



Western Virginia Workforce Development Board

Executive Committee Meeting

Thursday, February 14, 2019 – 8:30 AM

Virginia Career Works – Roanoke Center

3601 Thirlane Road NW, Suite 2

Roanoke, VA 24016

I. Welcome	Phil Peters
II. Public Comment	Phil Peters
III. Meeting Minutes <ul style="list-style-type: none">a. December 4, 2018 (pgs. 2-5)b. January 14, 2019 (pgs. 6-10)	Phil Peters
IV. Director's Report <ul style="list-style-type: none">a. Rapid Response/Trade Statewide Teamb. Pathways – US Department of Labor Visitc. NAWB Forum 2019d. Personnel Updatee. Operational Assessmentf. Roanoke City – Grant Recipient Monitoring (pgs. 11-12)	Morgan Romeo
V. Old Business <ul style="list-style-type: none">a. WIOA Title I Adult, Dislocated Worker, and Youth Contractsb. Ross Innovative Employment Solutions Performance Update (pgs. 13-16)	Leah Gibson
VI. Board Meeting Draft Agenda (pg. 17)	Phil Peters
VII. New Business <ul style="list-style-type: none">a. Medicaid Expansionb. Financial Empowerment Center Initiativec. VFSN Project Changed. Local Plan Update (pgs. 18-27)	Morgan Romeo
VIII. Other Business <ul style="list-style-type: none">a. Next Meeting Date (May)	Phil Peters
IX. Adjournment	



BLUE RIDGE REGION

**Western Virginia Workforce Development Board
Executive Committee Meeting Minutes**

December 4, 2018 – 8:30 AM

Western Virginia Workforce Development Board Offices
313 Luck Avenue SW, Roanoke, VA 24016

Committee Members	Present
Shawn Hildebrand, Chair	X
Phil Peters, Vice-Chair	X
Joyce Kessinger, Past-Chair	
Casey Nicely, Treasurer	X
Crystal Hall, Chair, WCS Committee	X

WVWDB Staff	Present
Morgan Romeo	X
Leah Gibson	X

Welcome and Introductions

Shawn Hildebrand welcomed everyone and called the meeting to order at 10:01 AM.

Public Comments

There were no comments made from the public.

September 20, 2018 Meeting Minutes

Shawn Hildebrand asked the Executive Committee members to review the minutes as presented in the packet. There were no additional questions from the Committee members.

Executive Committee Action: A motion was made by Phil Peters to approve the September 20, 2018 meeting minutes as presented. The motion was seconded by Crystal Hall. The motion was carried.

Board Meeting Agenda Review

Shawn Hildebrand asked the Executive Committee members to review the draft Western Virginia Workforce Development Board meeting agenda for December 14, 2018. Staff noted that the Chief Local Elected Officials (CLEO) Consortium had requested for background information to be provided with their agenda packets for easier reference and asked if the Executive Committee thought this was a good approach for the Board as well. The Executive Committee requested that this be done for the Board in December and that the full Board meeting schedule for the year be added to the agendas for reference.

Closed Session – Personnel Update

Shawn Hildebrand stated that a motion was needed to request closed session to have, pursuant to Virginia Code 2.2-3711 (A), *“discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body; and evaluation of performance of departments or schools of public institutions of higher education where such evaluation will necessarily involve discussion of the performance of specific individuals”*.

Executive Committee Action: A motion was made by Crystal Hall to enter closed session pursuant to Virginia Code 2.2-3711 (A). The motion was seconded by Phil Peters. The motion was carried.

Shawn Hildebrand stated that a motion was needed to end closed session and certify that (i) only public business matters lawfully exempted from open meeting requirements under this chapter and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the meeting by the public body.

Executive Committee Action: A motion was made by Phil Peters to end closed session and certify that (i) only public business matters lawfully exempted from open meeting requirements under this chapter and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the meeting by the public body. The motion was seconded by Casey Nicely. The motion was carried by a roll call vote, as noted below:

Shawn Hildebrand	Yes
Phil Peters	Yes
Casey Nicely	Yes
Crystal Hall	Yes

Shawn Hildebrand noted that as they were back in open session, motions would need to be made based upon the discussion in closed session.

Executive Committee Action: A motion was made by Casey Nicely to authorize the Executive Director of the WVWDB to hire one part-time temporary staff member through June 30, 2019 by Crystal Hall. The motion was seconded. The motion was carried.

Executive Committee Action: A motion was made by Phil Peters to continue to follow the Roanoke Valley-Alleghany Regional Commissions personal policies in terms of merit based or cost of living increases (COLI). The motion was seconded by Casey Nicely. The motion was carried.

Director’s Report

Local Plan Update

Morgan Romeo referenced the Local Plan Update description that was included as a part of the Executive Committee packet. The Local Plan that was originally put in place in June 2017 is now due for update, with the update being due to the Virginia Community College System (VCCS) offices by the end of March 2019. The Local Plan Update must be released for public comment for at least 30-days, and all

public comments received will need to be responded to and incorporated into the final version that is submitted to VCCS. Staff went over the updated labor market information provided by Virginia Tech's Office of Economic Development and referenced the changes to the target industries as outlined in the packet.

New Board Members

Morgan Romeo noted that the Western Virginia Workforce Development Board had several new members that were appointed by the CLEO Consortium in November. These new members fill vacant seats and allow the Board to meet the required number of representatives for certification purposes. All new members will be attending the Board orientation being held prior to the Board meeting on the 14th, and are as follows:

- Jason Suhr – Career and Technical Education Director for Roanoke County Public Schools
- Lea DeCosta – Program Manager for Roanoke Valley-Alleghany Region 5 Adult Education
- Wayne Griffin – Director of Human Resources for Integer (formerly Lake Region Medical)
- Michael Gardner – Attorney with Woods Rogers PLC
- Debbie Lovelace – Senior Human Resources Director for Carilion Clinic
- Jeremy Adkins – CEO for Solution Matrix, Inc.

Program of Work & Director Plan

Morgan Romeo provided updates to the Program of Work for the Board and the Professional Development Plan for staff. Items that were in progress or completed were noted, with discussion occurring around items that need to be revised or changed. The Executive Committee discussed the Pathways to the American Dream project and the lack of enrollments due to other areas overenrolling in the project. The Executive Committee requested that the Executive Director continue to keep in touch with the Executive Director of the New River/Mt. Rogers Workforce Development Board and meet with the Director to bring up concerns with the project for the Roanoke Valley and Alleghany Highlands.

Operational Plan Consultant Proposal

Morgan Romeo referenced a proposal that was received from Mary Ann Lawrence with PowerNotes LLC for the operational plan assessment. The Executive Committee reviewed the proposal and noted that it would be able to be customized for the area based on feedback from Board members and workforce development system partners.

