



September 8, 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
 - d) Eligible Training Providers

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) Job Driven NEG Grant Extension
 - d) Promise Grant
 - e) Outreach and Communications

Jeff Stapel
Debby Hopkins

Karen Lawrence
- **Partnership Initiatives**
 - a) Credentials to Compete
 - b) Registered Apprenticeship State Expansion Grant

Jeff Stapel
Jeanian Clark
Sharon Johnson
- **Committee Reports**
 - a) Executive Committee
 - b) Finance Committee

Jeff Stapel
Brian Brown
- **Other Business**
 - a) Board Nominations

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

Jeff Stapel
- **Adjournment**

Jeff Stapel

Next Meeting Date and Time: November 10, 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.



May 12, 2016
10:00a.m.-12 noon

The Shenandoah Valley Workforce Development Board, Inc. (SVWDB) held a business meeting on Thursday, May 12, 2016 at 127 Bruce Street, Harrisonburg, VA.

Call to Order – Jeff Stapel

The meeting was called to order at 10:04 a.m.

Members present included:

Devon Anders - Private	Carey Chenery - Public
Janice Shanks - Private	Katy Parrish – Public
Carol Fleming – Private	Brian Brown – Public
Jonah Windham-Private	Ray Williams (for Cindy Roberts) – Public
Pam Snyder - Private	Donna Holloway – Public
Steve Burnette - Private	Gary Keener – Public
Kip Brannon - Private	John Downey - Public
Jeff Stapel – Private	Sandy Rinker (for Marshall Price) – Public
Jo Lee Loveland-Link – Private	Meredith Downey – Public
Sam Insana - Private	George Homan – CBO
Jeanian Clark - Public	Jackson Green – CBO
Marco Pineda - Public	Nelson Diaz – CBO

The following guest attended this meeting: John Jackson (DARS), Rhonda Taylor (HRSSD), Sean MCCusty (Rapid Response), Clay Stein (Goodwill), Julie Goodlick (Fishersville VEC), Rick Slusher (VEC Northern Region), David Silcox (Harrisonburg VEC), Kerry Krause (WWRC), Magaly Quinones (Telamon), Hobey Bauhan (VA Poultry Federation)

Staff attending the meeting: Sharon Johnson, 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

Melanie Blosser, Clay Stein

Melanie reviewed information included in the board packet:

- Number of referrals, to date,
- Customer satisfaction rating

- Friends and family members making referrals to center
- VEC referrals to center

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 documents included in packet. She reviewed the press releases regarding closing of Harrisonburg VEC and co-locating at Mason Street Valley Workforce Center. Sharon also discussed work being done at the new Valley Workforce Center at the Winchester Our Health building. The goal is to have two comprehensive one stop centers; one in Harrisonburg and one in Winchester. Every region has to have at least one comprehensive One Stop Center. Plans are to keep Rockbridge and Luray offices as they are operating. The Staunton Valley workforce Center will be moving into the Fishersville VEC.

SVWDB Workforce Initiatives

Grant Reports

Debby Hopkins

Valley On-the-Job Initiatives

Debby discussed documents included in packet. She reviewed localities that have received OJTs, the initial goal was 310 and was increased to 500, and current enrollments are 520. She reported that DOL will be monitoring in August. The Dislocated Worker NEG grant has been completed and the Job Driven NEG grant is set to end Sept. 30, may get an extension, and currently have 60 out of 150 required participants.

Valley to Virginia V2V Advisory Council Update

Debby reviewed the minutes of the Advisory Council. Motion was made by Jeff Stapel to accept the minutes, seconded by Brian Brown, motion carried.

Debby discussed the changes in the original grant proposal that were submitted to DOL in February, still waiting for approval. She reviewed performance metrics for the grant. Debby reported that videos are being made to promote apprenticeships and the various occupations being used.

Job Driven Negative Credential Attainment Performance Metric Resolution

Sharon reported that a formal response has been received from VCCS regarding performance metrics – credentialing. VCCS has agreed not to count OJT participants in the Credential Attainment performance metric.

Outreach and Communications Program

Karen Lawrence

Karen discussed the report included in the board packet:

- Materials developed to promote apprenticeships to businesses (videos, posters, special reports)
- Media outreach for apprenticeship Grant
- Preparation of newsletter for next quarter
- Information added to website and the steady growth of views to website.

Partnership Initiatives

Credentials to Compete

John Downey, Jeanian Clark, Gary Keener

John Downey reported that Community Colleges Are required to triple the number of credentials offered. He also discussed the Workforce Credentialing Grant, students will pay 1/3 of cost, state will give 1/3 after students complete class, and the remainder when the student obtains a credential and is documented by the Community College, details are still being worked out. John also reported that there is financial aid for non-credit certifications.

Career Pathways for individuals with Disabilities ***Sharon Johnson***

Sharon reviewed information included in Board packet regarding the CPID Grant. She discussed the WWRC Manufacturing classes that have started as part of the CPID Grant and discussed the SVWDBs part in the grant.

Committee Reports

Executive Committee

Jeff Stapel

Jeff discussed the meeting held at 9:00 a.m. and reported that the Executive Committee will be meeting prior to the Board meetings and on an as needed basis.

Finance Committee

Brian Brown

Brian reviewed the finance documents included in the Board packet. Kip Brannon made a motion to accept the budget as presented, Meredith Downey seconded, motion carried.

Other Business

Jeff Stapel

Jeff discussed the Governor's Business Roundtable visit to the SVWDB.

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 11:27 a.m.

Next Meeting Date and Time:

July 14, 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

June, 2016

24days of operation

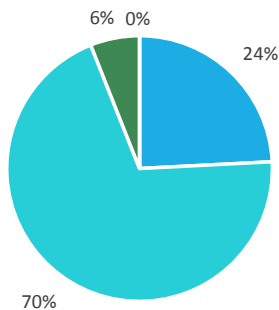
WIOA PROGRAM INFORMATION

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	106	190	66	362
New Enrollments June 2016	11	70	7	88
Exited June 2016	5	17	15	37
Exits this Program Year	110	122	88	320
Total Active WIOA Participants	121	154	92	367
Placement Rate	73.1%	85.0%	80.2%	79.60%
Average Wage at Placement	\$12.31	\$14.92	\$9.30	\$12.54
Exited Exclusion from Performance	2	2	2	6

TRAFFIC	MONTH	YTD
Northern New	75	1,349
Northern Returning	40	996
Central New	80	2,505
Central Returning	135	1,755
Southern New	4	106
Southern Returning	16	126
Other (outside of Area 4)	-	-
Classes, meetings, presentations		144
Total Traffic	350	6,981
Last Year Same Month	1,145	8963
Monthly Avg YTD	12 months	657
Daily Avg - Month and YTD	16	34

REFERRALS		
RESOURCE ROOM	56.6%	198
WIOA	16.3%	57
MTC/VCTC/PTC	19.1%	67
DARS/DEI	0.9%	3
DSS	7.7%	27
AGENCY FOR AGING/SCSEP	5.1%	18
COMMUNITY COLLEGE	17.1%	60
VETERAN'S SERVICES	1.4%	5
TELAMON	0.6%	2
SUPPORTIVE SERVICES	4.9%	17
VEC/EMPLOYMENT SERVICES	57.7%	202
Total Referrals from front desk this month		656
Total Referrals from the front desk YTD		17,651

RESIDENCY



NORTHERN REGION	23.8%
Clarke, Frederick, Page, Shenandoah, Warren and Winchester	
CENTRAL REGION	68.7%
Augusta, Harrisonburg, Highland, Rockingham, Staunton, Waynesboro	
SOUTHERN REGION	5.9%
Bath, Buena Vista, Lexington, Rockbridge	

UNEMPLOYMENT RATE (most recent available)

	May 2015	May 2016	Percent Change
LWIA IV	4.7%	3.6%	1.1%
VIRGINIA	4.7%	3.6%	1.1%
US	5.3%	4.5%	0.8%
AUGUSTA	4.2%	3.3%	0.9%
BATH	3.9%	3.1%	0.8%
BUENA VISTA	5.2%	4.5%	0.7%
CLARKE	4.2%	3.1%	1.1%
FREDERICK	4.2%	3.1%	1.1%
HARRISONBURG	6.0%	4.6%	1.4%
HIGHLAND	3.5%	2.8%	0.7%
LEXINGTON	8.0%	6.2%	1.8%
PAGE	6.5%	4.5%	2.0%
ROCKBRIDGE	4.9%	4.2%	0.7%
ROCKINGHAM	4.5%	3.4%	1.1%
SHENANDOAH	4.5%	3.4%	1.1%
STAUNTON	4.6%	3.6%	1.0%
WARREN	4.9%	3.6%	1.3%
WAYNESBORO	5.0%	3.7%	1.3%
WINCHESTER	4.5%	3.5%	1.0%



June 2016 WIOA and Program Report

CENTER OPERATIONS

The Center operated 24 days in June, serving a total of 350 customers. The total for the year is 6981 customer visits. We made 656 referrals from the front desk, with the annual total at 17,651 for the twelve months of this program year.

