



## **Western Virginia Workforce Development Board**

### **Finance Committee Meeting**

October 23, 2020 – 9:00 AM

Virtual Meeting – Zoom

<https://vccs.zoom.us/j/84972424869?pwd=ZG1vcTIPZmxCK2R6SjFNVFVA1dE1ldz09>

<b>I. Call to Order</b>	<b>Casey Nicely</b>
<b>II. Review of Electronic Meetings</b>	<b>Morgan Romeo</b>
<b>III. Public Comment</b>	
<b>IV. Consent Agenda</b> <ul style="list-style-type: none"><li>• August 7, 2020 Meeting Minutes</li><li>• FY2021 Budget vs. Actual Report</li></ul>	<b>Casey Nicely</b>
<b>V. FY2020 A-133 Audit Report</b>	<b>Corbin Stone</b>
<b>VI. Old Business</b> <ul style="list-style-type: none"><li>• Finance Committee Chair Update</li><li>• Fiscal Agent Update</li></ul>	<b>Morgan Romeo</b>
<b>VII. New Business</b> <ul style="list-style-type: none"><li>• FY2021 Budget Version 3 Approval</li><li>• General Ledger Review and Approval</li></ul>	<b>Bobby Welch</b>
<b>VIII. Other Business</b>	<b>Casey Nicely</b>
<b>IX. Upcoming Meetings</b> <ul style="list-style-type: none"><li>• December 18, 2020 – 9:00 AM – WVVWDB Meeting</li></ul>	
<b>X. Adjournment</b>	



BLUE RIDGE REGION

### **Review of Electronic Meeting Procedures**

Pursuant to the City of Roanoke Emergency Ordinance and the 2020 Virginia General Assembly legislation H29 enacted April 24, 2020, all meetings of the Western Virginia Workforce Development Board, CLEO Consortium and all associated committees will be held virtually. Under the current State of Emergency, and until further notice, it has been deemed unsafe to assemble a quorum of a public body in one place.

#### **Specific language**

"g. Notwithstanding any other provision of law, any public body, including any state, local, regional, or regulatory body, or a governing board as defined in § 54.1-2345 of the Code of Virginia may meet by electronic communication means without a quorum of the public body or any member of the governing board physically assembled at one location when the Governor has declared a state of emergency in accordance with § 44-146.17, provided that (i) the nature of the declared emergency makes it impracticable or unsafe for the public body or governing board to assemble in a single location; (ii) the purpose of meeting is to discuss or transact the business statutorily required or necessary to continue operations of the public body or common interest community association as defined in § 54.1-2345 of the Code of Virginia and the discharge of its lawful purposes, duties, and responsibilities; (iii) a public body shall make available a recording or transcript of the meeting on its website in accordance with the timeframes established in §§ 2.2-3707 and 2.2-3707.1 of the Code of Virginia; and (iv) the governing board shall distribute minutes of a meeting held pursuant to this subdivision to common interest community association members by the same method used to provide notice of the meeting."



**Western Virginia Workforce Development Board  
Finance Committee**

August 7, 2020 - 9:00 AM

Western Virginia Workforce Development Board Offices

4419 Pheasant Ridge Road, Suite 301, Roanoke, VA 24014

<https://vccs.zoom.us/j/91897682242?pwd=dzFZMHdCMjBCRWtrN1E3dDFPS3VCZz09>

<b>Committee Members:</b>	<b>Present:</b>
Casey Nicely	X
Bill Jones	X
Dr. John Rainone	X
Karen Michalski	X
Phil Peters	X
<b>WVWDB Staff:</b>	<b>Present:</b>
Morgan Romeo	X
Leah Gibson	X
Bobby Welch	X

**Call to Order**

Casey Nicely called the meeting to order at 9:00am.

**Public Comment**

There were no comments from the public.

**Consent Agenda**

The group reviewed the minutes from the February 26, 2020 meeting.

**Finance Committee Action:** Dr. Rainone moved to accept the minutes as presented, Bill Jones seconded. The motion was carried by a roll call vote as follows:

<b>Committee Members</b>	<b>Vote</b>
Casey Nicely	Yes
Bill Jones	Yes
Dr. John Rainone	Yes
Karen Michalski	Yes
Phil Peters	Abstained

**New Team Members**

The group welcomed Bobby Welch, the new Grant Accountant, to the Board staff, and expressed appreciation for all his work thus far and to come.

## **Old Business**

Morgan presented the FY2020 Budget vs. Actual report from year end. She shared that Board staff are working on developing reports that will be easier to read moving forward. Bobby and Morgan are still working to reconcile some year-end figures into QuickBooks. The group reviewed the report as of 6/30/2020 in each funding stream. We spent approximately 59.7% of last year's total budget, due to the contractors not expending programmatic funds in the WIOA Title I Adult, Dislocated Worker & Youth programs. The group also reviewed the new budget as of 7/1/2020, which includes new funding from Rapid Response Business Funding and PPE funds from the VEC for the Centers and COVID-19 response funds.

**Finance Committee Action:** Phil Peters moved to accept the PY19 budgets vs. actual report as presented, acknowledging some funds are still being reconciled, Karen Michalski seconded. The motion was carried by a roll call vote as follows:

<b>Committee Members</b>	<b>Vote</b>
Casey Nicely	Yes
Bill Jones	Yes
Dr. John Rainone	Yes
Karen Michalski	Yes
Phil Peters	Yes

Bobby shared with the group that the budget shows approximately \$1,193,000 in carry forward funds into PY2020. We are working to confirm these figures with Sherry. The largest concern is that since we have such high carry forward, we would have to give back Youth funds again. The Workplace brought on Kara Joyce to operate the WIOA Title I Youth programs in February 2020, COVID-19 hit in March 2020. Morgan will be speaking with state representatives about options to keep some of these youth funds, due to the impact from COVID-19. We have also increased the youth program goals for this year, to try to expend these funds. Mark is enrolling the participants, but The Workplace has the responsibility to expend the program funds for participants.

Morgan shared an update on the Board's Fiscal Agent with the group. Board staff are still working with attorneys from Roanoke City to move this conversation forward. Board staff and City staff have discussed an agreement for Roanoke City to operate only our payroll and benefit administration. They are currently discussing how Board staff wages would be reported on W2s, under the City or the Board. There has been a lot of productive conversations with the City attorneys. Phil acknowledged the hard work of Board staff on this effort.