WIOA Title I Youth Program Discussion

Morgan Romeo updated the Executive Committee on the progress of the WIOA Title I Youth program. Due to the lack of activity within the Youth program for the last several years, the region is in danger of having to give back program funds at the end of June. This would be PY2017 funding that is in its second year of availability. Staff have been reviewing the Monthly Detailed Expenditure Reports (MEDRs) that are submitted by the Roanoke Valley-Alleghany Regional Commission (RVARC) and noted that an estimated \$300,000 is remaining in PY2017 Youth funding. The Executive Committee requested that staff to the Board continue to work closely with Ross Innovative Employment Solutions and assist them in gearing up and enhancing the current services being provided through the WIOA Title I Youth program. Staff noted that another in depth look would need to be taken at the next scheduled Executive Committee in February 2019 to see if growth had occurred.

Appalachian Power Workforce Assessment

Morgan Romeo informed the Executive Committee regarding a new project that had been initiated by Appalachian Power, in partnership with Virginia Tech's Office of Economic Development and the Tobacco Commission. The project will be to conduct a workforce assessment and skills gap analysis, which will better inform economic development partners and site selectors on the value of the workforce in Southern Virginia. The Workforce Development Boards in the region are being looked to as conveners and have been asked to gather all stakeholder groups as well as spearhead the distribution of surveys to the workforce. Staff noted that the outcome of the project will be a skills gap assessment of the region, broken down by locality. Unfortunately, the project does not include the localities in the Alleghany Highlands, as they do not fall within Appalachian Power or the Tobacco Commission's territory. The estimated conclusion of the project will be in May 2019.

Diversification of Funding & Grant Opportunities

Morgan Romeo noted that staff were consistently looking for alternate sources of funding for the WVVWDB and its operations. As the WIOA Title I funding continues to decline, a need for discretionary funding will be important, but a need to focus on enhancing current projects and not starting up new ones will be paramount in staff's eyes. The Executive Committee encouraged staff to work with the CLEO Consortium on the potential for locality funding. Staff noted that an announcement would be coming in spring 2019 on funding from the state to support programs/partnerships that focus on the out-of-work populations and TANF/SNAP recipients.

Other Business

Shawn Hildebrand asked for the Executive Committee to schedule their next meeting in February 2019. The Committee members noted that February 13th at 8:30 AM works for them and a location in Botetourt may be more convenient for the group. The Committee also noted that the 2nd Wednesday of every 3rd month continues work for them.

Upcoming Meetings

Shawn Hildebrand noted that the full Board would be meeting on December 14, 2018 at the Virginia Career Works – Roanoke Center at 9:00 AM.

Adjournment

The meeting was adjourned at 11:36 AM.



Western Virginia Workforce Development Board (WVWDB)
Executive Committee Meeting Minutes
Monday, January 14, 2019 – 10:00 AM
Virginia Career Works – Roanoke Center
3601 Thirlane Road NW, Suite 2, Roanoke, VA 24019

Committee Members	Present
Shawn Hildebrand, Chair	X
Phil Peters, Vice-Chair	X
Joyce Kessinger, Past-Chair	X
Casey Nicely, Treasurer	X
Crystal Hall, Chair, WCS Committee	X
David Olsen, At-Large Member	X

WVWDB Staff	Present
Morgan Romeo	X
Leah Gibson	X
Guests	Present
Susan Martin, Ross IES	X
Wade Coffindaffer, Ross IES	X

Welcome

Shawn Hildebrand welcomed everyone and called the meeting to order at 10:01 AM.

WIOA Title I Program – Budget and Performance Discussion

Morgan Romeo stated that the special Executive Committee meeting had been called by staff to discuss financial expenditures reported by Ross through December 31, 2018. On December 17, 2018, staff from Dabney S. Lancaster Community College (DSLCC) disclosed to WVWDB staff that they had been informed that the Adult program had been suspended due to lack of funding. WVWDB staff were not aware of any budgetary challenges based on the previous reimbursement request from November 2018 but immediately contacted Ross IES staff to discuss the miscommunication. WVWDB staff were informed that local Ross staff had not been tracking expenditures and obligations as compared to the budget and were concerned that the budget had been fully expended. From December 17th through January 3rd, Ross staff reconciled their expenditures and obligations to current WIOA Title I Adult participants and discovered that the budget had not been adhered to. Morgan Romeo referenced the Executive Committee packet to note the expenditures that had either occurred or were projected with current WIOA Title I Adult, Dislocated Worker, and Out-of-School Youth participants, and noted that all three program budgets for Individual Training Accounts (ITAs) had been depleted and more.

Phil Peters, Vice-Chair, asked Susan Martin and Wade Coffindaffer, Ross staff that were present, to explain what happened. Wade Coffindaffer noted that Ross received a large bill from Virginia Western Community College on the afternoon of December 14th that caused them to question their expenditures & obligations. Ross staff noted that they had not dealt with Virginia Western's billing cycle before in their areas of operations and that, because Virginia Western submits bills after the drop deadline for classes, this had caused a wrench in their budget and expenditure comparisons. Wade Coffindaffer and Susan Martin also acknowledged that local Ross staff were not tracking expenditures and obligations as compared to their budget. Susan Martin noted that processes and procedures were now in place to track this information by participant and will be reviewed on a weekly basis to ensure that the budget is being adhered to in the future. Casey Nicely asked how staff were not tracking this important aspect of program administration and Susan Martin noted that local staff were not aware this needed to be tracked, but this direction had been provided to them now.

Joyce Kessinger asked about the training through ITAs that had been provided to participants and if there were any training programs that were high costs contributing to the funds being expended so quickly. Susan Martin noted that Commercial Driver's License training through CDS Tractor Trailer Training at Virginia Western had been a rather large expenditure for the WIOA Title I Adult program. WVVDB staff noted that conversations had occurred with Virginia Western regarding this topic and that there was consensus that the WIOA Title I programs had become a backup funding source for students when FastForward funding through the community college system was not available. This resulted in almost all students being referred to WIOA Title I, and when FastForward funding was not available, WIOA Title I would pay \$4,500 (the total cost) for each participant.

Budget Modification & Potential Additional Funding

Morgan Romeo informed the Executive Committee that Ross IES had proposed a budget modification for the WIOA Title I Adult, Dislocated Worker, and Youth (In-School and Out-of-School) programs to operate through the end of the year (June 30, 2019). This budget modification was not provided in advance of the meeting due to receiving it from Ross IES after the time the packet was sent. In the Dislocated Worker and Youth programs, Ross IES was able to move funding in between line items to cover the deficit, but the Adult program required additional funding to continue providing services through June 30, 2019 and allow Ross IES to meet their projected enrollment goals. The additional funding needed was noted at a little over \$88,000. WVVDB staff noted that the Executive Committee would need to make several decisions about the budgetary overage, which may involve initiating the procurement process for WIOA Title I programs.

