



CLEO Consortium Meeting
June 22, 2023 – 11:00 AM – 12:30 PM
Greenfield Education Center
57 S Center Drive, Daleville, VA 24083

I. Welcome

II. Public Comment

III. Consent Agenda

- WIOA Title I Programs Report
- Star City Works Programs Report
- FY2023 Budget vs. Actual Report
- Meeting Minutes – December 15, 2022

IV. Old Business

- Virginia's Workforce Reorganization Update

V. Director's Report

- Virginia Career Works Center Updates
- Grant Updates

VI. New Business

- FY2024 Draft Budget Approval
- GRWDB Member Appointments
- 2023-2024 Meeting Calendar

VII. Other Business

VIII. Adjournment

Workforce Innovation and Opportunity Act (WIOA)

Title I Adult and Dislocated Worker Programs

Performance Report

**Adult Program
Participants by Month**

| Month | New | Total YTD |
|-----------|-----|-----------|
| July | 23 | 23 |
| August | 23 | 46 |
| September | 17 | 63 |
| October | 27 | 90 |
| November | 20 | 110 |
| December | 12 | 122 |
| January | 23 | 145 |
| February | 17 | 162 |
| March | 12 | 174 |
| April | 8 | 182 |
| May | 4 | 186 |
| June | | 186 |

| | |
|------------------------|-----|
| Carryover Participants | 199 |
| New Enrollment Goal | 100 |
| Total Participant Goal | 299 |

| | |
|------------------------------|------|
| % Toward New Enrollment Goal | 186% |
|------------------------------|------|

**end of month should be 92%*

**Dislocated Worker Program
Participants by Month**

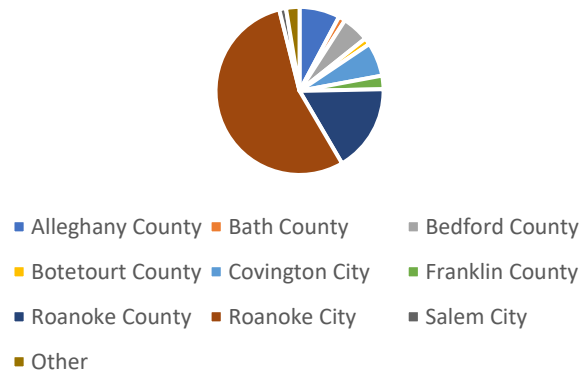
| Month | New | Total YTD |
|-----------|-----|-----------|
| July | 0 | 0 |
| August | 0 | 0 |
| September | 2 | 2 |
| October | 2 | 4 |
| November | 0 | 4 |
| December | 0 | 4 |
| January | 0 | 4 |
| February | 1 | 5 |
| March | 0 | 5 |
| April | 1 | 6 |
| May | 1 | 7 |
| June | | 7 |

| | |
|------------------------|----|
| Carryover Participants | 12 |
| New Enrollment Goal | 60 |
| Total Participant Goal | 72 |

| | |
|------------------------------|-----|
| % Toward New Enrollment Goal | 12% |
|------------------------------|-----|

**end of month should be 92%*

Adult Enrollment by Locality

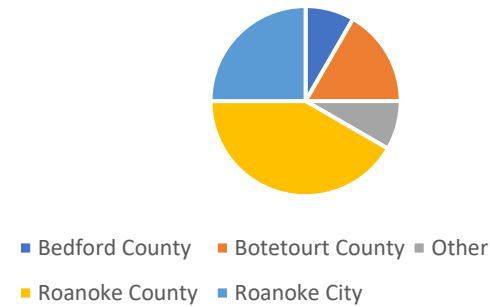


Adult Program

| Training Participation | |
|------------------------|----|
| Healthcare | 62 |
| Manufacturing | 17 |
| Information Technology | 1 |
| Financial Services | 0 |
| Construction | 9 |
| Transportation | 25 |
| Education | 1 |
| Culinary | 1 |

| | |
|------------------|-----|
| Post-Secondary | 100 |
| OJT Placements | 16 |
| Work Experiences | 0 |

Dislocated Worker Enrollment by Locality



Dislocated Worker Program

| Training Participation | |
|------------------------|---|
| Healthcare | 7 |
| Manufacturing | 0 |
| Information Technology | 0 |
| Financial Services | 0 |
| Construction | 0 |
| Transportation | 0 |
| Education | 0 |

| | |
|------------------|---|
| Post-Secondary | 6 |
| OJT Placements | 1 |
| Work Experiences | 0 |

Adult Program Expenditures & Obligations YTD

| Line Item | Budget | Actual Expenditures | Obligations | Actual + Obligated % of Budget |
|-------------------------------|---------------------|---------------------|---------------------|--------------------------------|
| Occupational Skills Training | \$227,500.00 | \$206,670.59 | \$218,260.90 | 96% |
| On-the-Job Training | \$70,000.00 | \$62,076.59 | \$64,548.83 | 92% |
| Work Experience | \$10,000.00 | \$0.00 | \$0.00 | 0% |
| Customized Training | \$0.00 | \$0.00 | \$0.00 | 0% |
| Contract Training | \$0.00 | \$0.00 | \$0.00 | 0% |
| Transitional Jobs | \$0.00 | \$0.00 | \$0.00 | 0% |
| Registered Apprenticeship | \$0.00 | \$0.00 | \$0.00 | 0% |
| Incumbent Worker Training | \$0.00 | \$0.00 | \$0.00 | 0% |
| Pre-Vocational Services | \$0.00 | \$0.00 | \$0.00 | 0% |
| Supportive Services | \$40,000.00 | \$26,978.62 | \$37,300.06 | 93% |
| Certification & Credentialing | \$2,500.00 | \$625.00 | \$625.00 | 25% |
| Other Services | \$0.00 | \$0.00 | \$0.00 | 0% |
| Total | \$350,000.00 | \$296,350.80 | \$320,734.79 | 81% |

**end of month should be 92%*

Dislocated Worker Expenditures & Obligations YTD

| Line Item | Budget | Actual Expenditures | Obligations | Actual + Obligated % of Budget |
|-------------------------------|--------------------|---------------------|--------------------|--------------------------------|
| Occupational Skills Training | \$55,000.00 | \$3,500.00 | \$3,500.00 | 6% |
| On-the-Job Training | \$10,000.00 | \$7,200.00 | \$7,200.00 | 72% |
| Work Experience | \$0.00 | \$0.00 | \$0.00 | 0% |
| Customized Training | \$0.00 | \$0.00 | \$0.00 | 0% |
| Contract Training | \$0.00 | \$0.00 | \$0.00 | 0% |
| Transitional Jobs | \$0.00 | \$0.00 | \$0.00 | 0% |
| Registered Apprenticeship | \$0.00 | \$0.00 | \$0.00 | 0% |
| Incumbent Worker Training | \$0.00 | \$0.00 | \$0.00 | 0% |
| Pre-Vocational Services | \$0.00 | \$0.00 | \$0.00 | 0% |
| Supportive Services | \$20,000.00 | \$196.00 | \$196.00 | 1% |
| Certification & Credentialing | \$5,000.00 | \$0.00 | \$0.00 | 0% |
| Other Services | \$0.00 | \$0.00 | \$0.00 | 0% |
| Total | \$90,000.00 | \$10,896.00 | \$10,896.00 | 12% |

