expenditures		\$ 1,231.58	Total Expenditures
Total Contract Expenditures																
83.10%	WIOA Adult Program	28.3%	\$ 43,233.71	Expenditures	52.9%	\$ 80,734.64	Expenditures	61.4%	\$ 155,811.94	Expenditures	86.3%	\$ 219,090.59	Expenditures			
			\$ 152,605.54	Total Contract			\$ 152,605.54		Total Contract			\$ 253,965.50	Total Contract		\$ 253,965.50	Total Contract
	WIOA Dislocated Worker Program	0.9%	\$ 1,031.51	Expenditures	1.6%	\$ 1,851.44	Expenditures	19.3%	\$ 2,671.37	Expenditures	25.1%	\$ 3,486.14	Expenditures			
			\$ 115,236.60	Total Contract			\$ 115,236.60		Total Contract			\$ 13,876.64	Total Contract		\$ 13,876.64	Total Contract

Northern Neck Planning District 17 Data	
	4th Quarter PY 22
Customer Summary Information	
Planned Number of Participants for PY	40
Total Participants Served	26
Percent of Planned	65%
Planning District 17 Total New Clients Enrolled this Quarter	6
WIOA Adult	25
WIOA Dislocated Worker	1
Lancaster County New Clients Enrolled this Quarter	1
WIOA Adult	5
WIOA Dislocated Worker	0
0	
Northumberland County New Clients Enrolled this Quarter	0
WIOA Adult	2
WIOA Dislocated Worker	0
Richmond County New Clients Enrolled this Quarter	3
WIOA Adult	7
WIOA Dislocated Worker	1
Westmoreland County New Clients Enrolled this Quarter	2
WIOA Adult	11
WIOA Dislocated Worker	0

Middle Peninsula Planning District 18 Data		4th Quarter PY 22
Customer Summary Information		
Planned Number of Participants for PY		22
Total Participants Served		12
Percent of Planned		55%
Planning District 18 Total New Clients Enrolled this Quarter		5
	WIOA Adult	12
	WIOA Dislocated Worker	0
Essex County New Clients Enrolled this Quarter		4
	WIOA Adult	8
	WIOA Dislocated Worker	0
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	1
	WIOA Dislocated Worker	0
Middlesex County New Clients Enrolled this Quarter		1
	WIOA Adult	0
	WIOA Dislocated Worker	0