Phil asked about the status of the new Board staff offices. Morgan noted that Board staff are very happy with the location, landlord and presentation of the new offices.

Phil also inquired about the filling of the One Stop Operator position. Morgan shared that Board staff had referred an individual to The Workplace, who ended up not agreeing on salary with The Workplace, but there has been another referral made and it sounds promising.

### **New Business**

Bobby presented the FY2021 budget, version 2. The group reviewed the budget. Bobby noted that he is still finalizing some figures with Sherry, so the group cannot vote on this budget today.

Bobby shared with the group that he has been reviewing the Financial Operations Manual and has some potential edits and changes that could be coming. Some of the edits will depend on what happens with the fiscal agent. A new draft with changes will be coming soon.

Bobby reported to the group that auditors will be coming this week to begin the annual audit. This is expected to last a few days and we should receive a report a few weeks after the audit is completed.

### **Other Business**

Morgan shared with the group that we have not yet received any volunteers to chair the Finance Committee for the year. The bylaws currently dictate that the chair must be a private sector board member. A change to the bylaws will be taken to the Executive Committee to allow for flexibility in the position.

### **Upcoming Meetings**

The next WVVDB meeting is September 18, 2020 at 9:00am. The next Finance Committee meeting is October 23, 2020 at 9:00am.

### **Adjournment**

Casey adjourned the meeting at 9:30am.

**Western Virginia Workforce Development Board**  
**Budget vs. Actual by Programs/Projects**  
July through September 2020

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	Total Board Administration			
	Jul - Sep 20	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
<b>40000 · Revenue</b>	57,149.93	554,166.32	-497,016.39	10.3%
<b>Total Income</b>	57,149.93	554,166.32	-497,016.39	10.3%
<b>Gross Profit</b>	57,149.93	554,166.32	-497,016.39	10.3%
<b>Expense</b>				
<b>60000 · Personnel Expense</b>	88,988.83	430,752.32	-341,763.49	20.7%
<b>62100 · Contract Services</b>	38,350.00	45,757.00	-7,407.00	83.8%
<b>62800 · Facilities and Equipment</b>	7,819.82	33,982.00	-26,162.18	23.0%
<b>65000 · Operations</b>	12,766.28	26,460.00	-13,693.72	48.2%
<b>67000 · Travel and Training</b>	0.00	17,215.00	-17,215.00	0.0%
<b>68000 · Adult &amp; Dislocated Worker</b>	563.48	0.00	563.48	100.0%
<b>69000 · Youth Services</b>	0.00			
<b>Total Expense</b>	148,488.41	554,166.32	-405,677.91	26.8%
<b>Net Income</b>	<b>-91,338.48</b>	<b>0.00</b>	<b>-91,338.48</b>	<b>100.0%</b>

**Western Virginia Workforce Development Board**  
**Budget vs. Actual by Programs/Projects**  
July through September 2020

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	Economic Equity Grant			
	Jul - Sep 20	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
<b>40000 · Revenue</b>	1,893.14	177,000.00	-175,106.86	1.1%
<b>Total Income</b>	1,893.14	177,000.00	-175,106.86	1.1%
<b>Gross Profit</b>	1,893.14	177,000.00	-175,106.86	1.1%
<b>Expense</b>				
<b>60000 · Personnel Expense</b>	0.00	0.00	0.00	0.0%
<b>62100 · Contract Services</b>	0.00	66,550.00	-66,550.00	0.0%
<b>62800 · Facilities and Equipment</b>	0.00	0.00	0.00	0.0%
<b>65000 · Operations</b>	78.49	97,425.00	-97,346.51	0.1%
<b>67000 · Travel and Training</b>	0.00	0.00	0.00	0.0%
<b>68000 · Adult &amp; Dislocated Worker</b>	0.00	13,025.00	-13,025.00	0.0%
<b>69000 · Youth Services</b>	0.00			
<b>Total Expense</b>	78.49	177,000.00	-176,921.51	0.0%
<b>Net Income</b>	<b>1,814.65</b>	<b>0.00</b>	<b>1,814.65</b>	<b>100.0%</b>

**Western Virginia Workforce Development Board**  
**Budget vs. Actual by Programs/Projects**  
 July through September 2020

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	Norfolk Southern Grant			
	Jul - Sep 20	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
<b>40000 · Revenue</b>	0.00			
<b>Total Income</b>	0.00			
<b>Gross Profit</b>	0.00			
<b>Expense</b>				
<b>60000 · Personnel Expense</b>	0.00	0.00	0.00	0.0%
<b>62100 · Contract Services</b>	0.00	0.00	0.00	0.0%
<b>62800 · Facilities and Equipment</b>	0.00	0.00	0.00	0.0%
<b>65000 · Operations</b>	126.15	0.00	126.15	100.0%
<b>67000 · Travel and Training</b>	0.00	0.00	0.00	0.0%
<b>68000 · Adult &amp; Dislocated Worker</b>	7,348.95	42,500.00	-35,151.05	17.3%
<b>69000 · Youth Services</b>	0.00			
<b>Total Expense</b>	7,475.10	42,500.00	-35,024.90	17.6%
<b>Net Income</b>	<b>-7,475.10</b>	<b>-42,500.00</b>	<b>35,024.90</b>	<b>17.6%</b>



**Western Virginia Workforce Development Board**  
**Budget vs. Actual by Programs/Projects**  
 July through September 2020