| |
|--------------------|
| \$18,292.00 |
|--------------------|

**end of month should be 92%*

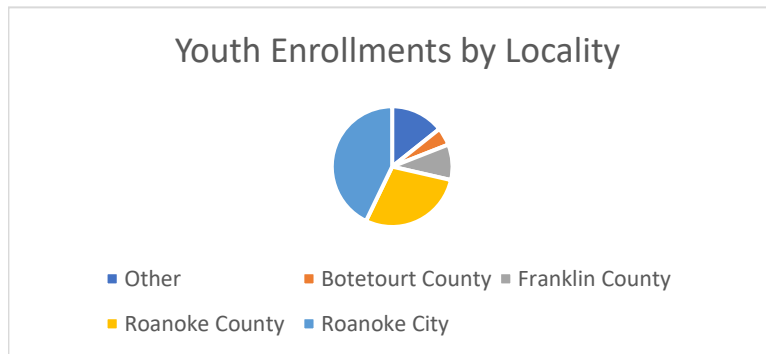
Workforce Innovation and Opportunity Act (WIOA)
Title I Youth Program
Performance Report

| Participants by Month | | |
|-----------------------|-----|-----------|
| Month | New | Total YTD |
| July | 5 | 5 |
| August | 5 | 10 |
| September | 2 | 12 |
| October | 2 | 14 |
| November | 5 | 19 |
| December | 3 | 22 |
| January | 5 | 27 |
| February | 6 | 33 |
| March | 3 | 36 |
| April | 7 | 43 |
| May | 1 | 44 |
| June | | 44 |

| | |
|------------------------|-----|
| Carryover Participants | 33 |
| New Enrollment Goal | 67 |
| Total Participant Goal | 100 |

| | |
|------------------------------|-----|
| % Toward New Enrollment Goal | 66% |
|------------------------------|-----|

**end of month should be 92%*



Youth Program

| Training Participation | |
|-------------------------------|----|
| Healthcare | 2 |
| Manufacturing | 0 |
| Information Technology | 0 |
| Financial Services | 0 |
| Construction | 14 |
| Transportation | 0 |
| Education | 0 |
| Hospitality | 2 |

| | |
|------------------|----|
| Post-Secondary | 0 |
| OJT Placements | 2 |
| Work Experiences | 16 |

| Out of School Youth Program Expenditures | | | | |
|---|---------------------|----------------------------|--------------------|---------------------------------------|
| Line Item | Budget | Actual Expenditures | Obligations | Actual + Obligated % of Budget |
| Tutoring, Study Skills | \$0.00 | \$0.00 | \$0.00 | 0% |
| Alternative Secondary School Service | \$0.00 | \$0.00 | \$0.00 | 0% |
| Work Experience/Internship | \$92,750.00 | \$32,304.00 | \$50,592.30 | 55% |
| Occupational Skills Training | \$50,000.00 | \$0.00 | \$0.00 | 0% |
| Supportive Service | \$22,500.00 | \$545.90 | \$545.90 | 2% |
| Adult Mentoring | \$0.00 | \$0.00 | \$0.00 | 0% |
| Follow-up Services | \$0.00 | \$0.00 | \$0.00 | 0% |
| Leadership Development | \$13,500.00 | \$200.00 | \$200.00 | 1% |
| Comprehensive Guidance & Counseling | \$0.00 | \$0.00 | \$0.00 | 0% |
| Financial Literacy | \$0.00 | \$0.00 | \$0.00 | 0% |
| Entrepreneurial Skills Training | \$0.00 | \$0.00 | \$0.00 | 0% |
| Career Awareness & Career Counseling | \$0.00 | \$0.00 | \$0.00 | 0% |
| Preparation for Post-Secondary | \$0.00 | \$0.00 | \$0.00 | 0% |
| Total | \$178,750.00 | \$33,049.90 | \$51,338.20 | 29% |

**end of month should be 92%*

| In School Youth Program Expenditures | | | | |
|--------------------------------------|--------------------|---------------------|---------------|--------------------------------|
| Line Item | Budget | Actual Expenditures | Obligations | Actual + Obligated % of Budget |
| Tutoring, Study Skills | \$0.00 | \$0.00 | \$0.00 | 0% |
| Alternative Secondary School Service | \$0.00 | \$0.00 | \$0.00 | 0% |
| Work Experience/Internship | \$7,250.00 | \$0.00 | \$0.00 | 0% |
| Occupational Skills Training | \$0.00 | \$0.00 | \$0.00 | 0% |
| Supportive Service | \$2,500.00 | \$0.00 | \$0.00 | 0% |
| Adult Mentoring | \$0.00 | \$0.00 | \$0.00 | 0% |
| Follow-up Services | \$0.00 | \$0.00 | \$0.00 | 0% |
| Leadership Development | \$1,500.00 | \$0.00 | \$0.00 | 0% |
| Comprehensive Guidance & Counseling | \$0.00 | \$0.00 | \$0.00 | 0% |
| Financial Literacy | \$0.00 | \$0.00 | \$0.00 | 0% |
| Entrepreneurial Skills Training | \$0.00 | \$0.00 | \$0.00 | 0% |
| Career Awareness & Career Counseling | \$0.00 | \$0.00 | \$0.00 | 0% |
| Preparation for Post-Secondary | \$0.00 | \$0.00 | \$0.00 | 0% |
| Total | \$11,250.00 | \$0.00 | \$0.00 | 0% |

**end of month should be 92%*

Greater Roanoke Workforce Development Board
Star City Works Program
July 2022 – June 2023



Introduction:

Star City Works has been operational for three full quarters and program staff have been enrolling and serving participants since the inception of the program. These staff focus on working with their program participants to set employment goals and work with the participant to achieve these goals. Program activities and support services are provided on an as needed basis, and in a manner that allows individuals to achieve their educational or employment goals. The wrap-around support services have been beneficial to participants, with assistance for utilities, housing, and car repairs being some of the most requested and utilized services. Many program participants have been out of work for some time, or are significantly underemployed, and have fallen behind on their bills. Star City Works has been able to provide support that is traditionally not available to workforce program participants as they seek training and employment services. Participants report that the financial assistance, paired with counseling services provided by the Roanoke FEC to be particularly helpful. The addition of a National League of Cities (NLC) grant has allowed SCW staff to leverage their support service dollars even further and have used this pot of funding to pay for all support services provided since November 2022. As of June 2023, a total of \$44,597 from the NLC funds were spent on 44 participants.

Business Services staff are continuing to work with businesses located in the Roanoke Centre for Industry and Technology (Blue Hills) to organize a customized training course for forklift drivers. The goal of this training cohort would be to recruit individuals and secure commitments to hire from employers prior to providing training and wrap-around support to help the individuals successfully transition to employment. Eaton Crouse-Hinds has been a critical partner in these efforts as Virginia Western Community College has been able to purchase a fork-lift simulator that will be housed and used on-site at Eaton's location for the entire industrial park's recruiting needs. Eaton Crouse-Hinds has secured approval from corporate to host the training cohort and plans are underway for scheduling and recruitment.

Staff also partnered with Roanoke City Schools to host two industry sector roundtables that focused on work-based learning opportunities in the manufacturing and hospitality industries. These roundtables were held at Hotel Roanoke on April 12th, 2023. The event showcased the work that Roanoke City CTE professionals are doing with students and helped start important conversations about engaging youth in the workforce among business and education professionals. Staff hope to host more of these workshops soon, to continue to engage with industry professionals to promote opportunities for area students.

