



May 12, 2016
10:00 a.m. – 12:00 p.m.
Ice House
127 West Bruce Street (Room 117)
Harrisonburg, VA

- **Call to Order**
 - a) Roll Call
 - b) Introduction of Guests
 - c) Prior Meeting Minutes

Jeff Stapel
Debbie Berry
Jeff Stapel
- **SVWDB Operations (Valley Workforce Centers)**
 - a) Valley Workforce Centers Report
 - b) WIOA Dashboard Report
 - c) Valley Workforce Centers Update

Jeff Stapel
Melanie Blosser
Clay Stein
Sharon Johnson
- **SVWDB Workforce Initiatives**
 - a) Valley On-the-Job Initiatives Update
 - b) Valley to Virginia V2V Advisory Council Update
 - c) Webinars and AAI Conference
 - d) Job Driven Negative Credential Attainment Performance Metric Resolution
 - e) Outreach and Communications Program

Jeff Stapel
Debbly Hopkins
Sharon Johnson
Karen Lawrence
- **Partnership Initiatives**
 - a) Credentials to Compete
Jeanian Clark, Gary Keener
 - b) Career Pathways for Individuals with Disabilities SOW
 - c) Manufacturing Technology Advisory Council (WWRC)

Jeff Stapel
John Downey,
Sharon Johnson
- **Committee Reports**
 - a) Executive Committee
 - b) Finance Committee

Jeff Stapel
Brian Brown
- **Other Business**
 - a) Governor's Business Roundtable Visit to SVWDB

Jeff Stapel
- **Public Input (Rules and Guidelines attached)**

Jeff Stapel
- **Adjournment**

Jeff Stapel

Next Meeting Date and Time: July 14, 2016
Meeting Location: Ice House, 127 West Bruce Street, Room 117, Harrisonburg, VA

Public Input Rules and Guidelines

- 1) Citizens desiring to speak during the public input period must sign in on the Public Input Sign-in sheet to provide information which includes printed name, organization (if applicable) and input topic. This will allow for citizens to be recognized by the Chairman of the Board during the Public Input period.
- 2) Individuals should stand when recognized by the Chairman of the Board; speak their name, organization (if applicable) and input topic.
- 3) Individuals should direct input to the Chairman of the Board.
- 4) Individuals are limited to no more than five (5) minutes. The time limit applies per individual and not per topic. Individual input to address multiple topics is limited to five minutes.
- 5) Individuals representing a group of citizens are limited to five (5) minutes; members comprising the group represented forfeit their individual time to speak.
- 6) When there are multiple individuals requesting time for public input on a single topic and the input is the same, at the Chairman of the Board's discretion, the number of speakers may be limited in order to make effective use of Board member's time and to allow an opportunity for input on multiple topics to be heard by the Board.
- 7) All citizens are strongly encouraged to put their comments in writing to the Board prior to the meeting for inclusion in the Board materials. Such written comments should be submitted to the SVWIB office the Monday prior to the Board meeting.



March 10, 2016
9:00-11:00 a.m.

The Shenandoah Valley Workforce Development Board, Inc. (SVWDB) held a business meeting on Thursday, March 10, 2016 at the Harrisonburg City Building, 409 S. Main Street, Harrisonburg, VA. The meeting started at 9:02 a.m.

Call to Order – Jeff Stapel

The meeting was called to order at 9:02 a.m.

Members present included:

Andrew Breeding – Private
Bonnie Keppel – Private
Carol Fleming – Private
Carolyn Clark – Private
Corey Berkstresser – Private
Steve Burnette - Private
Kip Brannon - Private
Jeff Stapel – Private
Jo Lee Loveland-Link – Private
Mike Lowe - Private
Linda Hershey – Private
Robin Sullenberger - Private
Sam Insana - Private
Rob Goldsmith - Public

Amy Judd – Public
Marco Pineda - Public
Katy Parrish – Public
Brian Brown – Public
Diane McBride (for Cindy Roberts) – Public
Donna Holloway – Public
Gary Keener – Public
John Downey - Public
Sandy Rinker (for Marshall Price) – Public
Meredith Downey – Public
George Homan – CBO
Jackson Green – CBO
Nelson Diaz – CBO
Todd Cook - Public

The following guest attended this meeting: Elizabeth Boulden-Clopton (Goodwill), Clay Stein (Goodwill), David Silcox (VEC), Melanie Blosser (Goodwill), Mary Ann Gilmer (Goodwill), Maggie Clower (WWRC), Sharon Mullen (WWRC), Kim Herbstritt (Literacy Volunteers Winchester), Jim Leech (WWRC), Melanie Blosser (Goodwill), Sabrina Griffin (Goodwill), Tanya Hulvey (RCPS), Julie Goodlick (VEC), Tomika Ferguson (JMU Outreach), Carrie Chenery (SVP), Kerry Krause (WWRC), John Jackson (DARS), Sandra Quigg (Friendship Industries), Rhonda Taylor (H/R Social Services), Jessica Tagai (DARS), Brian Shull (City of Harrisonburg)

Staff attending the meeting: Sharon Johnson, Loretta Snow, Cathi Michie, Debbie Berry, Vanessa Robison, Darlene Jackson, Kevin Martin, Debby Hopkins, Dana Armentrout

Review of Prior Meeting Minutes**Jeff Stapel**

Minutes of prior meeting were reviewed. Motion was made by John Downey to accept the prior meeting minutes, seconded by George Homan, motion carried.

SVWDB Operations**Valley Workforce Centers****Elizabeth Boulden-Clopton, Clay Stein**

Elizabeth reviewed the Dash Board Reports included in packet which included the following:

- Number of referrals, to date, to external services
- Customer satisfaction rating
- Friends and family members making referrals to center
- VEC referrals to center
- Participant success story

Clay reported on the following:

- Number of participants served to date
- Participants entering full time employment
- Participant earning credential/CRC
- New supervisor for the Winchester area

Harrisonburg/Winchester Workforce Centers Update Sharon Johnson

Sharon discussed the progress being made. Currently working with Our Health, Goodwill, and the VEC to design 1st and 2nd floor layout in the new building in Winchester, also discussions with Mike Wong and his supervisor to determine what changes can be made at the Harrisonburg site. Sharon also reported that we are working towards a full cost allocation plan and we are moving towards two certified One Stops.

SVWDB Workforce Initiatives**Grant Reports****Debby Hopkins**

Debby gave an overview of the reports included in packet, which include:

- H-1B OJT Grant wage reimbursements by locality
- Approval of H-1B OJT Grant extension
- Met goal for NEG grant
- Challenges of the Job Driven OJT grant
- Establishment of an Apprenticeship Advisory Council for the Apprenticeship Initiative Grant (AI Grant)
- Progress of AAI, Valley to Virginia (V2) Grant, first year goal has been met

Sharon discussed the Job Driven OJT grant and the negative impact it has on our WIOA credentialing measure. A letter was sent to George Taratsas requesting that the Job Driven OJT grant participants be taken out of the calculation for that measure.

Outreach and Communications Program**Karen Lawrence**

Karen discussed the report included in packet:

- Items posted on website
- Partner engagement to increase click through from other websites
- Email outreach-e-blast to create email contacts with business/partners/board members

- Designing business outreach strategy – speaker’s bureau, targeted updates on LinkedIn, etc.

Virginia Combined State Workforce Plan

Sharon Johnson

Sharon discussed the VA Combined State Plan for Workforce which is posted on the Elevate VA website and open for public comment. The plan is due to Federal agencies by April 1, 2016.

Regional plans have to be developed and will use the state framework focusing on the following:

- Alignment with economic development
- Human Centered Design
- Formalize Sector Strategies – development of Career Pathways
- Moving from an Operational Board to a Strategic Board
- Resource Development – fundraising & getting more grants
- Budgeting and working with partners

Partnership Initiatives

GoodCare Grant and TechHire Proposal

Mary Ann Gilmer

Goodwill Industries of the Valleys

Mary Ann discussed the GoodCare Grant awarded to Goodwill of the Valleys. The grant is for \$2.6 million per year for 5 years and is a health professional’s opportunity grant. The focus of the grant is connecting low income individuals with HealthCare sector training and provides intensive life coaching for individuals. The grant covers 7 locations which includes the Shenandoah Valley. Mary Ann also reported that Goodwill International will be apply for a TechHire Grant partnering with Workforce Development Boards. If awarded the grant with serve the Shenandoah Valley, Lynchburg, and Roanoke.

Career Pathways for Individuals with Disabilities (CPID) ***Rick Sizemore, WWRC***

Rick gave an overview of the CPID Grant. Partners include DARS, DBVI, WWRC, SVWDB, VA Manufacturing Association, VA Adult Learning Resource Center, Adult Ed/Special Ed, VCCS. The focus is on advanced manufacturing and includes an emphasis on Labor Market Information and Motivational Training included. The grant will also be the pilot for the development and implementation of the first regional career pathway.

Shenandoah Valley Partnership (SVP)

Carrie Chenery

Carrie discussed the Shenandoah Valley Partnership, stating they had a three prong focus; bringing businesses to the valley, growing businesses in the Valley, and workforce. Carrie also discussed the “In Demand” videos shown on WHSV – TV which addresses the perception of middle skilled jobs. Twenty seven segments have been filmed so far. ValleyCareerHub.com is a website linking to partners, videos, and other workforce information, to be a tool to assist in understanding career options.

Virginia Values Veterans (V3)

Sharon Johnson

Virginia Department of Veterans Services

Sharon discussed the PowerPoint she presented to the V3 group to build awareness of the local workforce areas. She also discussed the employer training to be held on April 6, 2016 in Harrisonburg that will cover topics such as the best ways to reach out to veterans and onboarding and training of veterans. Workforce partners are encouraged to attend.

Committee Reports

Executive Committee

Jeff Stapel

Jeff reviewed the minutes, included in packet, from the January 13, 2016 Executive Committee meeting. Jeff also discussed the interest in having more frequent Executive Committee meetings and recommended the Committee meet from 9 a.m. to 10 pm. and the Board meet from 10 .m. to 12 on regular board meeting days. Board members were in agreement with this change and will begin the new meeting time on May 12, 2016.

Incumbent Worker Policy

Sharon discussed the issues that have been faced trying to implement Incumbent Worker Training:

- Conflicting guidance
- VAWC is not set up for incumbent worker, causing incorrect data to be entered in order for the system to accept individual in required program
- Amount of time it takes to enter one individual into system (min. of 30 minutes)

A letter is being drafted by the Virginia Association of Workforce Directors (VAWD) to send to George Taratsas, VCCS, addressing these concerns and requesting clearer guidance.