PRESENTATIONS

Presentations and outreach in June includes the following organizations:

- Glasgow Library
- Rockbridge Community Service Board
- Vic's Restaurant
- WIOA Orientation/Job Club-Buena Vista
- Kendal at Lexington
- Rockbridge Health Center
- Rockbridge Hospice
- WIOA Orientation/Job Club-Goshen
- WIOA Orientation/Job Club- Bath Co
- WIOA Orientation/Job Club- Buena Vista
- CP Jones Library
- Next Step Job Fair
- American Heritage Resource Fair
- Waynesboro Housing
- Highland County High School
- Dabney CDL Open House
- Friendship Industries
- Classic Distribution
- Boggs Family Dentistry
- Valley Veterinary Hospital
-

CLASSES

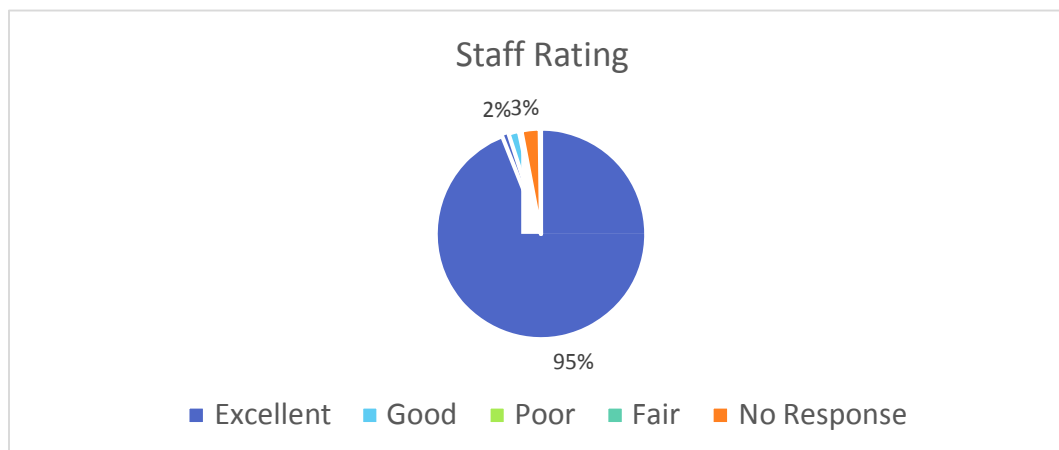
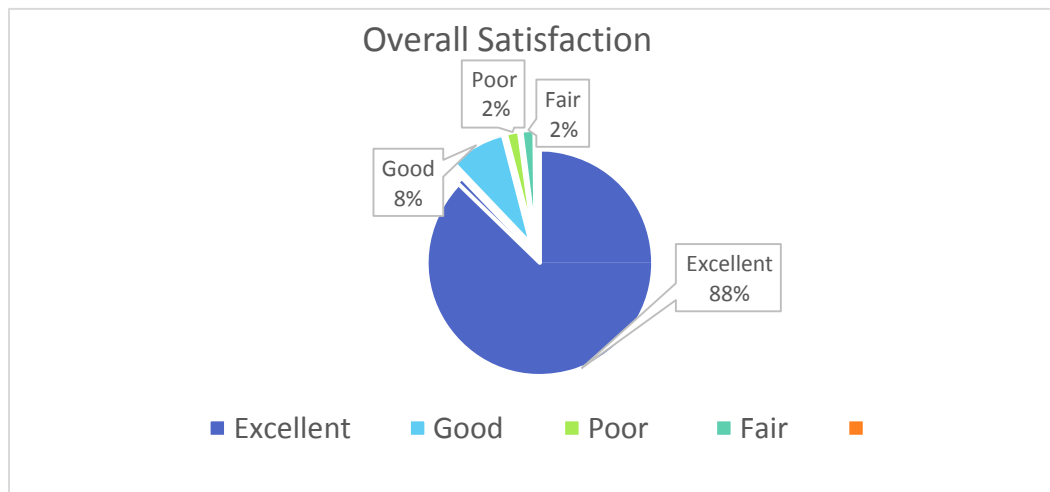
Classes conducted in June included:

- Center orientation – workforce services overview – held weekly

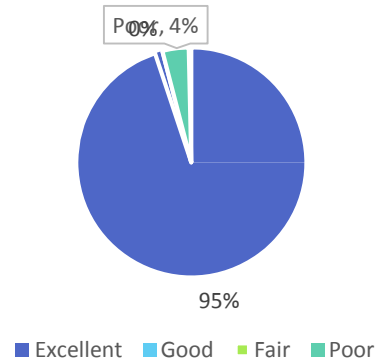
- Money Matter\$ - financial literacy skills - monthly
- Resume and email writing - monthly
- WIOA orientation – program information overview - weekly
- Interviewing skills - monthly
- Networking – Who Do You Know? - Monthly

CUSTOMER SATISFACTION

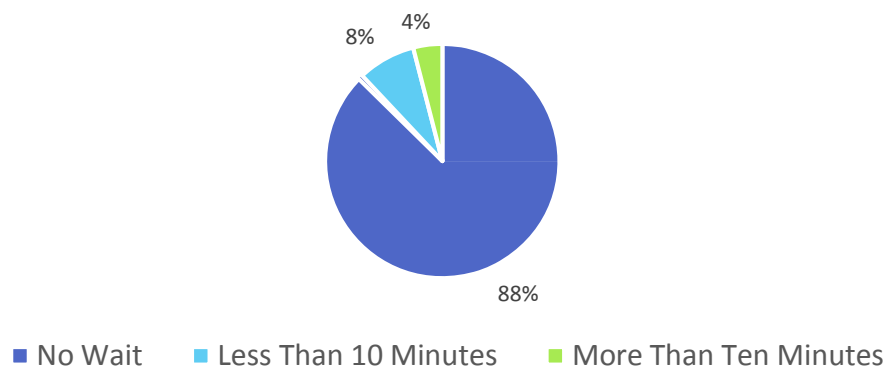
We had 49 respondents to the customer satisfaction survey. The responses included:



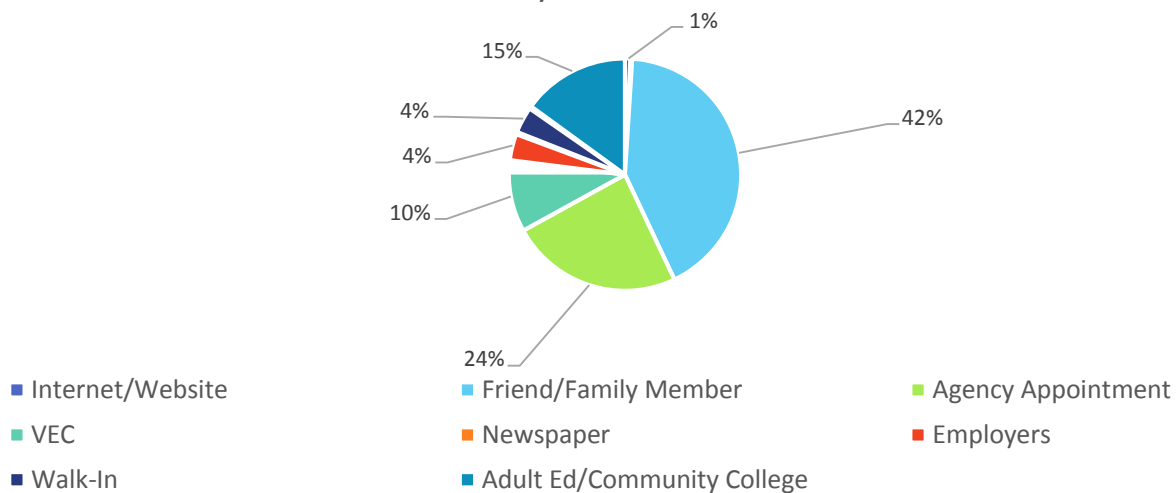
Did Staff Provide You With Helpful Information?