In May 2023, SCW staff worked with Roanoke City Public Schools for the 'RCPS Works' hiring event for students at the end of the school year. While staff promoted programming to both students and parents at the event, their main goal was to connect with students 16 and up to share about how the Star City Works program could help them with their employment goals. Staff are now in the process of enrolling Youth referrals from this event to help place them in



summer jobs or work experiences, and in the case of graduating seniors, helping them transition to the workforce full time.

The tables in the following pages provide insight into the progress towards identified performance metrics.

Success Stories:

Carilion Clinic Success Story Update:

In September of 2022, Carilion Clinic created an in-house Pharmacy Technician trainee program after seeing that the available training programs did not have enough capacity to meet their employment needs. By providing employees with paid classroom and clinical training, which makes these employees eligible to take their state licensure exam and thus eligible to fill critical roles within the Carilion health system. In February of 2023, the first cohort of trainees successfully completed their 'On-the-Job Training' that was funded by WIOA Title I program funds with a 100% exam pass rate, and these 5 individuals will successfully exit the program for follow up. A total of 4 cohorts have started and been enrolled in Star City Works since September 2022, and another cohort is projected to start in July 2023. Star City Works funding proved to be critical in providing the 'On-the-Job' training payments to Carilion during this quarter, due to the increased demand for WIOA Title I training dollars.

All of the individuals in these training cohorts have been provided with wrap-around support services, ranging from simple uniform needs to covering backed rent payments. These support services would not be possible without flexible funding from Star City Works and the National League of Cities Grant and is crucial in helping these participants complete their training. The 'learn & earn' employment model, along with support services has proved to be extremely beneficial to participants as they can focus on their training without having concerns about how they will sustain themselves.

Participant Success Story:

Tyree Hinds is a Roanoke City resident that came to the Star City Works program in early December 2022, with a part time job in a local warehouse. Hinds came to the program with the goal of obtaining his CDL license so that he could improve his own self sufficiency and find a better paying job. Hinds worked with his career coach to co-enroll in Star City Works and WIOA Title I programs and with their support, immediately set out to accomplish the goals he had in mind. In February 2023, Hinds successfully completed CDL training, passed his licensing exam, and obtained a full-time job as a CDL driver with Lanford Brothers. Not only is Hinds now working full-time, but he is also earning \$5/hr more as a result of his efforts.

Hinds has the following to say about his experience:

"If anyone is interested in getting their Class A CDL I recommend CDS Roanoke. They partnered with Virginia Western Community College, the program was a 10/10. The instructor there will make sure you understand the fundamentals of operating a commercial vehicle and



backing maneuvers. Great staff and fun to learn from. Also if anyone is needing help [with training] financially, give Star City Works/Greater Roanoke Workforce a call. Thanks to my career coach, I appreciate you [my career coach] and everyone else that was involved with this process."

Youth Workshop Success Story:

GRWDB staff have long seen the need to increase outreach to area youth to promote awareness about employment opportunities but traditional funding for this has always been limited. With the addition of SCW funding, the GRWDB added a 'Career Pathways Coordinator' position that works to help coordinate Career Quest, secure Youth work-based learning placements, and much more. This staff member designed a series of workshops that cover relevant topics to the workplace, touching on needs expressed by employers. These youth workshops were held on a bi-weekly basis at libraries across Roanoke City and covered important topics related to the workforce including interviewing skills and resume creation and also featured a local guest speaker. Ashley Home Furniture sponsored these workshops as well, providing the students with pizza and snacks while they attended.

| Date & Location | Workshop Topic |
|--|--|
| January 24 th , 2023 – Raleigh Court Library | Application Completion: Navigating Online Applications |
| February 7 th , 2023 – Melrose Branch Library | Dress Code: How to Present Self through Wardrobe |
| March 7 th , 2023 – Gainsboro Library | Pushing P in Punctuality: Time Management Skills |
| March 21 st , 2023 – Raleigh Court Library. | Professional Expression: How to Communicate in the Workplace |
| April 4 th , 2023 – Melrose Branch Library | Toolbelt of Skills: Learning How to Identify Skills |
| April 18 th , 2023 – Melrose Branch Library | Ace that Interview! |
| May 2 nd , 2023 – Raleigh Court Library | Building Relationships: Networking vs. Inappropriate Workplace Relationships |
| May 16 th , 2023 – Gainsboro Branch Library | I'm Paid! Now What? Financial Literacy |

Performance Data

| Business Metrics | | | |
|---|------|-----------|---------------|
| Activity | Goal | Completed | % of Goal Met |
| Industry Focused Sector Strategy Roundtables | 10 | 1 | 10% |
| One-on-One Business Meetings | 25 | 3 | 12% |
| Workforce Needs Survey Responses | 50 | | 0% |
| Customized Training Cohorts | 5 | | 0% |
| Business Commitments to Hire Trainees from Custom Cohorts | 10 | | 0% |
| One-on-one and Large Scale Hiring Events | 25 | 12 | 48% |
| On-the-Job Training Contracts | 25 | 14 | 56% |
| Incumbent Worker Contracts | 15 | 1 | 7% |
| Business Open Houses | 5 | | 0% |
| Business Education Workshops | 5 | 2 | 40% |

| Career Exploration Metrics | | | |
|---|------|-----------|---------------|
| Activity | Goal | Completed | % of Goal Met |
| Career Quest | 4 | 2 | 50% |
| Annual Roanoke City School Summer Job Hiring Events | 6 | | 0% |
| Career Exploration/Boot Camp Events | 10 | | 0% |
| Produce Career Pathways Videos | 20 | | 0% |
| Business Tours for Guidance Counselor/CTE Teachers | 5 | | 0% |
| Parent-focused Open Houses for Career Opportunities | 3 | | 0% |
| Student Focused Business Visits | 15 | | 0% |
| K-12 Student Engagement | N/A | 749 | N/A |

| Scope of Work Performance Metrics | | | |
|---|---------|-----------|---------------|
| Activity | Goal | Completed | % of Goal Met |
| Number of Individuals Served | 250 | 88 | 35% |
| Number of Businesses Uniquely Served | N/A | 119 | N/A |
| Number of Employment Placements | 250 | 32 | 13% |
| Number of Individuals Retaining Employment After 6 Months | 250 | | 0% |
| Number of Individuals Retaining Employment After 1 Year | 250 | | 0% |
| Average Wage at Placement | \$14.50 | \$ 15.40 | 106% |
| Number of Work-Based Learning Opportunities | 100 | 19 | 19% |
| Number of Training Entrances | 100 | 35 | 35% |
| Number of Training Completions | N/A | 8 | N/A |
| Number of Credentials Attained | N/A | 9 | N/A |
| Number of Existing Workers Trained | N/A | 2 | N/A |
| Number of FEC Referrals | 250 | 65 | 26% |

| Jobseeker Metrics | | | |
|---|------|-----------|---------------|
| Activity | Goal | Completed | % of Goal Met |
| Individuals Currently Enrolled | 250 | 88 | 35% |
| Individuals Successfully Exited | 250 | 9 | 4% |
| Individuals Referred to FEC | 250 | 77 | 31% |
| Provide Wrap Around Support to Individuals Entering Training/Employment | 250 | 48 | 19% |
| Assist Individuals in Job Placement | 250 | 32 | 13% |
| Assist Individuals in Entering Training w/Stipend Support | 100 | | 0% |
| Work-Based Learning Opportunities | 100 | 19 | 19% |
| Outreach Events/Activities Attended for Program Awareness | N/A | 33 | N/A |