Finance Committee

Brian Brown

Brian discussed the financial information included in packet: breakdown of program/personnel/office/travel; positive cash and net assets; on track to exceed 40% training and 75/25 split OOS/In School youth.

Brian reviewed the Decision Brief requesting approval for budget amendments. Jo Lee Loveland-Link made a motion to approve the budget amendments, seconded by John Downey, motion carried.

Brian presented two nominations to fill the vacancies on the Finance Committee, Jo Lee Loveland-Link and Amy Judd. John Downey moved to accept the two nominations, seconded by Mike Lowe, motion carried.

Other Business

Jeff Stapel

None

Public Input (Rules and Guidelines attached)

Jeff Stapel

There was no public input

Adjournment

Jeff Stapel

There being no further business the meeting was adjourned at 11:00 a.m.

Next Meeting Date and Time:

May 12, 2016

9a.m. – 10 a.m. – Executive Committee

10 a.m. – 12 noon – Board Meeting

Meeting Location:

Ice House

127 West Bruce Street, Room 117

Harrisonburg, VA

Valley Workforce Center

March, 2016

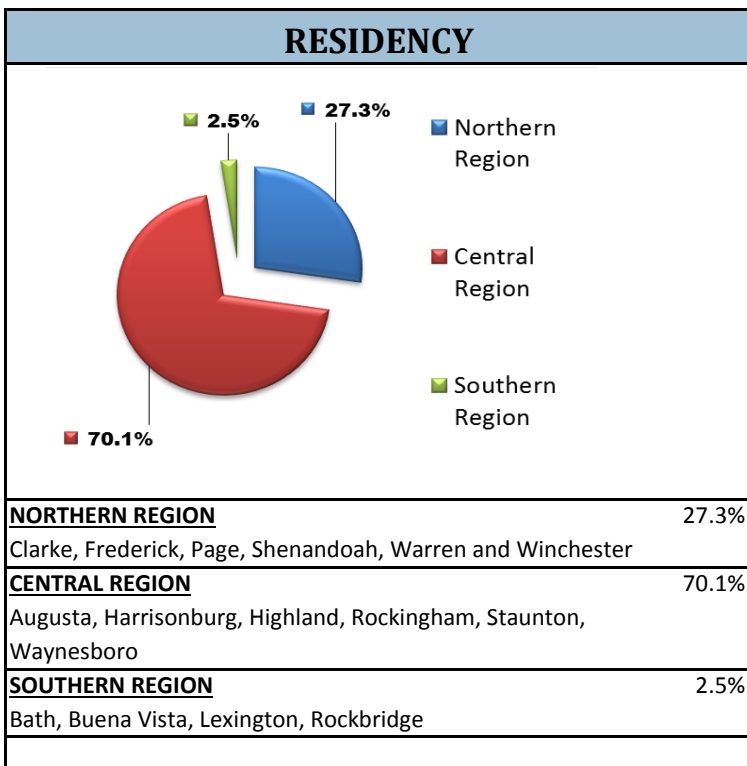
23 days of operation

WIOA PROGRAM INFORMATION

WIOA Clients Program YTD	Adult	Dislocated Worker	Youth	Totals
Carryover Clients from Previous Program Year	125	86	114	325
New Enrollment for this Program Year	78	107	46	231
New Enrollments March 2016	4	5	5	14
Exited March 2016	9	9	4	22
Exits this Program Year	84	80	59	223
Total Active WIOA Participants	119	113	101	333
Placement Rate	75%	82%	80%	
Average Wage at Placement	\$12.36	\$14.27	\$9.22	
Exited Exclusion from Performance	1	2	2	5

TRAFFIC	MONTH	YTD
Northern New	113	1,261
Northern Returning	44	896
Central New	88	2,225
Central Returning	239	1,690
Southern New	2	81
Southern Returning	5	90
Other (outside of Area 4)		-
Classes, meetings, presentations		260
Total Traffic	491	6,503
Last Year Same Month	904	
Monthly Avg YTD	9 months	699
Daily Avg - Month and YTD	36	40

REFERRALS		
RESOURCE ROOM	53.6%	263
WIOA	27.1%	133
MTC/VCTC/PTC	31.8%	156
DARS/DEI	10.8%	53
DSS	5.3%	26
AGENCY FOR AGING/SCSEP	7.5%	37
COMMUNITY COLLEGE	30.3%	149
VETERAN'S SERVICES	2.9%	14
TELAMON	0.4%	2
SUPPORTIVE SERVICES	5.3%	26
VEC/EMPLOYMENT SERVICES	52.7%	259
Total Referrals from front desk this month		1,118
Total Referrals from the front desk YTD		15,301



UNEMPLOYMENT RATE (most recent available)			
	March 2015	March 2016	Percent Change
LWIA IV	4.9%	4.2%	-0.7
VIRGINIA	4.8%	4.2%	-0.6
US	5.6%	5.1%	-0.5
AUGUSTA	4.5%	3.9%	-0.6
BATH	5.1%	4.0%	-1.1
BUENA VISTA	5.2%	6.1%	0.9
CLARKE	4.2%	3.8%	-0.4
FREDERICK	4.3%	3.6%	-0.7
HARRISONBURG	5.5%	4.8%	-0.8
HIGHLAND	3.9%	3.4%	-0.5
LEXINGTON	7.4%	7.0%	-0.4
PAGE	8.1%	6.8%	-1.3
ROCKBRIDGE	5.3%	5.2%	-0.1
ROCKINGHAM	4.5%	3.8%	-0.7
SHENANDOAH	4.7%	4.0%	-0.7
STAUNTON	4.8%	4.1%	-0.6
WARREN	5.1%	4.3%	-0.8
WAYNESBORO	5.3%	4.2%	-1.1
WINCHESTER	4.8%	4.1%	-0.7

Valley Workforce Center Report

April 2016

WIOA

Total Clients Serviced by Locality							
Program	Buena Vista	Hburg	Staunton	Luray	Winchester	Total	Goal
Adult	30	55	55	31	42	213	175
Dislocated Worker	41	23	40	33	61	198	160
Youth	14	35	37	35	47	168	165
Total	85	113	132	99	150	579	500

WIA Clients	Adult	Dislocated Worker	Youth	TOTAL
Carryover From Previous Program Year	125	86	114	325
New Enrollments for this Program Year	88	112	54	254
New Enrollee for this Month	10	5	8	23
Exited This Month	5	16	5	26
Total Exits for this Program Year	89	96	64	249
Placement Rate at Time of Exit	75.0%	84.0%	82.5%	80.7%
Average Wage at Time of Exit	\$12.52	\$14.57	\$9.23	\$12.52
Exited and Not in Performance	1	2	2	5
Total Active WIA Clients	124	102	103	329

Training Programs				
Field of Study	Adult	Dislocated Worker	Youth	TOTAL
OFFICE ADMINISTRATION				
Accounting	0	1	0	1
Administrative Assistant	2	4	0	6
Business Administration	0	1	0	1
Financial Specialist	1	0	0	1
Human Resources	0	2	0	2
Information Technology	0	3	0	3
Web Design Specialist	1	0	0	1
Six Sigma Training	0	0	0	0
MEDICAL FIELD				
Certified Nursing Assistant	4	2	5	11
Cardiovascular Technologists and Technician	1	0	0	1
Community Health Worker	1	0	0	1
Dental Assistant	2	0	0	2
EKG Technician	1	0	0	1
Emergency Medical Technician	0	0	0	0
Fitness Trainer and Aerobics Instructor	0	0	0	0
Health Educators	1	0	0	1
Health Information Management	3	2	0	5
Licensed Practical Nursing	4	0	0	4
Medical Administrative Assistant	4	1	0	5
Medical and Clinical Lab Technician	0	0	0	0
Medical Billing/Coding	1	2	0	3
Medical Assistant	19	5	15	39
Massage Therapists	0	0	0	0
Medication Aide Technician	0	0	0	0
Patient Care Assistant	0	0	0	0
Phlebotomy	5	0	1	6

Pharmacy Technician	3	2	2	7
Radiologic Technicians	2	1	0	3
Registered Nurse	2	0	1	3
Veterinary Assistant	0	0	2	2
HUMAN SERVICES				
Criminal Justice	0	0	0	0
Education	0	0	0	0
Human Services	0	0	0	0
Customer Service	2	0	1	3
Liberal Arts	0	0	0	0
TRADE SKILLS				
Auto Mechanic	1	0	0	1
Cosmetology	0	0	2	2
Pet Groomer	0	0	0	0
Barbering/Cosmetology	3	0	1	4
CDL/Heavy Equipment	16	21	2	39
Architectural Drafting	0	0	0	0
Electrician	0	1	0	1
Electrical Lineman	0	0	0	0
Material Handler	0	0	1	1
HVAC	1	2	0	3
Multi-Craft	0	1	0	1
Maintenance and Repair Worker	0	0	0	0
Machinist	0	0	0	0
Refrigeration Mechanics and Installer	0	1	0	1
General and Operation Manager	0	0	0	0
Real Estate Sales Agent	0	0	0	0
Designer	0	0	0	0
Personal Trainer	0	0	1	1
Child Care	0	0	1	1
Pipe Fitters and Steamfitters	0	0	0	0
Security Manager	0	0	0	0
Forest and Conservation Tech.	0	0	0	0
Welding	3	0	9	12
ADULT EDUCATION				
English as Second Language	0	0	0	0
G.E.D.	10	1	1	12
Computer Literacy	0	0	0	2
CRC	41	38	21	100
Tutoring	0	0	19	19
PRE-VOCATIONAL SERVICES				
Program	Adult	Dislocated Worker	Youth	TOTAL
High School Diploma	0	0	0	0
Short-Term Pre-Vocational Classes	2	1	0	3
Internship	5	5	0	10
Work Experience	7	1	41	49
Apprenticeship	0	0	0	0
OJT	3	20	0	23
Job Search	73	73	0	146
Training/Education Providers				
Name	Adult	Dislocated Worker	Youth	TOTAL
Adult Education Provider/GED	6	1	1	8

Blue Ridge Community College	20	8	9	37
Lord Fairfax Community College	33	25	21	79
Dabney S. Lancaster Community College	8	1	1	10
Massanutten Technical Center	11	3	6	20
Valley Career and Technical Center	6	6	6	18
Piedmont Virginia Community College	1	0	0	1
Virginia Western Community College	0	1	0	1
Page County Technical Center	1	0	0	1
CDS Tractor Trailer Training	1	1	0	2
Fast Track Health Care Education	2	2	0	4
Other Approved Provider	5	0	2	7
TOTAL	94	48	46	188



March 2016 WIOA and Program Report

CENTER OPERATIONS

The Center operated 23 days in March, serving a total of 491 customers. The total for the year is 6,503 customer visits. We made 1,118 referrals from the front desk, with the annual total at 15,301 for the nine months of this program year.

