



Bay Consortium Workforce Development Board, Inc.

Executive Committee

Wednesday, July 19, 2023

Northern Neck Planning District Commission

457 Main Street, Warsaw, VA 22572

10:00 a.m.



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Draft Agenda
Bay Consortium Workforce Development Board, Inc.
Executive Committee
Wednesday, April 26, 2023
10:00 am

- I. Call to Order:**
- II. Welcome and Introductions:**
- III. Approval of Minutes – April 26, 2023:**
- IV. Public Comment:**
- V. Standing Committees**
 - A. One-Stop Committee:**
 - i. [Business Services Policy](#)
 - ii. [Event Coordination Policy](#)
 - iii. Portal Policy
 - B. Performance and Accountability Committee:**
 - C. Labor Market Committee:**
 - i. Strategic Plan Review
 - ii. [ETP Approval](#)
 - D. Board Development Committee:**
 - i. Committee Crosswalk
 - ii. Return on Investments (ROI)
 - 1. [Chmura Study Proposal](#)
 - 2. [Mangum Study Proposal](#)
 - iii. By-laws
 - E. Youth Council:**
- VI. Old Business:**
- VII. New Business:**
 - A. PY 23 – 24 Budget**
- VIII. Executive Director’s Update:**
 - i. Transition Update
 - ii. Rappahannock Goodwill Industries (RGI) Success Stories
 - 1. <https://vimeo.com/836556966/2a67c6240a?share=copy>
- IX. Other Items for Discussion:**
- X. Public Comment:**
- XI. Adjournment:**

Draft Minutes
Bay Consortium Workforce Development Board, Inc.
Executive Committee
Wednesday, April 26, 2023
11:00 am

- I. **Call to Order:** Greg Moon called the meeting to order at 11:02 a.m.
- II. **Welcome and Introductions:** Shawn Hildebrand introduced himself to the Executive Committee.
- III. **Roll Call:** Present in-person was Greg Moon, Joshua Gemerek, Marjorie Lampkin, Deborah Warf, and Vanesa Livingstone. Present virtually was Shawn Hildebrand. Also present was Jackie Davis, Kristina Allen, and Lauren Fallin. Not present was Ashley Forbes and Lamont Brown.
- IV. **Approval of Minutes – January 25, 2023:** Vanesa Livingstone made a motion to approve the meeting minutes from January 25, 2023 and Deborah Warf seconded her motion passing the motion unanimously.
- V. **Public Comment:** There was no public comment.
- VI. **Standing Committees**
 - A. **One-Stop Committee:** Deborah Warf discussed to the Executive Committee that the One-Stop Committee met on April 11, 2023. She noted that the portal implementation policy is still rolling along and that Jessica Weber sent out a poll to see how our business partners felt about the policy. Jessica Weber provided a one-stop manager update. She noted that more people are seeking work, and that the advantage of the new UI filers is that there is opportunity for us to meet with them and engage them and sign them up for workshops. She also noted that workshop engagement is increasing in person and virtually. The One-Stop Committee set aside their elections for chair and vice chair for July 2023.
 - i. **OJT Policy:** Jackie Davis explained that the OJT policy mirrors the state policy other than it is specifically designated to our area. The changes are that the policy allows part time OJTs to have Youth apprentices. Data and reporting requirements are a new change as well that will be in the Business Services metrics report. There was a motion to accept the OJT Policy and send it for approval by the Board. Vanesa made the motion, and Marjorie Lampkin seconded the motion, passing the motion unanimously.
 - B. **Performance and Accountability Committee:** Vanesa Livingstone discussed to the Executive Committee that the Performance and Accountability Committee met on April 20, 2023. Steven Golas went over the quarterly reports and success stories with the committee. The committee held their elections and Jennifer Bowhey will serve as the chair of the committee, and Vanesa Livingstone will serve as the vice-chair. Jackie Davis reviewed the TPI and gave a review on the conduction with the consultants. We chose WorkEd as our winning proposal.
 - i. **RFP for TPI:** There was a motion for the RFP for TPI to be approved and sent to the Board for approval. Vanesa Livingstone made the motion, and Joshua Gemerek seconded the motion, passing the motion unanimously.