Closed Session – WIOA Title I Contract Performance Discussion

Shawn Hildebrand stated that a motion was needed to request closed session to have, pursuant to Virginia Code 2.2-3711 (A), *"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"*.

Executive Committee Action: A motion was made by Phil Peters to enter closed session pursuant to Virginia Code 2.2-3711 (A). The motion was seconded by David Olsen. The motion was carried.

Shawn Hildebrand stated that a motion was needed to end closed session and certify that (i) only public business matters lawfully exempted from open meeting requirements under this chapter and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the meeting by the public body.

Executive Committee Action: A motion was made by David Olsen to end closed session and certify that (i) only public business matters lawfully exempted from open meeting requirements under this chapter and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the meeting by the public body. The motion was seconded by Casey Nicely. The motion was carried by a roll call vote, as noted below:

Shawn Hildebrand	Yes
Phil Peters	Yes
Joyce Kessinger	Yes
Casey Nicely	Yes
Crystal Hall	Yes
David Olsen	Yes

Shawn Hildebrand noted that as they were back in open session, motions would need to be made based upon the discussion in closed session.

Executive Committee Action: A motion was made by Crystal Hall to initiate the process to transfer \$40,000 from the WIOA Title I Dislocated Worker program to the WIOA Title I Adult program. The motion was seconded by David Olsen. The motion was carried by a roll call vote, as noted below:

Shawn Hildebrand	Yes
Phil Peters	Yes
Joyce Kessinger	Yes
Casey Nicely	Yes
Crystal Hall	Yes
David Olsen	Yes

Executive Committee Action: A motion was made by Joyce Kessinger to allocate an additional \$50,000 toward ITAs in the WIOA Title I Adult program operated by Ross IES and to give authority to the Executive Director of the WVVDB to negotiate the budget modification with the additional funds. The motion was seconded by David Olsen. The motion was carried by a roll call vote, as noted below:

Shawn Hildebrand	Yes
Phil Peters	Yes
Joyce Kessinger	Yes
Casey Nicely	Yes
Crystal Hall	Yes
David Olsen	Yes

Executive Committee Action: A motion was made by Casey Nicely to approve the WIOA Title I Dislocated Worker and Youth budget modifications as presented. The motion was seconded by David Olsen. The motion was carried by a roll call vote, as noted below:

Shawn Hildebrand	Yes
Phil Peters	Yes
Joyce Kessinger	Yes
Casey Nicely	Yes
Crystal Hall	Yes
David Olsen	Yes

Executive Committee Action: A motion was made by Phil Peters to not initiate the procurement process for the WIOA Title I programs at this time but to give the Executive Director of the WVVWDB the authority to amend the contract to include probationary procedures and performance measures. The motion was seconded by David Olsen. The motion was carried.

Policy Updates

Limited Funding Policy

Morgan Romeo presented the Limited Funding policy that was included in the packet for the Executive Committee meeting. WVVWDB staff, as a result of the constraints and demand on the WIOA Title I Adult program budget, drafted the policy to assist in maximizing resources of the Title I programs through June 30, 2019. The policy includes reducing the maximum amount of funds that could be contributed toward an ITA. The Executive Committee discussed limiting the funding in additional ways, including limiting funding to specific occupations. The Executive Committee discussed lowering the amount even more than presented and noted that based on current data, there are very few training programs that cost more than \$3,000.

Executive Committee Action: A motion was made by Joyce Kessinger to approve the Limited Funding Policy as presented with the amendment that the local funding limitation for an Individual Training Account (ITA), per year, will be reduced to \$3,000. The motion was seconded by Crystal Hall. The motion was carried.

Executive Committee Action: A motion was made by Joyce Kessinger to activate the Limited Funding Policy for the WIOA Title I Adult and Dislocated Worker programs to be effective 1/14/2019 through 6/30/2019. The motion was seconded by Crystal Hall. The motion was carried.

Customized Training Policy

Morgan Romeo presented the Customized Training Policy that was included in the packet for the Executive Committee meeting. WVVWDB staff had been approached by DSLCC in the Alleghany Highlands for a customized training project for SchaeferRolls, Inc., a new business in the region. A policy needed to be developed for the local area to provide this service, and in lieu of no guidance at the state level, the policy presented was taken from another Local Workforce Development Area (Capital Region) and customized for the local region.

Executive Committee Action: A motion was made by Phil Peters to approve the Customized Training Policy as presented. The motion was seconded by Crystal Hall. The motion was carried.

Other Business

There was no additional business brought in front of the Executive Committee.

Adjournment

Shawn Hildebrand adjourned the meeting at 12:05 PM.



City of Roanoke
Department of Finance
Noel C. Taylor Municipal Building
215 Church Ave., SW, Room 461
Roanoke, Virginia 24011

PH: 540.853.1169
FAX: 540.853.2940

January 2, 2019

Morgan Romeo
Executive Director
Western Virginia Workforce Development Board
313 Luck Ave., SW
Roanoke, Virginia 24016

Dear Ms. Romeo,

On September 4–7, 2018, staff from the City of Roanoke Finance Department completed a review of the administration of the Program Year (PY) 2016 and PY 2017 Workforce Innovation and Opportunity Act (WIOA) grant programs for the period of January 1, 2018 through June 30, 2018. The monitoring visit included testing of cash receipts and expenditure testing for the PY 2014 and 2015 programs that provide supportive services and operating expenses for adult, youth, and dislocated workers programs.

The results of the review were summarized during the on-site monitoring visits with the financial staff. Based on the scope of the City's management and financial review of the PY 2016 and 2017 files and records, we have concluded that your agency administered the grant programs in an unsatisfactory manner. Specific comments related to the financial and programmatic administration of your program are contained in the attachment WIOA Grant Programs Monitoring Results. As noted in the City's Comprehensive Annual Financial Report (CAFR) the external auditors have presented a finding of non-compliance as to City monitoring of the WIOA programs. A qualified opinion was issued on compliance of this federal program. This is the second finding in four years.

The City of Roanoke Finance Department completed a desk review of the processes and procedures related to the WVVWDB's monitoring of sub recipients of the PY 2016 and 2017 WIOA grant programs. This included a review of the VCCS audit, the Local monitoring report, the audited financial statements, procedures related to the monitoring of ResCare, and additional communications provided by the WVVWDB. The Local monitoring report was detailed but use of a previously developed checklist by a former consultant was discontinued. The detailed checklist was an integral part of the city's desk review, and provided documentation of specific monitoring and follow up on issues found.