Greater Roanoke Workforce Development Board
Profit & Loss Budget vs. Actual
July 2022 through May 2023

| | ARC Inspire (Appalachian Regional Commission) | | | |
|-----------------------------------|--|---------------------------|-------------------------|---------------------|
| | Jul '22 - May 23 | Budget | \$ Over Budget | % of Budget |
| Expense | | | | |
| 60000 · Personnel Expense | 46,154.34 | 48,327.00 | -2,172.66 | 95.5% |
| 62100 · Contract Services | 10,230.64 | 458.20 | 9,772.44 | 2,232.8% |
| 62800 · Facilities and Equipment | 4,566.22 | 5,430.04 | -863.82 | 84.1% |
| 65000 · Operations | 2,314.69 | 4,122.64 | -1,807.95 | 56.1% |
| 67000 · Travel and Training | 1,439.30 | 2,317.79 | -878.49 | 62.1% |
| 68000 · Adult & Dislocated Worker | 3,749.56 | 50,000.00 | -46,250.44 | 7.5% |
| 69000 · Youth Services | 0.00 | | | |
| 69800 · Other Workforce Services | 0.00 | | | |
| Total Expense | <u>68,454.75</u> | <u>110,655.67</u> | <u>-42,200.92</u> | <u>61.9%</u> |
| Net Income | <u>-68,454.75</u> | <u>-110,655.67</u> | <u>42,200.92</u> | <u>61.9%</u> |

Greater Roanoke Workforce Development Board
Profit & Loss Budget vs. Actual
 July 2022 through May 2023

| | Total Career Quest | | | |
|-----------------------------------|--------------------------|--------------------------|----------------------|---------------------|
| | Jul '22 - May 23 | Budget | \$ Over Budget | % of Budget |
| Expense | | | | |
| 60000 · Personnel Expense | 0.00 | | | |
| 62100 · Contract Services | 0.00 | | | |
| 62800 · Facilities and Equipment | 16,822.11 | 18,000.00 | -1,177.89 | 93.5% |
| 65000 · Operations | 1,822.43 | 7,800.00 | -5,977.57 | 23.4% |
| 67000 · Travel and Training | 2,148.66 | | | |
| 68000 · Adult & Dislocated Worker | 0.00 | | | |
| 69000 · Youth Services | 0.00 | | | |
| 69800 · Other Workforce Services | 4,746.61 | | | |
| Total Expense | <u>25,539.81</u> | <u>25,800.00</u> | <u>-260.19</u> | <u>99.0%</u> |
| Net Income | <u>-25,539.81</u> | <u>-25,800.00</u> | <u>260.19</u> | <u>99.0%</u> |

Greater Roanoke Workforce Development Board
Profit & Loss Budget vs. Actual
July 2022 through May 2023

| Housing Authority Grant - Jobs Plus (City of Roanoke) | | | | |
|--|--------------------------|--------------------------|-----------------------|----------------------|
| | Jul '22 - May 23 | Budget | \$ Over Budget | % of Budget |
| Expense | | | | |
| 60000 · Personnel Expense | 27,863.40 | 22,033.00 | 5,830.40 | 126.5% |
| 62100 · Contract Services | -5.49 | 200.32 | -205.81 | -2.7% |
| 62800 · Facilities and Equipment | -174.19 | 2,831.10 | -3,005.29 | -6.2% |
| 65000 · Operations | -288.40 | 1,538.91 | -1,827.31 | -18.7% |
| 67000 · Travel and Training | -65.24 | 576.95 | -642.19 | -11.3% |
| 68000 · Adult & Dislocated Worker | 0.00 | | | |
| 69000 · Youth Services | 0.00 | | | |
| 69800 · Other Workforce Services | 0.00 | | | |
| Total Expense | <u>27,330.08</u> | <u>27,180.28</u> | <u>149.80</u> | <u>100.6%</u> |
| Net Income | <u>-27,330.08</u> | <u>-27,180.28</u> | <u>-149.80</u> | <u>100.6%</u> |

Greater Roanoke Workforce Development Board
Profit & Loss Budget vs. Actual
July 2022 through May 2023

| | NLC Grant (City of Roanoke) | | | |
|-----------------------------------|--------------------------------|--------------------------|-------------------------|---------------------|
| | Jul '22 - May 23 | Budget | \$ Over Budget | % of Budget |
| Expense | | | | |
| 60000 · Personnel Expense | 8,263.65 | 7,657.00 | 606.65 | 107.9% |
| 62100 · Contract Services | 21.81 | 0.00 | 21.81 | 100.0% |
| 62800 · Facilities and Equipment | 98.43 | 0.00 | 98.43 | 100.0% |
| 65000 · Operations | 170.99 | 877.00 | -706.01 | 19.5% |
| 67000 · Travel and Training | 157.28 | 441.00 | -283.72 | 35.7% |
| 68000 · Adult & Dislocated Worker | 42,805.96 | 60,191.00 | -17,385.04 | 71.1% |
| 69000 · Youth Services | 0.00 | | | |
| 69800 · Other Workforce Services | 17,000.00 | 17,000.00 | 0.00 | 100.0% |
| Total Expense | <u>68,518.12</u> | <u>86,166.00</u> | <u>-17,647.88</u> | <u>79.5%</u> |
| Net Income | <u>-68,518.12</u> | <u>-86,166.00</u> | <u>17,647.88</u> | <u>79.5%</u> |

Greater Roanoke Workforce Development Board
Profit & Loss Budget vs. Actual
July 2022 through May 2023

| | Star City Works (City of Roanoke) | | | |
|-----------------------------------|--------------------------------------|-----------------------------|----------------------------|---------------------|
| | Jul '22 - May 23 | Budget | \$ Over Budget | % of Budget |
| Expense | | | | |
| 60000 · Personnel Expense | 341,594.67 | 427,783.00 | -86,188.33 | 79.9% |
| 62100 · Contract Services | 41,397.00 | 38,864.50 | 2,532.50 | 106.5% |
| 62800 · Facilities and Equipment | 72,972.32 | 117,814.81 | -44,842.49 | 61.9% |
| 65000 · Operations | 29,641.09 | 94,718.85 | -65,077.76 | 31.3% |
| 67000 · Travel and Training | 12,577.83 | 20,262.15 | -7,684.32 | 62.1% |
| 68000 · Adult & Dislocated Worker | 40,982.60 | 625,000.00 | -584,017.40 | 6.6% |
| 69000 · Youth Services | 1,466.25 | 400,000.00 | -398,533.75 | 0.4% |
| 69800 · Other Workforce Services | 4,511.89 | 105,000.00 | -100,488.11 | 4.3% |
| Total Expense | <u>545,143.65</u> | <u>1,829,443.31</u> | <u>-1,284,299.66</u> | <u>29.8%</u> |
| Net Income | <u>-545,143.65</u> | <u>-1,829,443.31</u> | <u>1,284,299.66</u> | <u>29.8%</u> |