- C. Labor Market Committee:** Shawn Hildebrand discussed to the Executive Committee that the Labor Market Committee met on April 4, 2023. They held elections, and Nick Minor will be serving as chair and Ian Ginger will be serving as vice-chair.
- D. Board Development Committee:** Joshua Gemerek discussed to the Executive Committee that the Board Development Committee met on April 12, 2023 and had a quorum. They discussed the Slate of Officers for PY 23 – 24. Ashley Forbes will be serving as the chair, Greg Moon will be serving as the vice-chair, Joshua Gemerek will be serving as the secretary and treasurer, and Ian Ginger is serving as the member-at-large. They also held committee elections, and Joshua Gemerek was elected as chair and Sara Carroll was elected as vice-chair. They also discussed the potential committee restructure and the review of the by-laws.
- i. **PY 23 – 24 Slate of Officers:** There was a motion to approve the PY 23 – 24 Slate of Officers and pass it to the Board for approval. Vanesa Livingstone made the motion and Marjorie Lampkin seconded the motion, passing the motion unanimously.
- E. Youth Council:** Marjorie Lampkin discussed to the Executive Committee that the Youth Council met on April 17, 2023. Steven Golas went over the quarterly reports and success stories. Marjorie discussed that we are struggling to get more youth in programs and keeping them engaged and coming back. Elections were held for the committee and Marjorie Lampkin was elected as the chair and Dave Ferguson was elected as the vice-chair of the committee.
- VII. Old Business:** There was no old business to be discussed.
- VIII. New Business**
- A. TPI Update:** Jackie Davis provided an update of the TPI that was shared with the GOVA Board by Mason Bishop of WorkEd Consulting. This update provided the timelines and expected deliverables.
- B. PY 23 – 24 Proposed Budget:** Jackie Davis proposed the PY 23 – 24 budget to the Executive Committee. There was a motion to approve the budget and send it to the board for approval. Vanesa Livingstone made the motion and Greg Moon seconded the motion, passing the motion unanimously. Marjorie Lampkin abstained.
- C. PY 22 – 23 Revised Budget:** Jackie Davis reviewed the PY 22 – 23 revised budget with the Executive Committee. There was a motion to approve the budget and send it to the board for approval. Vanesa Livingstone made the motion and Deborah Warf seconded the motion, passing the motion unanimously. Marjorie Lampkin abstained.
- D. PY 23 – 24 Committee Assignments:** Jackie Davis went over the PY 23 – 24 committee assignments with the Executive Committee.
- E. PY 23 – 24 Meeting Schedule:** Jackie Davis discussed the PY 23 – 24 meeting schedule with the Executive Committee.
- IX. Executive Director’s Update:** Jackie Davis provided an update on activities and initiatives. She has attended the Governor’s Workforce Summit that was held in Richmond. She will be attending USDOL ETA Vision 2030 Workforce Convening in May. She has been accepted in the Virginia Rural Leadership Institute. Jackie Davis informed the Executive Committee that she was reviewing processes, policies and procedures that are in place and has plans to propose changes. Things that are being reviewed are the Bylaws, committee structures, fund

diversification, and metrics to hold staff accountable for outreach and activities in the community. She informed the Committee there has been a project submitted to Abigail Spanberger's office to upgrade the Resource Room in Fredericksburg. Jackie also informed the Committee the plans for the Career Adventure Camp this summer to include Drones, 3D Printing and skilled trades.

X. Other Items for Discussion: There were no other items for discussion.

XI. Public Comment: There was no public comment.

XII. Adjournment: With no further business to discuss, there was a motion to adjourn the meeting. Vanesa Livingstone made the motion and Deborah Warf seconded the motion, passing the motion unanimously. Greg Moon adjourned the meeting at 12:17 p.m.

Respectfully submitted,

Lauren Fallin

Executive Committee
Wednesday, April 26, 2023
11:00 am

- I. Call to Order:** Greg Moon called the meeting to order at 11:02 a.m.
- II. Welcome and Introductions:** Shawn Hildebrand introduced himself to the Executive Committee.
- III. Roll Call:** Present in-person was Greg Moon, Joshua Gemerek, Marjorie Lampkin, Deborah Warf, and Vanesa Livingstone. Present virtually was Shawn Hildebrand. Also present was Jackie Davis, Kristina Allen, and Lauren Fallin. Not present was Ashley Forbes and Lamont Brown.
- IV. Approval of Minutes – January 25, 2023:** Vanesa Livingstone made a motion to approve the meeting minutes from January 25, 2023 and Deborah Warf seconded her motion passing the motion unanimously.
- V. Public Comment:** There was no public comment.
- VI. Standing Committees**
 - A. One-Stop Committee:** Deborah Warf discussed to the Executive Committee that the One-Stop Committee met on April 11, 2023. She noted that the portal implementation policy is still rolling along and that Jessica Weber sent out a poll to see how our business partners felt about the policy. Jessica Weber provided a one-stop manager update. She noted that more people are seeking work, and that the advantage of the new UI filers is that there is opportunity for us to meet with them and engage them and sign them up for workshops. She also noted that workshop engagement is increasing in person and virtually. The One-Stop Committee set aside their elections for chair and vice chair for July 2023.
 - i. OJT Policy:** Jackie Davis explained that the OJT policy mirrors the state policy other than it is specifically designated to our area. The changes are that the policy allows part time OJTs to have Youth apprentices. Data and reporting requirements are a new change as well that will be in the Business Services metrics report. There was a motion to accept the OJT Policy and send it for approval by the Board. Vanesa made the motion, and Marjorie Lampkin seconded the motion, passing the motion unanimously.
 - B. Performance and Accountability Committee:** Vanesa Livingstone discussed to the Executive Committee that the Performance and Accountability Committee met on April 20, 2023. Steven Golas went over the quarterly reports and success stories with the committee. The committee held their elections and Jennifer Bowhey will serve as the chair of the committee, and Vanesa Livingstone will serve as the vice-chair. Jackie Davis reviewed the TPI and gave a review on the conduction with the consultants. We chose WorkEd as our winning proposal.
 - i. RFP for TPI:** There was a motion for the RFP for TPI to be approved and sent to the Board for approval. Vanesa Livingstone made the motion, and Joshua Gemerek seconded the motion, passing the motion unanimously.
 - C. Labor Market Committee:** Shawn Hildebrand discussed to the Executive Committee that the Labor Market Committee met on April 4, 2023. They held elections, and Nick Minor will be serving as chair and Ian Ginger will be serving as vice-chair.
 - D. Board Development Committee:** Joshua Gemerek discussed to the Executive Committee that the Board Development Committee met on April 12, 2023 and had a quorum. They discussed