PRESENTATIONS

Presentations and outreach in March includes the following organizations:

- Grace Brethren Church
- Victory Church
- Winchester Parks and Recreation Department
- Millbrook High School
- Mt. Carmel Baptist Church
- The Eye Care Center
- Mr. Eye Doctor
- Food Lion
- Davita Dialysis
- Shenandoah County Department of Social Services
- Tactical Walls
- People Inc.
- Syntelligence
- Off Road Innovations
- Family Preservation Services
- Dickies
- American Red Cross
- Cheers Childcare
- Barrett Medicine
- Home Depot
- LFCC
- Church of God
- Church World Council
- Rockingham Probation Department
- Lexington Horse Center

- Meadville
- Heritage Hall
- Perry McClell High School
- Bath County High School
- Classic Distribution
- Broadway High School

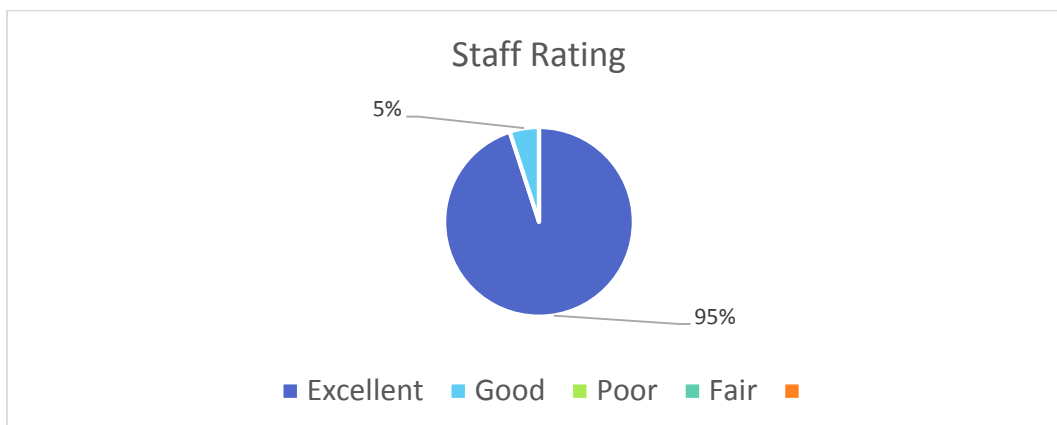
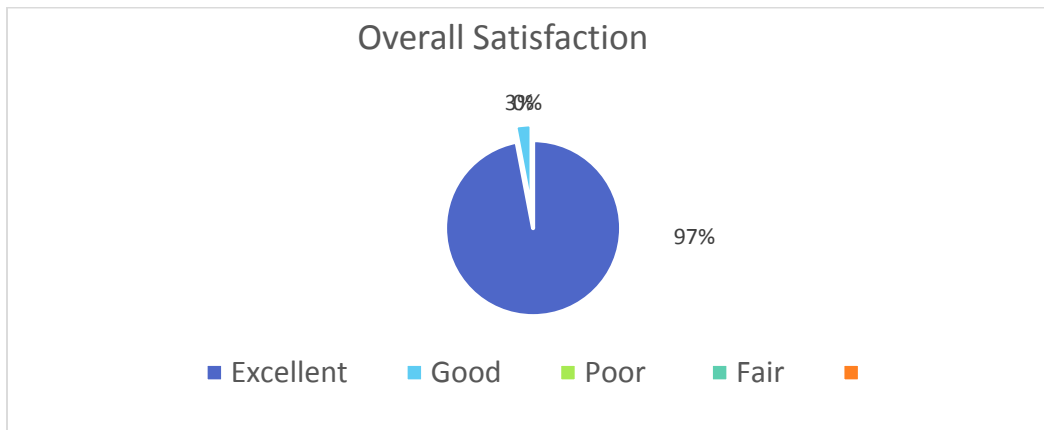
CLASSES

Classes conducted in March included:

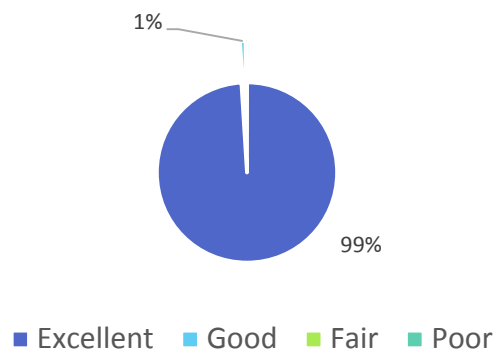
- Center orientation – workforce services overview – held weekly
- Money Matter\$ - financial literacy skills - monthly
- Resume and email writing - monthly
- WIOA orientation – program information overview - weekly
- Interviewing skills - monthly
- Networking – Who Do You Know? - monthly

CUSTOMER SATISFACTION

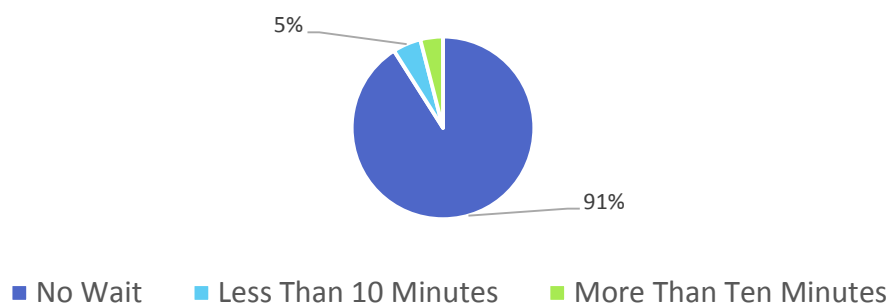
We had 58 respondents to the customer satisfaction survey. The responses included:



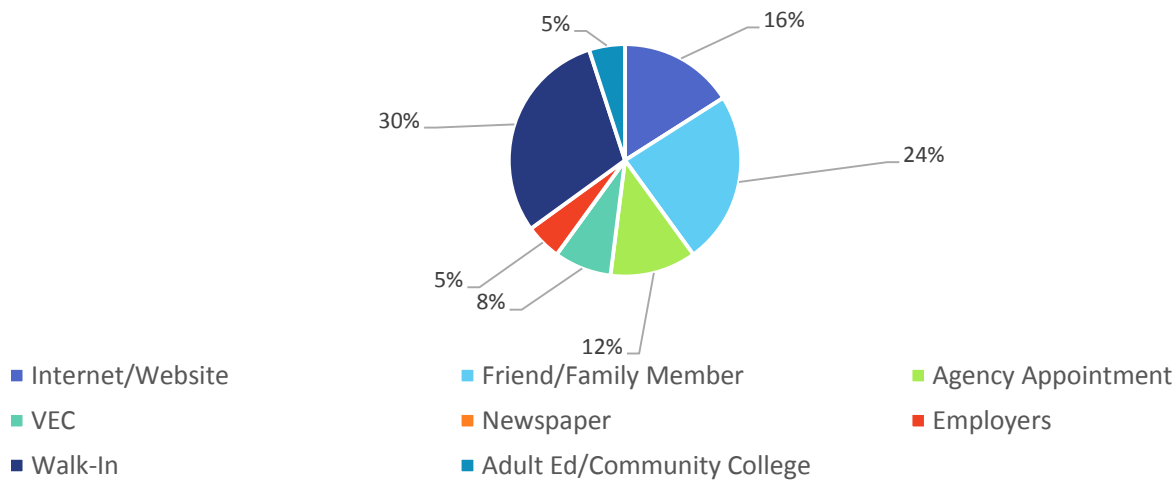
Did Staff Provide You With Helpful Information?



How Long Did You Wait to Receive Services



How Did You Hear About the Valley Workforce Center?



Do you have suggestions or comments to help us improve our services, classes or workshops? (Answers are direct quotes from customers.)

- More often better class times
- Maybe a little more room for testing
- More knowledgeable staff to help
- Room clearing, OC and baton training

Do you have any other comments? (Answers are direct quotes from customers.)

- They are always helpful and supportive, great attitude
- Teri always provided outstanding service
- Thank you – appreciate all your help
- They are more than helpful their (sic) like friends
- Cheri was pleasant, patient and took questions and really listens to us.

Training Programs				
Field of Study	Adult	Dislocated Worker	Youth	Total
OFFICE ADMINISTRATION				
Accounting	0	1	0	1
Administrative Assistant	2	4	0	6
Business Administration	0	1	0	1
Human Resources	0	2	0	2
Information Technology	0	3	0	3
MEDICAL FIELD				
Certified Nursing Assistant	4	0	5	9
Cardiovascular Technology	1	0	0	1
Dental Assistant	2	0	0	2
EKG Technician	1	0	0	1
Health Educators	1	0	0	1
Health Information Management	3	2	0	5
Licensed Practical Nursing	4	0	0	4
Medical Billing/Coding	1	1	0	3
Medical Administrative Assistant	4	1	0	5
Medical Assistant	17	4	14	35
Pharmacy Technician	3	2	2	7
Phlebotomy	3	0	1	4
Radiologic Technicians	2	2	0	3
Registered Nurse	2	0	1	3
Veterinary Assistant	0	0	2	2
TRADE SKILLS				
Auto Mechanic	1	0	0	1
Cosmetology	0	0	2	2
Barbering/Cosmetology	3	0	1	4
CDL/Heavy Equipment	15	20	2	37
Electrician	0	1	0	1
Personal Trainer	0	0	1	1
Material Handler	0	0	1	1
HVAC	1	2	0	3
Multi-Craft	0	1	0	1
Child Care	0	0	1	1
Welding	3	0	9	12
ADULT EDUCATION				
English as Second Language	0	0	0	0
G.E.D.	10	1	1	12
Computer Literacy	0	0	0	0
CRC	40	37	20	97
Tutoring	0	0	19	19
PRE-VOCATIONAL SERVICES				
Program	Adult	Dislocated Worker	Youth	TOTAL
High School Diploma	0	0	0	0
Short-Term Pre-Vocational Classes	2	1	0	3
Internship	5	4	0	9
Work Experience	7	0	36	43

Apprenticeship	0	0	0	0
OJT	3	19	0	22
Job Search	61	65	0	126
Training/Education Providers				
Name	Adult	Dislocated Worker	Youth	TOTAL
Adult Education Provider/GED	6	1	1	8
Blue Ridge Community College	19	7	9	35
Lord Fairfax Community College	28	25	20	73
Dabney S. Lancaster Community College	8	1	1	10
Massanutten Technical Center	11	3	6	20
Page Career and Technical Center	1	0	0	1
Valley Career and Technical Center	6	6	6	18
CDS Tractor Trailer Training	1	1	0	2
Fast Track Heath Care Education	2	0	0	2
Other Approved Provider	5	0	2	7
TOTAL	88	45	45	178

Total Clients Served by Locality						
Program	Rockbridge	Harrisonburg	Staunton	Luray	Winchester	Total
Adult	29	55	52	29	38	203
Dislocated Worker	40	22	39	31	61	193
Youth	12	34	36	32	46	160
Total	81	111	127	92	145	556

Respectfully submitted,

Elizabeth Bouldin-Clopton

Centers Manager

For Immediate Release

Date: May 6, 2016

Contact: Joyce G. Fogg
Virginia Employment Commission
(804) 786-7592

Harrisonburg Virginia Employment Commission (VEC) to Co-Locate with Valley Workforce Center

The Virginia Employment Commission announced on Wednesday that it would be co-locating its operations with the Valley Workforce Center at 160 N. Mason Street, Harrisonburg, on August 1, 2016.