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	Program Services Unit			
	Jul - Sep 20	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
<b>40000 · Revenue</b>	245,148.50	1,080,195.01	-835,046.51	22.7%
<b>Total Income</b>	245,148.50	1,080,195.01	-835,046.51	22.7%
<b>Gross Profit</b>	245,148.50	1,080,195.01	-835,046.51	22.7%
<b>Expense</b>				
<b>60000 · Personnel Expense</b>	88,398.42	424,341.00	-335,942.58	20.8%
<b>62100 · Contract Services</b>	7,668.45	0.00	7,668.45	100.0%
<b>62800 · Facilities and Equipment</b>	14,945.79	48,680.00	-33,734.21	30.7%
<b>65000 · Operations</b>	20,506.45	34,652.94	-14,146.49	59.2%
<b>67000 · Travel and Training</b>	1,491.61	11,052.57	-9,560.96	13.5%
<b>68000 · Adult &amp; Dislocated Worker</b>	9,097.17	561,468.50	-552,371.33	1.6%
<b>69000 · Youth Services</b>	4,486.50			
<b>Total Expense</b>	146,594.39	1,080,195.01	-933,600.62	13.6%
<b>Net Income</b>	<b>98,554.11</b>	<b>0.00</b>	<b>98,554.11</b>	<b>100.0%</b>

**Western Virginia Workforce Development Board**  
**Budget vs. Actual by Programs/Projects**  
July through September 2020

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	Rapid Response Bus Assist			
	Jul - Sep 20	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
<b>40000 · Revenue</b>	45,031.20	98,350.00	-53,318.80	45.8%
<b>Total Income</b>	45,031.20	98,350.00	-53,318.80	45.8%
<b>Gross Profit</b>	45,031.20	98,350.00	-53,318.80	45.8%
<b>Expense</b>				
<b>60000 · Personnel Expense</b>	0.00			
<b>62100 · Contract Services</b>	0.00	0.00	0.00	0.0%
<b>62800 · Facilities and Equipment</b>	0.00			
<b>65000 · Operations</b>	39,805.12	98,350.00	-58,544.88	40.5%
<b>67000 · Travel and Training</b>	0.00			
<b>68000 · Adult &amp; Dislocated Worker</b>	0.00			
<b>69000 · Youth Services</b>	0.00			
<b>Total Expense</b>	39,805.12	98,350.00	-58,544.88	40.5%
<b>Net Income</b>	<b>5,226.08</b>	<b>0.00</b>	<b>5,226.08</b>	<b>100.0%</b>

**Western Virginia Workforce Development Board**  
**Budget vs. Actual by Programs/Projects**  
July through September 2020

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	Roanoke Center			
	Jul - Sep 20	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
<b>40000 · Revenue</b>	69,406.00	301,003.36	-231,597.36	23.1%
<b>Total Income</b>	69,406.00	301,003.36	-231,597.36	23.1%
<b>Gross Profit</b>	69,406.00	301,003.36	-231,597.36	23.1%
<b>Expense</b>				
<b>60000 · Personnel Expense</b>	0.00			
<b>62100 · Contract Services</b>	0.00	0.00	0.00	0.0%
<b>62800 · Facilities and Equipment</b>	62,198.13	245,660.16	-183,462.03	25.3%
<b>65000 · Operations</b>	6,366.89	23,100.00	-16,733.11	27.6%
<b>67000 · Travel and Training</b>	0.00			
<b>68000 · Adult &amp; Dislocated Worker</b>	0.00	32,243.20	-32,243.20	0.0%
<b>69000 · Youth Services</b>	0.00			
<b>Total Expense</b>	68,565.02	301,003.36	-232,438.34	22.8%
<b>Net Income</b>	<b>840.98</b>	<b>0.00</b>	<b>840.98</b>	<b>100.0%</b>

**Western Virginia Workforce Development Board**  
**Budget vs. Actual by Programs/Projects**  
July through September 2020

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	TOTAL			
	Jul - Sep 20	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
<b>40000 · Revenue</b>	418,628.77	2,210,714.69	-1,792,085.92	18.9%
<b>Total Income</b>	418,628.77	2,210,714.69	-1,792,085.92	18.9%
<b>Gross Profit</b>	418,628.77	2,210,714.69	-1,792,085.92	18.9%
<b>Expense</b>				
<b>60000 · Personnel Expense</b>	177,387.25	855,093.32	-677,706.07	20.7%
<b>62100 · Contract Services</b>	46,018.45	112,307.00	-66,288.55	41.0%
<b>62800 · Facilities and Equipment</b>	84,963.74	328,322.16	-243,358.42	25.9%
<b>65000 · Operations</b>	79,649.38	279,987.94	-200,338.56	28.4%
<b>67000 · Travel and Training</b>	1,491.61	28,267.57	-26,775.96	5.3%
<b>68000 · Adult &amp; Dislocated Worker</b>	17,009.60	649,236.70	-632,227.10	2.6%
<b>69000 · Youth Services</b>	4,486.50	0.00	4,486.50	100.0%
<b>Total Expense</b>	411,006.53	2,253,214.69	-1,842,208.16	18.2%
<b>Net Income</b>	<b>7,622.24</b>	<b>-42,500.00</b>	<b>50,122.24</b>	<b>-17.9%</b>

August 18, 2020

To the Board of Directors  
Western Virginia Workforce Development Board

We have audited the financial statements of the Western Virginia Workforce Development Board for the year ended June 30, 2020, and we will issue our report thereon dated August 18, 2020. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards (and, if applicable, *Government Auditing Standards* and the Uniform Guidance), as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated May 26, 2020. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Matters

*Qualitative Aspects of Accounting Practices*

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Western Virginia Workforce Development Board are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the fiscal year. We noted no transactions entered into by the Organization during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosure affecting the financial statements was:

The disclosure of grant concentrations in Note 9 to the financial statements.

The financial statement disclosures are neutral, consistent, and clear.

*Difficulties Encountered in Performing the Audit*

We encountered no significant difficulties in dealing with management in performing and completing our audit.

*Corrected and Uncorrected Misstatements*

Professional standards require us to accumulate all misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to the financial statements taken as a whole.

### *Disagreements with Management*

For purposes of this letter, a disagreement with management is a disagreement on a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

### *Management Representations*

We have requested certain representations from management that are included in the management representation letter dated August 18, 2020.