the Slate of Officers for PY 23 – 24. Ashley Forbes will be serving as the chair, Greg Moon will be serving as the vice-chair, Joshua Gemerek will be serving as the secretary and treasurer, and Ian Ginger is serving as the member-at-large. They also held committee elections, and Joshua Gemerek was elected as chair and Sara Carroll was elected as vice-chair. They also discussed the potential committee restructure and the review of the by-laws.

- i. **PY 23 – 24 Slate of Officers:** There was a motion to approve the PY 23 – 24 Slate of Officers and pass it to the Board for approval. Vanesa Livingstone made the motion and Marjorie Lampkin seconded the motion, passing the motion unanimously.

E. Youth Council: Marjorie Lampkin discussed to the Executive Committee that the Youth Council met on April 17, 2023. Steven Golas went over the quarterly reports and success stories. Marjorie discussed that we are struggling to get more youth in programs and keeping them engaged and coming back. Elections were held for the committee and Marjorie Lampkin was elected as the chair and Dave Ferguson was elected as the vice-chair of the committee.

VII. Old Business: There was no old business to be discussed.

VIII. New Business

A. TPI Update: Jackie Davis provided an update of the TPI that was shared with the GOVA Board by Mason Bishop of WorkEd Consulting. This update provided the timelines and expected deliverables.

B. PY 23 – 24 Proposed Budget: Jackie Davis proposed the PY 23 – 24 budget to the Executive Committee. There was a motion to approve the budget and send it to the board for approval. Vanesa Livingstone made the motion and Greg Moon seconded the motion, passing the motion unanimously. Marjorie Lampkin abstained.

C. PY 22 – 23 Revised Budget: Jackie Davis reviewed the PY 22 – 23 revised budget with the Executive Committee. There was a motion to approve the budget and send it to the board for approval. Vanesa Livingstone made the motion and Deborah Warf seconded the motion, passing the motion unanimously. Marjorie Lampkin abstained.

D. PY 23 – 24 Committee Assignments: Jackie Davis went over the PY 23 – 24 committee assignments with the Executive Committee.

E. PY 23 – 24 Meeting Schedule: Jackie Davis discussed the PY 23 – 24 meeting schedule with the Executive Committee.

IX. Executive Director’s Update: Jackie Davis provided an update on activities and initiatives. She has attended the Governor’s Workforce Summit that was held in Richmond. She will be attending USDOL ETA Vision 2030 Workforce Convening in May. She has been accepted in the Virginia Rural Leadership Institute. Jackie Davis informed the Executive Committee that she was reviewing processes, policies and procedures that are in place and has plans to propose changes. Things that are being reviewed are the Bylaws, committee structures, fund diversification, and metrics to hold staff accountable for outreach and activities in the community. She informed the Committee there has been a project submitted to Abigail Spanberger’s office to upgrade the Resource Room in Fredericksburg. Jackie also informed the Committee the plans for the Career Adventure Camp this summer to include Drones, 3D Printing and skilled trades.

- X. Other Items for Discussion:** There were no other items for discussion.
- XI. Public Comment:** There was no public comment.
- XII. Adjournment:** With no further business to discuss, there was a motion to adjourn the meeting. Vanesa Livingstone made the motion and Deborah Warf seconded the motion, passing the motion unanimously. Greg Moon adjourned the meeting at 12:17 p.m.

Respectfully submitted,

Lauren Fallin

Performance and Accountability Committee
Tuesday, July 18, 2023
10:00 A.M.

The Performance and Accountability Committee met on Tuesday, July 18, 2023 at 10:00 a.m. via Zoom.