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.)

- Well done. Thought she (Jeneen) was involved with the classes as well as made the others involved.
- (Jeneen) is an excellent presenter- clearly and personably presented. Humor is good. Solid advice. Very practical very good information.
- Great

- The lady (Jeneen) that helped me was at the front desk she is great. Very helpful and kind

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

- Awesome.
- Almost too much information at one time
- Even if she has a million things going on shes still got a smile on her face and I am so thankful she is helping me through this journey." (Teri)
- "Elizabeth gave leads and job searches and other pertinent information."

Training Programs				
Field of Study	Adult	Dislocated Worker	Youth	TOTAL
OFFICE ADMINISTRATION				
Accounting	0	1	0	1
Administrative Assistant	2	5	0	7
Business Administration	0	1	0	1
Financial Specialist	1	1	0	2
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	1	0	2
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	4	6	0	10
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	7	15	41
Massage Therapists	0	0	0	0
Medication Aide Technician	0	0	0	0
Patient Care Assistant	0	0	0	0
Phlebotomy	5	0	2	7
Pharmacy Technician	3	2	2	7
Radiologic Technicians	2	1	0	3

Registered Nurse	2	1	1	4
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	20	23	3	46
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	1	0	0	1
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	4	0	9	13
ADULT EDUCATION				
English as Second Language	0	0	0	0
G.E.D.	12	3	1	16
Computer Literacy	0	0	0	2
CRC	42	43	26	111
Tutoring	0	0	20	20
PRE-VOCATIONAL SERVICES				
Program	Adult	Dislocated Worker	Youth	TOTAL
High School Diploma	0	0	0	0
Short-Term Pre-Vocational Classes	2	22	0	24
Internship	6	7	0	13
Work Experience	7	1	50	58

Apprenticeship	1	0	0	1
OJT	3	23	0	26
Job Search	91	83	0	174
Training/Education Providers				
Name	Adult	Dislocated Worker	Youth	TOTAL
Adult Education Provider/GED	12	3	21	36
Blue Ridge Community College	23	2	11	36
Lord Fairfax Community College	37	31	25	93
Dabney S. Lancaster Community College	8	4	1	13
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 Heath Care Education	2	2	0	4
Other Approved Provider	5	0	2	7
TOTAL	107	53	72	232

Note: We had 175 Credentials earned at the time of exit, between the three programs

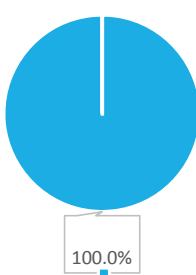
Respectfully submitted,

Melanie Blosser
Centers Manager

Valley Workforce Center				
July, 2016				
21days of operation				
WIOA PROGRAM INFORMATION				
WIOA Clients Program YTD	Adult	Dislocated Worker	Youth	Totals
Carryover Clients from Previous Program Year	115	149	84	348
New Enrollment for this Program Year	6	5	3	14
New Enrollments July 2016	6	5	3	14
Exited July 2016	9	7	6	22
Exits this Program Year	9	7	6	22
Total Active WIOA Participants	112	147	81	340
Placement Rate	75.0%	100.0%	66.6%	81.80%
Average Wage at Placement	\$9.70	\$17.94	\$11.26	\$13.25
Exited Exclusion from Performance	1	0	0	1

TRAFFIC	MONTH	YTD
Northern New	23	23
Northern Returning	28	28
Central New	82	82
Central Returning	153	153
Southern New	4	4
Southern Returning	19	19
Other (outside of Area 4)	-	-
Total	309	309
Outreach	192	192
Total all Activities	501	501
Last Year Same Month	1,008	1,008
Monthly Avg YTD	1 month	
Daily Avg - Month and YTD	24	24

REFERRALS		
RESOURCE ROOM	49.7%	249
WIOA	12.4%	62
MTC/VCTC/PTC	14.0%	70
DARS/DEI	3.0%	15
DSS	5.4%	27
AGENCY FOR AGING/SCSEP	2.8%	14
COMMUNITY COLLEGE	13.2%	66
VETERAN'S SERVICES	0.8%	4
TELAMON	0.2%	1
SUPPORTIVE SERVICES	2.8%	14
VEC/EMPLOYMENT SERVICES	49.5%	248
Total Referrals from front desk this month		770
Total Referrals from the front desk YTD		770

RESIDENCY	
<p>Chart Title</p>  <p>100.0%</p>	
NORTHERN REGION	16.5%
Clarke, Frederick, Page, Shenandoah, Warren and Winchester	
CENTRAL REGION	76.1%
Augusta, Harrisonburg, Highland, Rockingham, Staunton, Waynesboro	
SOUTHERN REGION	7.4%
Bath, Buena Vista, Lexington, Rockbridge	

UNEMPLOYMENT RATE (most recent available)			
	June 2015	June 2016	Percent Change
LWIA IV	4.7%	3.9%	0.8%
VIRGINIA	4.6%	4.0%	0.6%
US	5.3%	4.5%	0.8%
AUGUSTA	4.3%	3.5%	0.8%
BATH	3.7%	3.2%	0.5%
BUENA VISTA	5.8%	5.0%	0.8%
CLARKE	4.0%	3.3%	0.7%
FREDERICK	4.1%	3.4%	0.7%
HARRISONBURG	6.4%	5.7%	0.7%
HIGHLAND	3.1%	2.7%	0.4%
LEXINGTON	9.3%	8.2%	1.1%
PAGE	6.1%	4.6%	1.5%
ROCKBRIDGE	5.2%	4.5%	0.7%
ROCKINGHAM	4.4%	3.7%	0.7%
SHENANDOAH	4.4%	3.6%	0.8%
STAUNTON	4.6%	3.9%	0.7%
WARREN	4.8%	3.8%	1.0%
WAYNESBORO	4.8%	4.1%	0.7%
WINCHESTER	4.6%	3.8%	0.8%



July 2016 WIOA and Program Report

CENTER OPERATIONS

The Center operated 21 days in July, serving a total of 501 customers. The total for the year is 501 customer visits. We made 770 referrals from the front desk, with the annual total at 770.

PRESENTATIONS

Presentations and outreach in July include the following organizations:

The Highland Center
Department of Social Services
Wilson Memorial High School
Harrisonburg Joining Committee
Shenandoah Valley Social Services Meeting
Rocktown Family Dental Care
Valley Veterinary Hospital
Dr. Boggs DDS
WIOA Orientation-Rockbridge
Rockbridge Job Club
Goshen Library-Orientation
Job Club - Lexington
Waynesboro Housing
Verona Community Center