Eastern Shore Community College WIOA Adult and Dislocated Worker													
	1st Quarter PY 22 7/1/22 - 9/30/22			2nd Quarter PY 22 10/1/22 - 12/31/22			3rd Quarter PY 22 1/1/23 - 3/31/23			4th Quarter PY 22 4/1/23 - 6/30/23			
Customer Summary Information													
Planned Number of Participants for PY	54			54			54			54			
Total Participants Served	31			35			38			40			
Percent of Planned	57%			65%			70%			74%			
New Clients Enrolled this Quarter	4			4			3			2			
WIOA Adult	26			30			33			34			
WIOA Dislocated Worker	5			5			5			6			
Follow Up Information													
Total Follow-Ups Required	13			15			14			16			
Total Follow-Ups Completed	13			15			14			16			
Total Follow-Up Not Completed	0			0			0			0			
Employment 2nd Quarter after Exit													
WIOA Adult Program - 86.6%	100.0%	4	# employed	83.3%	5	# employed	100.0%	2	# employed	100.0%	1	# employed	
		4	# exited		6	# exited		2	# exited		1	# exited	
WIOA Dislocated Worker Program - 88.6%	-	0	# employed	-	0	# employed	-	0	# employed	-	0	# employed	
		0	# exited		0	# exited		0	# exited		0	# exited	
Employment 4th Quarter after Exit													
WIOA Adult Program - 85.5%	83.3%	5	# employed	81.8%	9	# employed	100.0%	4	# employed	100.0%	6	# employed	
		6	# exited		11	# exited		4	# exited		6	# exited	
WIOA Dislocated Worker Program - 90%	-	0	# employed	-	0	# employed	-	0	# employed	-	0	# employed	
		0	# exited		0	# exited		0	# exited		0	# exited	
Median Earnings 2nd Quarter after Exit													
WIOA Adult Program	\$6,100.00	Not Available		\$6,100.00	Not Available		\$6,100.00	Not Available		\$6,100.00	Not Available		
WIOA Dislocated Worker Program	\$8,900.00	Not Available		\$8,900.00	Not Available		\$8,900.00	Not Available		\$8,900.00	Not Available		
Credential Attainment within Four Quarters after Exit													
WIOA Adult Program - 81.1%	83.3%	5	#	80.0%	8	#	75.0%	3	#	83.3%	5	#	
		6	# exited		10	# exited		4	# exited		6	# exited	
WIOA Dislocated Worker Program - 70%	-	0	#	-	0	#	-	0	#	-	0	#	
		0	# exited		0	# exited		0	# exited		0	# exited	
Measurable Skills Gain													
WIOA Adult Program - 70.2%	36.0%	9	# gained	41.4%	12	# gained	37.5%	12	# gained	39.4%	13	# gained	
		25	# exited		29	# exited		32	# exited		33	# exited	
WIOA Dislocated Worker Program - 69.8%	0.0%	0	# gained	0.0%	0	# gained	0.0%	0	# gained	25.0%	1	# gained	
		3	# exited		3	# exited		3	# exited		4	# exited	
40% Minimum Training Expenditure Requirement													
87.65%	WIOA Adult Program	89.0%	\$44,537.87	Training Expenditures	88.0%	\$ 61,604.93	Training Expenditures	88.4%	\$ 94,449.05	Training Expenditures	88.3%	\$ 116,489.87	Training Expenditures
			\$50,056.48	Total Expenditures		\$ 69,998.60	Total Expenditures		\$ 106,875.54	Total Expenditures		\$ 131,909.64	Total Expenditures
	WIOA Dislocated Worker Program	85.1%	\$ 3,899.45	Training Expenditures	85.7%	\$ 5,820.16	Training Expenditures	78.9%	\$ 7,166.26	Training Expenditures	81.9%	\$ 12,304.42	Training Expenditures
			\$ 4,584.04	Total Expenditures		\$ 6,790.75	Total Expenditures		\$ 9,086.81	Total Expenditures		\$ 15,028.27	Total Expenditures
Total Contract Expenditures													
92.83%	WIOA Adult Program	61.6%	\$50,582.09	Expenditures	51.3%	\$ 71,043.68	Expenditures	78.1%	\$ 108,174.63	Expenditures	93.6%	\$ 133,518.63	Expenditures
			\$82,058.21	Total Contract		\$ 138,558.51	Total Contract		\$ 138,558.51	Total Contract		\$ 142,608.51	Total Contract
	WIOA Dislocated Worker Program	6.4%	\$ 5,088.54	Expenditures	33.7%	\$ 7,801.58	Expenditures	44.7%	\$ 10,339.83	Expenditures	86.9%	\$ 16,590.05	Expenditures
		\$79,650.85	Total Contract		\$ 23,150.85	Total Contract		\$ 23,150.85	Total Contract		\$ 19,100.85	Total Contract	

Eastern Shore Planning District 22 Data	
	4th Quarter PY 22
Customer Summary Information	
Planned Number of Participants for PY	54
Total Participants Served	34
Percent of Planned	63%
Planning District 22 Total New Clients Enrolled this Quarter	2
WIOA Adult	30
WIOA Dislocated Worker	4
Accomack County New Clients Enrolled this Quarter	
WIOA Adult	24
WIOA Dislocated Worker	2
Northampton County New Clients Enrolled this Quarter	
WIOA Adult	6
WIOA Dislocated Worker	2

1 – 4th Quarter BCWDB Youth Quarterly Report PY 22

Rappahannock Goodwill Industries WIOA Youth													
		1st Quarter PY 22 7/1/22 - 9/30/22			2nd Quarter PY 22 10/1/22 - 12/31/22			3rd Quarter PY 22 1/1/23 - 3/31/23			4th Quarter PY 22 4/1/23 - 6/30/23		
Customer Summary Information													
Planned Number of Participants for PY		32			32			32			32		
Total Participants Served		11			16			22			31		
Percent of Planned		34%			50%			69%			97%		
New Clients Enrolled this Quarter		5			5			6			9		
	WIOA Youth	11			16			22			31		
Follow Up Information													
Total Follow-Ups Required		6			8			10			7		
Total Follow-Ups Completed		6			8			10			7		
Total Follow-Up Not Completed		0			0			0			0		
Employment 2nd Quarter after Exit													
	WIOA Youth - 78.1%	100.0%	2	# employed	-	0	# employed	75.0%	3	# employed	-	0	# employed
			2	# exited		0	# exited		4	# exited		0	# exited
Employment 4th Quarter after Exit													
	WIOA Youth - 81.1%	100.0%	1	# employed	87.5%	7	# employed	100.0%	2	# employed	-	0	# employed
			1	# exited		8	# exited		2	# exited		0	# exited
Credential Attainment within Four Quarters after Exit													
	WIOA Youth - 70%	-	0	# credentialed	-	0	# credentialed	-	0	# credentialed	-	0	# credentialed
			0	# exited		0	# exited		0	# exited		0	# exited
Measurable Skills Gain													
	WIOA Youth - 69.1%	22.2%	2	# gained	21.4%	3	# gained	52.6%	10	# gained	65.2%	15	# gained
			9	# exited		14	# exited		19	# exited		23	# exited
20% Work Experience Expenditure Requirement													
21.66%	WIOA Youth	45.2%	\$ 7,643.94	Training Expenditures	41.9%	\$ 13,177.76	Training Expenditures	27.4%	\$ 17,641.17	Training Expenditures	21.7%	\$ 20,650.51	Training Expenditures
			\$ 16,896.04	Total Expenditures		\$ 31,480.32	Total Expenditures		\$ 64,307.05	Total Expenditures		\$ 95,339.55	Total Expenditures
Total Contract Expenditures													
48.23%	WIOA Youth	8.6%	\$ 17,765.76	Expenditures	16.2%	\$ 33,406.79	Expenditures	32.7%	\$ 67,290.27	Expenditures	48.2%	\$ 99,379.50	Expenditures
			\$206,040.09	Total Contract		\$206,040.09	Total Contract		\$ 206,040.09	Total Contract		\$ 206,040.09	Total Contract