From the VCCS audit and Local monitoring reports, it is very evident that the performance of ResCare Workforce Services was sub-par. The organization suffered from frequent turnovers, lacked proper training and supervision resulting in many disallowed costs, invoicing errors and puts the grant at risk of being deemed as out of compliance by the federal awarding agency. As a result, the City will conduct quarterly on-site review of the service provider of WIOA grant programs. The City will update the previous checklist to assist in documenting all items noted in the Uniform Grant Guidance specific to assessing the risk involved with WIOA as a sub-recipient for program funding.

The City retains the right to change this determination at any time. If you should have any questions, or require additional information, please do not hesitate to contact my supervisor or me.

Sincerely,

Manisha Doncouse
Grant Accountant

CC: Amelia Merchant, City of Roanoke Director of Finance
Sherry Dean, WVVWDB Finance Director

WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA) GRANT PROGRAMS MONITORING RESULTS

Period Reviewed: 1/1/2018 to 6/30/2018

Subrecipient	<u>Western Virginia Workforce Development Board</u>
Project Name/Agreement No.	<u>WIOA PY2016 and PY2017 programs</u>
Project Director	<u>Morgan Romeo, Executive Director</u>

On-site monitoring visit conducted on 9/4/2018-9/7/2018

Monitoring Objectives

The purpose of the on-site monitoring is to determine if the subrecipient is in compliance with the Federal regulations regarding financial management and reporting and program administration.

Financial Management Systems:	Satisfactory
Program Management:	Not Satisfactory
Equipment and Real Property:	Not Applicable/Not Tested

Comments and Concerns:

Desk review of the WVVWDB's monitoring practices has been completed.

The WVVWDB changed the practice of using a third party contractor to do the monitoring of sub recipients. The checklist provided by Real WorkForce solutions was essential to the City's desk review. The desk review requires detailed information on the monitoring procedures that were followed and the resulting findings/concerns. The in-house employee that completes sub recipient monitoring needs to utilize checklist similar to one used by Real WorkForce.

Findings:

- An adjustment of \$180 for PY16 Adult, JV18 12-09, was done in June 2018. It should have been for PY16 YO. A journal entry needs to be made to rectify this entry from PY16 Adult to PY16 YO.

Conclusion:

Not Satisfactory



Manisha Doncouse, Grant Accountant

1/2/2019

Date

PY 2018 QUARTER 1
LWDA 03

Adult	Negotiated Level	Actual Performance	% of Negotiated Level
Employment 2nd Quarter after Exit	77.0%	89.7%	116.49%
Employment 4th Quarter after Exit	85.0%	72.2%	84.94%
Median Earnings 2nd Quarter after Exit	\$5,500	\$4,512	82.04%
Credential Attainment within 1 year	70.0%	69.6%	99.43%
Measurable Skills Gain	Baseline	11.1%	

Dislocated Workers	Negotiated Level	Actual Performance	% of Negotiated Level
Employment 2nd Quarter after Exit	85.0%	92.3%	108.59%
Employment 4th Quarter after Exit	87.5%	88.6%	101.26%
Median Earnings 2nd Quarter after Exit	\$7,600	\$7,657	100.75%
Credential Attainment within 1 year	70.0%	76.5%	109.29%
Measurable Skills Gain	Baseline	11.1%	

Youth	Negotiated Level	Actual Performance	% of Negotiated Level
Employment 2nd Quarter after Exit	66.0%	57.9%	87.73%
Employment 4th Quarter after Exit	62.8%	56.5%	89.97%
Median Earnings 2nd Quarter after Exit	Baseline	\$2,947	
Credential Attainment within 1 year	70.0%	63.6%	90.86%
Measurable Skills Gain	Baseline	5.9%	

Workforce Innovation and Opportunity Act (WIOA) Performance Report
Participant Goals

Adult Program

Participants Served Goals	
Carryover Participants	48
New Enrollment Goal	152
Total Participant Goal	200

Participants by Month			
Month	New Enrollments	Total Participants	% Enrollment Goal
July	9	57	6%
August	8	65	11%
September	20	85	24%
October	8	93	30%
November	23	116	45%
December	14	130	54%
January			
February			
March			
April			
May			
June			

Participants by Locality		
Locality	Number	%
Alleghany County	1	1%
Botetourt County	8	10%
Covington City	3	4%
Craig County	0	0%
Franklin County	17	21%
Roanoke City	42	51%
Roanoke County	8	10%
Salem City	3	4%

Dislocated Worker Program

Participants Served Goals	
Carryover Participants	25
New Enrollment Goal	65
Total Participant Goal	90

Participants by Month			
Month	New Enrollments	Total Participants	% Enrollment Goal
July	5	30	8%
August	5	35	15%
September	3	38	20%
October	8	46	32%
November	7	53	43%
December	3	56	48%
January			
February			
March			
April			
May			
June			

Participants by Locality		
Locality	Number	%
Alleghany County	1	3%
Botetourt County	5	16%
Covington City	2	6%
Craig County	0	0%
Franklin County	5	16%
Roanoke City	12	39%
Roanoke County	5	16%
Salem City	1	3%

Youth Program

Participants Served Goals	
Carryover Participants	38
New Enrollment Goal	77
Total Participant Goal	115

Participants by Month			
Month	New Enrollments	Total Participants	% Enrollment Goal
July	1	39	1%
August	10	49	14%
September	0	49	14%
October	6	55	22%
November	3	58	26%
December	6	64	34%
January			
February			
March			
April			
May			
June			

Participants by Locality		
Locality	Number	%
Alleghany County	1	4%
Botetourt County	1	4%
Covington City	0	0%
Craig County	0	0%
Franklin County	5	19%
Roanoke City	13	50%
Roanoke County	5	19%
Salem City	1	4%

*as of October 31, 2018 - 33.3% through the Program Year

Workforce Innovation and Opportunity Act (WIOA) Performance Report
Financial Expenditure Goals

Adult Program

Month	Contracted Amount		Direct Client Expenditures Budget			
	\$350,000.00		\$158,161.74			
	Total Expenditures	% of Goal	Total Expenditures	Total Obligations	% Spent	% Spent & Obligated
July	\$12,511.06	4%	\$135.00	\$0.00	0%	0%
August	\$13,192.28	7%	\$200.00	\$0.00	0%	0%
September	\$33,333.25	17%	\$10,878.00	\$0.00	7%	7%
October	\$40,983.94	29%	\$13,653.72	\$0.00	16%	16%
November	\$49,871.47	43%	\$28,908.00	\$0.00	34%	34%
December	\$67,559.22	62%	\$48,175.61	\$0.00	64%	64%
January						
February						
March						
April						
May						
June						