- I. Call to Order:** Vanesa Livingstone called the meeting to order at 10:05 a.m.
- II. Roll Call:** Present was Vanesa Livingstone, Kyle Allwine, and Brittany Metts. Also present Jackie Davis, Lauren Fallin, and Steven Golas. Not present was Jennifer Bowhey, Dennis Parsons, Beverly Davis, and Gary Wilson. Public present was Kat Keske, Sherry Davis, and Milly Rivera-Negron.
- III. Public Input:** There was no public input.
- IV. Approval of Meeting Notes from April 20, 2023 Meeting:** Kyle Allwine made a motion to approve the meeting notes from the April 20, 2023 meeting and Vanesa Livingstone seconded his motion, passing the motion unanimously.
- V. New Business**
 - A. Quarterly Reports and Success Stories:** Steven Golas went over the quarterly reports. He noted that outreach has caused significant improvement and advancement in the Northern Neck and Middle Peninsula and that all areas have exceeded in the fourth quarter for the adult and dislocated workers quarterly report. Steven mentioned that the engagement for the youth quarterly reports this quarter needs to be increased in King George and Richmond County, and that the Middle Peninsula needs enhanced outreach strategies. The Youth measures for this quarter exceed in all categories.
 - i. <https://vimeo.com/836556966/2a67c6240a?share=copy>
 - B. Business Services:** Steven Golas said that there has been a number of hiring events that have been hosted lately and that we recently had a training program with a turnout of 91 participants.
 - C. Youth Outreach:** Steven Golas noted that there are three summer camps being done this year for the youth. The 3D printing camp was a success with five individuals that participated. Three of those individuals will be participants in the upcoming Drone camp.
- VI. Old Business:** There was no old business to be discussed.
- VII. Other Topics for discussion:** Jackie Davis announced that there is an upcoming Joint Board/CLEO meeting on August 2, 2023 from 10:00 a.m. – 12:00 p.m. at the King George Citizen’s Center.
- VIII. Adjournment:** With there being no further business to be discussed, Vanesa Livingstone called the meeting for adjournment at 10:21 a.m.

Respectfully submitted,
Lauren Fallin

4th Quarter BCWDB Quarterly Reports

| Rappahannock Goodwill Industries WIOA Adult and Dislocated Worker | | | | | | | | | | | | | |
|---|--------------------------------|---------------------------------------|----------------|-----------------------|---|----------------|-----------------------|---------------------------------------|----------------|-----------------------|---------------------------------------|----------------|-----------------------|
| | | 1st Quarter PY 22 7/1/22 - 9/30/22 | | | 2nd Quarter PY 22 10/1/22 - 12/31/22 | | | 3rd Quarter PY 22 1/1/23 - 3/31/23 | | | 4th Quarter PY 22 4/1/23 - 6/30/23 | | |
| Customer Summary Information | | | | | | | | | | | | | |
| Planned Number of Participants for PY | | 95 | | | 95 | | | 95 | | | 95 | | |
| Total Participants Served | | 43 | | | 57 | | | 67 | | | 96 | | |
| Percent of Planned | | 45% | | | 60% | | | 71% | | | 101% | | |
| New Clients Enrolled this Quarter | | 12 | | | 14 | | | 10 | | | 29 | | |
| WIOA Adult | | 38 | | | 52 | | | 62 | | | 91 | | |
| WIOA Dislocated Worker | | 5 | | | 5 | | | 5 | | | 5 | | |
| Follow Up Information | | | | | | | | | | | | | |
| Total Follow-Ups Required | | 46 | | | 49 | | | 50 | | | 55 | | |
| Total Follow-Ups Completed | | 46 | | | 49 | | | 50 | | | 55 | | |
| Total Follow-Up Not Completed | | 0 | | | 0 | | | 0 | | | 0 | | |
| Employment 2nd Quarter after Exit | | | | | | | | | | | | | |
| WIOA Adult Program - 86.6% | 84.6% | 11 | # employed | 100.0% | 6 | # employed | 85.7% | 6 | # employed | 88.9% | 8 | # employed | |
| | | 13 | # exited | | | 6 | | # exited | | | 7 | # exited | |
| WIOA Dislocated Worker Program - 88.6% | 100.0% | 3 | # employed | 100.0% | 3 | # employed | 100.0% | 3 | # employed | - | 0 | # employed | |
| | | 3 | # exited | | | 3 | | # exited | | | 3 | # exited | |
| Employment 4th Quarter after Exit | | | | | | | | | | | | | |
| WIOA Adult Program - 85.5% | 75.0% | 3 | # employed | 75.0% | 3 | # employed | 92.3% | 12 | # employed | 100.0% | 6 | # employed | |
| | | 4 | # exited | | | 4 | | # exited | | | 13 | # exited | |
| WIOA Dislocated Worker Program - 90% | 83.3% | 5 | # employed | 100.0% | 1 | # employed | 100.0% | 3 | # employed | 100.0% | 3 | # employed | |
| | | 6 | # exited | | | 1 | | # exited | | | 3 | # exited | |
| Median Earnings 2nd Quarter after Exit | | | | | | | | | | | | | |
| WIOA Adult Program | \$6,100.00 | Not Available | | \$6,100.00 | Not Available | | \$6,100.00 | Not Available | | \$6,100.00 | Not Available | | |
| WIOA Dislocated Worker Program | \$8,900.00 | Not Available | | \$8,900.00 | Not Available | | \$8,900.00 | Not Available | | \$8,900.00 | Not Available | | |
| Credential Attainment within Four Quarters after Exit | | | | | | | | | | | | | |
| WIOA Adult Program - 81.1% | 100.0% | 4 | # credentialed | 75.0% | 3 | # credentialed | 84.6% | 11 | # credentialed | 83.3% | 5 | # credentialed | |
| | | 4 | # exited | | | 4 | | # exited | | | 13 | # exited | |
| WIOA Dislocated Worker Program - 70% | 80.0% | 4 | # credentialed | 66.7% | 2 | # credentialed | 66.7% | 2 | # credentialed | 100.0% | 3 | # credentialed | |
| | | 5 | # exited | | | 3 | | # exited | | | 3 | # exited | |
| Measurable Skills Gain | | | | | | | | | | | | | |
| WIOA Adult Program - 70.2% | 13.5% | 5 | # gained | 38.1% | 16 | # gained | 50.0% | 28 | # gained | 51.3% | 40 | # gained | |
| | | 37 | # exited | | | 42 | | # exited | | | 56 | # exited | |
| WIOA Dislocated Worker Program - 69.8% | 0.0% | 0 | # gained | 50.0% | 1 | # gained | 75.0% | 3 | # gained | 100.0% | 4 | # gained | |
| | | 2 | # exited | | | 2 | | # exited | | | 4 | # exited | |
| 40% Minimum Training Expenditure Requirement | | | | | | | | | | | | | |
| 75.19% | WIOA Adult Program | 74.6% | \$ 54,401.07 | Training Expenditures | 76.8% | \$ 116,775.96 | Training Expenditures | 77.9% | \$ 196,373.50 | Training Expenditures | 78.6% | \$ 300,285.40 | Training Expenditures |
| | | | \$ 72,920.85 | Total Expenditures | | \$ 152,133.01 | Total Expenditures | | \$ 252,171.70 | Total Expenditures | | \$ 382,183.49 | Total Expenditures |
| | WIOA Dislocated Worker Program | 16.5% | \$ 1,456.72 | Training Expenditures | 29.3% | \$ 5,671.84 | Training Expenditures | 43.0% | \$ 14,508.16 | Training Expenditures | 41.6% | \$ 16,004.85 | Training Expenditures |
| | | | \$ 8,827.70 | Total Expenditures | | \$ 19,350.02 | Total Expenditures | | \$ 33,746.03 | Total Expenditures | | \$ 38,468.72 | Total Expenditures |
| Total Contract Expenditures | | | | | | | | | | | | | |
| 83.56% | WIOA Adult Program | 26.0% | \$ 74,323.80 | Expenditures | 54.1% | \$ 154,938.91 | Expenditures | 59.6% | \$ 256,638.55 | Expenditures | 83.2% | \$ 387,795.32 | Expenditures |
| | | | \$ 286,203.42 | Total Contract | | \$ 286,203.42 | Total Contract | | \$ 430,504.76 | Total Contract | | \$ 465,876.61 | Total Contract |
| | WIOA Dislocated Worker Program | 5.2% | \$ 9,750.98 | Expenditures | 11.3% | \$ 21,196.58 | Expenditures | 49.3% | \$ 36,515.87 | Expenditures | 86.6% | \$ 42,161.89 | Expenditures |
| | | | \$ 188,351.79 | Total Contract | | \$ 188,351.79 | Total Contract | | \$ 74,050.45 | Total Contract | | \$ 48,678.60 | Total Contract |