### *Management Consultations with Other Independent Accountants*

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Organization's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

### *Other Audit Findings or Issues*

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Organization's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

### Other Matters

With respect to the supplementary information accompanying the financial statements, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with U.S. generally accepted accounting principles, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

This information is intended solely for the use of management and the Board of Directors of the Western Virginia Workforce Development Board and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

*Robinson, Farmer, Cox Associates*

Robinson, Farmer, Cox Associates  
August 18, 2020

Western Virginia Workforce Development Board  
Comparative Statement of Financial Position  
At June 30, 2019 and 2020

<b>Assets</b>	<b><u>2020</u></b>	<b><u>2019</u></b>
<i>Current Assets:</i>		
Cash and cash equivalents	\$ 142,808	\$ 70,695
Accounts receivable	68,465	43,537
Grants receivable	235,775	222,031
Prepaid expenses	1,554	-
Customer deposits	<u>1,748</u>	<u>-</u>
 Total Assets	 \$ <u>450,350</u>	 \$ <u>336,263</u>
 <b>Liabilities</b>		
<i>Current Liabilities:</i>		
Accounts payable	\$ 222,308	\$ 254,821
Compensated absences	<u>5,674</u>	<u>2,475</u>
 Total Liabilities	 \$ <u>227,982</u>	 \$ <u>257,296</u>
 <b>Net Assets</b>		
Net assets without donor restrictions:		
Board designated rent reserves	\$ 40,943	\$ 40,943
Undesignated	<u>181,425</u>	<u>38,024</u>
 Total Net Assets	 \$ <u><u>222,368</u></u>	 \$ <u><u>78,967</u></u>

Comparative financial statements are for internal use only

Western Virginia Workforce Development Board  
Comparative Statement of Activities  
For the Years Ended June 30, 2019 and 2020

	Without Donor Restrictions	
	<u>2020</u>	<u>2019</u>
<b>Support and Revenue</b>		
<b>Support:</b>		
Federal grants	\$ 1,009,216	\$ 1,326,963
State grants	22,679	-
Miscellaneous	120	29,586
Donations and contributions	163,638	250
Partner grants	67,484	27,459
	<u>                    </u>	<u>                    </u>
<i>Total Support</i>	\$ 1,263,137	\$ 1,384,258
	<u>                    </u>	<u>                    </u>
<b>Revenue:</b>		
Rental revenue	\$ 307,423	\$ 288,578
Interest income	52	57
	<u>                    </u>	<u>                    </u>
<i>Total Revenue</i>	\$ 307,475	\$ 288,635
	<u>                    </u>	<u>                    </u>
<b>Total Support and Revenue</b>	\$ 1,570,612	\$ 1,672,893
	<u>                    </u>	<u>                    </u>
<b>Expenses:</b>		
Program Services:		
Workforce investment program	\$ 1,254,963	\$ 1,463,299
Supporting Services:		
Management and general	172,248	181,142
	<u>                    </u>	<u>                    </u>
<b>Total Expenses</b>	\$ 1,427,211	\$ 1,644,441
	<u>                    </u>	<u>                    </u>
Change in Net Assets	\$ 143,401	\$ 28,452
Net Assets, July 1, 2019	78,967	50,515
	<u>                    </u>	<u>                    </u>
Net Assets, June 30, 2020	\$ 222,368	\$ 78,967
	<u>                    </u>	<u>                    </u>