Dislocated Worker Program

Month	Contracted Amount		Direct Client Expenditures Budget			
	\$310,000.00		\$149,057.41			
	Total Expenditures	% of Goal	Total Expenditures	Total Obligations	% Spent	% Spent & Obligated
July	\$10,339.20	3%	\$0.00	\$0.00	0%	0%
August	\$15,871.77	8%	\$5,300.00	\$0.00	4%	4%
September	\$17,347.34	14%	\$5,742.00	\$0.00	7%	7%
October	\$24,150.85	22%	\$13,966.78	\$0.00	17%	17%
November	\$21,225.84	29%	\$11,300.00	\$0.00	24%	24%
December	\$52,782.11	46%	\$40,643.75	\$0.00	52%	52%
January						
February						
March						
April						
May						
June						

Youth Program

Month	Contracted Amount		Direct Client Expenditures Budget			
	\$520,000.00		\$192,284.45			
	Total Expenditures	% of Goal	Total Expenditures	Total Obligations	% Spent	% Spent & Obligated
July	\$18,970.54	4%	\$0.00	\$0.00	0%	0%
August	\$15,858.02	7%	\$0.00	\$0.00	0%	0%
September	\$7,079.27	8%	\$889.00	\$0.00	0%	0%
October	\$15,226.10	11%	\$4,235.00	\$0.00	3%	3%
November	\$19,019.69	15%	\$9,474.16	\$0.00	8%	8%
December	\$34,847.38	21%	\$21,049.00	\$0.00	19%	19%
January						
February						
March						
April						
May						
June						

Financial Expenditure Requirements Performance

Requirement: A minimum of 40% of total expenditures must be spent on Training activities

Total WVVDB Adult & Dislocated Worker Expenditures	\$5,972.38
Total Ross Adult & Dislocated Worker Expenditures	\$359,168.33
Total Ross Adult & Dislocated Worker Training Expenditures	\$178,902.86
% Training Expenditures	49%

Requirement: A minimum of 75% of Youth Expenditures must be on Out-of-School (OS) Youth

	\$	%
Total WVVDB IS Youth Expenditures	\$14,253.08	
Total WVVDB OS Youth Expenditures	\$27,031.66	
Total Ross IS Youth Expenditures	\$17,953.67	
Total Ross OS Youth Expenditures	\$93,047.33	
Total IS Youth Expenditures	\$32,206.75	21%
Total OS Youth Expenditures	\$120,078.99	79%

Requirement: A minimum of 20% of Youth expenditures must be for Work Experience activities

	\$	%
Total WVVDB Youth Expenditures	\$41,284.74	
Total Ross Youth Expenditures	\$111,001.00	
Total Work Experience Expenditures	\$10,319.87	7%

**as of September 30, 2018 - 25% through the Program Year*



Western Virginia Workforce Development Board Meeting

Friday, March 22, 2019 – 9:00 AM
Virginia Career Works – Franklin Center
50 Claiborne Avenue, Rocky Mount, VA 24151

I. Welcome	Shawn Hildebrand
<ul style="list-style-type: none">Welcome – Franklin Center – Kathy Hodges	
II. Public Comment	
III. Regional Opioid Crisis Presentation	Tyler Lee
IV. Director's Report	Morgan Romeo
<ul style="list-style-type: none">Personnel UpdateMedicaid Expansion UpdateVFSN Project/Financial Empowerment Center InitiativeOperational AssessmentRoanoke City – Grant Recipient Monitoring	
V. Old Business	Shawn Hildebrand
<ul style="list-style-type: none">GO Virginia Memorandum of UnderstandingWIOA Title I Adult, Dislocated Worker, and Youth Contract ModificationRoss Innovative Employment Solutions Performance	
VI. New Business	Leah Gibson
<ul style="list-style-type: none">One Year Anniversary – Virginia Career Works – Roanoke CenterPolicy Approvals<ul style="list-style-type: none">New PoliciesUpdated PoliciesEligible Training Provider List Applications<ul style="list-style-type: none">Feeding America Southwest Virginia – Culinary Arts	
VII. Other Business	Shawn Hildebrand
VIII. Upcoming Meetings	
<ul style="list-style-type: none">June 21, 2019 – Western Virginia Workforce Development Board Meeting <i>Virginia Career Works – Roanoke Center</i>	
IX. Adjournment	

Virginia Career Works – Blue Ridge
Local Plan Update
Program Year (PY) 2018 – 2020

In June 2017, the Western Virginia Workforce Development Board (WVWDB) and the Chief Local Elected Officials (CLEO), approved the Local Plan for Local Workforce Development Area (LWDA) 3, also known as Virginia Career Works – Blue Ridge Region, for PY2016-2020. In this plan, the WVWDB and CLEO outlined the strategic goals of the LWDA, the operational elements to the workforce system, and the performance outcomes and goals for local workforce programs.

Per the federal guidelines specified in the Workforce Innovation and Opportunity Act (WIOA) of 2014, the LWDA is responsible for providing an update to the PY2016-2020 plan during PY2018. This update will include modifications which address:

- Changes in labor market and economic conditions; and
- Changes in other factors affecting the implementation of the local plan, including but not limited to:
 - Significant changes in local economic conditions;
 - Changes in the financing available to support WIOA Title I and partner provided WIOA services;
 - Changes to the Local WDB structure; and
 - The need to revise strategies to meet local performance goals

A large change for the region has come with the implementation of the new Virginia Career Works brand. While LWDA3 had just gone through a local rebranding effort, which was reflected in the initial Local Plan, the Virginia's Blue Ridge Works name was replaced by Virginia Career Works – Blue Ridge in the fall of 2018. This rebranding effort was accompanied by funding provided by the Virginia Community College System (VCCS) and allowed LWDA3 to replace all marketing and outreach materials and assist in spreading awareness regarding the services provided throughout the Commonwealth of Virginia.

Changes in Labor Market and Economic Conditions

LWDA3 continues to be a diverse region, encompassing the Roanoke Valley and Alleghany Highlands, which include the eight (8) localities of Alleghany County, Botetourt County, Covington City, Craig County, Franklin County, Roanoke City, Roanoke County, and Salem City. Like any region in the Commonwealth of Virginia, in the last two (2) years, the region has experienced highs and lows. While the unemployment rate remains low, businesses continue to need a skilled and viable workforce to meet their current and future job demand. Individuals that are currently in the job market typically have significant barriers to employment and require significant educational and personal skill development prior to finding employment.

The region has experienced a large amount of activity in the last two years within economic development. Virginia Career Works – Blue Ridge staff have continued to foster relationships with the regional and local economic development offices and have been able to assist these offices by providing labor market information and information on workforce development services to showcase the strong partnerships in the region. As workforce development is one of the biggest focal points for prospective businesses, these strong partnerships have increased the competitiveness of the region for expansions and relocations.