George Washington Planning District 16 Data

| | | 4th Quarter PY 22 |
|--|------------------------|-------------------|
| Customer Summary Information | | |
| Planned Number of Participants for PY | | 95 |
| Total Participants Served | | 81 |
| Percent of Planned | | 85% |
| Planning District 16 Total New Clients Enrolled this Quarter | | 24 |
| | WIOA Adult | 76 |
| | WIOA Dislocated Worker | 5 |
| | | |
| Spotsylvania County New Clients Enrolled this Quarter | | 9 |
| | WIOA Adult | 34 |
| | WIOA Dislocated Worker | 2 |
| | | |
| Stafford County New Clients Enrolled this Quarter | | 8 |
| | WIOA Adult | 20 |
| | WIOA Dislocated Worker | 1 |
| | | |
| Caroline County New Clients Enrolled this Quarter | | 2 |
| | WIOA Adult | 4 |
| | WIOA Dislocated Worker | 1 |
| | | |
| King George County New Clients Enrolled this Quarter | | 0 |
| | WIOA Adult | 3 |
| | WIOA Dislocated Worker | 1 |
| | | |
| City of Fredericksburg New Clients Enrolled this Quarter | | 5 |
| | WIOA Adult | 15 |
| | WIOA Dislocated Worker | 0 |