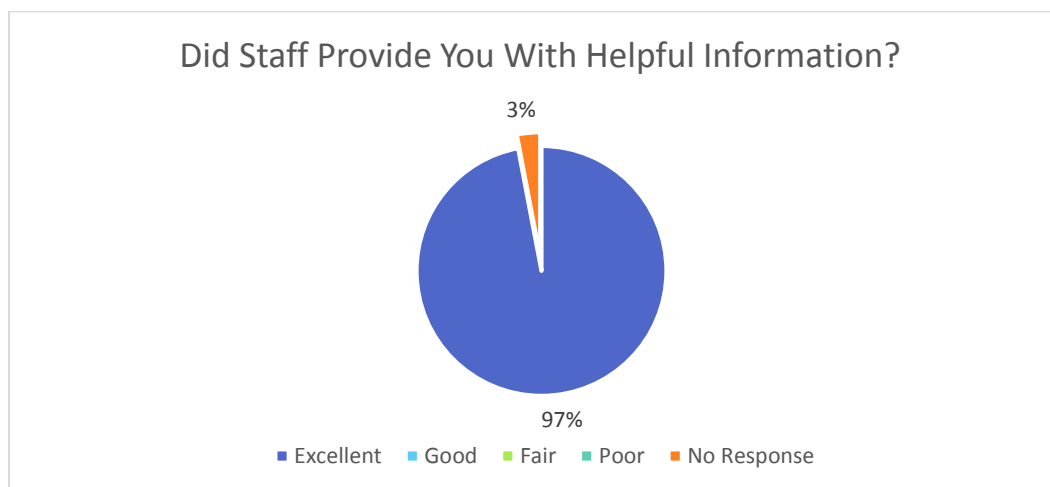
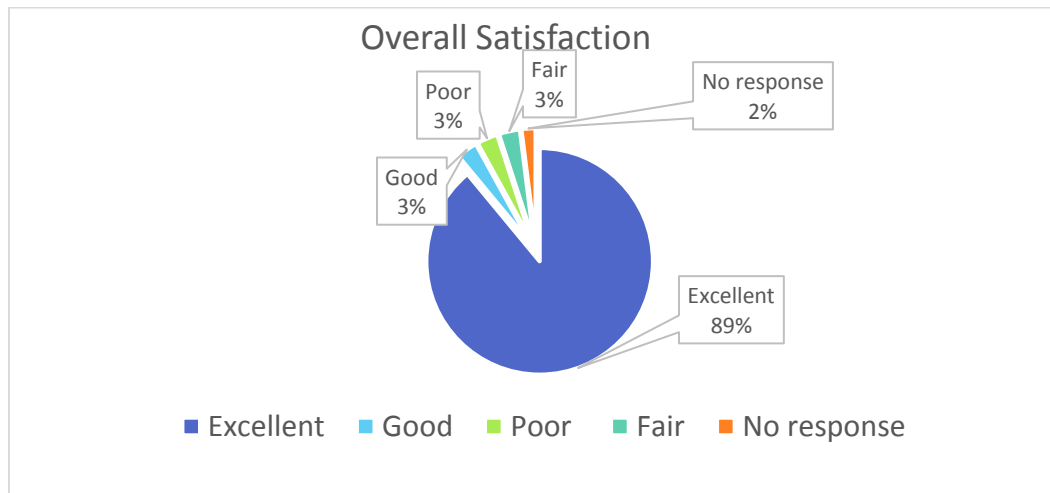
CLASSES

Classes conducted in July included:

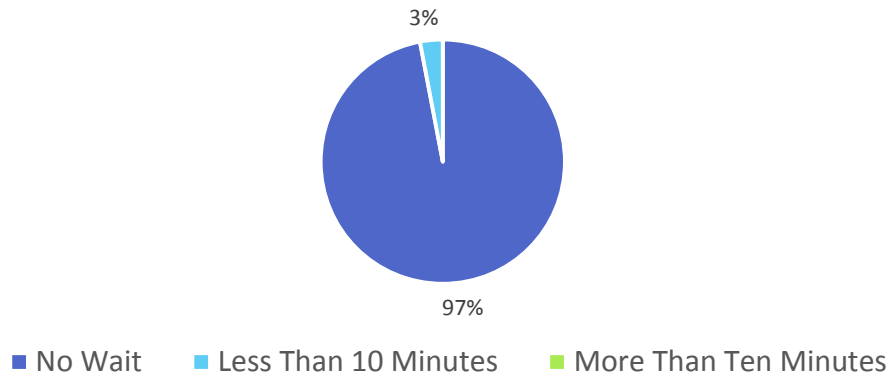
- Center orientation – workforce services overview – held weekly
- Resume and Email writing - monthly
- WIOA Orientation – program information overview - weekly
- Interviewing skills - monthly
- Networking – Who Do You Know? – monthly

CUSTOMER SATISFACTION

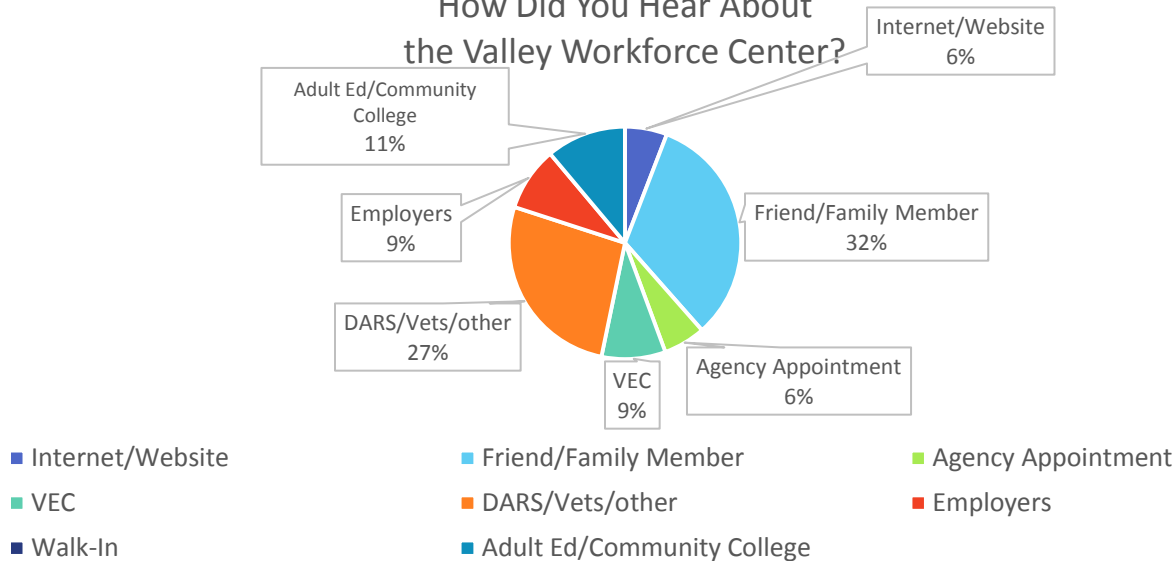
We had 49 respondents to the customer satisfaction survey. The responses included:



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.)

- Would like a PC usage for job search class
- Mock Interviews

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

- Exceptional help every visit(Jeneen and Melinda)
- Staff very friendly
- Extremely polite
- Wonderful help
- Cherie very nice lady
- Teri.....so positive
- GRERAT EMPLOYEES
- Ginny was very helpful and kind

Training Programs				
Field of Study	Adult	Dislocated Worker	Youth	TOTAL
OFFICE ADMINISTRATION				
Accounting	0	0	0	0
Administrative Assistant	0	0	0	0
Business Administration	0	0	0	0
Financial Specialist	0	0	0	0
Human Resources	0	0	0	0
Information Technology	0	0	0	0
Web Design Specialist	0	0	0	0
Six Sigma Training	0	0	0	0
MEDICAL FIELD				
Certified Nursing Assistant	0	0	0	0
Cardiovascular Technologists and Technician	0	0	0	0
Community Health Worker	0	0	0	0
Dental Assistant	0	0	0	0
EKG Technician	0	0	0	0
Emergency Medical Technician	0	0	0	0
Fitness Trainer and Aerobics Instructor	0	0	0	0
Health Educators	0	0	0	0
Health Information Management	0	0	0	0
Licensed Practical Nursing	0	0	0	0
Medical Administrative Assistant	0	0	0	0
Medical and Clinical Lab Technician	0	0	0	0
Medical Billing/Coding	0	0	0	0
Certified Medical Assistant	1	1	1	3
Massage Therapists	0	0	0	0
Medication Aide Technician	0	0	0	0
Patient Care Assistant	0	0	0	0
Phlebotomy	0	0	0	0
Pharmacy Technician	0	0	0	0
Radiologic Technicians	0	0	0	0
Registered Nurse	0	0	0	0
Veterinary Assistant	0	0	0	0
HUMAN SERVICES				
Criminal Justice	0	0	0	0
Education	0	0	0	0
Human Services	0	0	0	0
Customer Service	0	0	0	0
Liberal Arts	0	0	0	0
TRADE SKILLS				
Auto Mechanic	0	0	0	0
Cosmetology	0	0	0	0
Pet Groomer	0	0	0	0