The relocation will make it easier for job seekers and businesses to access the services of Virginia's Workforce System by bringing together all state and federally funded workforce development and job services functions in a single location. The move is in response to changes in the federal Workforce Investment and Opportunity Act requiring that all VEC local offices be co-located with One-Stop Workforce Centers operated by regional Workforce Development Boards.

The Virginia Employment Commission is also planning to co-locate with the Valley Workforce Center in Winchester, Virginia. VEC Commissioner Ellen Marie Hess said, "Thanks to the cooperation we've had with the Valley Workforce Center, we are pleased to be able to improve accessibility for our customers while meeting this new federal requirement."

The VEC's current office at 1909 A Market Street will be open to the public until July 29.

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For Immediate Release

SVWDB Contact: Sharon Johnson, 540.442.7134 sjohnson@valleyworkforce.com
 Debby Hopkins, 540.442.7134 dhopkins@valleyworkforce.com

**Harrisonburg Valley Workforce Center Welcomes
 Virginia Employment Commission (VEC)**

Harrisonburg, VA. (May 11, 2016). Through a press release issued May 6, the Virginia Employment Commission (VEC) announced that it will be co-locating its operations with the Valley Workforce Center located at 160 N. Mason Street in Harrisonburg on August 1, 2016.

The move is in response to changes in the federal Workforce Innovation and Opportunity Act requiring that all VEC standalone employment offices be co-located with One-Stop Workforce Centers operated by regional Workforce Development Boards. The relocation will bring many state and federally-funded workforce development and job services functions together in a single location to facilitate and ease comprehensive access for career seekers and businesses in the area.

VEC Commissioner Ellen Marie Hess said, “thanks to the cooperation we’ve had with the Valley Workforce Center, we are pleased to be able to meet this new federal requirement while improving accessibility for our customers.”

SVWDB CEO Sharon Johnson echoed how the two agencies have collaborated to meet the mandate: “We are excited to welcome the VEC to the Valley Workforce Center in Harrisonburg. In addition to being able to provide more convenient access for career seekers and businesses with this new co-located arrangement, expanded office space and increased cooperative efforts between VEC and Valley Workforce partners will allow us to serve our clients in bigger and better ways.”

Other partners and programs to be located in the expanded Valley Workforce Center include the Department of Aging and Rehabilitative Services, Telamon Corporation, Senior Community Service Employment program, Workforce Innovation and Opportunity Act programs, Massanutten Technical Center, Blue Ridge Community College, Rapid Response, GoodCare Career Pathways initiative, and Career Pathways for Individuals with Disabilities initiative.

The Shenandoah Valley Workforce Development Board is an incorporated, non-profit organization serving sixteen localities in Northwestern Virginia. The SVWDB operates five Valley Workforce Centers and directs numerous workforce initiatives. They partner with business, education, economic development, and other community and faith-based organizations to thoroughly understand the current labor market and develop innovative solutions to address broad regional workforce issues. For more information visit www.valleyworkforce.com or contact Sharon Johnson at sjohnson@valleyworkforce.com, 540.442.7134 or Debby Hopkins at dhopkins@valleyworkforce.com, 540.442.7134.

###

OJTs by Economic Locality

Locality	OJTs to Business paid through 4/16
Augusta 20.72%	\$ 537,596
Frederick 18.36%	\$ 476,191
Harrisonburg 16.52%	\$ 428,655
Buena Vista 12.71%	\$ 329,605
Winchester 12.25%	\$ 317,792
Waynesboro 5.71%	\$ 148,241
Rockingham 3.55%	\$ 92,033
Staunton 3.54%	\$ 91,945
Rockbridge 3.08%	\$ 79,990
Warren 2.41%	\$ 62,414
Shenandoah .76%	\$ 19,807
Lexington .38%	\$ 9,750

SVWDB Total \$ 2,594,019

Valley OJT - Grant Program Status

537 Total OJT Contracts with 82 Companies

H-IB OJT Grant - \$5 Million - Manufacturing/Health Care

520 Contracts: Original Goal 310; Revised Goal 500
Extension approved to 4/1/2017

Dislocated Worker Training Grant - National DW Grant

Subawardee from VCCS - \$207,547

42 OJTs - Achieved 42

Extension of grant to 6/30/2016

Job Driven Grant - National DW Grant exp 9/30/16

Subawardee from VCCS; \$1.4 Million

Dislocated participants, any industry
LFCC & DSLCC OnRamp & WIOA co-enrolled

Community College training and/or OJTs

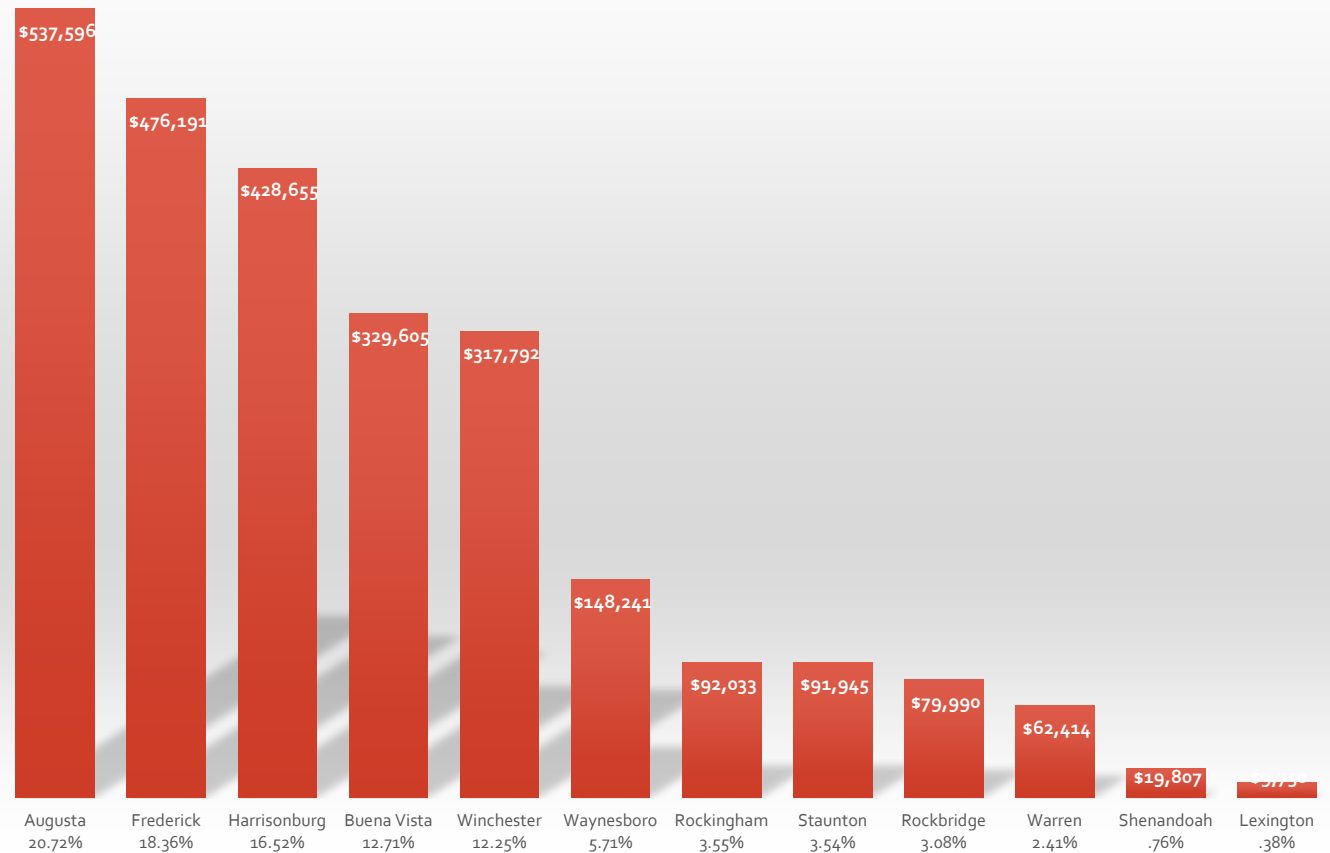
150 Participant Goal: To date: 64 including 19 OJTs