Recent economic development announcements that have created new jobs in the region since the Local Plan was developed include:

Table 1: Economic Development Announcements

Business Announcement	Number of Jobs Created	New Investment (Millions)	Industry
Parkway Brewing Company	13	.75	Manufacturing
PowerSchool	96	1.8	Service
Altec	180	30	Manufacturing
Humm Kombucha	50	10	Manufacturing
American Electric Power	102	12.7	Utility
Sampson Bladen Oil Company	5	3	Service
Deschutes Tasting Room	5	.5	Service
EarthFare	130	5	Service
Atlantic Credit and Finance	115	4	Service
Chaos Mountain Brewing	5	.25	Manufacturing
ValleyStar Credit Union	10	5.25	Service
Stik-Pak Solutions	60	14.3	Manufacturing
SchaeferRolls, Inc.	31	12.1	Manufacturing
WestRock	0	248.4	Manufacturing
Empire Bakery Commissary, LLC	75	10.4	Manufacturing
Harris Corporation	97	10	Manufacturing
Magnets USA	0	1.5	Manufacturing
Cardinal Glass	60	6.7	Manufacturing
Ardagh Metal Packaging	0	4.2	Manufacturing

While the region has had great successes in the last couple of years, it has not been without announcements of reduction in force. The workforce development system has been able to assist the affected employees of these announcements and have provided ongoing services through Virginia Career Works. These services include hiring events, job placement services, education and training services, and more. A list of the layoff and closure announcements in 2017-2018 can be found in Table 2 below:

Table 2: Layoff and Closure Announcements

Business	Type	Jobs
Freightcar America	Layoff	364
LSC Communications	Closure	140
Roanoke Times	Layoff	53
Roanoke Gas	Layoff	18
Cardinal Logistics	Layoff	69
Walmart Neighborhood Market	Closure	72
Norfolk Southern	Layoff	58
GE Energy	Layoff	42
Allstate	Layoff	Unknown
Avante-Roanoke	Layoff	78
GE Energy	Closure	250

In the Local Plan, the WVVDB and CLEO approved that for the region, eight (8) industries would be considered target industries for PY2016 through PY2020. These industries were categorized into existing industries (industries that already had a significant presence in the region) and emerging industries (industries that the region was working to develop). A review of these eight (8) industries found that the labor market information and data surrounding the projections for job growth had changed.

Table 3: Existing and Emerging Target Industry Sectors (Original Version)

Industry Cluster	Total Jobs (2016)	Projected Jobs Change (2016-2021)	Projected Job Growth (2016-2021)	Location Quotient (2016)	Competitive Effect (2016-2021)
Existing Target Industries					
Healthcare	21,364	2,280	11%	1.17	58
Manufacturing	17,960	(720)	(4%)	1.28	(296)
Construction	11,933	343	3%	1.10	(193)
Transportation & Warehousing	7,261	296	4%	1.23	(174)
Financial Services	717	720	0%	0.47	(13)
Emerging Target Industries					
Food and Beverage Manufacturing	1,214	37	3%	2.07	35
Life Sciences	17,968	1,875	10%	1.17	187
Information Technology	4,424	268	6%	0.92	(173)

Table 4: Existing and Emerging Target Industry Sectors (Updated Version)

Industry Cluster	Total Jobs (2018)	Projected Jobs Change (2018-2021)	Projected Job Growth (2018-2024)	Location Quotient (2018)	Competitive Effect (2018-2024)
Existing Target Industries					
Healthcare	22,266	2,319	10%	1.33	-241
Manufacturing	17,537	319	2%	1.28	104
Construction	11,790	-155	-1%	1.10	-999
Transportation & Warehousing	8,821	323	4%	1.11	-752
Financial Services	2,423	184	8%	0.65	-57
Emerging Target Industries					
Food and Beverage Manufacturing	1,122	164	15%	1.79	130
Life Sciences	2,929	95	3%	1.26	-148
Information Technology	4,640	155	3%	1.28	-265

Several changes were noted within the target industries data. The Manufacturing industry, which was previously noted as having a projected job decline, is now projected to have positive job growth. While the number is marginal, this growth, coupled with the replacement jobs that are anticipated over the next 5-10 years will be a huge gap in the region. The Construction industry, which was projected to have job growth is now reporting a loss of jobs in the region. Again, while nominal, this is something that the region will keep a close eye on and look for local demand to drive services. The Transportation and Warehousing industry continues to see a high demand for workers, as total jobs and projected job growth continue to increase.

There was a discrepancy noted between the Life Sciences data that was run in late 2016 and the current data, as there was such a rapid decline in the total number of jobs. It is thought that the data ran in 2016 included many of the same NAICS codes as the Healthcare industry, which drove the numbers higher

than should have been recorded. This caused the region to review the NAICS codes that were used for each of the industries. As the region reviewed the target industries, the NAICS codes that are included within each industry had areas of duplication, particularly in the Healthcare and Life Sciences industries. This was also the case with the Manufacturing industry and the Food and Beverage Manufacturing industry. In order to reduce duplication and make things clearer for the workforce system partners, the WWVDB and CLEO will combine these industries into “Manufacturing” and “Healthcare and Life Sciences”. This will also allow for the target industries to align more closely with the Region 2 GO Virginia Council’s Growth and Diversification Plan.

Another area that was considered when reviewing the region is the need for skilled employees within the Education industry. As the public-school systems and higher education facilities are some of the largest employers within each of the localities in the region, and their need for licensed educators and administrators grows, it was important that the WWVDB and CLEO review the need for this industry to be included within the target industries. Based on data run by Virginia Tech’s Office of Economic Development, the projected job growth for this industry aligns with the vocal need stated by the secondary and post-secondary education facilities.

Table 5: Education Industry Data

Industry	Total Jobs (2018)	Projected Job Growth (2018-2024)	Average Annual Openings (2018-2024)	Average Hourly Earnings
Education	8,594	4%	821	\$22.10

Based on the local demand and above changes, the WWVDB and CLEO are revising the target industries for the region, with no distinction between existing and emerging, to be as follows:

- Healthcare & Life Sciences
- Manufacturing
- Construction
- Transportation & Warehousing
- Financial Services
- Information Technology
- Education

Healthcare Industry

With the highest total employment, the Healthcare industry continues to be one of the largest, if not the largest, economic drivers in the region. An update to the in-demand occupations for the industry has been produced by Virginia Tech’s Office of Economic Development and can be found in Table 6 below.