Rappahannock Community College WIOA Youth																
	1st Quarter PY 22 7/1/22 - 9/30/22				2nd Quarter PY 22 10/1/22 - 12/31/22				3rd Quarter PY 22 1/1/23 - 3/31/23				4th Quarter PY 22 4/1/23 - 6/30/23			
Customer Summary Information																
Planned Number of Participants for PY	27				27				27				27			
Total Participants Served	18				20				20				23			
Percent of Planned	67%				74%				74%				85%			
New Clients Enrolled this Quarter	9				2				0				3			
WIOA Youth	18				20				20				23			
Follow Up Information																
Total Follow-Ups Required	8				6				6				8			
Total Follow-Ups Completed	8				6				6				8			
Total Follow-Up Not Completed	0				0				0				0			
Employment 2nd Quarter after Exit																
WIOA Youth - 78.1%	80.0%	4	# employed	100.0%	2	# employed	100.0%	1	# employed	100.0%	1	# employed				
		5	# exited		2	# exited		1	# exited		1	# exited				
Employment 4th Quarter after Exit																
WIOA Youth - 81.1%	100.0%	1	# employed	50.0%	2	# employed	100.0%	5	# employed	100.0%	2	# employed				
		1	# exited		4	# exited		5	# exited		2	# exited				
Credential Attainment within Four Quarters after Exit																
WIOA Youth - 70%	-	0	# credentialed	-	0	# credentialed	100.0%	2	# credentialed	100.0%	2	# credentialed				
		0	# exited		0	# exited		2	# exited		2	# exited				
Measurable Skills Gain																
WIOA Youth - 69.1%	23.1%	3	# gained	73.3%	11	# gained	77.8%	14	# gained	73.7%	14	# gained				
		13	# exited		15	# exited		18	# exited		19	# exited				
20% Work Experience Expenditure Requirement																
23.50%	WIOA Youth	20.3%	\$ 5,154.25	Training Expenditures	24.0%	\$ 11,105.20	Training Expenditures	26.1%	\$ 16,448.07	Training Expenditures	23.50%	\$ 20,677.28	Training Expenditures			
			\$ 25,352.49	Total Expenditures		\$ 46,290.54	Total Expenditures		\$ 62,979.17	Total Expenditures		\$ 87,975.08	Total Expenditures			
Total Contract Expenditures																
73.41%	WIOA Youth	21.0%	\$ 25,944.24	Expenditures	38.4%	\$ 47,276.79	Expenditures	52.4%	\$ 64,557.57	Expenditures	73.4%	\$ 90,483.43	Expenditures			
			\$123,264.82	Total Contract		\$ 123,264.82	Total Contract		\$ 123,264.82	Total Contract		\$ 123,264.82	Total Contract			

Northern Neck Planning District 17 Data	
	4th Quarter PY 22
Customer Summary Information	
Planned Number of Participants for PY	14
Total Participants Served	14
Percent of Planned	100%
Planning District 17 Total New Clients Enrolled this Quarter	3
WIOA Youth	14
Lancaster County New Clients Enrolled this Quarter	2
WIOA Youth	4
Northumberland County New Clients Enrolled this Quarter	1
WIOA Youth	6
Richmond County New Clients Enrolled this Quarter	0
WIOA Youth	0
Westmoreland County New Clients Enrolled this Quarter	0
WIOA Youth	4