Barbering/Cosmetology	0	0	0	0
CDL/Heavy Equipment	2	2	0	4
Architectural Drafting	0	0	0	0
Electrician	0	0	0	0
Electrical Lineman	0	0	0	0
Material Handler	0	0	0	0
HVAC	0	0	0	0
Multi-Craft	0	0	0	0
Maintenance and Repair Worker	0	0	0	0
Machinist	0	0	0	0
Refrigeration Mechanics and Installer	0	0	0	0
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	0	0
Child Care	0	0	0	0
Pipe Fitters and Steamfitters	0	0	0	0
Security Manager	0	0	0	0
Forest and Conservation Tech.	0	0	0	0
Welding	0	1	0	1
ADULT EDUCATION				
English as Second Language	0	0	0	0
G.E.D.	4	2	0	6
Computer Literacy	0	0	0	0
CRC	0	2	1	3
Tutoring	0	0	0	0
PRE-VOCATIONAL SERVICES				
Program	Adult	Dislocated Worker	Youth	TOTAL
High School Diploma	0	0	0	0
Short-Term Pre-Vocational Classes	1	15	0	16
Internship	0	1	0	1
Work Experience	0	0	1	1
Apprenticeship	0	0	0	0
OJT	0	1	0	1
Job Search	7	4	0	11
Training/Education Providers				
Name	Adult	Dislocated Worker	Youth	TOTAL
Adult Education Provider/GED	4	2	0	6
Blue Ridge Community College	1	1	0	2
Lord Fairfax Community College	2	1	1	4
Dabney S. Lancaster Community College	0	1	0	1
Massanutten Technical Center	0	0	0	0
Valley Career and Technical Center	0	0	0	0
Piedmont Virginia Community College	0	0	0	0

Virginia Western Community College	0	0	0	0
Page County Technical Center	0	0	0	0
CDS Tractor Trailer Training	0	1	0	1
Fast Track Health Care Education	0	0	0	0
Other Approved Provider	0	0	0	0
TOTAL	7	6	1	14

Respectfully submitted,
Melanie Blosser
Centers Manager



Shenandoah Valley Workforce Development Board

DECISION BRIEF

Date: September 8, 2016

Reference: Once it has been determined that a WIOA client is in need of training in order to secure full-time employment and has the ability to successfully participate and complete training and work in the occupation for which he or she is seeking training, the Valley Workforce Center case manager may provide the client with a list of Workforce Development Board-approved "Eligible Training Providers". Training vendors wishing to be certified as Eligible Training Providers may submit a training provider application and a program application for each program considered by the Board. Both the training provider and program applications are examined for completeness and accuracy by Board staff and acted upon at the next Board or Executive Committee meeting. Eligible Training Provider status is subject to annual performance metric review and recertification by the Board or Executive Committee.

Purpose: The staff has received and reviewed twelve training program applications and one provider application with individual program application included. After staff review, twelve program applications are considered complete and have been included for review. Please see attachment "Training Program Applications Received "August 2016" for list of training programs to be considered for certification.

Issues: One training provider application remains under staff review pending additional information from the provider. The application from Mary Baldwin is under review pending verification of occupation labor market information (LMI).

Recommendations: The staff recommends Board and/or Executive Committee review of the training program information, discussion as needed, and a vote to approve or deny eligible training program status for each application. The complete provider and program applications are available at the Board and/or Executive Committee meeting for additional committee or member review.

Action Suggested: A motion and vote to approve or deny training program certification by the SVWDB.

Effective Date: September 8, 2016

Training Program Applications Received August 2016

Training Provider	Course	Credential
Dabney S. Lancaster Community College	Pharmacy Technician Career Prep Professional - Online	CPhT National Certification
	Advanced Healthcare Certificate	Certificate - can test for Certified Nurse Aide credential
	Administration of Justice	AAS
	Certified Nurse Assistant (credit program)	State Certification
Lord Fairfax Community College	Information Systems Technology-Network Security	AAS
	Information Systems Technology - Cyber Security	AAS
	Health Information Management	AAS
	Networking Specialist	Career Studies Certificate
	Hospital Facility Coding	Career Studies Certificate
	Cyber Security	Career Studies Certificate
	Information Processing Technician	Career Studies Certificate
	Office Systems Assistant	Certificate

2016-2017 Training Providers

Training Provider	Course	Credential	Date Approved
American National University	Accounting	Diploma	8/4/2016
	Bachelor of Business Administration - Accounting	Bachelor's Degree	8/4/2016
	Business Administration-Accounting	Associate's Degree	8/4/2016
	Business Administration	Diploma	8/4/2016
	Bachelor of Business Administration - Management	Bachelor's Degree	8/4/2016
	Business Administration - Management	Associate's Degree	8/4/2016
	Medical Assisting	Associate's Degree	8/4/2016
	Medical Billing and Coding	Diploma	8/4/2016
	Medical Office Professional	Diploma	8/4/2016
	Network Administration	Bachelor's Degree	8/4/2016
	Network Support	Associate's Degree	8/4/2016
	Pharmacy Technician	Diploma	8/4/2016
	Surgical Technology	Associate's Degree	8/4/2016
Blue Ridge Community College	CDL	Commercial Driver's License	7/14/2016
	Welding Program	AWS Welding Certification	7/14/2016
	Registered Medical Assistant	RMA	7/14/2016
	Phlebotomy Technician	PBT	7/14/2016
	Pharmacy Technician	CPhT	7/14/2016
	Medical Office Assistant	NCMOA	7/14/2016
	Machining Program	NIMS credentials	7/14/2016
	Certified Professional Coder Prep Course	CPC	7/14/2016
	Nurse Aide	C.N.A.	7/14/2016
	Business Management	Associates Degree	7/14/2016
	Certified Clinical Medical Assistant	CCMA	7/14/2016
	RN Program	State Licensure	8/4/2016
Dabney Lancaster Community College	CDL	Commercial Driver's License	7/14/2016
	Pharmacy Technician	National Certification (PTCB)	7/14/2016
		CPR, MA, Phlebotomy & EKG	
	Clinical Medical Assistant	Certifications	7/14/2016
		CPR & Phlebotomy Technician	
	Phlebotomy Technician	Certification	7/14/2016
	Welding	Certificate Program	7/14/2016
	Instrumentation Technology Fundamentals	Career Studies Certificate	7/14/2016
	Electrical Wiring Fundamentals	Career Studies Certificate	7/14/2016
	Electrical & Instrumentation Technology	AAS	7/14/2016
	RN Program	AAS	7/14/2016
		Certificate Program, State Nursing	
	LPN	License	7/14/2016

	Business Management	AAS	7/14/2016
	Business Administration	AA & S	7/14/2016
JMU Outreach & Engagement	Shrm Essentials of HR Management	None	7/14/2016
	Certified Financial Planner CFP Certification Education Program	Fulfills Educational Standards to sit for CFP Board Exam	7/14/2016
	The Certified Manager	CM (Certified Manager Certification)	7/14/2016
	Paralegal Studies	None	7/14/2016
	Project Management	Fulfills Educational Standards to sit for PMP Certification Exam	7/14/2016
	Six Sigma Green Belt Certification	Six Sigma Green Belt Certification	7/14/2016
	Six Sigma Black Belt Certification	Six Sigma Black Belt Certification	7/14/2016
	SHRM Learning System for SHRM-CP/SHRM-SCP	None	7/14/2016
Lord Fairfax Community College	Certified Medical Office Administration	CMAA (Certified Medical Office Administrative Professional)	7/14/2016
	Clinical Medical Assistant	CMA Credential	7/14/2016
	Phlebotomy Technician Program	Phlebotomy Technician Certification	7/14/2016
	Pharmacy Technician	Pharmacy Technician Certification	7/14/2016
	CDL - Class A	Commercial Driver's License	7/14/2016
		CRC, OSHA 10, EPA Cert. in Refrigerants	
	HVAC Technician		7/14/2016
	Multi-Craft Technician (Industrial Maintenance)	CRC, OSHA 10	7/14/2016
		CRC, OSHA 10, EPA Cert. in Refrigerants	
	Building Maintenance Tech		7/14/2016
		SMAW Flat, GMAW Vertical, GMAW Up	
	Welding		7/14/2016
	Manufacturing Technician	MS - Manufacturing Specialist	7/14/2016
	Electrical Groundsman	CRC, OSHA 10, Flagger Cert., CPR/First Aid Cert., Work Zone Safety Cert.	7/14/2016
		Construction Project Management Certification	
	Construction Project Management		7/14/2016
Massanutten Technical Center	Certified Nurse Aide	C.N.A.	7/14/2016
	Building Trades/Carpentry	OSHA 10	7/14/2016
	Cosmetology (Program Canceled)	Cosmetology License	7/14/2016
	Dental Assistant	Radiology Certification	7/14/2016
	Electrical, Residential/Commercial or Industrial	OSHA 10, Electrical License	7/14/2016
	Industrial Maintenance Tech	Production Technician Certification	7/14/2016
		OSHA 10, EPA, Journeyman (if apprentice)	
	Industrial Maintenance		7/14/2016
	Information Technology	A+ & Net + Certification	7/14/2016
	Licensed Practical Nurse	Nursing License	7/14/2016