Table 6: In-Demand Healthcare Occupations, by Average Annual Job Openings

In-Demand Occupations (4-digit SOC Codes)	Total Jobs	Projected Job Growth (2018-2024)	Avg. Annual Job Openings (2018-2022)	Avg. Hourly Earning
Registered Nurses	4,551	12%	349	\$30.39
Nursing, Psychiatric, and Home Health Aides	3,746	8%	486	\$12.21
Personal Care Aides	1,564	22%	297	\$9.32
<u>Credentials:</u> Short-term OJT				

Licensed Practical and Licensed Vocational Nurses	1,282	5%	104	\$20.63
Physicians and Surgeons	1,734	5%	65	\$101.42
Counselors	1,178	8%	146	\$22.24
Social Workers	931	7%	109	\$21.47
Therapists	1,099	14%	81	\$37.17
Health Practitioners Support Technologists and Technicians	1,022	3%	91	\$15.83
Clinical Lab Technologists and Technicians	460	5%	33	\$35.5
Medical Assistants	1,829	7%	243	\$15.9
TOTAL/AVERAGE	19,396	9%	2,004	\$30.62

Manufacturing Industry

The Manufacturing industry continues to be alive and well in the region and has been a driver for regional and local economic development efforts. It is critical that the workforce development system continues to support this industry due to the focus on Manufacturing by economic development, and the large need the industry will have in future years to replace the wave of workers that will retire from employment. An update to the in-demand occupations for the industry has been produced by Virginia Tech's Office of Economic Development and can be found in Table 7 below.

Table 7: In-Demand Manufacturing Occupations, by Average Annual Job Openings

In-Demand Occupations (4-digit SOC Codes)	Total Jobs	Projected Job Growth (2018-2024)	Avg. Annual Job Openings (2018-2022)	Avg. Hourly Earning
Laborers and Material Movers, Hand	4,774	3%	713	\$13.25
Driver/Sales Workers and Truck Drivers	4,845	5%	572	\$17.66
Sales Representatives, Wholesale and Manufacturing	2,479	6%	286	\$31.36
Production Workers-- Helpers, Operators, Tenders	1,687	-0.5%	212	\$17.66
Assemblers and Fabricators, All Other, Including Team Assemblers	2,291	-3%	271	\$14.14
Industrial Truck and Tractor Operators	965	-0.4%	114	\$15.99
Industrial Machinery Installation, Repair and Maintenance Workers	794	6%	82	\$21.88
Welding, Soldering and Brazing Workers	859	1%	100	\$20.22
Shipping, Receiving and Traffic Clerks	633	0.2%	67	\$16.13
Machinists	393	3%	43	\$19.37
TOTAL/AVERAGE	19,720	2%	2,460	\$18.77

As workforce development is critical to economic development, it is important that the regional workforce development system focus on key sub-sectors of the Manufacturing industry, to support the potential new job growth for our region.

This would include the sub-sectors of:

- Transportation Manufacturing
- Advanced Manufacturing
- Printing & Packaging
- Food & Beverage Manufacturing

Construction Industry

The Construction industry continues to be a driver for the LWDA, as many localities look to increase the options in the housing market to accommodate new economic development announcements. Even though there is a slight drop in the projected job growth based on the new data run by Virginia Tech's Office of Economic Development, the nominal change does not affect the priorities for the workforce development system. The ways in which the workforce development system supports the Construction industry though have been reviewed, as many of the in-demand occupations for the industry do not require extensive formal education. Many of the occupations per the data in Table 8 below only require on-the-job training, Registered Apprenticeship training, or short-term certifications.

Table 8: In-Demand Construction Occupations, by Average Annual Job Openings

In-Demand Occupations (4-digit SOC Codes)	Total Jobs	Projected Job Growth (2018-2024)	Avg. Annual Job Openings (2018-2022)	Avg. Hourly Earning
Driver/Sales Workers and Truck Drivers	4,845	5%	572	\$18.95
Construction Laborers	1,605	4%	181	\$13.27
Electricians	853	-11%	96	\$21.17
Carpenters	1,639	-0.2%	156	\$16.17
Heating, Air Conditioning, and Refrigeration Mechanics and Installers	608	3%	64	\$20.67
Line installers and Repairers	452	-1%	43	\$31.13
Frist Line Supervisors of Construction and Extraction workers	713	-1%	73	\$23.87
Construction Equipment Operators	482	6%	59	\$17.57
Helpers, Construction Trades	626	-14%	84	\$14.15
Cost Estimators	402	2%	41	\$27.58
TOTAL/AVERAGE	12,225	-1%	1,369	\$20.45

Transportation and Warehousing

As the region lies along Interstate 81 (I-81), Transportation and Warehousing, which includes distribution centers, continue to be vital to the regional economy. Commercial Driver's Licenses are among the top certifications that are most in-demand by local businesses and continue to be requested by job seekers.

An update to the in-demand occupations for the industry has been produced by Virginia Tech's Office of Economic Development and can be found in Table 9 below.

Table 9: In-Demand Transportation & Warehousing Occupations, by Average Annual Job Openings

In-Demand Occupations (4-digit SOC Codes)	Total Jobs	Projected Job Growth (2018-2024)	Avg. Annual Job Openings (2018-2022)	Avg. Hourly Earning
Laborers and Material Movers, Hand	4,774	3%	713	\$13.25
Drivers/Sales Workers and Truck Drivers	4,845	5%	572	\$18.95
Stock Clerks and Order Fillers	2,662	0%	349	\$12.56
First-Line Supervisors of Office and Administrative Support	1,787	1%	181	\$25.57
Industrial Truck and Tractor Operators	965	0%	114	\$15.99
Shipping, Receiving, and Traffic Clerks	633	0%	87	\$16.13
Heavy Vehicle and Mobile Equipment Service Technicians and Mechanics	384	4%	42	\$20.97
Dispatchers	418	4%	41	\$17.27
Bus Drivers	1,165	4%	149	\$13.03
First-Line Supervisors of Transportation and Material Moving Machine and Vehicle Operators	537	4%	60	\$25.53
TOTAL/AVERAGE	18,170	3%	2,308	\$17.93

Financial Services

Financial Services continues to be a growing industry in the region. The updated information regarding the in-demand occupations in the region can be found below in Table 10.

Table 10: In-Demand Financial Services Occupations, by Average Annual Job Openings

In-Demand Occupations (4-digit SOC Codes)	Total Jobs	Projected Job Growth (2018-2024)	Avg. Annual Job Openings (2018-2022)	Avg. Hourly Earning
Accountants and Auditors	1,515	2%	142	34.46
First-Line Supervisors of Office and Administrative Support Workers	1,787	1%	181	\$25.67
Tellers	725	1%	88	\$14.59
Financial Analysts and Advisors	1,715	9%	167	\$33.20
Bill and Account Collectors	375	0%	41	\$15.89
Loan Interviewers and Clerks	581	1%	57	\$18.42
Financial Managers	553	8%	51	\$47.35
Credit Counselors and Loan Officer	366	3%	33	\$31.77

Securities, Commodities and Financial Services Sales Agents	697	1%	69	\$32.90
Brokerage Clerks	70	3%	8	\$20.78
TOTAL/AVERAGE	8,384	3%	837	\$27.50

Information Technology

Information Technology continues to grow in the region both as a singular industry and with related jobs within the other industries. Several businesses have relocated to the region in the past two years, and the growth is expected to continue with recent efforts by the Roanoke Regional Partnership on talent attraction. The updated information regarding the in-demand occupations in the region can be found below in Table 11.