\$4 Million American Apprenticeship Grant

600 new registered apprentices: 36 to date

175 employers: 12 to date

Valley OJT - Employer Payments by Locality - April 2016



Valley OJT	On the Job Training Grants							
537	Total OJTs-all grants	Goal <small>(310 orig)</small>	% to Goal					
512	H-1B Contracts	500	102%	4/1/2017 exp				
151	H-1B completions	222	68%					
112	H-1B Retention Q2	212	53%					
42	DWT	42	100%	6/30/16 exp				
59	JD Participants	150	39%					
18	JD OJTs	75	24%	9/30/16 exp				
American Apprenticeship Initiative 2016 - 2020		Goal	% to Goal		<i>Grant Target: Underrepresented Populations</i>			
36	New Apprentices	600	6%		Trans. Military	0		
33	Target Population <small>(incr from 60)</small>	150	22%		Veteran	4		
0	Completions 33%	200	0%		Disability	0		
12	# Employers	175	7%		Female	0		
1	# new RA programs <small>(new RA employer)</small>	18	6%		Minority	3		
3	# program expansion <small>(new RA occupation for employer)</small>	37	8%		Low Skilled (<HS)	3		
0	# pre-apprenticeship participants	35	0%		Low Skilled (HS)	29		
0	# pre-apprenticeship programs	3	0		Dislocated	0		
					Unemployed	0		
\$ 2,048	Reimbursement Paid				Underemployed	0		
\$ 95,400	Max Reimbursement @ \$2650							
	Locality							
	Augusta County	Design Electric (2); Innovative Refrigeration Systems (5) \$13,250						
	Charlottesville City	Mikro Systems (1); \$2650						
	Covington City	WestRock (17) \$0						
	Harrisonburg City	Montebello (1) \$0						
	Rockingham County	VPGC (3); Cargill (2); IntraPac (1) \$0						
	Shenandoah County	Andros Foods (1); IAC (1) \$0						
	Waynesboro City	Metfab (1); E&E Machine Shop (2); F.R.Drake (1): \$0						
	Training Provider							
	BRCC	0						
	DSLCC	17	West Rock					
	LFCC	2	IAC, Andros Foods					
	MTC	6	Design Electric, VPGC, IntraPac, Montebello					
	VCTC	6	Metfab, E&E Machine Shop, Design Electric, Mikro Systems, F.R.Drake					
	OnLine as primary	5	Innovative Refrigeration (NCCER)					
	Occupations							
	CNC Machinist	2	E & E Machine Shop					
	Electrician	2	Design Electric					
	Machinist	1	Mikro Systems					
	Maintenance Electrician	3	Andros; Montebello; VPGC					
	Maintenance Mechanic	4	F.R. Drake; Intrapac; VPGC					
	Millwright (Maintenance)	10	WestRock					
	Pipefitter (Maintenance)	3	WestRock					
	Tinner	4	WestRock					
	Tool & Die Maker	1	International Automotive Components					
	Welder	6	Innovative Refrigeration Systems, Metfab					
		36						
						5/11/2016		



Valley to Virginia Apprenticeship Initiative

V2V Apprenticeship Advisory Council

May 12, 2016 Meeting Agenda

1. Review and approve minutes from March 10, 2016 inaugural meeting
2. Department of Labor Design Review of V2V Proposal
3. Report on Grantee National Conference April 19-21
4. V2V Grant performance 3/31/2016
5. Employer Sponsor Video project
6. Questions, Input

Next Meeting: July 14, 2016



Valley to Virginia Apprenticeship Initiative

V2V Apprenticeship Advisory Council Charter

Members: Subset of the SVWDB Board of Directors including grant partners, employers, educators, economic development, job center managers, and outreach partners.

Role: The V2V Advisory Council will become knowledgeable on Registered Apprenticeship and its value in manufacturing and the design of the V2V Project. The Council will regularly review project performance, advise project leadership, and serve as business connectors for the project. Engaged throughout the V2V grant, the Council will bring a multitude of stakeholder perspectives to enhance successful implementation of the project. Council input may include:

- Suggest outreach methods for employers and participants
- Share employer leads and knowledge of related business activity
- Provide input on design of IMT apprenticeship model
- Help to determine performance metrics for apprenticeship success
- Suggest ways to promote adoption of apprenticeship as a workforce development strategy to attract, develop, and retain skilled craft
- Provide input for expansion of the V2V Initiative in Phase II
- Suggest ways to increase sustainability after project concludes

Organization: The V2V Advisory Council will assemble as part of the regularly scheduled SVWDB Board of Directors meetings 9/30/2020 when the project ends.



Valley to Virginia Apprenticeship Initiative

V2V Apprenticeship Advisory Council

Minutes of 3/10/2016 Inaugural Meeting

Members: Subset of the SVWDB Board of Directors including grant partners, employers, educators, economic development, job center managers, and outreach partners.

The V2V Apprenticeship Advisory Council was formed on March 10, 2016 during the SVWDB Board of Directors Meeting and the enclosed charter adopted.

Debby Hopkins, Project Director of the V2V Apprenticeship Initiative, presented an overview of the American Apprenticeship Initiative Grant awarded to the SVWDB in October 2015, the primary goals for the project, the organization of effort, and the performance achieved through 12/31/2015. The importance of the role of the Advisory Council to help guide project success and initiate business referrals was emphasized.

The next meeting of the V2V Apprenticeship Advisory Council will be May 12, 2016.

Debby Hopkins, Workforce Officer &
Project Director, Valley OJT

Quarterly Status	Project Work Plan - (Project Goals)			Performance this Quarter	Year 1 Goal	Total	12/31/2015	3/31/2016
COMPLETED 12/31/2015	Deliverable 1: Staffing	Assign Project Director	Month 1	Achieved on time - 12/31/2016	x	x	Achieved	
Completed 1 of 2 12/31/2015	Deliverable 2: Staffing	Hire Apprenticeship Coach (2)	Month 2 & 25	S Pinto as Leveraged Resource. 2nd to be hired month 25	x	x	On Schedule	
COMPLETED 12/31/2015	Deliverable 3: Staffing	Assign Apprentice Specialist & PT admin Form Apprenticeship	Month 2	Achieved on time	x	x	Achieved	
COMPLETED 12/31/2015	Deliverable 4: V2V Advisory Council	Advisory Council; meeting schedule	Month 3	Achieved on time: V2V Advisory Council formed. First meeting held 3/10/2016; second meeting 5/12/16	x	x	Achieved	
In Process 3/31/2016	Deliverable 5: IMT Model	Develop IMT-MT1 apprenticeship model	Month 4 begin; Month 24 complete	Task Force Assigned 12/31/15 to develop curriculum and alternatives to MT1. LFCC MT1 Instructor trained; curriculum developed, one pilot project designed for ThermoFisher. MTC created alternative IMT curriculum this quarter.	begin	began	On Schedule	On Schedule
In Process 3/31/2016	Deliverable 6: Promotion to Employers (250)	Site visits, roundtables, community events; incentives, other funding	Month 4 begin	Total number promotional outreach activities to employers (250): + 36: 29 Site Visits; 5 community events. 3/16 Qtr +29; Grant total: 44	25	49	15	34
In Process 3/31/2016	Total Employers to Benefit (175)	Total employers to benefit from the initiative: (175)		Number of employers to benefit (175): 3/16 quarter: +9; 12 grant total	10	12	3	9
In Process 3/31/2016	Deliverable 7: Participant Outreach	Outreach to under-represented groups	Month 4 begin	Participant Outreach: 3/16 Quarter +6: WHSV TV-3 Airing of 5 new <i>InDemand Careers</i> videos featuring Registered Apprenticeship including a 3-person Apprenticeship panel	begin	15	2	13
In Process 3/31/2016	Enrollment of Target Pop. Underrep. (20%) (Increased from 10%)	Enroll 20% (120) apprentices in target population		Total participants in targeted underrepresented populations (women, low skilled, veterans, transitioning military, disabled, dislocated, unemployed, underemployed) Low Skilled (30) Veterans (2): 3/31/16	3	33	3	30
In Process 3/31/2016	Deliverable 8: Registration of apprentices	Register New Apprentices (600)	Month 3 begin	Total number of New Apprentices Registered (600)	25	36	4	32
	Completion	Completions (33% 200)		Completion rate of apprentices 25% or 200	0	0	0	0
	New Programs (Employer Sponsors)	New RA programs (18)		Total Number of Newly Registered Programs (18)	1	1	0	1
	Enhanced Programs (new occupations)	Additional Occupations (37)		Total number of existing apprenticeship programs expanded (37)	4	3	1	2
Not Yet Begun 3/31/2016	Deliverable 9 Preapprenticeship	Develop pre-apprenticeship programs (3) with (35) participants	Month 25 begin; Month 54 complete	Pre-apprenticeship programs developed (3)	0	0	0	0
				# Preapprenticeship participants (35)	0	0	0	0
				OPTIONAL MEASURES				
				Employers who indicate they are satisfied with services (95%)	0	0	0	0
				Total number of incumbent workers served (200)	0	0	0	0
				Total number of pre-apprenticeship programs established (3)	0	0	0	0
				Entered Employment Rate (80%)	0	0	0	0

American Apprenticeship Initiative
 Grantee National Meeting - Highlights
 April 19-21, 2016
 U.S. Department of Labor, Washington DC

National Meeting Goals: Explore opportunities for Registered Apprenticeship innovation, diversity, and expansion. Engage in peer exchange: Identify promising practices and shared challenges. Create platforms for future engagement and next steps.

Highlights:

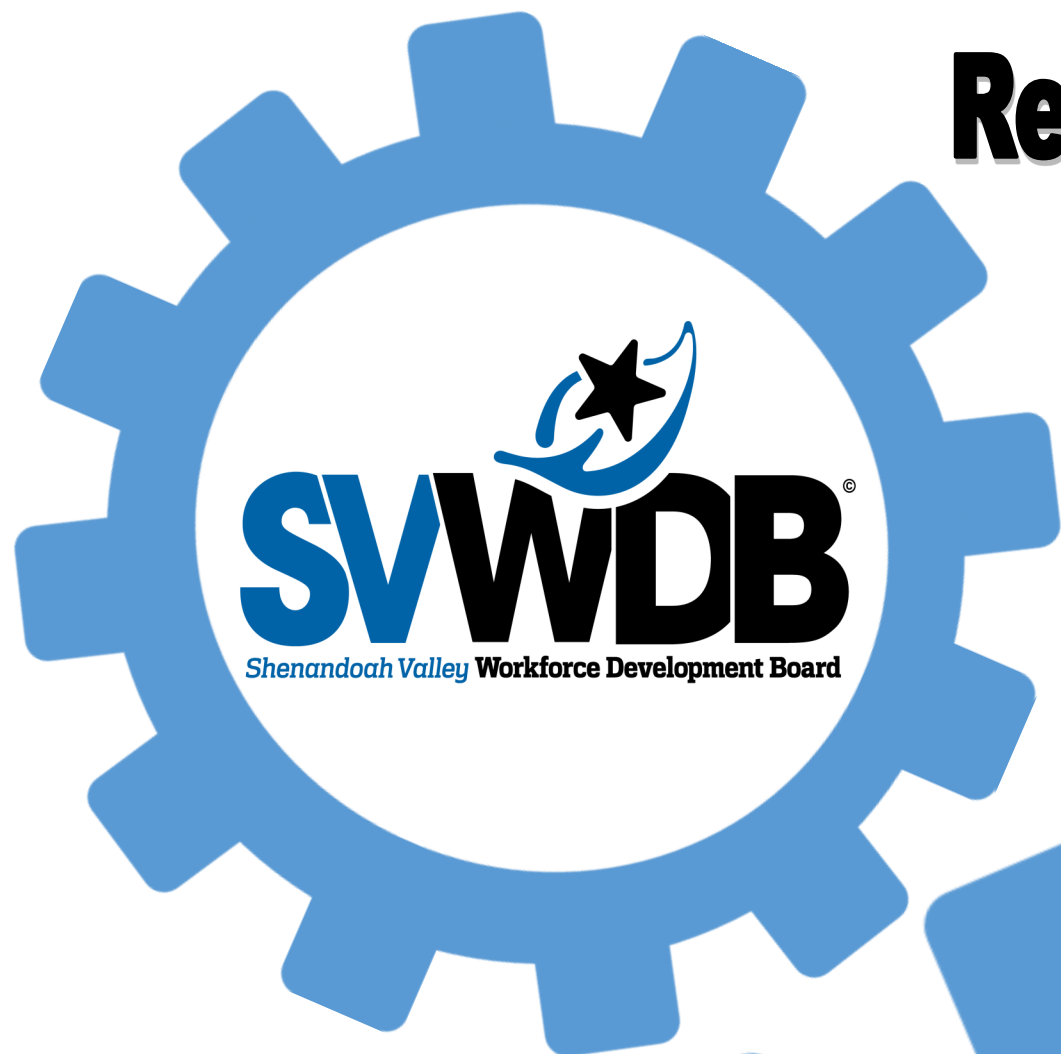
- FPO (Federal Project Officer) Help Desk
- Apprenticeship Registration Help Desk (Federal Office of Apprenticeship Reps)
- Grantee Breakouts by Systems
 - States, Community Colleges, Workforce System
- Grantee Breakouts by Industry Sectors
 - Advanced Manufacturing
 - Construction & Transportation Trades
 - Health Care & Health Care IT
 - Information Technology
- Breakouts by underrepresented populations
 - Youth
 - Women
 - Veterans
 - People of Color
 - People with Disabilities
- Speakers included:
 - Thomas E. Perez, Secretary, U. S. Department of Labor
 - Eric Spiegel, President & CEO, Siemens Corporation
 - Eric Seleznow, Deputy Assistant Secretary, ETA, US DOL
 - John Ladd, Administrator, Office of Apprenticeship, ETA, USDOL
 - Martin Simon, Director, Economic, Human Services, & Workforce Division, NGA (National Governors Association) Center for Best Practices

Take-aways:

- We are so very fortunate to have a state apprenticeship system
- There are many different grant models that we can examine and perhaps incorporate into our apprenticeship expansion ideas
- Most grantees appear to be training individuals first with industry developed curriculum, then companies hire them, complete training, then register
- Very high expectations for expanding RA as workforce strategies and increasing RA in target populations currently underrepresented in apprenticeship

Valley2Virginia Apprenticeship Initiative

Regional Convener



Partners



Promotion



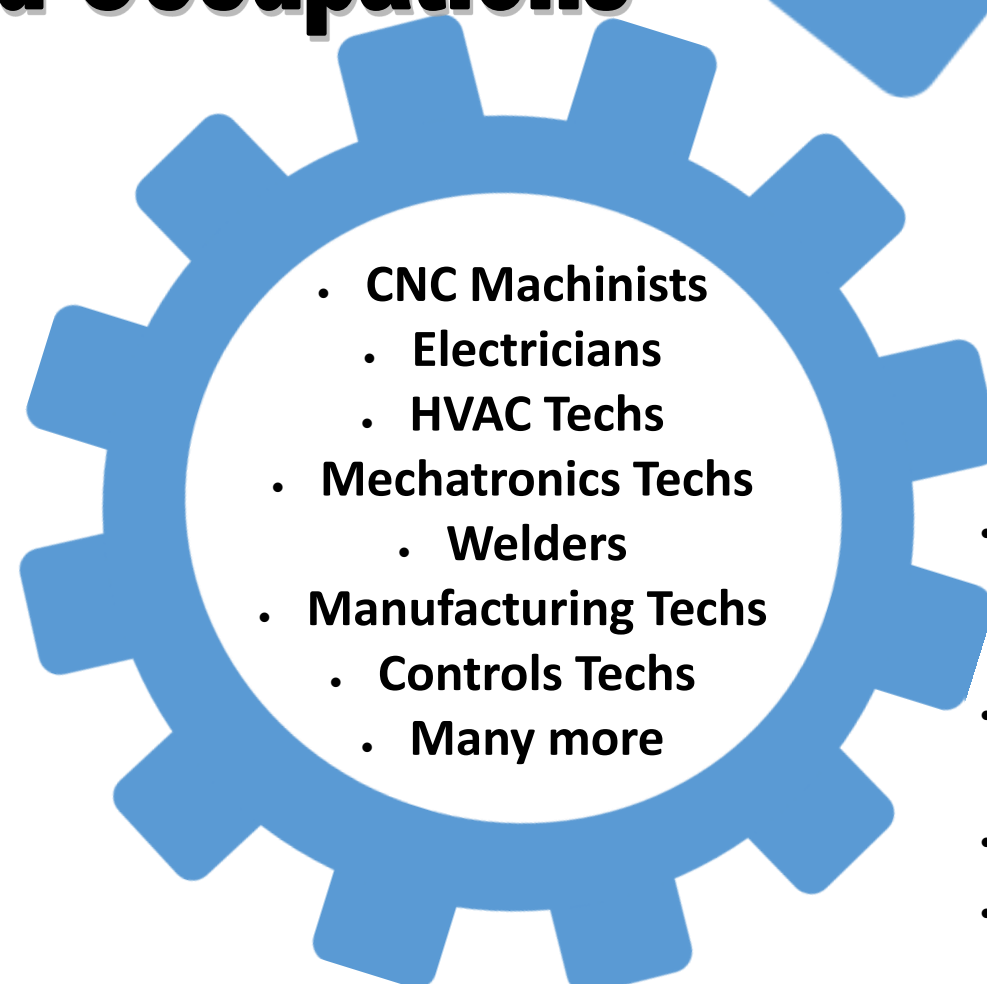
Employer Sponsors



Apprenticeship Instruction



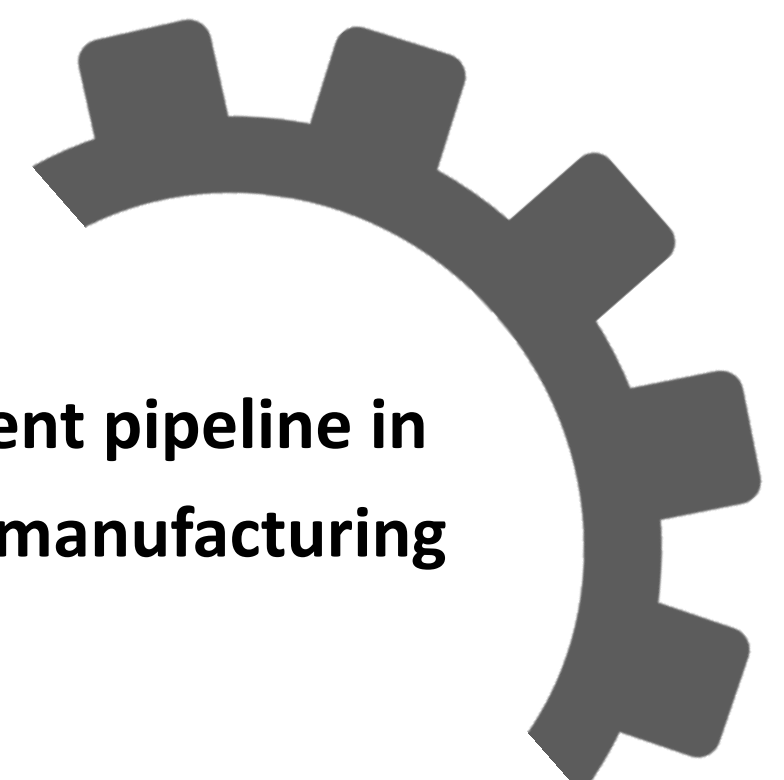
Demand Occupations



Goals

- Build support for Registered Apprenticeship as a viable, sustainable workforce strategy to address skills gaps & develop career paths in manufacturing
- Introduce new apprenticeship model for production technician-Industrial Manufacturing Tech
- Increase RA opportunities for underrepresented
- Leverage workforce ecosystem to increase demand for Registered Apprenticeship
- Launch +600 New Registered Apprentices in Advanced Manufacturing Occupations

Challenge: Critical Skills Shortages



AN EQUAL OPPORTUNITY EMPLOYER/PROGRAM

Auxiliary Aids and services are available upon request to individuals with disabilities. This workforce solution was funded by a grant awarded to the Shenandoah Valley Workforce Development Board through funds awarded by the U.S. Dept. of Labor's Employment and Training Administration. The solution was created by the grantee and does not necessarily reflect the official position of the U.S. Dept. of Labor.



March 24, 2016

Sharon Johnson, Chief Executive Officer
Shenandoah Valley Workforce Development Board, Inc.
P.O. Box 869
217 South Liberty Street, Suite 203
Harrisonburg, VA 22803-0869

Dear Ms. Johnson,

Thank you for your letter stating your concern about On-the-Job-Training (OJT) placements counting negatively in the *State Employment and Credential Rate* performance metric. After reviewing your request and the performance metric formula, we will be removing OJT from the Adult and Dislocated Worker Employment and Credential rates; as pertaining to the services provided through use of local area formula funds. The change to reflect the exclusion of OJT from the Credential Rate performance metric will be in the Third Quarter Report (5/15/2016) and will have a cumulative effect to the beginning of the program year. This change is not only for the JD NDWG grant but will be applicable for all calculations regarding the Adult and Dislocated Worker Employment and Credentials formula.

The adjustment is made in recognition of scenarios in regional economies where the employer's and participant's need may not be reflected in the requirements associated with an occupational skills certificate or licensure. Our goal with our policy interpretation, and subsequent focus, is to accommodate that reality while simultaneously reinforcing that a majority of employers in the commonwealth have indicated that the combination of OJT and credentialing are keys to meeting the needs of the New Virginia Economy.

We recognize and appreciate your current success and efforts with OJT and credentialing. We encourage you to continue focusing on credential attainment, as it has been proven to facilitate greater benefits for participants and as such is a priority as a workforce development outcome in the Commonwealth. For the JD NDWG, the vision has been to bundle services of OJT and occupational skills training that lead to credentials. Therefore, it is encouraged that your staff, when developing OJT, consider a credential outcome component which is aligned with the intent of the program.