Comparative financial statements are for internal use only



WIOA Programs																		Roanoke City CARES	Roanoke Center
Total Budget	Admin	Adult	DWP	IS Youth	OS Youth	United Way - OnRAMP	WVWDB Funds	TAP - SwiftStart	GOVA - Talent Collab.	Norfolk Southern Initiative	Career Quest	Economic Equity Grant	NRMWRDB - America's Promise	Wagner Peyser	Rapid Response				
Payroll & Benefits																			
Wages	\$ 577,088.40	\$ 49,056.42	\$ 112,636.69	\$ 107,725.59	\$ 18,504.74	\$ 89,398.68	\$ 3,829.60	\$ -	\$ -	\$ -	\$ 18,604.49	\$ -	\$ 7,959.42	\$ 27,106.59	\$ 142,266.18				
Benefits	\$ 278,004.92	\$ 20,659.52	\$ 56,658.91	\$ 54,646.61	\$ 8,751.65	\$ 43,188.18	\$ 1,518.69	\$ -	\$ -	\$ -	\$ 8,226.52	\$ -	\$ 3,223.37	\$ 11,807.24	\$ 69,324.23				
Contract Services																			
Accounting & Audit Fees	\$ 10,257.00	\$ 6,436.00	\$ -	\$ -	\$ -	\$ -	\$ 98.00	\$ -	\$ -	\$ -	\$ -	\$ 625.00	\$ -	\$ 214.00	\$ 878.00	\$ 2,006.00			
Legal Fees	\$ 5,000.00	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Consultant Services	\$ 5,000.00	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Other Contract Services	\$ 68,050.00	\$ 1,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 66,550.00	\$ -	\$ -	\$ -			
Fiscal Agent Services	\$ 24,000.00	\$ 24,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Facilities & Equipment																			
Rent & Leases	\$ 310,302.16	\$ 3,081.56	\$ 15,812.85	\$ 15,535.96	\$ 1,666.68	\$ 8,106.45	\$ 187.38	\$ -	\$ -	\$ -	\$ 1,195.00	\$ -	\$ 409.17	\$ 1,678.74	\$ 16,968.22		\$ 245,660.16		
Utilities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Telephone Services	\$ 22,700.00	\$ 402.00	\$ 487.80	\$ 454.20	\$ 197.10	\$ 1,155.60	\$ 24.00	\$ -	\$ -	\$ -	\$ 243.60	\$ -	\$ 52.80	\$ 306.00	\$ 876.90		\$ 18,500.00		
Internet Services	\$ 2,040.00	\$ 202.79	\$ 277.87	\$ 256.75	\$ 88.95	\$ 471.63	\$ 15.08	\$ -	\$ -	\$ -	\$ 96.15	\$ -	\$ 32.92	\$ 135.08	\$ 462.78				
Equipment Rental, Leases & Maintenance	\$ 2,880.00	\$ 207.85	\$ 556.67	\$ 536.06	\$ 98.55	\$ 505.42	\$ 14.47	\$ -	\$ -	\$ -	\$ 92.31	\$ -	\$ 31.61	\$ 129.67	\$ 707.38				
Furniture & Fixtures	\$ 13,100.00	\$ 10.00	\$ 220.21	\$ 219.95	\$ 10.00	\$ 40.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 199.85		\$ 12,400.00		
Property Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Donated Facilities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Donated Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Depreciated & Amortization	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Operational Expenses																			
Insurance	\$ 1,850.00	\$ 1,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 350.00	
Business Licenses & Fees	\$ 300.00	\$ 300.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Marketing & Outreach	\$ 17,702.94	\$ -	\$ 3,235.29	\$ 941.18	\$ 117.65	\$ 705.88	\$ -	\$ -	\$ -	\$ 7,702.94	\$ -	\$ -	\$ 5,000.00	\$ -	\$ -	\$ -			
Books, Subscriptions & Reference	\$ 2,500.00	\$ -	\$ 1,617.65	\$ 470.59	\$ 58.82	\$ 352.94	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Postage & Mailing Services	\$ 12,250.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,250.00	\$ -	\$ -	\$ -			
Printing & Copying	\$ 22,675.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,225.00	\$ -	\$ -	\$ -		\$ 2,450.00	
Supplies	\$ 109,890.00	\$ 476.59	\$ 1,840.13	\$ 1,795.01	\$ 241.31	\$ 1,204.64	\$ 31.16	\$ -	\$ -	\$ -	\$ 198.72	\$ -	\$ 68.04	\$ 279.16	\$ 2,105.25	\$ 98,350.00	\$ 1,500.00	\$ 1,800.00	
IT Hardware	\$ 41,850.00	\$ 365.10	\$ 2,456.15	\$ 2,425.56	\$ 213.31	\$ 1,007.69	\$ 20.10	\$ -	\$ -	\$ -	\$ 128.21	\$ -	\$ 32,543.90	\$ 180.10	\$ 2,509.87				
IT Software	\$ 45,920.00	\$ 266.14	\$ 472.41	\$ 445.10	\$ 119.66	\$ 627.69	\$ 19.40	\$ -	\$ -	\$ -	\$ 123.72	\$ -	\$ 27,492.36	\$ 173.80	\$ 13,199.71		\$ 2,980.00		
Membership Dues	\$ 2,050.00	\$ 2,050.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Newspaper Advertisements	\$ 300.00	\$ 300.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Recruitment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Travel & Training																			
Mileage & Travel Expenses	\$ 15,700.00	\$ 335.00	\$ 3,066.00	\$ 2,943.00	\$ 685.00	\$ 3,424.00	\$ 75.00	\$ -	\$ -	\$ -	\$ 575.00	\$ -	\$ 161.00	\$ 770.00	\$ 3,666.00				
Conference Fees & Expenses	\$ 12,567.57	\$ 2,804.07	\$ 1,723.55	\$ 1,585.15	\$ 413.56	\$ 1,883.69	\$ 118.60	\$ -	\$ -	\$ -	\$ 564.71	\$ -	\$ 222.90	\$ 760.10	\$ 2,491.24				
Adult & Dislocated Worker Services																			
Occupational Skills Training	\$ 214,025.00	\$ -	\$ 105,000.00	\$ 85,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,000.00	\$ -	\$ 13,025.00	\$ -	\$ -	\$ -			
On-the-Job Training (OJT)	\$ 125,000.00	\$ -	\$ 25,000.00	\$ 100,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Work Experience	\$ 35,000.00	\$ -	\$ 25,000.00	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Customized Training	\$ 15,000.00	\$ -	\$ 15,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Contract Training	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -	\$ -			
Transitional Jobs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Registered Apprenticeship	\$ 20,000.00	\$ -	\$ 10,000.00	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Incumbent Worker Training	\$ 111,468.50	\$ -	\$ 25,000.00	\$ 25,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 61,468.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Pre-Vocational Services	\$ 20,000.00	\$ -	\$ 10,000.00	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Supportive Services	\$ 88,743.20	\$ -	\$ 30,000.00	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 21,500.00	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 32,243.20	
Certification & Credentialing Tests	\$ 10,000.00	\$ -	\$ 5,000.00	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Other Adult & DLW Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Youth Services																			
Tutoring, Study Skills, Dropout Prevention	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Alternative Secondary School Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Paid and Unpaid Work Experience	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Occupational Skills Training (ITA)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Education Offered With Workforce Prep	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Leadership Development	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Supportive Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Adult Mentoring	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Follow-up Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Comprehensive Guidance and Counseling	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Financial Literacy Education	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Entrepreneurial Skills Training	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Career Awareness & Career Counseling	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Preparation/Transition to Post-Secondary	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Other Youth Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
FY2019 WVWDB Total Costs	\$ 2,253,214.70	\$ 123,953.04	\$ 451,062.20	\$ 439,980.73	\$ 31,166.96	\$ 152,072.51	\$ 5,951.48	\$ -	\$ -	\$ 69,171.44	\$ 73,173.41	\$ -	\$ 189,461.48	\$ 44,204.48	\$ 256,783.61	\$ 98,350.00	\$ 16,880.00	\$ 301,003.36	
PY2018 Carryforward	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	
PY2019 Carryforward	\$ 1,337,890.50	\$ 66,925.64	\$ 273,915.26	\$ 290,975.68	\$ 91,182.60	\$ 273,547.80	\$ -	\$ 16,470.64	\$ -	\$ -	\$ 103,072.35	\$ 1,777.89	\$ 195,022.64	\$ -	\$ -	\$ 25,000.00		\$ -	
PY2020 Funds	\$ 1,851,606.43	\$ 97,616.90	\$ 273,140.10	\$ 315,117.00	\$ -	\$ 290,295.00	\$ 36,000.00	\$ -	\$ 9,000.00	\$ 69,171.44	\$ 62,500.00	\$ -	\$ -	\$ 44,472.00	\$ 263,150.63	\$ 73,260.00	\$ 16,880.00	\$ 301,003.36	
Total Funds Available	\$ 3,189,496.93	\$ 164,542.54	\$ 547,055.36	\$ 606,092.68	\$ 91,182.60	\$ 563,842.80	\$ 36,000.00	\$ 16,470.64	\$ 9,000.00	\$ 69,171.44	\$ 165,572.35	\$ 1,777.89	\$ 195,022.64	\$ 44,472.00	\$ 263,150.63	\$ 98,260.00	\$ 16,880.00	\$ 301,003.36	
Vendor Allocations																			
WVWDB Costs	\$ 2,253,214.70	\$ 123,953.04	\$ 451,062.20	\$ 439,980.73	\$ 31,166.96	\$ 152,072.51	\$ 5,951.48	\$ -	\$ -	\$ 69,171.44	\$ 73,173.41	\$ -	\$ 189,461.48	\$ 44,204.48	\$ 256,783.61	\$ 98,350.00	\$ 16,880.00	\$ 301,003.36	
Youth Provider (Pre-Ed Services)	\$ 40,000.00	\$ -	\$ -	\$ -	\$ 2,000.00	\$ 38,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Youth Provider (Training)	\$ 250,000.00	\$ -	\$ -	\$ -	\$ 12,500.00	\$ 237,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Youth Provider (Financial & Entrepreneurial)	\$ 15,000.00	\$ -	\$ -	\$ -	\$ 750.00	\$ 14,250.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Roanoke/Covington One-Stop Operator	\$ 60,000.00	\$ -	\$ 10,000.00	\$ 10,000.00	\$ 1,500.00	\$ 8,500.00	\$ 30,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Franklin One-Stop Operator	\$ 15,000.00	\$ -	\$ 5,000.00	\$ 5,000.00	\$ 500.00	\$ 4,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Roanoke Center Leases	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
PY2020 Grant Carryforward	\$ 556,282.23																		