Middle Peninsula Planning District 18 Data		4th Quarter PY 22
Customer Summary Information		
Planned Number of Participants for PY		13
Total Participants Served		9
Percent of Planned		69%
Planning District 18 Total New Clients Enrolled this Quarter		0
	WIOA Youth	9
Essex County New Clients Enrolled this Quarter		0
	WIOA Youth	2
King and Queen County New Clients Enrolled this Quarter		0
	WIOA Youth	1
King William County New Clients Enrolled this Quarter		0
	WIOA Youth	5
Mathews County New Clients Enrolled this Quarter		0
	WIOA Youth	0
Middlesex County New Clients Enrolled this Quarter		0
	WIOA Youth	1

Eastern Shore Community College WIOA Youth														
	1st Quarter PY 22 7/1/22 - 9/30/22				2nd Quarter PY 22 10/1/22 - 12/31/22				3rd Quarter PY 22 1/1/23 - 3/31/23				4th Quarter PY 22 4/1/23 - 6/30/23	
Customer Summary Information														
Planned Number of Participants for PY	25				25				25				25	
Total Participants Served	11				12				14				20	
Percent of Planned	44%				48%				56%				80%	
New Clients Enrolled this Quarter	2				1				2				7	
WIOA Youth	11				12				14				20	
5														
Total Follow-Ups Required	4				6				5				10	
Total Follow-Ups Completed	4				6				5				10	
Total Follow-Up Not Completed	0				0				0				0	
Employment 2nd Quarter after Exit														
WIOA Youth - 78.1%	-	0	# employed	100.0%	3	# employed	-	0	# employed	100.0%	1	# employed		
		0	# exited		3	# exited		0	# exited		1	# exited		
Employment 4th Quarter after Exit														
WIOA Youth - 81.1%	-	0	# employed	100.0%	3	# employed	-	0	# employed	100.0%	3	# employed		
		0	# exited		3	# exited		0	# exited		3	# exited		
Credential Attainment within Four Quarters after Exit														
WIOA Youth - 70%	-	0	# credentialed	-	0	# credentialed	-	0	# credentialed	-	0	# credentialed		
		0	# exited		0	# exited		0	# exited		0	# exited		
Measurable Skills Gain														
WIOA Youth - 69.1%	0.0%	0	# gained	41.7%	5	# gained	46.2%	6	# gained	53.8%	7	# gained		
		8	# exited		12	# exited		13	# exited		13	# exited		
20% Work Experience Expenditure Requirement														
48.01%	WIOA Youth	56.3%	\$ 6,503.54	Training Expenditures	51.9%	\$ 9,433.36	Training Expenditures	49.8%	\$ 11,979.98	Training Expenditures	48.0%	\$ 14,139.18	Training Expenditures	
			\$ 11,560.84	Total Expenditures		\$ 18,165.39	Total Expenditures		\$ 24,051.92	Total Expenditures		\$ 29,449.93	Total Expenditures	
Total Contract Expenditure Requirement														
42.85%	WIOA Youth	16.7%	\$ 12,037.90	Training Expenditures	26.5%	\$ 19,112.39	Training Expenditures	35.0%	\$ 25,203.94	Training Expenditures	42.8%	\$ 30,862.23	Training Expenditures	
			\$ 72,027.08	Total Expenditures		\$ 72,027.08	Total Expenditures		\$ 72,027.08	Total Expenditures		\$ 72,027.08	Total Expenditures	

Eastern Shore Planning District 22 Data	
	4th Quarter PY 22
Customer Summary Information	
Planned Number of Participants for PY	25
Total Participants Served	21
Percent of Planned	84%
Planning District 22 Total New Clients Enrolled this Quarter	7
WIOA Youth	21
Accomack County New Clients Enrolled this Quarter	3
WIOA Youth	13
Northampton County New Clients Enrolled this Quarter	4
WIOA Youth	8

4th Quarter PY 2022			
	Negotiated Level	Actual	% of Negotiated Level
Adult Measures			
Employment 2nd Quarter after Exit	86.6	90.0	104%
Employment 4th Quarter after Exit	85.5	95.2	111%
Median Earnings 2nd Quarter after Exit	\$6,100.00	NA	-
Credential Attainment within 4 Quarters after Exit	81.1	85.7	106%
Measurable Skills Gain	70.2	56.5	80%
Dislocated Workers Measures			
Employment 2nd Quarter after Exit	88.6	100.0	113%
Employment 4th Quarter after Exit	90.0	100.0	111%
Median Earnings 2nd Quarter after Exit	\$8,900.00	NA	-
Credential Attainment within 4 Quarters after Exit	70.0	100	143%
Measurable Skills Gain	69.8	62.5	90%
Youth Measures			
Employment 2nd Quarter after Exit	78.1	100.0	128%
Employment 4th Quarter after Exit	81.1	100.0	123%
Credential Attainment within 4 Quarters after Exit	70.0	100.0	143%
Measurable Skills Gain	69.1	65.5	95%