Rappahannock Community College WIOA Adult and Dislocated Worker

| | | 1st Quarter PY 22 7/1/22 - 9/30/22 | | 2nd Quarter PY 22 10/1/22 - 12/31/22 | | 3rd Quarter PY 22 1/1/23 - 3/31/23 | | 4th Quarter PY 22 4/1/23 - 6/30/23 | | | | | |
|--|--------------------------------|---------------------------------------|----------------|---|---------------|---------------------------------------|-----------------------|---------------------------------------|----------------|-----------------------|---------------|----------------|-----------------------|
| Customer Summary Information | | | | | | | | | | | | | |
| Planned Number of Participants for PY | | 62 | | 62 | | 62 | | 62 | | | | | |
| Total Participants Served | | 27 | | 31 | | 38 | | 49 | | | | | |
| Percent of Planned | | 44% | | 50% | | 61% | | 79% | | | | | |
| New Clients Enrolled this Quarter | | 7 | | 4 | | 7 | | 11 | | | | | |
| WIOA Adult | | 27 | | 31 | | 38 | | 48 | | | | | |
| WIOA Dislocated Worker | | 0 | | 0 | | 0 | | 1 | | | | | |
| Follow Up Information | | | | | | | | | | | | | |
| Total Follow-Ups Required | | 46 | | 42 | | 45 | | 40 | | | | | |
| Total Follow-Ups Completed | | 46 | | 42 | | 45 | | 40 | | | | | |
| Total Follow-Up Not Completed | | 0 | | 0 | | 0 | | 0 | | | | | |
| Employment 2nd Quarter after Exit | | | | | | | | | | | | | |
| WIOA Adult Program - 86.6% | 88.2% | 15 | # employed | 88.9% | 8 | # employed | 90.0% | 9 | # employed | 90.0% | 9 | # employed | |
| | | 17 | # exited | | 9 | # exited | | 10 | # exited | | 10 | # exited | |
| WIOA Dislocated Worker Program - 88.6% | 100.0% | 1 | # employed | - | 0 | # employed | - | 0 | # employed | - | 0 | # employed | |
| | | 1 | # exited | | 0 | # exited | | 0 | # exited | | 0 | # exited | |
| Employment 4th Quarter after Exit | | | | | | | | | | | | | |
| WIOA Adult Program - 85.5% | 69.2% | 9 | # employed | 89.5% | 17 | # employed | 94.1% | 16 | # employed | 88.9% | 8 | # employed | |
| | | 13 | # exited | | 19 | # exited | | 17 | # exited | | 9 | # exited | |
| WIOA Dislocated Worker Program - 90% | - | 0 | # employed | - | 0 | # employed | 100.0% | 1 | # employed | - | 0 | # employed | |
| | | 0 | # exited | | 0 | # exited | | 1 | # exited | | 0 | # exited | |
| Median Earnings 2nd Quarter after Exit | | | | | | | | | | | | | |
| WIOA Adult Program | \$6,100.00 | Not Available | | \$6,100.00 | Not Available | | \$6,100.00 | Not Available | | \$6,100.00 | Not Available | | |
| WIOA Dislocated Worker Program | \$8,900.00 | Not Available | | \$8,900.00 | Not Available | | \$8,900.00 | Not Available | | \$8,900.00 | Not Available | | |
| Credential Attainment within Four Quarters after Exit | | | | | | | | | | | | | |
| WIOA Adult Program - 81.1% | 92.3% | 12 | # credentialed | 68.4% | 13 | # credentialed | 92.3% | 12 | # credentialed | 88.9% | 8 | # credentialed | |
| | | 13 | # exited | | 19 | # exited | | 13 | # exited | | 9 | # exited | |
| WIOA Dislocated Worker Program - 70% | - | 0 | # credentialed | - | 0 | # credentialed | 100.0% | 1 | # credentialed | - | 0 | # credentialed | |
| | | 0 | # exited | | 0 | # exited | | 1 | # exited | | 0 | # exited | |
| Measurable Skills Gain | | | | | | | | | | | | | |
| WIOA Adult Program - 70.2% | 45.8% | 11 | # gained | 92.3% | 24 | # gained | 81.8% | 27 | # gained | 79.1% | 34 | # gained | |
| | | 24 | # exited | | 26 | # exited | | 33 | # exited | | 43 | # exited | |
| WIOA Dislocated Worker Program - 69.8% | - | 0 | # gained | - | 0 | # gained | - | 0 | # gained | - | 0 | # gained | |
| | | 0 | # exited | | 0 | # exited | | 0 | # exited | | 0 | # exited | |
| 40% Minimum Training Expenditure Requirement | | | | | | | | | | | | | |
| 70.46% | WIOA Adult Program | 65.1% | \$ 27,667.21 | Training Expenditures | 56.1% | \$ 44,484.61 | Training Expenditures | 66.3% | \$ 101,810.73 | Training Expenditures | 70.9% | \$ 153,130.95 | Training Expenditures |
| | | | \$ 42,485.63 | Total Expenditures | | \$ 79,238.53 | Total Expenditures | | \$ 153,567.75 | Total Expenditures | | \$ 216,098.32 | Total Expenditures |
| | WIOA Dislocated Worker Program | 0.0% | \$ - | Training Expenditures | 0.0% | \$ - | Training Expenditures | 0.0% | \$ - | Training Expenditures | 0.0% | \$ - | Training Expenditures |
| | | | \$ 466.58 | Total Expenditures | | \$ 721.58 | Total Expenditures | | \$ 976.58 | Total Expenditures | | \$ 1,231.58 | Total Expenditures |
| Total Contract Expenditures | | | | | | | | | | | | | |
| 83.10% | WIOA Adult Program | 28.3% | \$ 43,233.71 | Expenditures | 52.9% | \$ 80,734.64 | Expenditures | 61.4% | \$ 155,811.94 | Expenditures | 86.3% | \$ 219,090.59 | Expenditures |
| | | | \$ 152,605.54 | Total Contract | | \$ 152,605.54 | Total Contract | | \$ 253,965.50 | Total Contract | | \$ 253,965.50 | Total Contract |
| | WIOA Dislocated Worker Program | 0.9% | \$ 1,031.51 | Expenditures | 1.6% | \$ 1,851.44 | Expenditures | 19.3% | \$ 2,671.37 | Expenditures | 25.1% | \$ 3,486.14 | Expenditures |
| | | | \$ 115,236.60 | Total Contract | | \$ 115,236.60 | Total Contract | | \$ 13,876.64 | Total Contract | | \$ 13,876.64 | Total Contract |