Greater Roanoke Workforce Development Board
Profit & Loss Budget vs. Actual
July 2022 through May 2023

| | Youth Build (Goodwill Industries of the Valleys) | | | |
|-----------------------------------|---|--------------------------|-----------------------|----------------------|
| | Jul '22 - May 23 | Budget | \$ Over Budget | % of Budget |
| Expense | | | | |
| 60000 · Personnel Expense | 19,081.48 | 16,592.00 | 2,489.48 | 115.0% |
| 62100 · Contract Services | 1.75 | 161.26 | -159.51 | 1.1% |
| 62800 · Facilities and Equipment | 2,048.19 | 2,336.95 | -288.76 | 87.6% |
| 65000 · Operations | 238.20 | 1,155.42 | -917.22 | 20.6% |
| 67000 · Travel and Training | 383.38 | 546.66 | -163.28 | 70.1% |
| 68000 · Adult & Dislocated Worker | 0.00 | | | |
| 69000 · Youth Services | 0.00 | | | |
| 69800 · Other Workforce Services | 0.00 | | | |
| Total Expense | <u>21,753.00</u> | <u>20,792.29</u> | <u>960.71</u> | <u>104.6%</u> |
| Net Income | <u>-21,753.00</u> | <u>-20,792.29</u> | <u>-960.71</u> | <u>104.6%</u> |

Greater Roanoke Workforce Development Board
Profit & Loss Budget vs. Actual
July 2022 through May 2023

| | Total Roanoke Center Rent/Shared Costs | | | |
|-----------------------------------|--|---------------------------|------------------------|---------------------|
| | Jul '22 - May 23 | Budget | \$ Over Budget | % of Budget |
| Expense | | | | |
| 60000 · Personnel Expense | 0.00 | 0.00 | 0.00 | 0.0% |
| 62100 · Contract Services | 19,000.00 | 20,000.00 | -1,000.00 | 95.0% |
| 62800 · Facilities and Equipment | 171,026.84 | 167,298.84 | 3,728.00 | 102.2% |
| 65000 · Operations | 20,804.53 | 25,600.00 | -4,795.47 | 81.3% |
| 67000 · Travel and Training | 8.42 | 1,500.00 | -1,491.58 | 0.6% |
| 68000 · Adult & Dislocated Worker | 0.00 | | | |
| 69000 · Youth Services | 0.00 | | | |
| 69800 · Other Workforce Services | 0.00 | | | |
| Total Expense | <u>210,839.79</u> | <u>214,398.84</u> | <u>-3,559.05</u> | <u>98.3%</u> |
| Net Income | <u>-210,839.79</u> | <u>-214,398.84</u> | <u>3,559.05</u> | <u>98.3%</u> |

Greater Roanoke Workforce Development Board
Profit & Loss Budget vs. Actual
July 2022 through May 2023

| | Roanoke Women's Foundation | | | |
|-----------------------------------|----------------------------|--------------------------|-------------------------|---------------------|
| | Jul '22 - May 23 | Budget | \$ Over Budget | % of Budget |
| Expense | | | | |
| 60000 · Personnel Expense | 0.00 | | | |
| 62100 · Contract Services | 0.00 | | | |
| 62800 · Facilities and Equipment | 1,926.38 | | | |
| 65000 · Operations | 22,876.52 | 55,000.00 | -32,123.48 | 41.6% |
| 67000 · Travel and Training | 0.00 | | | |
| 68000 · Adult & Dislocated Worker | 0.00 | | | |
| 69000 · Youth Services | 0.00 | | | |
| 69800 · Other Workforce Services | 0.00 | | | |
| Total Expense | <u>24,802.90</u> | <u>55,000.00</u> | <u>-30,197.10</u> | <u>45.1%</u> |
| Net Income | <u>-24,802.90</u> | <u>-55,000.00</u> | <u>30,197.10</u> | <u>45.1%</u> |

Greater Roanoke Workforce Development Board
Profit & Loss Budget vs. Actual
July 2022 through May 2023

| | United Way – OnRamp (Total Action for Progress) | | | |
|-----------------------------------|--|--------------------------|------------------------|---------------------|
| | Jul '22 - May 23 | Budget | \$ Over Budget | % of Budget |
| Expense | | | | |
| 60000 · Personnel Expense | 23,051.57 | 25,141.00 | -2,089.43 | 91.7% |
| 62100 · Contract Services | 51.91 | 184.34 | -132.43 | 28.2% |
| 62800 · Facilities and Equipment | 2,219.51 | 2,749.70 | -530.19 | 80.7% |
| 65000 · Operations | 422.14 | 1,383.86 | -961.72 | 30.5% |
| 67000 · Travel and Training | 251.67 | 984.90 | -733.23 | 25.6% |
| 68000 · Adult & Dislocated Worker | 0.00 | | | |
| 69000 · Youth Services | 0.00 | | | |
| 69800 · Other Workforce Services | 0.00 | | | |
| Total Expense | <u>25,996.80</u> | <u>30,443.80</u> | <u>-4,447.00</u> | <u>85.4%</u> |
| Net Income | <u>-25,996.80</u> | <u>-30,443.80</u> | <u>4,447.00</u> | <u>85.4%</u> |

Greater Roanoke Workforce Development Board
Profit & Loss Budget vs. Actual
July 2022 through May 2023

| | Total WIOA Title I Admin (Virginia Community College System) | | | |
|-----------------------------------|---|---------------------------|-------------------------|---------------------|
| | Jul '22 - May 23 | Budget | \$ Over Budget | % of Budget |
| Expense | | | | |
| 60000 · Personnel Expense | 73,771.72 | 99,506.00 | -25,734.28 | 74.1% |
| 62100 · Contract Services | 14,472.69 | 40,348.84 | -25,876.15 | 35.9% |
| 62800 · Facilities and Equipment | 3,582.73 | 6,337.25 | -2,754.52 | 56.5% |
| 65000 · Operations | 14,139.05 | 15,896.78 | -1,757.73 | 88.9% |
| 67000 · Travel and Training | 2,776.20 | 5,351.06 | -2,574.86 | 51.9% |
| 68000 · Adult & Dislocated Worker | 0.00 | | | |
| 69000 · Youth Services | 0.00 | | | |
| 69800 · Other Workforce Services | 0.00 | | | |
| Total Expense | <u>108,742.39</u> | <u>167,439.93</u> | <u>-58,697.54</u> | <u>64.9%</u> |
| Net Income | <u>-108,742.39</u> | <u>-167,439.93</u> | <u>58,697.54</u> | <u>64.9%</u> |

Greater Roanoke Workforce Development Board
Profit & Loss Budget vs. Actual
July 2022 through May 2023

| Total WIOA Title I Adult (Virginia Community College System) | | | | |
|---|--------------------|--------------------|-------------------|--------------|
| | Jul '22 - May 23 | Budget | \$ Over Budget | % of Budget |
| Expense | | | | |
| 60000 · Personnel Expense | 192,359.11 | 240,753.00 | -48,393.89 | 79.9% |
| 62100 · Contract Services | 1,953.67 | 3,045.65 | -1,091.98 | 64.1% |
| 62800 · Facilities and Equipment | 22,085.11 | 28,258.05 | -6,172.94 | 78.2% |
| 65000 · Operations | 16,455.36 | 26,442.54 | -9,987.18 | 62.2% |
| 67000 · Travel and Training | 6,521.01 | 9,296.88 | -2,775.87 | 70.1% |
| 68000 · Adult & Dislocated Worker | 294,626.94 | 350,000.00 | -55,373.06 | 84.2% |
| 69000 · Youth Services | 0.00 | 0.00 | 0.00 | 0.0% |
| 69800 · Other Workforce Services | 0.00 | | | |
| Total Expense | 534,001.20 | 657,796.12 | -123,794.92 | 81.2% |
| Net Income | -534,001.20 | -657,796.12 | 123,794.92 | 81.2% |