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 Rappahannock Goodwill Industries Success Story – George Washington

Caitlin entered the WIOA program with limited income to meet her basic needs. She found herself anxious about the barriers to obtaining her goal of becoming a Welder. Inspired by her father’s support, she enrolled in the WIOA program to explore the opportunities the program offered.

WIOA staff supported Caitlin in registering for training to pursue her goal of working in the Welding industry. Caitlin finished her training and obtained her credentials in just five months. Afterwards, WIOA staff supported Caitlin to revise her Resume and provided job listings.

During the job search, a welding company representative reached out to Caitlin with an offer. Caitlin was excited and hesitant to apply because of her lack of experience in such a challenging field. The WIOA Case Manager encouraged Caitlin to apply and speak with the employer. Caitlin did so, and the company hired her shortly after submitting the application.

A few months after starting her new job, another company contacted Caitlin with an offer to match her credentials and provide an opportunity for Caitlin to grow with the company. Caitlin reported to the WIOA Case Manager that the program made a significant difference for her by providing funding for training, guided assistance, and job search support. Caitlin stated, “I loved the training and learning my craft.” “Now I am my craft!” “I am a Welder!”

Rappahannock Community College Rappahannock Community College Success Story - Northern Neck

18-year-old Alice came to RCC in the summer of 2022. Since high school, she had been waitressing at various restaurants. She decided she would like to be a dental assistant. She applied for WIOA funding and was determined eligible as an adult. In July, she was enrolled in the program. She completed all job readiness assignments and her interests matched Onet interests for dental assisting. She started her training on September 10, 2022. In 10 weekends, Alice was excited to complete her training. On January 30, 2023, she started a new job as a dental assistant. Alice is doing very well and is wonderful to work with.

Rappahannock Community College Rappahannock Community College Success Story – Middle Peninsula

On February 2, 2023, Bob came to RCC and inquired about CDL training. He was 22 years old and had been an Amazon driver with a great driving record. He wanted to drive the big rigs and see the world. He applied to WIOA and was determined eligible. He was enrolled and started training on February 21st. He was an exceptional student and three weeks later March 14th, Bob passed his test! He continued to work some cash jobs while applying for over-the-road jobs and soon accepted an offer. On May 15th, Bob started driving with Western Express. After thirty days of training, he began driving solo. Bob has been a wonderful student and great to work with. Best of luck to him!

Eastern Shore Community College
Eastern Shore Community College Success Stories – Eastern Shore

Story #1

Davion graduated from Old Dominion University with a bachelor's degree in information systems at its spring 2023 commencement. Davion participated in the WIOA program prior to that and though he changed his major several times, he went on to earn an associate's degree in Arts & Sciences for General Studies at Eastern Shore Community College in 2021. After completion Davion contemplated applying for admission at the University of Maryland Eastern Shore, Salisbury University, Norfolk State University, and Old Dominion University. He was apprehensive at first and needed a great deal of encouragement to take the next step in higher education. He eventually took a leap of faith and applied at Old Dominion University. To his amazement, he was accepted as a transfer student. Davion successfully completed all the curriculum requirements and earned a bachelor's degree in information technology cyber security.

We are proud of Davion and wish him well as he joins the workforce as an IT professional who proved that with program support, encouragement, and a tenacious spirit, dreams can become reality. Davion is a happy law-abiding, self-sufficient African American youth who secured employment in an in-demand occupation with a bright career pathway earning a competitive salary at BAE Systems. Congratulations Davion!

Story #2

Johnathan, a construction carpenter by trade was recently laid off by his employer who was forced to shut the company down due to an inability to complete projects related to staffing issues. Not knowing what to do or where to go from there, Jonathan went to the local Virginia Career Works center to apply for unemployment benefits. After meeting with staff, Jonathan was referred to the WIOA representative. Jonathan made it known that he was seeking immediate employment to meet the financial needs of his family. After discussing immediate career opportunities, Johnathan decided that he was tired of the construction carpentry business. WIOA staff shared program information and opportunities available for WIOA participants to train for a new career. Having viewed several career paths, Johnathan decided to pursue commercial driver license training. Johnathan met the requirements for eligibility. He enrolled in the training and completed the written portion of the CDL training examination. Now he must pass the pre-trip and the road portion of the test. WIOA staff will be notified as soon as Johnathan completes the remainder of the exam and earns his commercial driver's license. Several companies have already expressed interest in hiring Johnathan based on his stellar work history and dependability. The sky is the limit for Johnathan once he earns his CDL.