	Machinist/Tool and Die	OSHA 10, Journeyman (if apprentice)	7/14/2016
	Masonry	OSHA 10, Journeyman (if apprentice)	7/14/2016
	Medication Aide	Medication Aide License (offered only to CNAs)	7/14/2016
	Refrigeration-HVAC	OSHA 10, EPA, Journeyman (if apprentice)	7/14/2016
	Plumbing	OSHA 10, EPA, Journeyman (if apprentice)	7/14/2016
	Core Think Gauge Welding	OSHA 10	7/14/2016
	Utilities Operator	OSHA 10, EPA, Journeyman (if apprentice)	7/14/2016
	Vet Assistant	Certificate of Completion	7/14/2016
	Welding	AWS Certification, OSHA 10, Journeyman (if apprentice)	7/14/2016
Valley Career and Technical Center	Maintenance	OSHA 30, Journeyman (if apprentice), Certificate of Completion	7/14/2016
	Business	Certificate of Completion	7/14/2016
	Electricity	OSHA 30, Journeyman (if apprentice), Certificate of Completion	7/14/2016
	Health Occupations	State License for LPN & CAN	7/14/2016
	HVAC	CFC Certification, OSHA 30, Journeyman (if apprentice), Certificate of Completion	7/14/2016
	Metal Trades, Welding & Machine Shop	AWS Welding Cert., OSHA 30, Journeyman (if apprentice), Certificate of Completion	7/14/2016
	Auto Mechanics	ASE Certification	8/4/2016
	Auto Body II	ASE Certification	8/4/2016
Waynesboro Area Learning & Technology Cente	Introduction Mouse Aerobics	None	8/4/2016
	Introduction Keyboarding	None	8/4/2016
	Introduction to Word 2013	None	8/4/2016
	Excel & Beyond Module 1	None	8/4/2016
	Excel & Beyond Module 2	None	8/4/2016
	Excel & Beyond Module 3	None	8/4/2016
	Excel & Beyond Module 4	None	8/4/2016
	Excel & Beyond Module 5	None	8/4/2016
	Microsoft Office Word 2010	None	8/4/2016
	Introduction to PowerPoint 2010	None	8/4/2016
	Introduction to Computer 1	None	8/4/2016
	Introduction to Computer II	None	8/4/2016
	Introduction to Access	None	8/4/2016

	Python Module 1	None	8/4/2016
	Python Module 2	None	8/4/2016
	Python Module 3	None	8/4/2016
	Python Module 4	None	8/4/2016
	Python Module 5	None	8/4/2016
	Excel Intermediate 2010	None	8/4/2016
	Introduction to PowerPoint 2013	None	8/4/2016
Winchester Medical Center	Medical Radiography Program	ARRT Certificaton in Radiology	7/14/2016
Woodrow Wilson Rehab & Workforce Center	Manufacturing Technican Training	MT1 & OSHA 10	7/14/2016
	Furniture Assembly & Production Worker	CRC	7/14/2016
	Stock Clerk	CRC	7/14/2016
	Auto Servicing Technician	CRC	7/14/2016
	General Services Technician	CRC	7/14/2016
	Baker's Assistant	ServSafe Food Handlers Certificate	7/14/2016
	Cafeteria Attendant	ServSafe Food Handlers Certificate	7/14/2016
	Cook's Assistant	ServSafe Food Handlers Certificate	7/14/2016
	Dishwasher	ServSafe Food Handlers Certificate	7/14/2016
	Kitchen Assistant	ServSafe Food Handlers Certificate	7/14/2016
		A+ Certificate & MS Technical Help Desk	
	Computer Support Specialist	Cert.	7/14/2016
	Customer Service/Call Center/Retail Sales Associate	CRC	7/14/2016
	Data Entry Clerk	CRC	7/14/2016
	General Office/Administrative Assistant	CRC	7/14/2016
	Nurse Aide	Certified Nurse Aide Certification	7/14/2016
	Personal Care Aide	CRC	7/14/2016

U.S. Department of Labor

Employment and Training Administration
The Curtis Center, Suite 825 East
170 S. Independence Mall West
Philadelphia, Pennsylvania 19106-3315
www.region02.doleta.gov



Reply to the attention of: 2-OSID-SVWDB-KH.clc
Serial #203

August 29, 2016

Sharon Johnson
Chief Executive Officer
Shenandoah Valley Workforce Development Board
217 South Liberty Street, Suite 203
Harrisonburg, Virginia 22803

RE: H1-B Technical Skills Training Grant #HG-22721-12-60-A-51

Dear Ms. Johnson:

During the period from August 9 - 12, 2016, the U.S. Department of Labor, Employment and Training Administration conducted an on-site monitoring review of your organization.

The review did not result in any findings or concerns. As such, no response to this report is required. If you have any questions, please contact your Federal Project Officer (FPO), Keith Hubert at 215-861-5212 or at hubert.keith@dol.gov.

Sincerely,

ERIC NELSON
Director, Office of Special Initiatives and Demonstrations

Enclosure

EXECUTIVE SUMMARY

The U.S. Department of Labor, Employment and Training Administration (ETA) conducted a review of the Shenandoah Valley Workforce Development Board H1-B Technical Skills Training Grant #HG-22721-12-60-A-51. The allocation for the grant is \$5,000,000 and the period of performance is April 2, 2012 to April 1, 2017.

The purpose of ETA's review was to determine whether the grant is operating in accordance with the Workforce Investment Act and the Federal cost principles. The review evaluated the management of the grant, the quality of the program and services, and the grant's performance in order to determine if the program has been operating in compliance with the grant agreement and in a manner that will ensure achievement of the stated goals and outcomes.

Sites Visited

Shenandoah Valley Workforce Development Board, Harrisonburg, PA
The Speech and Language Center, Harrisonburg, PA
Rubbermaid Commercial Products, Winchester, PA
Lord Fairfax Community College, Middletown, PA
Shamrock Farms Dairy Division, Verona, PA

ETA Reviewers

Keith Hubert, FPO
Chris Narlis, Grant Accountant

A summary of identified findings and concerns are as follows:

1. No findings or concerns were identified. As such, no response to this report is required.

Please note that the review did not cover any areas outside the defined scope. Although no material issues came to the reviewers' attention, there is no assurance that other issues may not exist.

AMERICAN APPRENTICESHIP INITIATIVE QUARTERLY NARRATIVE REPORT

FOA Type: American Apprenticeship Initiative
Grantee Name: Shenandoah Valley Workforce Development Board
Project Name: V2V Apprenticeship Initiative
Grant Number: DOL Grant Number AP-28027-15-60-A51
Report Quarter Ending: 06/30/2016
Date of Submission: 8/5/2016
Program Contact Information: *Debby Hopkins, Workforce Officer & Project Director, Valley OJT, Shenandoah Valley Workforce Development Board (SVWDB), Harrisonburg, Virginia, dhopkins@valleyworkforce.com, 540.442.7134 x 105*

Section A: Summary of Grant Activities

In June, we achieved our first apprenticeship completer! Using our acceleration strategy to recognize previous training and competencies, our first completer attained a Maintenance Electrician Journeyman Credential in June 2016. We had featured this apprentice in our *InDemand Careers in the Shenandoah Valley* television program – the video, as part of the entire *InDemand series*, is accessible on the WHSV TV-3 website:

<http://www.wHSV.com/content/news/Learn-about-the-demand-apprenticeships-in-the-Valley-372491072.html>

During the third quarter of the Valley to Virginia (V2V) Apprenticeship Initiative, the Governor of Virginia visited our office to meet with SVWDB employer partners including 10 employers, the Virginia Director of Registered Apprenticeship-Bev Donati, and four instruction providers. This was an open discussion and a wonderful opportunity for the Governor to listen directly to employers about workforce issues and to promote registered apprenticeship. The AAI grant implementation team worked to review processes and create tools to assist with grant implementation including developing an ACCESS database and shared Google documents to track progress and establish recordkeeping systems.

The AAI team wanted a way to enhance employer-to-employer support for registered apprenticeship. We identified a college senior to use her senior project in video production to help create a video with local employers and apprentices explaining the benefits of apprenticeship.