Greater Roanoke Workforce Development Board
Profit & Loss Budget vs. Actual
July 2022 through May 2023

| | Total WIOA Title I Dislocated Worker (Virginia Community College System) | | | |
|-----------------------------------|---|---------------------------|--------------------------|---------------------|
| | Jul '22 - May 23 | Budget | \$ Over Budget | % of Budget |
| Expense | | | | |
| 60000 · Personnel Expense | 190,353.49 | 228,079.00 | -37,725.51 | 83.5% |
| 62100 · Contract Services | 962.26 | 2,485.02 | -1,522.76 | 38.7% |
| 62800 · Facilities and Equipment | 20,302.07 | 24,915.07 | -4,613.00 | 81.5% |
| 65000 · Operations | 7,004.20 | 22,085.24 | -15,081.04 | 31.7% |
| 67000 · Travel and Training | 6,042.17 | 9,022.45 | -2,980.28 | 67.0% |
| 68000 · Adult & Dislocated Worker | 23,682.50 | 90,000.00 | -66,317.50 | 26.3% |
| 69000 · Youth Services | 0.00 | | | |
| 69800 · Other Workforce Services | 0.00 | | | |
| Total Expense | <u>248,346.69</u> | <u>376,586.78</u> | <u>-128,240.09</u> | <u>65.9%</u> |
| Net Income | <u>-248,346.69</u> | <u>-376,586.78</u> | <u>128,240.09</u> | <u>65.9%</u> |

Greater Roanoke Workforce Development Board
Profit & Loss Budget vs. Actual
July 2022 through May 2023

| | Total WIOA Title I IS Youth (Virginia Community College System) | | | |
|-----------------------------------|--|-------------------|----------------|--------------|
| | Jul '22 - May 23 | Budget | \$ Over Budget | % of Budget |
| Expense | | | | |
| 60000 · Personnel Expense | 45,176.15 | 38,888.00 | 6,288.15 | 116.2% |
| 62100 · Contract Services | 318.10 | 328.04 | -9.94 | 97.0% |
| 62800 · Facilities and Equipment | 2,985.46 | 3,363.18 | -377.72 | 88.8% |
| 65000 · Operations | 1,932.83 | 3,233.23 | -1,300.40 | 59.8% |
| 67000 · Travel and Training | 2,038.37 | 1,752.24 | 286.13 | 116.3% |
| 68000 · Adult & Dislocated Worker | 0.00 | | | |
| 69000 · Youth Services | 6,250.00 | 11,250.00 | -5,000.00 | 55.6% |
| 69800 · Other Workforce Services | 0.00 | | | |
| Total Expense | 58,700.91 | 58,814.69 | -113.78 | 99.8% |
| Net Income | -58,700.91 | -58,814.69 | 113.78 | 99.8% |

Greater Roanoke Workforce Development Board
Profit & Loss Budget vs. Actual
July 2022 through May 2023

| | Total WIOA Title I OS Youth (Virginia Community College System) | | | |
|-----------------------------------|--|---------------------------|--------------------------|---------------------|
| | Jul '22 - May 23 | Budget | \$ Over Budget | % of Budget |
| Expense | | | | |
| 60000 · Personnel Expense | 166,853.73 | 209,585.00 | -42,731.27 | 79.6% |
| 62100 · Contract Services | 1,549.33 | 2,032.33 | -483.00 | 76.2% |
| 62800 · Facilities and Equipment | 14,271.63 | 18,558.56 | -4,286.93 | 76.9% |
| 65000 · Operations | 9,807.64 | 19,877.42 | -10,069.78 | 49.3% |
| 67000 · Travel and Training | 5,854.08 | 9,414.33 | -3,560.25 | 62.2% |
| 68000 · Adult & Dislocated Worker | 0.00 | | | |
| 69000 · Youth Services | 46,818.92 | 178,750.00 | -131,931.08 | 26.2% |
| 69800 · Other Workforce Services | 0.00 | | | |
| Total Expense | <u>245,155.33</u> | <u>438,217.64</u> | <u>-193,062.31</u> | <u>55.9%</u> |
| Net Income | <u>-245,155.33</u> | <u>-438,217.64</u> | <u>193,062.31</u> | <u>55.9%</u> |

Greater Roanoke Workforce Development Board
Profit & Loss Budget vs. Actual
July 2022 through May 2023

| | Workforce Innovation Grant (Virginia Community College System) | | | |
|-----------------------------------|---|---------------------------|--------------------------|--------------------|
| | Jul '22 - May 23 | Budget | \$ Over Budget | % of Budget |
| Expense | | | | |
| 60000 · Personnel Expense | 10,483.20 | 45,727.50 | -35,244.30 | 22.9% |
| 62100 · Contract Services | 119.29 | 123,741.70 | -123,622.41 | 0.1% |
| 62800 · Facilities and Equipment | 492.60 | 4,000.00 | -3,507.40 | 12.3% |
| 65000 · Operations | 744.77 | 25,280.75 | -24,535.98 | 2.9% |
| 67000 · Travel and Training | 1,049.45 | 2,750.00 | -1,700.55 | 38.2% |
| 68000 · Adult & Dislocated Worker | 0.00 | 85,500.05 | -85,500.05 | 0.0% |
| 69000 · Youth Services | 0.00 | | | |
| 69800 · Other Workforce Services | 0.00 | 13,000.00 | -13,000.00 | 0.0% |
| Total Expense | <u>12,889.31</u> | <u>300,000.00</u> | <u>-287,110.69</u> | <u>4.3%</u> |
| Net Income | <u>-12,889.31</u> | <u>-300,000.00</u> | <u>287,110.69</u> | <u>4.3%</u> |

Greater Roanoke Workforce Development Board
Profit & Loss Budget vs. Actual
July 2022 through May 2023

| | Total Virginia Community College System | | | |
|-----------------------------------|---|-----------------------------|--------------------------|---------------------|
| | Jul '22 - May 23 | Budget | \$ Over Budget | % of Budget |
| Expense | | | | |
| 60000 · Personnel Expense | 678,997.40 | 862,538.50 | -183,541.10 | 78.7% |
| 62100 · Contract Services | 41,228.94 | 171,981.58 | -130,752.64 | 24.0% |
| 62800 · Facilities and Equipment | 63,719.60 | 85,432.11 | -21,712.51 | 74.6% |
| 65000 · Operations | 50,083.85 | 112,815.96 | -62,732.11 | 44.4% |
| 67000 · Travel and Training | 24,281.28 | 37,586.96 | -13,305.68 | 64.6% |
| 68000 · Adult & Dislocated Worker | 318,309.44 | 525,500.05 | -207,190.61 | 60.6% |
| 69000 · Youth Services | 53,068.92 | 190,000.00 | -136,931.08 | 27.9% |
| 69800 · Other Workforce Services | 0.00 | 13,000.00 | -13,000.00 | 0.0% |
| Total Expense | <u>1,229,689.43</u> | <u>1,998,855.16</u> | <u>-769,165.73</u> | <u>61.5%</u> |
| Net Income | <u>-1,229,689.43</u> | <u>-1,998,855.16</u> | <u>769,165.73</u> | <u>61.5%</u> |