**Western Virginia Workforce Development Board**  
**Transaction Detail by Account**  
**July 1 through October 22, 2020**

Type	Date	Name	Memo	Amount
<b>11200 - ANB Operating</b>				
Bill Pmt -Check	07/08/2020	Poe & Cronk Real Estate Group, Inc.	June RVWC rent	-20,471.68
Payment	07/09/2020	Total Action for Progress		1,927.24
Payment	07/09/2020	Ross		6,314.32
Payment	07/09/2020	Roanoke Center Rent/Shared Costs:Goo...		1,155.31
Sales Receipt	07/09/2020	WVWDB Discretionary Funds:Misc Custo...		800.00
Bill Pmt -Check	07/10/2020	BB&T Credit Card	June Statement	-4,394.83
Check	07/13/2020	The Hartford Co.	Policy # 22SBARG1061	-334.00
Payment	07/16/2020	VA Employment Commission		5,884.08
Payment	07/16/2020	Western VA Workforce		721.86
Payment	07/16/2020	Total Action for Progress		6,147.18
Payment	07/16/2020	Roanoke Valley Alleghany Regional Comm		59,542.91
Payment	07/17/2020	VA Employment Commission		14,004.00
Payment	07/17/2020	Roanoke Valley-Alleghany Region 5		1,648.51
Payment	07/21/2020	WVWDB Discretionary Funds:Misc Custo...		764.00
Payment	07/22/2020	City of Salem, VA		4,016.36
Bill Pmt -Check	07/22/2020	Roanoke Valley Alleghany Regional Com...	June 2020 Payroll	-25,665.14
Bill Pmt -Check	07/22/2020	Ross Innovative Employment Solutions C...	May Invoice	-39,811.02
Bill Pmt -Check	07/22/2020	Shaffer Evaluation Group, LLC	Education Study and Evaluation	-14,854.00
Bill Pmt -Check	07/22/2020	Sheltons Tire and Auto Repair	NS Grant - Air Compressor	-2,000.00
Bill Pmt -Check	07/22/2020	Sir Speedy	Business Cards and Posters	-240.00
Bill Pmt -Check	07/22/2020	The WorkPlace, Inc.		-26,541.59
Bill Pmt -Check	07/22/2020	Virginia Business Systems		-293.46
Bill Pmt -Check	07/22/2020	West Creek Manor	VOID: June and July Rent for H. Foster	0.00
Payment	07/22/2020	Roanoke Center Rent/Shared Costs:VEC...		12,324.59
Bill Pmt -Check	07/23/2020	West Creek Manor	June and July Rent for H. Foster	-1,359.50
Payment	07/31/2020	Roanoke Center Rent/Shared Costs:VW...		506.09
Bill Pmt -Check	07/31/2020	Cox Communication		-1,489.31
Payment	07/31/2020	Virginia Community College System		21,477.27
Payment	07/31/2020	City of Roanoke		6,968.24
Bill Pmt -Check	08/05/2020	Pheasant Ridge Office Buildings, LLC	Board Admin Rent - July 2020	-1,553.50
Bill Pmt -Check	08/05/2020	Skylor McArdle		-355.00
Bill Pmt -Check	08/05/2020	Virginia Business Systems	Copier - Board Admin	-106.79
Bill Pmt -Check	08/05/2020	BB&T Credit Card	July 2020 Credit Card Bill	-9,063.42
Payment	08/05/2020	Roanoke Center Rent/Shared Costs:Goo...		809.11
Payment	08/05/2020	Roanoke Center Rent/Shared Costs:The ...		713.53
Bill Pmt -Check	08/10/2020	Poe & Cronk Real Estate Group, Inc.	Roanoke Center Rent - July 2020	-20,471.68
Payment	08/10/2020	Total Action for Progress:TAP - SwiftStart		9,633.14
Payment	08/10/2020	The Workplace		1,144.81
Bill Pmt -Check	08/11/2020	Cox Communication	Phones and Internet for June and July...	-595.50
Payment	08/11/2020	Virginia Community College System		83,561.87
Payment	08/11/2020	Roanoke Center Rent/Shared Costs:Ros...		2,813.17
Bill Pmt -Check	08/13/2020	Christopher John Bolt	Norfolk Southern Grant	-1,989.55
Bill Pmt -Check	08/13/2020	Glenn, Feldman, Darby, Goodlatte	Maryellen Goodlatte - Attorney Fees	-3,770.00
Bill Pmt -Check	08/13/2020	Roanoke Valley Alleghany Regional Com...	JobsEQ Subscription	-2,403.00
Bill Pmt -Check	08/13/2020	Ross Innovative Employment Solutions C...	June 2020	-53,992.44
Bill Pmt -Check	08/13/2020	The WorkPlace, Inc.	June 2020 - Youth Invoice	-33,353.80
Bill Pmt -Check	08/13/2020	Virginia Business Systems	Copier - Roanoke Center	-146.73
Payment	08/17/2020	New River/Mt. Rogers Workforce Board:...		18,150.67