Table 11: In-Demand Information Technology Occupations, by Average Annual Job Openings

In-Demand Occupations (4-digit SOC Codes)	Total Jobs	Projected Job Growth (2018-2024)	Avg. Annual Job Openings (2018-2022)	Avg. Hourly Earning
Computer Support Specialists	702	8%	45	23.68
Software Developers, Applications:	907	11%	39	39.36
Computer Systems Analysts	349	7%	27	35.59
Network and Computer Systems Administration	373	2%	25	34.21
Software Developers, Systems Software	168	10%	14	47.28
TOTAL/AVERAGE	2,499	7%	150	36.02

Education

Per the description above, the Education industry has been added as a target industry for LWDA3. The in-demand occupations are noted below in Table 12.

Table 12: In-Demand Education Occupations, by Average Annual Job Openings

In-Demand Occupations (4-digit SOC Codes)	Total Jobs	Projected Job Growth (2018-2024)	Avg. Annual Job Openings (2018-2022)	Avg. Hourly Earning
Teacher Assistants	1,423	3%	154	\$10.25
Elementary School Teachers, Except Special Education	1,548	2%	118	\$24.58
Substitute Teachers	960	0.1%	108	\$14.88
Secondary School Teachers, Except Special and Career/Technical Education	1,162	2%	86	\$25.04
Postsecondary Teacher	981	6%	86	\$28.04
Teachers and Instructors, All Other	608	7%	74	\$21.73
Self-Enrichment Education Teacher	506	14%	70	\$20.40

Middle School Teachers, Except Special and Career/Technical Education	674	2%	52	\$24.71
Preschool Teachers, Except Special Education	424	4%	48	\$14.96
Education Administrators, Elementary and Secondary School	308	3%	25	\$36.39
TOTAL/AVERAGE	8,594	4%	821	\$22.10

Changes in the financing available to support WIOA Title I and partner provided WIOA services

Since the initial approval of the Local Plan, the WVVWDB was awarded funding by the GO Virginia Region 2 Council. This funding will support the region's career pathway development by providing additional funding for businesses to train their existing workforce and allowing for the development of a super-regional career expo for middle school students. The grant was received by LWDA3, in partnership with LWDA7 (Central Virginia Workforce Development Board) and LWDA2 (New River/Mt. Rogers Workforce Development Board). The Region 2 Talent Collaborative project funding will last through June 2020 and tackle the talent pipeline from both ends of the spectrum.

The WVVWDB has also partnered with Total Action for Progress (TAP) and received funding through the annual awards by the United Way of the Roanoke Valley. This funding will be used to work toward system innovation within the workforce system, and enhance tracking and services provided to two-generational families. While the WIOA Title I and other discretionary grant programs have tracking mechanisms in place to report success outcomes and support services provided to individuals, if job seekers visit a Virginia Career Works Center or other Affiliate location, there is a greater chance of them falling through the cracks and not receiving adequate services. This grant funding provides additional staff support to assist individuals in two-generational families in achieving self-sufficiency by assisting them in navigating the workforce development system and receiving wrap-around services while reaching their employment and training goals. This is a three- year grant that is managed by TAP. While the project is being rolled out at the Virginia Career Works – Roanoke Center, the tracking mechanisms, customer flow, and assessment processes will eventually be implemented throughout the region.

Changes to the Local WDB structure

As required by WIOA legislation and procurement regulations, the WVVWDB and CLEO initiated the procurement process for WIOA Title I Adult, Dislocated Worker, and Youth programs, as well as the One-Stop Operator. As a result, Ross Innovative Employment Solutions (Ross IES) was awarded both the WIOA Title I Service Provider contracts (Adult, Dislocated Worker, and Youth) and the WIOA Title I One-Stop Operator contract. These contracts went into effect on July 1, 2018 for a term of one-year, with two one-year extensions possible with an ultimate end date of June 30, 2021. The WVVWDB and CLEO are optimistic about Ross IES and their experience with operating WIOA Title I programs in the Commonwealth of Virginia and look forward to enhancing services provided through the federal WIOA programs.

In June 2018, the WVVWDB experienced a change in leadership at the staff level, with the Executive Director resigning and being replaced. The new Executive Director was an internal hire and was previously the Business and Outreach Coordinator with the WVVWDB. While the transition is still

occurring, the WVVDB was able to continue operations smoothly throughout the transition. The Business and Outreach Coordinator position was due to be replaced in July 2018, but upon receiving the federal allocation for PY2018 from the U.S. Department of Labor, the WVVDB and CLEO decided to not replace the position in order to provide continuity of services through the WIOA Title I programs and Virginia Career Works Centers. This has been an adjustment for the WVVDB and CLEO, as the Business and Outreach Coordinator position played a huge role within the region, but the duties of the position have been reassigned between existing WVVDB staff and the WIOA Title I Service Provider and One-Stop Operator, Ross IES.

Local Performance Goal Revision

In the summer of 2018, the Virginia Community College System initiated the official Performance Negotiation process with the WVVDB for PY2018 and PY2019. During this process, the federal WIOA Title I program performance goals for LWDA3 changed slightly. The updated goals can be found in Table 13 below.

Table 13: PY2018/PY2019 WIOA Title I Program Performance Goals – LWDA3

Adults	Virginia Negotiated Level	LWDA3 Negotiated Level
Employment 2 nd Quarter after Exit	77.0	77.0
Employment 4 th Quarter after Exit	85.0	85.0
Median Earnings 2 nd Quarter after Exit	\$6,000	\$5,500
Credential Attainment within Four Quarters after Exit	70.0	70.0
Dislocated Workers		
Employment 2 nd Quarter after Exit	85.0	85.0
Employment 4 th Quarter after Exit	90.0	87.5
Median Earnings 2 nd Quarter after Exit	\$8,700	\$7,600
Credential Attainment within Four Quarters after Exit	70.0	70.0
Youth		
Employment 2 nd Quarter after Exit	66.0	66.0
Employment 4 th Quarter after Exit	62.8	62.8
Median Earnings 2 nd Quarter after Exit	Baseline	Baseline
Credential Attainment within Four Quarters after Exit	70.0	70.0