One of the highlights of our grant is a new national apprenticeship, Industrial Manufacturing Technician combined with Manufacturing Skills Institute's Manufacturing Technician I certificate. Our (IMT-MT-1) is now in a pilot phase with one employer so we can collect feedback on the model.

This quarter, we were asked to present in two federal grantee webinars. For the AAI initiative, we presented at the Industry Engagement Workshop: How to Talk so Employers will Listen about

Apprenticeship. For the H-1B OJT TST grant initiative, we presented on sustaining the impact of the OJT grant with registered apprenticeship. In addition, we presented at a Virginia Values Veterans (V3) webinar to help explain registered apprenticeship and its positive impact on the employer's workforce.

Section A.I – Expansion and Outreach Activities

A concern of many grantees is convincing employers to try registered apprenticeship. With the availability of a college senior and PR consultant, we were able to complete the first draft of a video featuring four employer sponsors at their work sites stating why they chose apprenticeship, and several apprentices stating why they wanted to be an apprentice. The video is over 9 minutes in length and will need professional editing to be "final," but it is a great start. The *inDemand Local Career Opportunities* TV spots highlighting the need for a skilled workforce in the Valley has completed its taping, but the career segments are scheduled to continue to be aired for another year with some of its segments highlighting registered apprenticeship.

This quarter, we participated in a Job Fair at Massanutten Technical Center, one of our grant partners and an instructor for apprenticeship classes. We participated in a Business and Education Summit through the Frederick County Economic Development association to present registered apprenticeship to a group of employers. We met with economic development and three companies either locating or expanding operations, made a presentation at a meeting of the Virginia Economic Developers Association's summer meeting to help economic directors better understand apprenticeship, and presented at three webinars. Over 20 employer site visits were conducted to increase awareness, help design curricula, and participate in registrations.

Section A.II – Service and Training

Implementation Team meetings included continued plans for curriculum development at three community colleges, two technical centers, and on-line curriculum options. The 13 new apprentices registered and enrolled this quarter will pursue their technical instruction from Massanutten Technical Center, Valley Career and Technical Center, Dabney S. Lancaster Community College. A pilot project for the IMT-MT1 at Lord Fairfax Community College has shown excellent progress this quarter with the newly registered apprentices all working at the company.

Section A.III – Underrepresented Populations

We met with a community group focused on employment of refugees along with a 20-person team of workforce and community leaders. To date, we have six minority participants and 5 Veterans, along with 13 in our low skilled target group. To target the disabled population, we joined the Advisory Group for the Wilson Workforce Rehabilitation Center who launched a new program this quarter utilizing the MT-1 instruction to prepare a group of disabled students. This is an ideal base for apprenticeship and we are looking forward to the progress of this program.

Section B – Status Update on Leveraged Resources

The state apprenticeship agency consultants are an important leveraged resources with a grant total of \$146,367 to date. Lord Fairfax Community College has obtained state funds to pay a portion of the

Industrial Manufacturing Technician – Manufacturing Technician I pilot training project. Finally, a Lord Fairfax Community College employee whose activities included those incorporated in the Apprenticeship Coach role for the grant was entirely leveraged this quarter.

Section C – Status Update on Strategic Partnership and Employer Engagement Activities

Through a partnership with the Wilson Workforce Rehabilitation Center, we were able to join their advisory committee for a new manufacturing training program that utilizes the MT-1 manufacturing certification training program, the same program we are promoting for the IMT (industrial manufacturing technician apprenticeship). The state apprenticeship agency (SAA) and RTI partners continue to meet frequently for implementation of the V2V grant. The Apprenticeship Council met in May to review progress on the grant and made excellent suggestions for the advancement of the employer video project. Blue Ridge Community College approved a change to award 5 credits for successfully completing the MT1 program toward their Mechatronics AAS degree. Dabney S. Lancaster Community College was accepted into Registered Apprenticeship-College Consortium (RACC) as a grant requirement – all three colleges have now enrolled in the RACC to accept registered apprenticeship as college credits. Lord Fairfax Community College held a Fauquier Trades Open House to launch new apprenticeship programs at the Boys and Girls Club of Fauquier.

Section D – Timeline for Grant Activities and Deliverables

The timeline condensed from the grant statement of work as follows with status noted:

Project Work Plan & Status

Activity #	Project Work Plan	Status this Quarter
Activity 1	Assign Project Director Q1	Achieved in Q1
Activity 2	Hire Apprenticeship Coach (2)	Achieved 1 st Coach in Q1 by utilizing partner resource; to hire 2 nd coach in Phase II
Activity 3	Assign Apprentice Specialist & part-time admin	Achieved Q1
Activity 4	Form Advisory Council	Formed Q1; Meetings bimonthly; 1 meeting this quarter
Activity 5	Develop IMT-MT1 Model Launch Month 24	Task Force assigned; 3 meetings conducted; IMTs registered, company pilot in progress
Activity 6	Employer Promotions of RA to begin Month 4 including: Employer Site Visits <i>InDemand</i> TV Campaign Community Events & other Employers to benefit: 175 Promotion of other incentives Q3 Satisfaction Survey Phase II	Employer Visits: 20 this quarter <i>InDemand</i> TV Campaign: Filming complete; TV spots are being repeated. Our RA completer was featured in this TV feature. A video has been made of 4 employers and several apprentices promoting registered apprenticeship; now proceeding to an editing partner. Community Events: 10 this quarter Employers: 4 this quarter; 16 grant to date

Activity 7	Participant Outreach to begin 10% target goal for underrepresented-now 20%	Employer and apprentice video in production. <i>InDemand</i> TV videos repeating. Trained staff at the Virginia Employment commission working with Valley OJT staff for Virginia Values Veterans (V3) presentation as targeted outreach Virginia Employment Commission partners - RESEA client referrals Met with community leaders to discuss outreach to refugees Joined Advisory Committee of Wilson Workforce Rehabilitation Center's manufacturing certification program that will train disabled students in MT-1 certification, aiming for IMT apprenticeships; targeted outreach
Activity 8	Enrollment of new apprentices Newly Registered Programs: 18 Existing Programs Expanded: 37 600 new apprentices registered # incumbent workers served Completion rate 25% or 200	New apprentices registered: 13 this quarter, 48 grant total Newly registered programs: 2 Existing programs expanded: 0 this quarter for grant total of 4 1 registered apprenticeship completer All registered apprentices are incumbent workers by DOLI definition
Activity 9	Develop pre-apprenticeships: (3) Mechatronics and welding direct entry; Goodwill training for target population; 3 programs, 35 participants. Start Month 24	Start Month 24, not yet begun 0 programs; 0 participants

Section E – Status of Deliverables

All deliverables for the quarter were achieved as projected including: First grant completer achieved in June 2016. Continued enrollment of new apprentices this quarter with thirteen (13) new apprentices registered for a total of 48 grant to date. Partnered with five (5) additional employers this quarter for a total of 16 grant to date. The IMT-MT1 model development is well underway with a pilot model initiated with ThermoFisher, an employer in our northern region. Dabney S. Lancaster Community College was accepted into RACC, a grant requirement. Blue Ridge Community College made a change to their program so successful completion of the MT1 will be awarded 5 credits toward their AAS Mechatronics degree.

Section F – Key Issues and Technical Assistance Needs

We appreciate the training resources and learning network calls and Q&A. No issues at this time.

Section G – Best Practices and Success Stories

We believe developing a video of known employers will add credibility to our outreach message to other employers. We look forward to working with the public television station possibilities. The visit by our Governor provided a unique opportunity for apprenticeship sponsors of technical personnel to interact with the Governor and discuss workforce issues.