**Western Virginia Workforce Development Board**  
**Transaction Detail by Account**  
**July 1 through October 22, 2020**

Type	Date	Name	Memo	Amount
Payment	08/17/2020	Roanoke Center Rent/Shared Costs:Goo...		375.45
Payment	08/18/2020	Total Action for Progress:United Way – O...		23,098.88
Payment	08/18/2020	Virginia Community College System:PY2...		29,223.20
Payment	08/18/2020	Central Virginia Planning District Commis...		2,088.01
Bill Pmt -Check	08/20/2020	Beacon HCl, Inc.	Covid-19 Rapid Response Grant	-2,237.50
Bill Pmt -Check	08/20/2020	Damon Co. Of Salem, Inc.	Covid-19 Rapid Response Grant	-2,237.50
Bill Pmt -Check	08/20/2020	Graham White Manufacturing Co.	Incumbent Worker Training	-600.00
Bill Pmt -Check	08/20/2020	Jewell Machinery	Covid - 19 Rapid Response Grant	-1,980.83
Bill Pmt -Check	08/20/2020	McAirland's Inc.	Covid - 19 Rapid Response Grant	-4,640.65
Bill Pmt -Check	08/20/2020	Oliver Distributing Company	Covid - 19 Rapid Response Grant	-2,400.00
Bill Pmt -Check	08/20/2020	Optical Cable Corp	Covid - 19 Rapid Response Grant	-3,111.00
Bill Pmt -Check	08/20/2020	Pheasant Ridge Office Buildings, LLC	Board Admin Rent - August 2020	-1,553.50
Bill Pmt -Check	08/20/2020	Pine Top Restaurant	COVID-19 Rapid Response Grant	-332.54
Bill Pmt -Check	08/20/2020	Precision Fabrics Group, Inc.	COVID-19 Rapid Response Grant	-8,355.00
Bill Pmt -Check	08/20/2020	Systems Technology of Virginia, LLC	COVID-19 Rapid Response Grant	-9,053.00
Bill Pmt -Check	08/20/2020	Tecton Products, LLC.	COVID-19 Rapid Response Grant	-2,000.00
Bill Pmt -Check	08/20/2020	The Uttermost Co.	COVID-19 Rapid Response Grant	-3,457.10
Bill Pmt -Check	08/20/2020	Travis W. Patsell	Norfolk Southern Small Business Sup...	-1,999.90
Bill Pmt -Check	08/20/2020	Adam Koestline	Mileage	-1,472.00
Bill Pmt -Check	08/20/2020	David Clements	Mileage	-1,288.00
Bill Pmt -Check	08/20/2020	Patrick Christian	Mileage	-92.00
Bill Pmt -Check	08/20/2020	Wesley Lewis Jr.	Mileage	-828.00
Bill Pmt -Check	08/21/2020	Virginia Business Systems		-1,056.82
Payment	08/21/2020	Virginia Community College System:PY2...		40,335.85
Bill Pmt -Check	08/24/2020	Cox Communication	Internet and Phones for Workforce Ce...	-1,538.21
Payment	08/25/2020	Roanoke Center Rent/Shared Costs:VEC...		12,324.59
Payment	08/31/2020	Franklin County:PY2020 Covid Bus Assis...		10,808.00
Payment	08/31/2020	County of Botetourt:PY2020 Covid Bus A...		5,000.00
Payment	08/31/2020	Roanoke Center Rent/Shared Costs:Goo...		375.31
Payment	09/01/2020	WVWDB Discretionary Funds:Roanoke C...		10,000.00
Bill Pmt -Check	09/02/2020	Adam Koestline	Mileage 8/24/20-8/27/20	-92.00
Bill Pmt -Check	09/02/2020	David Clements	Mileage - 7/27-8/21	-276.00
Bill Pmt -Check	09/02/2020	Derek Williams		-1,633.00
Bill Pmt -Check	09/02/2020	Patrick Christian		-276.00
Bill Pmt -Check	09/02/2020	Premier Virtual	Annual License for Virtual Software	-12,500.00
Bill Pmt -Check	09/02/2020	Randall Thomas	CDL Certificate - R. Thomas	-100.00
Bill Pmt -Check	09/02/2020	Shaffer Evaluation Group, LLC	CTE Study Consultant	-20,635.00
Bill Pmt -Check	09/02/2020	The Franklin Center	Operational Support for the fiscal year...	-5,000.00
Bill Pmt -Check	09/02/2020	Vinton Area Chamber of Commerce	Annual Membership Dues	-150.00
Bill Pmt -Check	09/02/2020	Wesley Lewis Jr.	Mileage - 8/17-8/21	-92.00
Payment	09/08/2020	New River/Mt. Rogers Workforce Board:...		431.89
Payment	09/08/2020	Total Action for Progress:United Way – O...		479.61
Payment	09/08/2020	Virginia Community College System:PY2...		10,820.27
Bill Pmt -Check	09/09/2020	Poe & Cronk Real Estate Group, Inc.	Roanoke Center Rent - July 2020	-20,471.68
Bill Pmt -Check	09/09/2020	Adam Koestline	Mileage - 8/31/20 - 9/3/20	-92.00
Bill Pmt -Check	09/09/2020	CDS Tractor Trailer Training	Training - Bryan Groggons	-185.00
Bill Pmt -Check	09/09/2020	David Clements	Mileage - 8/24/20 - 9/4/20	-184.00
Bill Pmt -Check	09/09/2020	Patrick Christian	Mileage - 8/31/20 - 9/4/20	-92.00
Bill Pmt -Check	09/09/2020	Roanoke Valley Alleghany Regional Com...	July 2020 Payroll	-58,833.77

**Western Virginia Workforce Development Board**  
**Transaction Detail by Account**  
**July 1 through October 22, 2020**