Greater Roanoke Workforce Development Board
Profit & Loss Budget vs. Actual
July 2022 through May 2023

| | Go Virginia (Virginia Tech) | | | |
|-----------------------------------|--------------------------------|--------------------------|--------------------------|----------------------|
| | Jul '22 - May 23 | Budget | \$ Over Budget | % of Budget |
| Expense | | | | |
| 60000 · Personnel Expense | 52,607.68 | 56,307.00 | -3,699.32 | 93.4% |
| 62100 · Contract Services | 33,453.23 | 127.49 | 33,325.74 | 26,239.9% |
| 62800 · Facilities and Equipment | 1,520.83 | 859.65 | 661.18 | 176.9% |
| 65000 · Operations | 3,168.25 | 4,416.41 | -1,248.16 | 71.7% |
| 67000 · Travel and Training | 1,808.08 | 3,124.58 | -1,316.50 | 57.9% |
| 68000 · Adult & Dislocated Worker | 0.00 | | | |
| 69000 · Youth Services | 0.00 | | | |
| 69800 · Other Workforce Services | 0.00 | | | |
| Total Expense | <u>92,558.07</u> | <u>64,835.13</u> | <u>27,722.94</u> | <u>142.8%</u> |
| Net Income | <u>-92,558.07</u> | <u>-64,835.13</u> | <u>-27,722.94</u> | <u>142.8%</u> |

Greater Roanoke Workforce Development Board
Profit & Loss Budget vs. Actual
July 2022 through May 2023

| | Total WWVDB Discretionary Funds | | | |
|-----------------------------------|---------------------------------|-------------|----------------|---------------|
| | Jul '22 - May 23 | Budget | \$ Over Budget | % of Budget |
| Expense | | | | |
| 60000 · Personnel Expense | 0.00 | 0.00 | 0.00 | 0.0% |
| 62100 · Contract Services | -103.36 | 0.00 | -103.36 | 100.0% |
| 62800 · Facilities and Equipment | 0.00 | 0.00 | 0.00 | 0.0% |
| 65000 · Operations | 0.00 | 0.00 | 0.00 | 0.0% |
| 67000 · Travel and Training | 0.00 | 0.00 | 0.00 | 0.0% |
| 68000 · Adult & Dislocated Worker | 0.00 | | | |
| 69000 · Youth Services | 0.00 | | | |
| 69800 · Other Workforce Services | 0.00 | | | |
| Total Expense | -103.36 | 0.00 | -103.36 | 100.0% |
| Net Income | 103.36 | 0.00 | 103.36 | 100.0% |

Greater Roanoke Workforce Development Board
Profit & Loss Budget vs. Actual
July 2022 through May 2023

| | TOTAL | | | |
|-----------------------------------|-----------------------------|-----------------------------|----------------------------|---------------------|
| | Jul '22 - May 23 | Budget | \$ Over Budget | % of Budget |
| Expense | | | | |
| 60000 · Personnel Expense | 1,196,340.91 | 1,466,378.50 | -270,037.59 | 81.6% |
| 62100 · Contract Services | 145,263.89 | 231,977.69 | -86,713.80 | 62.6% |
| 62800 · Facilities and Equipment | 336,676.58 | 402,753.20 | -66,076.62 | 83.6% |
| 65000 · Operations | 131,130.89 | 309,429.05 | -178,298.16 | 42.4% |
| 67000 · Travel and Training | 42,947.28 | 67,340.99 | -24,393.71 | 63.8% |
| 68000 · Adult & Dislocated Worker | 405,847.56 | 1,260,691.05 | -854,843.49 | 32.2% |
| 69000 · Youth Services | 54,535.17 | 590,000.00 | -535,464.83 | 9.2% |
| 69800 · Other Workforce Services | 26,258.50 | 135,000.00 | -108,741.50 | 19.5% |
| Total Expense | <u>2,339,000.78</u> | <u>4,463,570.48</u> | <u>-2,124,569.70</u> | <u>52.4%</u> |
| Net Income | <u>-2,339,000.78</u> | <u>-4,463,570.48</u> | <u>2,124,569.70</u> | <u>52.4%</u> |

| CLEO Representative | Present | CLEO Alternate Representative | Present |
|----------------------------|----------------|--|----------------|
| Stephen Bennett | | Reid Walters | |
| Gary Larrowe | | Billy Martin, Sr. | |
| Tom Sibold, Jr. | X | David Bryant | |
| Jason Matyas | | Dan Collins | |
| Ronnie Thompson | | Christopher Whitlow | X |
| Sherman Lea | | Joseph Cobb | |
| Martha Hooker | X | P. Jason Peters | |
| John Saunders | | Jay Taliaferro | |

| Board Members Private Sector | Present | Board Members Public Sector | Present |
|---|----------------|--|----------------|
| Teresa Hammond | | Joseph Brinley | X |
| Casey Nicely | X | Chuck Simpson | X |
| Jeremy Adkins | X | Karen Michalski-Karney | X |
| Sonya Charlow | | Abby Hamilton | X |
| Michael Gardner | X | Cynthia Lawrence | X |
| Kristina Repass | | Debbie Hamrick | X |
| Emily Smith | | Jamie Soltis | |
| Kristi Mallory | X | Dr. John Rainone | X |
| Adrienne Ross | | Dr. Milan Hayward | X |
| Richard Mansell | X | Susan Watkins | |
| Tiffany Worstell | | Beth Simms | X |
| Sharon Pandolfini | | Susan Goad | X |
| Mike Stevens | X | Chris Simmons | X |
| Jeff Hamley | | Amanda Forrester | X |
| | | Jeremy Holmes | X |
| | | John Hull | |

| GRWDB Staff | Present |
|--------------------|----------------|
| Morgan Romeo | X |
| Leah Gibson | X |
| Danielle Hart | X |
| Bobby Welch | X |
| Toni McLawhorn | X |
| Madison Wade | X |

| Guests | Present |
|---------------|----------------|
| Amanda Decker | X |
| Lea Decosta | X |
| Kay Pagans | X |
| Kim Dameron | X |
| Chris Pope | X |

Welcome

Martha Hooker welcomed everyone to the meeting and called the meeting to order at 11:05 AM.

Public Comment

There was no public comment.

GRWDB Consent Agenda

Casey Nicely directed everyone to the GRWDB Consent Agenda for board members only. He asked if anyone wanted to pull any Consent Agenda items for further discussion. There was no further discussion on the Consent Agenda as presented.

GRWDB Action: A motion was made by Dr. Rainone to approve the Consent Agenda items as presented. The motion was seconded by Joseph Brinley. The motion was carried.

Old Business

Morgan Romeo stated that the Career Quest event held in September went very well and included new participants from Roanoke Catholic Schools. The schools were pleased, and the students learned about careers that they may not have considered before. The SPCA and Carilion Clinic had some of the favorite exhibits.

The next Career Quest event is scheduled for February 14th and 15th of 2023 and will be for 10th grade students. This event will focus on registered apprenticeships. The volunteer lists for Board and CLEO members will be given out after the holiday season.

There were no additional comments regarding Career Quest.

Director's Report

Casey asked Morgan to present the Director's Report and directed everyone to the report in the packet.