Northern Neck Planning District 17 Data

| | | 4th Quarter PY 22 |
|--|------------------------|-------------------|
| Customer Summary Information | | |
| Planned Number of Participants for PY | | 40 |
| Total Participants Served | | 26 |
| Percent of Planned | | 65% |
| Planning District 17 Total New Clients Enrolled this Quarter | | 6 |
| | WIOA Adult | 25 |
| | WIOA Dislocated Worker | 1 |
| ○ | | |
| Lancaster County New Clients Enrolled this Quarter | | 1 |
| | WIOA Adult | 5 |
| | WIOA Dislocated Worker | 0 |
| ○ | | |
| Northumberland County New Clients Enrolled this Quarter | | 0 |
| | WIOA Adult | 2 |
| | WIOA Dislocated Worker | 0 |
| ○ | | |
| Richmond County New Clients Enrolled this Quarter | | 3 |
| | WIOA Adult | 7 |
| | WIOA Dislocated Worker | 1 |
| ○ | | |
| Westmoreland County New Clients Enrolled this Quarter | | 2 |
| | WIOA Adult | 11 |
| | WIOA Dislocated Worker | 0 |

Middle Peninsula Planning District 18 Data

4th Quarter PY 22

Customer Summary Information

| | |
|--|-----|
| Planned Number of Participants for PY | 22 |
| Total Participants Served | 12 |
| Percent of Planned | 55% |
| Planning District 18 Total New Clients Enrolled this Quarter | 5 |
| WIOA Adult | 12 |
| WIOA Dislocated Worker | 0 |
| Essex County New Clients Enrolled this Quarter | 4 |
| WIOA Adult | 8 |
| WIOA Dislocated Worker | 0 |
| King and Queen County New Clients Enrolled this Quarter | 0 |
| WIOA Adult | 1 |
| WIOA Dislocated Worker | 0 |
| King William County New Clients Enrolled this Quarter | 0 |
| WIOA Adult | 2 |
| WIOA Dislocated Worker | 0 |
| Mathews County New Clients Enrolled this Quarter | 0 |
| WIOA Adult | 1 |
| WIOA Dislocated Worker | 0 |
| Middlesex County New Clients Enrolled this Quarter | 1 |
| WIOA Adult | 0 |
| WIOA Dislocated Worker | 0 |