Rappahannock Goodwill Industries
Youth Success Story – George Washington

Brandon is a recent high school graduate with disabilities and minimal work experience. Brandon expressed a strong desire to obtain credentials and a career in the healthcare industry. Brandon has a family member who serves as his mentor who also works in the healthcare industry.

The Case Manager provided support throughout Brandon's training. She served as a "patient" for Brandon to demonstrate the proper techniques for blood draw. Brandon was very professional, introducing himself, asking for identifying information from the "patient", preparing the supplies, and finding the vein. The Case Manager also provided support to Brandon while he was studying for his exam.

The training provider reported that Brandon took advantage of extra study time after class with a fellow student. In two short months, Brandon completed the Leadership, Financial Literacy, and Phlebotomy and IV Therapy training, and then passed his exam.

Brandon is now practicing these skills in an externship at a local primary care facility. Brandon is scheduled to begin the Certified Medical Assistant training on 8/1/23 prior to pursuing employment in healthcare. Brandon is well on his way to achieving his goal of a successful career in the healthcare industry.

Rappahannock Community College Youth Success Story – Northern Neck & Middle Peninsula

Northern Neck

Program participants Ashton, Emily and Erika took part in the Summer Career Adventure Program on 3D printing held at Rappahannock Community College. During the weeklong activity the participants learned valuable skills in not only the technology of 3D printers and printing, by building their own 3D printers, but they also learned about entrepreneurship. Ashton is hopeful to continue her work by applying the skills she learned during the camp to help her sell her artwork and 3D creations. Each participant took home the printers they built, along with enough materials to continue practicing what they learned in the hands-on classes.

Middle Peninsula

Program participant Deja, has been chipping away at a certification in CompTIA A+ for the past several months, and will be sitting for her certification test by the end of August. Deja was an inaugural participant in the first Summer Career Adventure Program that focused on Cybersecurity, and she has been working hard to gain industry recognized credentials and experiences in order to begin a career in the field.

Eastern Shore Community College Youth Success Story – Eastern Shore

Ja'la is an out of school youth who recently completed training and earned her Certified Nursing Assistant certification. Ja'la had a hard upbringing. She lived in a home with a family who had other children. Knowing that she did not want to stay in her situation, Ja'la, with the assistance of her case worker enrolled in the certified nursing assistant program at Eastern Shore Community College. Ja'la excelled and made it through the course with exceptional grades. Ja'la participated in graduation and went on to pass the state board licensure examination. She is now working full-time as a fully credentialed Certified Nursing Assistant. Her dream came true and she is looking ahead to achieve more goals. Her dreams are big and we are very proud to have been a part of this stage of professional career development.

**Labor Market Committee
Wednesday, July 5, 2023
10:00 a.m.**

The Labor Market Committee is scheduled to meet on Wednesday, July 5, 2023 at 10:00 a.m. via Zoom.

- I. Call to Order:** Nick Minor called the meeting to order at 10:05 a.m.
- II. Roll Call:** Present was Nick Minor and Ian Ginger. Not present was Shawn Hildebrand, Felicia Ainsa, Melvin Carter, and Raymond Staton Jr. Also present was Jackie Davis, Steven Golas, and Lauren Fallin.
- III. Public Input:** There was no public input.
- IV. Approval of April 5, 2023 Minutes:** Ian Ginger made a motion to approve the April 5, 2023 minutes and Nick Minor seconded the motion, passing the motion unanimously.
- V. New Business**
 - A. Strategic Plan Evaluation:** The committee reviewed the Strategic Plan Evaluation. Ian Ginger noted that it would be helpful if the One Stop Committee overviewed the Strategic Plan Evaluation. The committee agreed that it would be beneficial to have specific numbers of businesses touched and grants applied to in order to further improve program development. Jackie Davis noted that she will get the committees to provide a baseline for the next Labor Market meeting.
 - B. Royal Spa Academy ETP Approval:** The committee reviewed the Royal Spa Academy ETP Approval. Ian Ginger made a motion to recommend the Royal Spa Academy ETP Approval to the Executive Committee and Nick Minor seconded the motion, passing the motion unanimously.
- VI. Old Business:** There was no old business to discuss.
- VII. Other topics for discussion:** Jackie Davis announced that the upcoming Board meeting will be on August 2, 2023 at Teal Jones and additional information about the meeting will be sent out soon.
- VIII. Adjournment:** There being no further business to discuss, Nick Minor adjourned the meeting at 10:23 a.m.