Morgan began by discussing upcoming grant opportunities, which include:

1. Innovation Grant: The goal of this grant is to expand registered apprenticeships with businesses. We are responsible for enrolling 15 in-school youth in registered apprenticeships. This will begin in the Fall.
2. Morgan congratulated TAP for the Pathways Home Grant that focuses on providing services to non-violent offenders. Our goal is to co-enroll them with WIOA Title I.
3. HRSA Grant: This grant focuses on rural areas for healthcare services and is for Franklin County residents only. We are splitting the grant with three other workforce boards.
4. DOL Nursing Expansion Grant: We are in the process of applying for this grant which will expand the number of nurse educators in the area. We are working with Carilion and George Mason University. This grant will provide \$6 million over 5 years.

Dr. Rainone asked if the DOL Nursing Expansion Grant will include the Highlands. Cynthia Lawrence confirmed that it does include the Highlands and she also stated that it will affect the Go Virginia area.

Cynthia stated this will also include individuals who are already credentialed in their home countries and will provide them services to get credentialed here.

We are in the process of putting together our outside agency funding requests, which are typically due through the month of January. These funds are not as restrictive as the federal grants and they especially help with Career Quest.

Debbie Hamrick stated that page 34 of the packet incorrectly shows no activity for the Franklin County Adult and Career Center (AEC). Leah responded and confirmed that we will be incorporating the Adult Ed numbers for the Franklin Center in future reports.

GRWDB Action: A motion was made by Chris Simmons to **approve the Director's Report as presented**. The motion was seconded by Joseph Brinley. The motion was carried.

Executive Session (Closed)

GRWDB Action: A motion was made by Casey Nicely for the Board to enter closed session pursuant to Virginia Code §2.2-3711(A)(29) for the 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. The motion was seconded by Karen Michalski. The motion was carried and members of the public were removed from the virtual meeting and placed in the waiting room.

Closed Session discussion occurred with guests out of the virtual meeting.

GRWDB Action: A motion was made by Casey Nicely to end closed session and certify that (1) only public business matters lawfully exempted from open meeting requirements under this chapter and (2) only such business matters as were identified in the motion by closed meeting was convened or heard, discussed, or considered during the meeting by the public body.

The motion was seconded by Chuck Simpson. The motion was carried by a roll call vote as recorded below:

| | | | |
|------------------------|-----|-------------------|-----|
| Casey Nicely | Yes | Abby Hamilton | Yes |
| Jeremy Adkins | Yes | Cynthia Lawrence | Yes |
| Michael Gardner | Yes | Debbie Hamrick | Yes |
| Kristi Mallory | Yes | Dr. John Rainone | Yes |
| Richard Mansell | Yes | Dr. Milan Hayward | Yes |
| Mike Stevens | Yes | Beth Simms | Yes |
| Joseph Brinley | Yes | Susan Goad | Yes |
| Chuck Simpson | Yes | Chris Simmons | Yes |
| Karen Michalski-Karney | Yes | Amanda Forrester | Yes |
| Jeremy Holmes | Yes | | |

A motion was made by Casey Nicely to allow the staff to interview the finalist vendors for the RFP for the Regional Web-Based Talent Portal, along with staff to the Roanoke Regional Partnership, and make a final determination to award the contract.

The motion was made by Dr. Milan Hayward and seconded by Karen Michalski-Karney. The motion was carried.

New Business

Morgan noted that we will be adding two members to the Executive Committee, Martha Hooker as the Chair of CLEO and Tom Sibold as the Vice-Chair.

Morgan also noted that there will be two Board appointments to make, which we are unable to do today. The first appointment is Susan Watkins who will be re-appointed as the DARS representative. The second appointment will be Emily Smith who formerly worked for Orvis, and now works for VDOT in Salem.

These appointments will occur at the next CLEO meeting where quorum is met.

Morgan stated that the Governor is looking at restructuring the current workforce system. She will be presenting the current workforce system as well as the proposal. Morgan noted that we have not seen what the bill legislation looks like, nor the cost of the bill legislation. Right now, the formula funds we receive from our programs comes from the Virginia Community College System (VCCS). A new workforce agency is currently being proposed as the Virginia Department of Workforce Development & Advancement (VDWDA). Essentially the new agency will have four new departments: Workforce Development Services, Workforce Policy, Workforce Analytics, and Workforce Grants Management. Registered apprenticeships are being moved from the Department of Labor and Industry into this new agency. Morgan presented the future state of workforce development and noted that one of the biggest changes is the removal of the Department of Labor and Industry. The Department of Labor and Industry will still exist, however, it will no longer have workforce programs. Another big change is that Title II Adult Education and Literacy will move under the Virginia Community College System (VCCS). Morgan presented the current transition timeline for the new workforce system, which includes the launch of the initial phase of the transition in July of 2023, and then six months later they expect the new workforce system to be implemented.

Morgan stated this has been a long time coming and is a good first step. Morgan has questions and comments about the implementation, which includes (1) How will the new structure integrate with our local and regional systems? (2) The timeline is extremely fast. (3) They stated that no jobs will be lost during this transition. (4) Title II to VCCS is a massive change.

Dr. Rainone believes there will be retirements due to the change. He also stated that Adult Ed as part of the Community College System is pretty standard across the country.

Casey asked if the board were to make a statement, would they have more of an impact with an individual statement or get together with other workforce boards?

Martha stated that she agrees the board should make a statement.

Jeremy Holmes stated that they are having several of the planning districts, as one voice, engage with the state agency.

Morgan suggested drafting a summary document of our highlights and thoughts as an internal document for the Board and CLEO as well as the localities and then begin drafting a statement from the Board to send to the Secretary of Labor office and local advocacy groups.

Committee Reports

Finance Committee:

Karen stated that the Finance Committee met and discussed the transfer of \$150,000 from Dislocated Workers to the Adult program. We need more money for the Adult program than we do Dislocated Workers. We have done this in the past.

The Finance Committee recommended moving \$150,000 from Dislocated Workers to the Adult Program.

GRWDB Action: The motion is being made by the Finance Committee recommendation to approve the transfer of \$150,000 in WIOA Title I funding from the Dislocated Worker to the Adult program. The motion was seconded by Chuck Simpson. The motion was carried by a roll call vote as recorded below:

| | | | |
|------------------------|-----|-------------------|-----|
| Casey Nicely | Yes | Abby Hamilton | Yes |
| Jeremy Adkins | Yes | Cynthia Lawrence | |
| Michael Gardner | | Debbie Hamrick | Yes |
| Kristi Mallory | | Dr. John Rainone | |
| Richard Mansell | Yes | Dr. Milan Hayward | |
| Mike Stevens | | Beth Simms | Yes |
| Joseph Brinley | Yes | Susan Goad | Yes |
| Chuck Simpson | Yes | Chris Simmons | Yes |
| Karen Michalski-Karney | Yes | Amanda Forrester | Yes |

The Finance Committee also reviewed financial statements for November and stated that there is a recommendation from the Finance Committee to approve the financial statements as presented.

GRWDB Action: A motion to approve the financial statements as presented was made by Casey Nicely and seconded by Joseph Brinley. The motion was carried.

Program Oversight Committee:

Abby Hamilton stated that the Program Oversight Committee reviewed the WIOA Title I programs report through October. The committee also discussed plans for Career Quest 2023. They discussed the new funding opportunities which Morgan discussed earlier in the meeting. They also discussed the implementation of a mobile workforce center. The existing strategic plan document was reviewed as well as the local plan.

Other Business

No additional business was brought in front of the GRWDB and CLEO Consortium.

Adjournment

Casey Nicely adjourned the meeting at 12:39 PM.