If you have additional questions or concerns, please contact Ms. Yolanda Crewe at YCrewe@vccs.edu.

Sincerely,

A handwritten signature in blue ink, appearing to read "George Taratsas", is written over a blue horizontal line.

George Taratsas, Administrator
Federal Workforce Programs

cc: Jeff Stapel, Chairman

Communications & Outreach Program Report May 2016

Business Outreach Strategy

The business outreach strategy was the focus of the Communications & Outreach Program for the previous reporting period. The following was accomplished:

- Preparation and filming for the Registered Apprenticeship Program video was completed with SVWDB staff and at four business locations around the region. Planning meetings and coordination was conducted in March, then the following location shoots occurred in April:
 - April 4-SVWDB
 - April 8--Design Electric
 - April 11—Riddleberger Brothers
 - April 13—FR Drake
 - April 20—Innovative Refrigeration
- During May we will be editing and finalizing the video as well as writing in-depth special reports about the apprenticeship programs at the four highlighted businesses. We will continue work the following aspects of the program in coming months:
 - Speakers Bureau
 - Sponsored Updates, LinkedIn
 - Topic focus on blog, in newsletters and press releases
 - Building a video and business story archive featuring companies with registered apprenticeship programs

Goals and focus for next reporting period: Complete the Registered Apprenticeship video, publish in-depth reports and begin work on additional business outreach strategies.

Media

Media outreach on newsworthy topics continued in March and April with the following tasks completed:

- A press release about the Registered Apprenticeship video project and participating businesses is in the works. Personal outreach to media contacts about a follow-up story on the progress of the American Apprenticeship Grant Initiative has been conducted.
- Inquiries about media opportunities surrounding Governor McAuliffe's May 13 visit were initiated.
- Newly updated media list has been implemented and is in use.

Goals and focus for next reporting period: Identify more topics to spark more expansive media interest in SVWDB programs.

Email

Four email blasts were distributed during this reporting period. Here are the results:

Eblast Topic & Target:

Virginia's WIOA Combined State Plan – main list - 51.4% open/11.4% click rate

V3 Training Event - main – 34.6% open/1.0% click rate

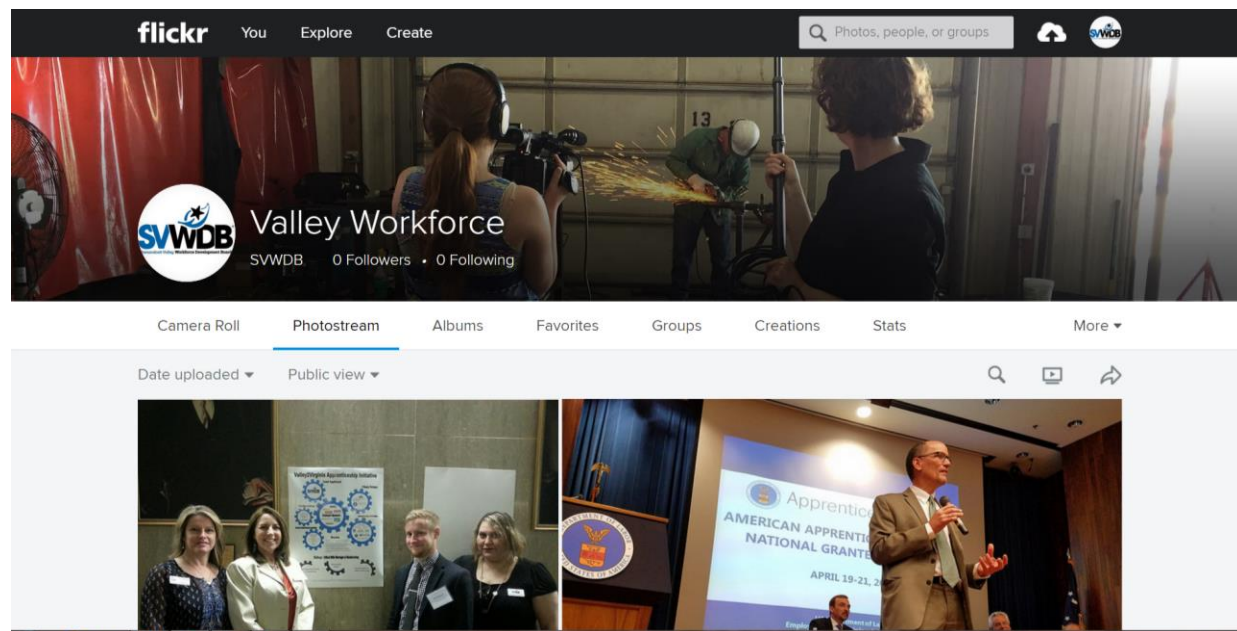
V3 Training Event - employers – 18.1% open/1.8% click rate

V3 Training Event reminder - employers – 15.2% open/.9% click rate

Goals and focus for next reporting period: Issue a second quarter newsletter with topics related to business outreach strategies and continuing building lists.

Social Media

Steady organic growth of followers/engagement continued across SVWDB social media channels during this reporting period. We have added YouTube and Flickr to our network in order to create more robust image and video archives.



Analytics Highlights: Twitter continues to be the most visible and engaged channel with more than 12.9k total impressions during the month of April. Organic reach for posts on Facebook and LinkedIn continues to rise modestly, with LinkedIn engagement showing the most improvement overall with per post averages nearly doubling. Posts about local accomplishments and events drew the most attention across all channels, with curated content slightly less popular.

Goals and focus for next reporting period: Build on content trends by developing additional on-location posts about specific SVWDB and partner programs, events and accomplishments.

Website

New content published:

- News: *Valley Workforce: Growing Businesses & Jobs, Cultivating People and Building Community*
- News: *#Apprenticeship Works Video Project Underway*
- Calendar, staff and success stories updates

Analytics for reporting period 3/1/16-4/30/16

1,485 unique users

3.16 pages per session/2:18 minutes

6,481 page views

68.70% new visitors

Sources: organic search 51.9 %

referral 31.9%

direct 16%

social .2%

Analytics for reporting period 1/1/16-2/29/16

1,008 unique users

4.04 pages per session/2.59 minutes

5,798 page views

65.55 % new visitors

Sources: organic search 59.7%

referral 18.9%

direct 19.5%

social 1.9%

Goals and focus for next reporting period: Continue efforts to drive meaningful traffic to the website via outreach to industry partners, compelling content, search development and site improvements.

**Virginia Career Pathways Work Group Meeting
April 5, 2016**

**Implementing Local/Regional Career Pathways
Talking Points Summary**

Local Workforce Development Board as Regional Career Pathways Catalyst

- Actionable reason to move into regional workforce convener role
- Structured process for reimagining service delivery (customer/human centered design)
- Positioned to merge sector strategy (demand side) with career pathways (supply side)
- Component of the combined local strategic workforce plan
- Strengthens preparation for comprehensive one-stop center certification
- Incorporates accountability measures and continuous improvement processes into the system.

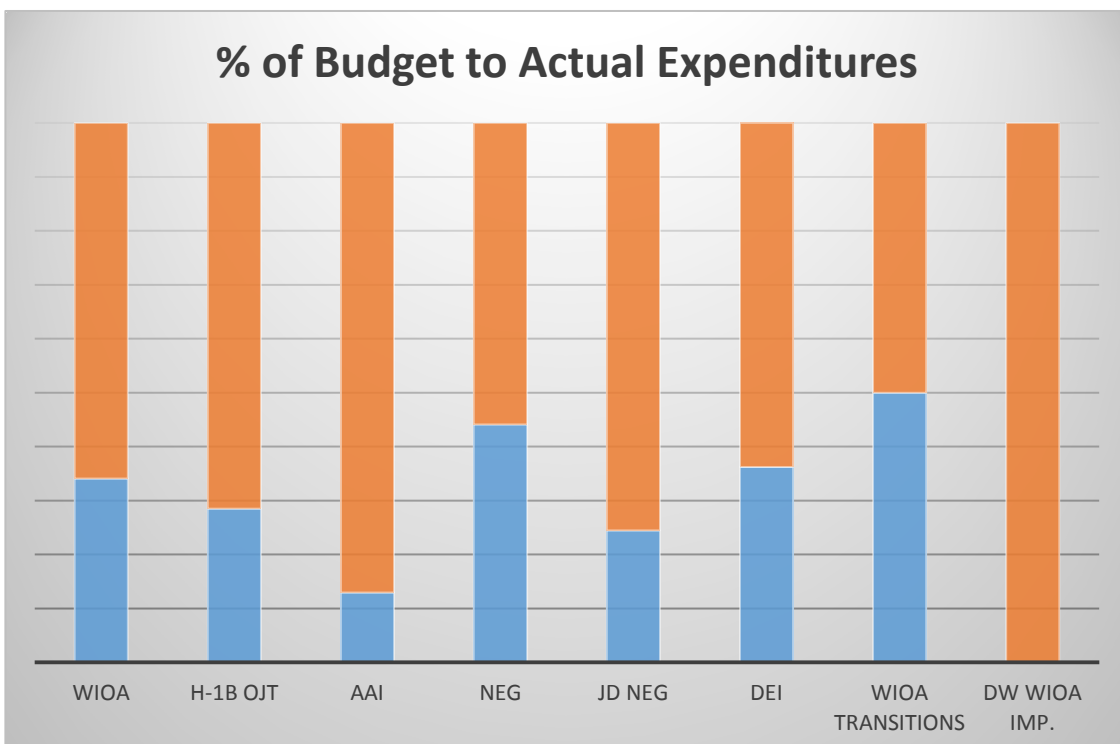
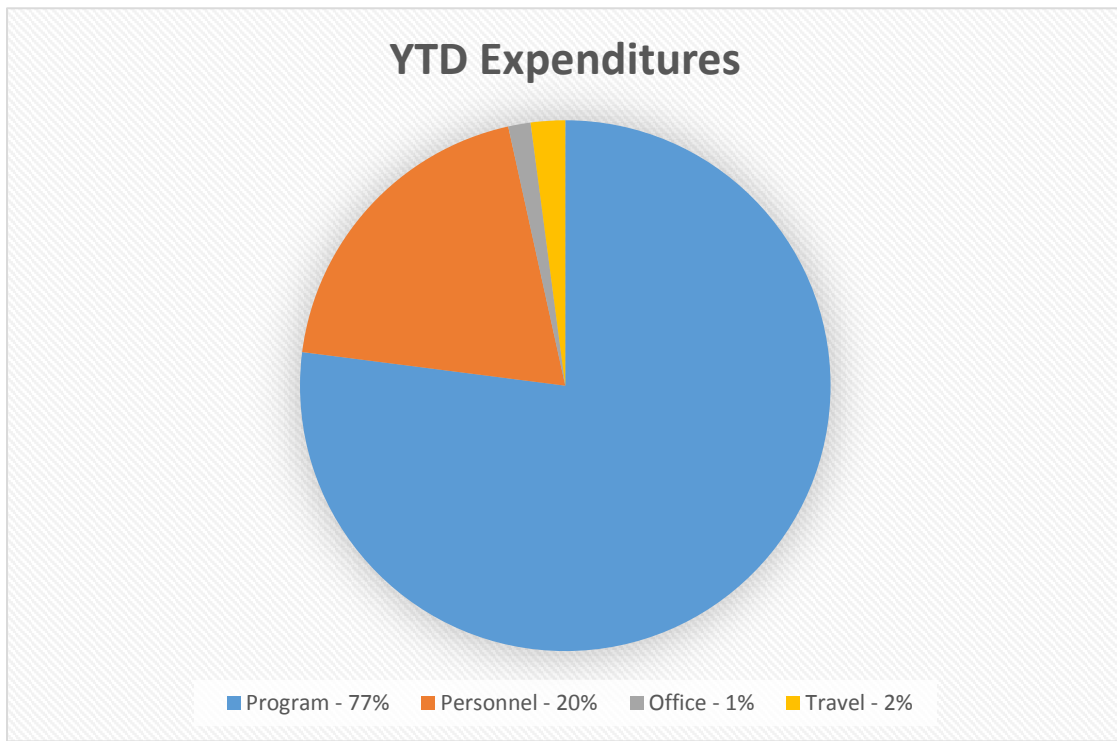
Next Steps for Local/Regional Career Pathways Development Planning