Respectfully submitted,
Lauren Fallin

Board Development Committee
Wednesday, July 12, 2023
10:00 a.m.

The Board Development Committee met on Wednesday, July 12, 2023 via Zoom.

- I. **Call to Order:** Joshua Gemerek called the meeting to order at 10:05 a.m.
- II. **Roll Call:** Present was Joshua Gemerek and Kendall Webre. Not present was Sara Carroll, Matthew Weaver, Ben Whanger, and Amy Shockley. Also present was Lauren Fallin, Jackie Davis, Steven Golas, and Kristina Allen.
- III. **Public Input:** There was no public input.
- IV. **Approval of Meeting Minutes from April 12, 2023 Meeting:** Kendall Webre made a motion to approve the meeting minutes from April 12, 2023 and Joshua Gemerek seconded her motion, passing the motion unanimously.
- V. **New Business**
 - A. **Disc. Assessment:** Jackie Davis discussed that the Disc. Assessment is a survey that determines your workforce personality. She recommended doing this at a future board meeting as a team building exercise.
 - B. **ROI:** Jackie Davis explained that the Return On Investments (ROI) helps guide us with what need to improve on to best serve individuals cost efficiently.
 - C. **Vacancies:** Jackie Davis noted that King and Queen County is a vacancy that needs to be reached out to in search of a Business Representative for the locality.
- VI. **Old Business:**
 - A. **Committee Restructure:** Jackie Davis went over and discussed the proposed committee restructure crosswalk to the Board Development Committee. Joshua Gemerek and Kendall Webre recommended the proposed crosswalk to the Executive Committee.
 - B. **Bylaws:** Jackie Davis stated that if the committee restructure is approved, then the bylaws need to be updated. She also noted that we need to enforce the Board attendance bylaws more strictly.
- VII. **Other Items for Discussion:** Jackie Davis announced that the board will be meeting on August 2, 2023. More details on the location of the meeting will be provided closer to the meeting date.
- VIII. **Adjournment:** With no further business to discuss, Joshua Gemerek called the meeting for adjournment at 11:02 a.m.

Respectfully submitted,

Lauren Fallin

Committee Crosswalk

Proposed Committee Restructure

Current	Proposed
<p>Labor Market</p> <ul style="list-style-type: none"> • Strategic Plan • Local Plan • ETPL • Policy 	<p>Policy and Strategic Planning Committee</p> <ul style="list-style-type: none"> • Strategic Plan • Local Policy • ETPL for Adult, Dislocated and Youth Training – Initial Approval • Policy • By-Laws (Board Development)
<p>Performance and Accountability</p> <ul style="list-style-type: none"> • Data Oversight <ul style="list-style-type: none"> ○ Quantitative ○ Qualitative ○ Monitoring ○ Performance Standards ○ Service Delivery Quality ○ Customer Satisfaction • Service Providers <ul style="list-style-type: none"> ○ New, Continue, or terminate • Accountability for delivery or services <ul style="list-style-type: none"> ○ Establish performance indicators 	<p>Operations and Performance Committee</p> <ul style="list-style-type: none"> • Performance Accountability <ul style="list-style-type: none"> ○ Data Oversight for Adult, Dislocated and Youth <ul style="list-style-type: none"> ▪ Performance Standards ○ Service Providers – One-Stop Operator, Adult, Dislocated and Youth Services ○ Accountability for delivery of One-Stop Operator, Adult, Dislocated and Youth Services <ul style="list-style-type: none"> ▪ Customer Satisfaction/Service Delivery Quality (Employer and Job Seeker) • Recommend Policy and Services • Strategic Partner Relationships <ul style="list-style-type: none"> ○ Education ○ Partners ○ Apprenticeship ○ Monitoring/Technical Training
<p>Board Development</p> <ul style="list-style-type: none"> • By-laws • Board Certification (CLEO Responsibility) • Board Membership VBWD 200-02 (CLEO Reasonability) • Board Onboarding • Slate of Officers (Nominating Committee) • Committee Assignments 	