Section H – Additional Information (optional)

ABSTRACT

The Virginia Job Ready Promise

1. Lead Applicant: Shenandoah Valley Workforce Development Board
2. Lead Applicant Entity Type: The Workforce Development System
3. Lead Applicant City/State: Harrisonburg, Virginia
4. Regional Workforce Partners:
 - a. Healthcare Employers: Sentara Healthcare, Fauquier Health, Speech & Language Center, PLLC, Virginia Mennonite Retirement Community, Valley Health, University of Virginia Health System
 - b. Advanced Manufacturing Employers: Continental Corporation, Neuman Aluminum, Rubbermaid, EURO-COMPOSITES, Bingham & Taylor, Northrop Grumman Corporation-Maritime System, Klockner Pentaplast, Everbrite, LLC, R.R. Donnelley & Sons, Balchem Corporation
 - c. Workforce Boards
 - i. Shenandoah Valley Workforce Development Board (lead applicant)
 - ii. Piedmont Workforce Network
 - iii. Region 2000 Workforce Development Board
 - d. Economic Development Agencies
 - i. Shenandoah Valley Partnership
 - ii. Central Virginia Partnership for Economic Development
 - iii. Lynchburg Regional Business Alliance
 - iv. Frederick County Economic Development
 - v. Fauquier County Economic Development
 - vi. City of Winchester Economic Redevelopment
 - e. Education and Training Providers
 - i. Blue Ridge Community College
 - ii. Piedmont Virginia Community College
 - iii. Central Virginia Community College
 - iv. Lord Fairfax Community College
 - v. Dabney S. Lancaster Community College
 - vi. Germanna Community College
 - vii. Massanutten Technical Center
 - viii. Valley Career and Technical Center
5. Area to be served by Grant
 - a. State: Virginia
 - b. Counties: Albemarle, Alleghany, Amherst, Appomattox, Augusta, Bath, Bedford, Campbell, Clark, Culpeper, Fauquier, Fluvanna, Frederick, Greene, Highland, Louisa, Madison, Nelson, Orange, Page, Rappahannock, Rockbridge, Rockingham, Shenandoah, Warren
 - c. Cities: Buena Vista, Charlottesville, Covington, Harrisonburg, Lexington, Lynchburg, Staunton, Waynesboro, Winchester
6. Total Funding Requested: \$6 Million

7. Total Leveraged Resources: \$1.75 Million
8. Project Title/Name: Virginia's Job Ready Promise
9. Summary of Program Activities and List of Credentials to be Awarded:
 - a. Create a regional partnership spanning 34 Virginia localities using sector strategies with business partnerships to address critical workforce shortages. The program will include tuition-free opportunities with job-ready training and industry-recognized credentials to prepare participants for occupations along H-1B career pathways. Advanced manufacturing credentials include Journeyman's credential for completed registered apprenticeships in all craft trades and other industry credentials including: AWS, ACEI Soldering; NIMS CNC metalworking, CDL license, technical licenses, OSHA, among others and AA and AAS degrees and certificates. Healthcare credentials include CMA, CMAA, Phlebotomy Technician, Pharmacy Tech, medical assistant, dental assistant, speech language pathology, Journeyman's credential for completed registered apprenticeships, among others
10. Population to be served: Unemployed, underemployed, and incumbent workers including disadvantaged populations such as low-income, underrepresented in the targeted industry (including women and minorities), dislocated workers, and other populations with disabilities or other employment barriers.
11. Targeted Industry Sectors: Healthcare and Advanced Manufacturing
12. Additional Key Partners/Optional Partners: Commonwealth of Virginia Department for Aging and Rehabilitative Services, Virginia Department of Labor and Industry, Division of Registered Apprenticeship the state apprenticeship agency, Goodwill Industries® of the Valleys, Woodrow Wilson Rehabilitation Center; as well as the Secretary of Commerce and Trade for the Commonwealth of Virginia
13. Public Contact Information: Sharon Johnson, CEO; Shenandoah Valley Workforce Development Board: sjohnson@valleyworkforce.com; 540.442.7134 x 110
217 S. Liberty St, Harrisonburg, VA 22803

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

Unaudited

Assets

Current Assets

Cash and cash equivalents	\$	60,891
Accounts receivable		574,622

Total Assets	\$	635,513
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Liabilities and Net Assets

Current Liabilities

Accounts payable	\$	541,110
Accrued leave		42,866

Total Liabilities	\$	583,976
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Net Assets

Unrestricted	\$	29
Temporarily restricted		51,508

Total Net Assets	\$	51,537
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Total Liabilities and Net Assets	\$	635,513
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Shenandoah Valley Workforce Development Board, Inc.
Statement of Activities - With FY2017 Budget
Unaudited

	For the period ended July 31, 2016				
	Unrestricted	Temporarily Restricted	Total	FY2017 Budget	% of Total Budget
Changes in Net Assets					
Support and revenue					
WIOA Grants	\$ -	\$ 184,404	\$ 184,404	\$ 4,158,000	4%
OJT Grant	-	30,165	30,165	576,100	5%
American Apprenticeship Grant	-	7,317	7,317	286,050	3%
JD NEGrant	-	21,967	21,967	1,012,250	2%
DEI Grant	-	1,396	1,396	4,300	32%
DW WIOA Implementation	-	-	-	15,000	0%
Other revenue	-	2,322	2,322	-	0%
Satisfaction of Program Restrictions	196,063	(196,063)	-	-	0%
Total Support and revenue	\$ 196,063	\$ 51,508	\$ 247,571	\$ 6,051,700	4%

Expenses

WIOA Grants Expenses					
Administration					
Personnel	\$ 25,902	\$ -	\$ 25,902	\$ 255,000	10%
Operations	881	-	881	5,700	15%
Office operations	5,154	-	5,154	26,900	19%
Financial	836	-	836	10,300	8%
Travel	230	-	230	31,300	1%
Total Administration	33,003	-	33,003	329,200	10%
Program Services					
Adult contracts	36,006	-	36,006	500,000	7%
Dislocated worker contracts	23,185	-	23,185	650,000	4%
Youth contracts	18,645	-	18,645	650,000	3%
Goodwill One Stop Services	4,035	-	4,035	90,000	4%
Incumbent worker training	-	-	-	50,000	0%
Professional services	-	-	-	100,000	0%
Expansion of Harrisonburg Office	5,130	-	5,130	25,000	21%
New Winchester Center	-	-	-	150,000	0%
Valley Workforce (Leases, IT, etc.)	19,291	-	19,291	220,000	9%
Purchase of new computers	-	-	-	15,000	0%
Board website, branding & outreach	-	-	-	20,000	0%
Total Program Services	106,292	-	106,292	2,470,000	4%
Total WIOA Grants Expenses	\$ 139,295	\$ -	\$ 139,295	\$ 2,799,200	5%

OJT Grant Expenses

Administration													
Personnel	\$	23,100	\$	-	\$	23,100	\$	168,000	14%				
Outreach		822		-		822		3,200	26%				
Office operations		3,725		-		3,725		23,800	16%				
Financial		755		-		755		7,100	11%				
Travel		306		-		306		14,000	2%				
Total Administration						28,708		-	28,708	216,100	13%		
Total Program Services						1,638		-	1,638	360,000	0%		
Total OJT Grant Expenses					\$	30,346	\$	-	\$	30,346	\$	576,100	5%

American Apprenticeship Grant

Administration													
Personnel	\$	2,550	\$	-	\$	2,550	\$	52,000	5%				
Outreach		86		-		86		1,100	8%				
Office operations		310		-		310		7,700	4%				
Financial		79		-		79		1,800	4%				
Travel		34		-		34		5,200	1%				
Total Administration						3,059		-	3,059	67,800	5%		
Total Program Services						-		-	-	218,250	0%		
American Apprenticeship Grant					\$	3,059	\$	-	\$	3,059	\$	286,050	1%

JD NEGrant Expenses					
Administration					
Personnel	\$	4,412	\$	-	\$ 4,412 \$ 138,000 3%
Outreach		150		-	150 2,500 6%
Office operations		537		-	537 17,600 3%
Financial		138		-	138 5,000 3%
Travel		58		-	58 15,200 0%
Total Administration		5,295		-	5,295 178,300 3%
Total Program Services		16,673		-	16,673 833,950 2%
Total JD NEGrant Expenses	\$	21,968	\$	-	\$ 21,968 \$ 1,012,250 2%

DEI Grant Expenses									
Total Program Services	\$	1,395	\$	-	\$	1,395	\$	4,300	32%
Total DEI Grant Expenses	\$	1,395	\$	-	\$	1,395	\$	4,300	32%

DW WIOA Implementation Grant Expenses				
Administration				
Professional Services	-	-	-	15,000 0%
Total WIOA Transitions Grant Expenses	-	-	-	15,000

Total Expenses	196,063	-	196,063	4,692,900	4%
Change in Net Assets	\$ -	\$ 51,508	\$ 51,508	\$ 1,358,800	

Net Assets, Beginning	\$	29	\$	-	\$ 29
Net Assets, Ending	\$	29	\$	51,508	\$ 51,537

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