1. Virginia Career Pathways Work Group reviews the self-assessment tool to consider if all criteria and indicators are required for Virginia. The Work Group may “skinny-up” the indicators and remove or modify for desired local implementation. In addition, some indicators may be defined as more open-ended for local need and economy customization.
2. Protocol development for implementation at local/regional levels; intention, process, tools and setting expectations. Protocol development to determine the process self-assessment completion.
3. Self-assessment analysis of responses and planning for local facilitated sessions. There is flexibility for the agenda and timing at the local levels to be different depending on the analysis of the assessment.
 Note: Protocol development and analysis is critically important. The planning and time spent in protocol development will be time well spent and actually save time and partner frustration in the long run.
4. Facilitated discussion, consensus building, and action planning OR
5. Step 5 could be action planning and regional partner buy-in/commitment to the plan

Key Points

- As a CPID partner, the SVWDB to serve as a pilot for formal regional career pathway development with oversight by the Virginia Career Pathways Work Group.
- To develop pilot guidelines, templates, tools, and process for local implementation, which can be used as a starting point for the next LWDA with built in continuous improvement.
- Communicate status and progress at VAWD monthly meetings and use feedback from the Association to inform the process moving forward.
- Consider options for providing assistance and mechanisms for supporting LWDAs to be used as needed.

Shenandoah Valley Workforce Development Board, Inc.
As of March 31, 2016



Shenandoah Valley Workforce Development Board, Inc.
Statement of Financial Position
As of March 31, 2016

Unaudited

Assets

Current Assets

Cash and cash equivalents	\$	90,296
Accounts receivable		115,422

Total Assets	\$	205,718
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Liabilities and Net Assets

Current Liabilities

Accounts payable	\$	162,895
Deferred revenue		864
Accrued leave		38,727

Total Liabilities	\$	202,486
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Net Assets

Unrestricted	\$	30
Temporarily restricted		3,202

Total Net Assets	\$	3,232
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Total Liabilities and Net Assets	\$	205,718
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Shenandoah Valley Workforce Development Board, Inc.
Statement of Activities - With Revised FY2016 Budget
Unaudited

	For the period ended March 31, 2016			FY2016 Budget	% of Total Budget
	Unrestricted	Temporarily Restricted	Total		
Changes in Net Assets					
Support and revenue					
WIOA Grants	\$ -	\$ 1,510,322	\$ 1,510,322	\$ 4,018,000	38%
OJT Grant	-	237,159	237,159	558,500	42%
American Apprenticeship Grant	-	33,200	33,200	194,000	17%
NEGrant	-	44,882	44,882	54,600	82%
JD NEGrant	-	353,088	353,088	1,055,250	33%
DEI Grant	-	10,276	10,276	18,000	57%
WIOA Transitions	-	4,006	4,006	4,000	100%
DW WIOA Implementation	-	-	-	15,000	0%
Other revenue	-	6,088	6,088	-	0%
Satisfaction of Program Restrictions	2,195,819	(2,195,819)	-	-	0%
Total Support and revenue	\$ 2,195,819	\$ 3,202	\$ 2,199,021	\$ 5,917,350	37%

Expenses**WIOA Grants Expenses**

Administration					
Personnel	\$ 187,825	\$ -	\$ 187,825	\$ 361,000	52%
Operations	6,859	-	6,859	13,000	53%
Office operations	3,048	-	3,048	8,800	35%
Financial	6,856	-	6,856	27,600	25%
Travel	27,547	-	27,547	37,000	74%
Total Administration	232,135	-	232,135	447,400	52%
Program Services					
Adult contracts	455,132	-	455,132	859,505	53%
Dislocated worker contracts	272,790	-	272,790	440,495	62%
Youth contracts	324,841	-	324,841	660,000	49%
Special youth pilot	78,593	-	78,593	175,000	45%
Goodwill One Stop Services	31,566	-	31,566	68,000	46%
On the Job Training Contracts	4,357	-	4,357	15,000	29%
Incumbent worker training	1,300	-	1,300	50,000	3%
Professional services	-	-	-	50,000	0%
Valley Workforce (Leases, IT, etc.)	133,682	-	133,682	197,000	68%
Purchase of new computers	4,521	-	4,521	15,000	30%
Board website, branding & outreach	6,724	-	6,724	15,000	45%
Total Program Services	1,313,506	-	1,313,506	2,545,000	52%
Total WIOA Grants Expenses	1,545,641	-	1,545,641	2,992,400	52%

OJT Grant Expenses

Administration					
Personnel	109,035	-	109,035	180,000	61%
Outreach	2,554	-	2,554	3,500	73%
Office operations	6,713	-	6,713	11,500	58%
Financial	566	-	566	1,000	57%
Travel	6,353	-	6,353	14,500	44%
Total Administration	125,221	-	125,221	210,500	59%
Total Program Services	97,346	-	97,346	348,000	28%
Total OJT Grant Expenses	222,567	-	222,567	558,500	40%

American Apprenticeship Grant

Administration					
Personnel	24,464	-	24,464	100,500	24%
Outreach	55	-	55	1,000	6%
Office operations	172	-	172	6,500	3%
Travel	1,606	-	1,606	6,000	27%
Total Administration	26,297	-	26,297	114,000	23%
Total Program Services	2,548	-	2,548	80,000	3%
American Apprenticeship Grant	28,845	-	28,845	194,000	15%

NEGrant Expenses

Administration					
Personnel	13,834	-	13,834	21,500	64%
Office operations	143	-	143	-	0%
Travel	1,391	-	1,391	3,600	39%
Total Administration	15,368	-	15,368	25,100	61%
Total Program Services	27,686	-	27,686	29,500	94%
Total NEGrant Expenses	43,054	-	43,054	54,600	79%

JD NEGrant Expenses

Administration					
Personnel	91,299	-	91,299	101,000	90%
Outreach	-	-	-	10,250	0%
Office operations	2,612	-	2,612	3,000	87%
Travel	7,768	-	7,768	10,000	78%
Total Administration	101,679	-	101,679	124,250	82%
Total Program Services	239,909	-	239,909	931,000	26%
Total JD NEGrant Expenses	341,588	-	341,588	1,055,250	32%

DEI Grant Expenses

Total Program Services	10,224	-	10,224	18,000	57%
Total DEI Grant Expenses	10,224	-	10,224	18,000	57%

WIOA Transitions Grant Expenses

Administration					
Personnel	2,328	-	2,328	2,310	101%
Office operations	307	-	307	320	96%
Travel	1,265	-	1,265	1,275	99%
Total Administration	3,900	-	3,900	3,905	100%
Total WIOA Transitions Grant Expenses	3,900	-	3,900	3,905	

DW WIOA Implementation Grant Expenses

Administration					
Personnel	-	-	-	5,000	0%
Outreach	-	-	-	8,000	0%
Office operations	-	-	-	1,000	0%
Travel	-	-	-	1,000	0%
Total Administration	-	-	-	15,000	0%
Total WIOA Transitions Grant Expenses	-	-	-	15,000	

Total Expenses	2,195,819	-	2,195,819	4,891,655	45%
Change in Net Assets	\$ -	\$ 3,202	\$ 3,202	\$ 1,025,695	
Net Assets, Beginning	30	-	30		
Net Assets, Ending	\$ 30	\$ 3,202	\$ 3,232		



FINANCE COMMITTEE DECISION BRIEF

May 3, 2016 Meeting

Date: May 3, 2016

Reference: The Finance Committee is responsible for establishing, reviewing and recommending adjustments to the budget for the SVWDB.

Background: The Finance Committee reviewed staff recommended adjustments to the budget.

Budget amendments to the WIOA funding to adjust the service provider's Adult and Dislocated Worker Contracts to move monies from the Dislocated Worker Contract to the Adult Contract for the contract year ended June 30, 2016.

Summary: The Finance Committee recommends the Board to accept the budget modifications as presented.

Action Needed: A motion to accept the budget modifications for the fiscal year ended June 30, 2016.



FINANCE COMMITTEE DECISION BRIEF

May 3, 2016 Meeting

Date: May 3, 2016

Reference: The Finance Committee is responsible for recommending the selection of an auditor and the extension of such contract.

Background: The Finance Committee reviewed the auditor engagement letter from the independent auditor, Larry Saunders & Associates, CPAs for the fiscal year ended June 30, 2016. The engagement letter is a contract for the services of an independent audit as required by 2 CFR Part 200 Uniform Administrative Requirements, *Cost Principals and Audit Requirements for Federal Awards*.

Summary: The Finance Committee recommends the Board renew the approval of the auditor engagement for the fiscal year ended June 30, 2016.

Action Needed: A motion to accept the award of the contract for a one-year period to Larry Saunders & Associates, CPAs for auditing services.