<p>Youth Council</p> <ul style="list-style-type: none"> • Youth Contracts • Youth Performance • Local and Strategic Plan as related to Youth • ETPL for Youth Training • Forge Partnerships with K-12, Apprenticeship and Technical Training 	
	<p>Communications Committee</p> <ul style="list-style-type: none"> • Development and Implementation of Communications <ul style="list-style-type: none"> ○ Bring awareness to employers, jobseekers and stakeholders about resources • Development of a Communications Plan
<p>One-Stop</p> <ul style="list-style-type: none"> • Development and continuous improvement of WIOA Services <ul style="list-style-type: none"> ○ Coordination and non-duplication of services • MOU Development and Implementation • Policy 	<p>Business And Workforce Services Committee</p> <ul style="list-style-type: none"> • One-Stop Delivery System (One-Stop) <ul style="list-style-type: none"> ○ Development and Implementation of MOU/IFA ○ Center Certification ○ Coordination of Youth, Adult and Dislocated Worker Services and Activities ○ Access and Equity • Labor Market Information • Strategies to address short and long-term skills needed by employers • Funding and Service Priorities, Partner Collaboration and Leveraging resource • Career Pathway Development • Metrics for Business Services • Development and Implementation of Business Services Plan
<p>Executive Committee</p> <ul style="list-style-type: none"> • Composed of Chair, Vice-Chair, Secretary/Treasurer and Member-at-Large (Chair and Vice-Chair also Board Chair and Vice-Chair) • Plan, coordinate and expedite the work for the Board 	<p>Executive Committee</p> <ul style="list-style-type: none"> • Composed of Chair, Vice-Chair, Secretary/Treasurer and Member-at-Large (Chair and Vice-Chair also Board Chair and Vice-Chair) • Plan, coordinate and expedite the work for the Board

<ul style="list-style-type: none"> • Review and endorse grant submissions • Take action on behalf of the Board when necessary (Exercise full authority of the Board as permitted by law) • Development and oversight of Budget • Resolve conflict between committees and reviews all action items from standing committees 	<ul style="list-style-type: none"> • Review and endorse grant submissions • Take action on behalf of the Board when necessary (Exercise full authority of the Board as permitted by law) • Development and oversight of Budget, Budget Modifications and funds transfer requests • Resolve conflict between committees and reviews all action items from standing committees • Addresses any issues not assigned to any specific committee • Committee assignments (Board Development) • Board Certification (Board Development) • Onboarding of new members (Board Development)
<p>Nominating Committee (Ad Hoc)</p> <ul style="list-style-type: none"> • Appointed by Chair two months prior to annual meeting (May) • Include Chair and two other members (not from same PDC) • Develop Slate of Officers (Board Development has been performing this function) 	<p>Joint Working Committee</p> <ul style="list-style-type: none"> • Comprised of the Officers of Board and CLEO • Development of Budget • Develop Slate of Board Officers

Youth Council
Monday, June 17, 2023
10:00 a.m.

The Youth Council met on Monday, July 17, 2023 at 10:00 a.m. via Zoom.

I. Call to Order: Marjorie Lampkin called the meeting to order at 10:00 a.m.

II. Roll Call: Present was Marjorie Lampkin, Hope Mothershead, Tina Straton-Taylor, and Sherry Davis. Also present Jackie Davis, Giles Scott, Steven Golas, Kristina Allen, and Lauren Fallin. Not present was David Ferguson, Hutt Williams, and Chris Giles. Public present Kat Keske.

III. Public Input: There was no public input.

IV. Approval of Meeting Minutes from the April 17, 2023 Meeting: Hope Mothershead made a motion to approve the meeting minutes from the April 17, 2023 meeting, and Tina Straton-Taylor seconded her motion, passing the motion unanimously.

V. New Business

A. Quarterly Report: Steven Golas went over the Quarterly Reports for the fourth quarter. He mentioned that the engagement needs to be increased in King George and Richmond County, and that the Middle Peninsula needs enhanced outreach strategies. The Youth measures for this quarter exceed in all categories.

B. Youth Report: Giles Scott talked about the many job fairs that have been hosted in the Bay Consortium area and the Career adventure summer camps in Fredericksburg, Northern Neck, Middle Peninsula, and Eastern Shore. Giles has also been outreaching with the Boys and Girls club providing mock interviews of local job positions offered at the after-school program. The 3D printing camp was a success with five individuals that participated. Three of those individuals will be participants in the upcoming Drone camp. Giles also mentioned that coloring books, crayons, and handbooks are in the process of being printed to give out to schools this school year that show insight on different careers and our services and resources.

VI. Old Business: There was no old business to be discussed.

VII. Other Topics for discussion: There were no other topics for discussion.

VIII. Adjournment: With no further business to be discussed, Hope Mothershead made a motion to adjourn the meeting, and Tina-Straton Taylor seconded her motion, passing the motion unanimously with the meeting adjourned at 10:21 a.m.

Respectfully submitted,
Lauren Fallin