Type	Date	Name	Memo	Amount
Bill Pmt -Check	09/09/2020	State Corporation Commission	2020 SCC Registration Fee	-25.00
Bill Pmt -Check	09/09/2020	Virginia Business Systems		-512.30
Bill Pmt -Check	09/10/2020	Cox Communication	Phones and Internet for Admin - Aug 2...	-219.43
Payment	09/11/2020	VA Employment Commission:PY2020 W...		22,785.99
Payment	09/11/2020	VA Employment Commission:VEC PPE		240.00
Bill Pmt -Check	09/14/2020	The Hartford	Policy # 22WECAF6R41	-312.75
Bill Pmt -Check	09/16/2020	Adam Koestline	Mileage - 9/8/20-9/10/20	-69.00
Bill Pmt -Check	09/16/2020	BB&T Credit Card	August 2020	-5,659.31
Bill Pmt -Check	09/16/2020	David Clements	Mileage - 9/720-9/11/20	-69.00
Bill Pmt -Check	09/16/2020	Patrick Christian	Mileage - 9/720-9/11/20	-69.00
Bill Pmt -Check	09/16/2020	Virginia Business Systems	Copier - Roanoke Center	-146.73
Payment	09/18/2020	Virginia Community College System		44,325.30
Bill Pmt -Check	09/22/2020	Adam Koestline	Mileage - 9/15-9/17	-69.00
Bill Pmt -Check	09/22/2020	Patrick Christian	Mileage - 9/14-9/18	-92.00
Bill Pmt -Check	09/22/2020	Pheasant Ridge Office Buildings, LLC	Board Admin Rent - Sept 2020	-1,553.50
Bill Pmt -Check	09/22/2020	Roanoke Valley Alleghany Regional Com...	August 2020 Payroll	-58,624.89
Bill Pmt -Check	09/22/2020	Shaffer Evaluation Group, LLC	CTE Study	-3,920.00
Payment	09/23/2020	Roanoke Center Rent/Shared Costs:DAR...		1,148.51
Bill Pmt -Check	09/24/2020	Cox Communication	Internet and Phones for Workforce Ce...	-1,486.52
Payment	09/25/2020	Roanoke Center Rent/Shared Costs:VEC...		12,324.59
Payment	09/25/2020	New River/Mt. Rogers Workforce Board:...		2,533.09
Payment	09/25/2020	Economic Equity Initiative		915.33
Bill Pmt -Check	09/25/2020	Treasurer of Virginia	Annual Registration Fee - Dept of Agri...	-200.00
Payment	09/29/2020	Roanoke Center Rent/Shared Costs:VW...		144.40
Bill Pmt -Check	09/30/2020	CDS Tractor Trailer Training	Skills Test & Drug Screen/Physical - F...	-185.00
Bill Pmt -Check	09/30/2020	Derek Williams	Mileage - 8/31/20-9/21/20	-299.00
Bill Pmt -Check	09/30/2020	Fast Track Health Care Education	Medication Aide Program - Brittany Da...	-775.00
Bill Pmt -Check	09/30/2020	Glenn, Feldman, Darby, Goodlatte	Attorney Fees	-75.00
Bill Pmt -Check	09/30/2020	Shower Power Shower Door Inc.	204 tempered glass partitions	-2,812.60
Bill Pmt -Check	09/30/2020	Virginia Western Community College	CDL Class - Bryan Goggins	-1,500.00
Payment	10/01/2020	VA Employment Commission:PY2020 W...		35,128.31
Payment	10/02/2020	Roanoke Center Rent/Shared Costs:VEC...		8,854.18
Payment	10/07/2020	Roanoke Center Rent/Shared Costs:Goo...		520.43
Payment	10/07/2020	Roanoke Center Rent/Shared Costs:The ...		296.28
Bill Pmt -Check	10/08/2020	Poe & Cronk Real Estate Group, Inc.	Roanoke Center Rent - September 20...	-20,471.68
Bill Pmt -Check	10/08/2020	Adam Koestline	Mileage - 9/28/20-10/1/20	-69.00
Bill Pmt -Check	10/08/2020	David Clements	Mileage - 9/14/20-9/25/20	-183.00
Bill Pmt -Check	10/08/2020	Patrick Christian	Mileage - 9/14/20-9/21/20	-92.00
Bill Pmt -Check	10/08/2020	Virginia Business Systems		-572.15
Bill Pmt -Check	10/10/2020	Cox Communication	Phones & Internet - Board Admin	-219.43
Bill Pmt -Check	10/10/2020	Cox Communication	Captel Phone Line	-55.85
Bill Pmt -Check	10/13/2020	The Hartford	Policy # 22WECAF6R41	-334.00
Bill Pmt -Check	10/14/2020	MedCerts	Medical Assistant Training - Lavada G...	-3,500.00
Bill Pmt -Check	10/14/2020	Patrick Christian	Mileage - 9/28/20-10/2/20	-92.00
Bill Pmt -Check	10/14/2020	Robinson Farmer Cox Associates, PLLC	2020 Audit and 990 Preparation	-9,750.00
Bill Pmt -Check	10/14/2020	The WorkPlace, Inc.		-16,890.51
Payment	10/15/2020	Roanoke Center Rent/Shared Costs:Rke ...		144.40
Payment	10/15/2020	Economic Equity Initiative		593.21
Payment	10/15/2020	Virginia Community College System:PY2...		24,170.24

**Western Virginia Workforce Development Board**  
**Transaction Detail by Account**  
July 1 through October 22, 2020

Type	Date	Name	Memo	Amount
Bill Pmt -Check	10/15/2020	BB&T Credit Card	Sept 2020 - Credit Card	-1,273.42
Payment	10/19/2020	Roanoke Center Rent/Shared Costs:DAR...		506.09
Bill Pmt -Check	10/21/2020	CDS Tractor Trailer Training	Test & Drug Screen - George Cobb	-185.00
Bill Pmt -Check	10/21/2020	Dabney S Lancaster Community College	CDL-A5 Invoice #7679 (Gary Wilhelm)	-510.00
Bill Pmt -Check	10/21/2020	Madee Turay	Mileage - 10/4-10/17	-184.00
Bill Pmt -Check	10/21/2020	Virginia Western Community College		-2,819.63
Payment	10/22/2020	Roanoke Center Rent/Shared Costs:VEC...		12,324.59
Total 11200 · ANB Operating				1,365.62
<b>TOTAL</b>				<b>1,365.62</b>