| Eastern Shore Community College WIOA Adult and Dislocated Worker | | | | | | | | | | | | | |
|--|---------------------------------------|---------------|----------------|---|---------------|----------------|---------------------------------------|---------------|----------------|---------------------------------------|---------------|----------------|-----------------------|
| | 1st Quarter PY 22 7/1/22 - 9/30/22 | | | 2nd Quarter PY 22 10/1/22 - 12/31/22 | | | 3rd Quarter PY 22 1/1/23 - 3/31/23 | | | 4th Quarter PY 22 4/1/23 - 6/30/23 | | | |
| Customer Summary Information | | | | | | | | | | | | | |
| Planned Number of Participants for PY | 54 | | | 54 | | | 54 | | | 54 | | | |
| Total Participants Served | 31 | | | 35 | | | 38 | | | 40 | | | |
| Percent of Planned | 57% | | | 65% | | | 70% | | | 74% | | | |
| New Clients Enrolled this Quarter | 4 | | | 4 | | | 3 | | | 2 | | | |
| WIOA Adult | 26 | | | 30 | | | 33 | | | 34 | | | |
| WIOA Dislocated Worker | 5 | | | 5 | | | 5 | | | 6 | | | |
| Follow Up Information | | | | | | | | | | | | | |
| Total Follow-Ups Required | 13 | | | 15 | | | 14 | | | 16 | | | |
| Total Follow-Ups Completed | 13 | | | 15 | | | 14 | | | 16 | | | |
| Total Follow-Up Not Completed | 0 | | | 0 | | | 0 | | | 0 | | | |
| Employment 2nd Quarter after Exit | | | | | | | | | | | | | |
| WIOA Adult Program - 86.6% | 100.0% | 4 | # employed | 83.3% | 5 | # employed | 100.0% | 2 | # employed | 100.0% | 1 | # employed | |
| | | 4 | # exited | | 6 | # exited | | 2 | # exited | | 1 | # exited | |
| WIOA Dislocated Worker Program - 88.6% | - | 0 | # employed | - | 0 | # employed | - | 0 | # employed | - | 0 | # employed | |
| | | 0 | # exited | | 0 | # exited | | 0 | # exited | | 0 | # exited | |
| Employment 4th Quarter after Exit | | | | | | | | | | | | | |
| WIOA Adult Program - 85.5% | 83.3% | 5 | # employed | 81.8% | 9 | # employed | 100.0% | 4 | # employed | 100.0% | 6 | # employed | |
| | | 6 | # exited | | 11 | # exited | | 4 | # exited | | 6 | # exited | |
| WIOA Dislocated Worker Program - 90% | - | 0 | # employed | - | 0 | # employed | - | 0 | # employed | - | 0 | # employed | |
| | | 0 | # exited | | 0 | # exited | | 0 | # exited | | 0 | # exited | |
| Median Earnings 2nd Quarter after Exit | | | | | | | | | | | | | |
| WIOA Adult Program | \$6,100.00 | Not Available | | \$6,100.00 | Not Available | | \$6,100.00 | Not Available | | \$6,100.00 | Not Available | | |
| WIOA Dislocated Worker Program | \$8,900.00 | Not Available | | \$8,900.00 | Not Available | | \$8,900.00 | Not Available | | \$8,900.00 | Not Available | | |
| Credential Attainment within Four Quarters after Exit | | | | | | | | | | | | | |
| WIOA Adult Program - 81.1% | 83.3% | 5 | # | 80.0% | 8 | # | 75.0% | 3 | # | 83.3% | 5 | # | |
| | | 6 | # exited | | 10 | # exited | | 4 | # exited | | 6 | # exited | |
| WIOA Dislocated Worker Program - 70% | - | 0 | # | - | 0 | # | - | 0 | # | - | 0 | # | |
| | | 0 | # exited | | 0 | # exited | | 0 | # exited | | 0 | # exited | |
| Measurable Skills Gain | | | | | | | | | | | | | |
| WIOA Adult Program - 70.2% | 36.0% | 9 | # gained | 41.4% | 12 | # gained | 37.5% | 12 | # gained | 39.4% | 13 | # gained | |
| | | 25 | # exited | | 29 | # exited | | 32 | # exited | | 33 | # exited | |
| WIOA Dislocated Worker Program - 69.8% | 0.0% | 0 | # gained | 0.0% | 0 | # gained | 0.0% | 0 | # gained | 25.0% | 1 | # gained | |
| | | 3 | # exited | | 3 | # exited | | 3 | # exited | | 4 | # exited | |
| 40% Minimum Training Expenditure Requirement | | | | | | | | | | | | | |
| 87.65% | WIOA Adult Program | 89.0% | \$44,537.87 | Training Expenditures | 88.0% | \$ 61,604.93 | Training Expenditures | 88.4% | \$ 94,449.05 | Training Expenditures | 88.3% | \$ 116,489.87 | Training Expenditures |
| | | | \$50,056.48 | Total Expenditures | | \$ 69,998.60 | Total Expenditures | | \$ 106,875.54 | Total Expenditures | | \$ 131,909.64 | Total Expenditures |
| | WIOA Dislocated Worker Program | 85.1% | \$ 3,899.45 | Training Expenditures | 85.7% | \$ 5,820.16 | Training Expenditures | 78.9% | \$ 7,166.26 | Training Expenditures | 81.9% | \$ 12,304.42 | Training Expenditures |
| | | | \$ 4,584.04 | Total Expenditures | | \$ 6,790.75 | Total Expenditures | | \$ 9,086.81 | Total Expenditures | | \$ 15,028.27 | Total Expenditures |
| Total Contract Expenditures | | | | | | | | | | | | | |
| 92.83% | WIOA Adult Program | 61.6% | \$50,582.09 | Expenditures | 51.3% | \$ 71,043.68 | Expenditures | 78.1% | \$ 108,174.63 | Expenditures | 93.6% | \$ 133,518.63 | Expenditures |
| | | | \$82,058.21 | Total Contract | | \$ 138,558.51 | Total Contract | | \$ 138,558.51 | Total Contract | | \$ 142,608.51 | Total Contract |
| | WIOA Dislocated Worker Program | 6.4% | \$ 5,088.54 | Expenditures | 33.7% | \$ 7,801.58 | Expenditures | 44.7% | \$ 10,339.83 | Expenditures | 86.9% | \$ 16,590.05 | Expenditures |
| | | \$79,650.85 | Total Contract | | \$ 23,150.85 | Total Contract | | \$ 23,150.85 | Total Contract | | \$ 19,100.85 | Total Contract | |

Eastern Shore Planning District 22 Data

| | | 4th Quarter PY 22 |
|--|------------------------|-------------------|
| Customer Summary Information | | |
| Planned Number of Participants for PY | | 54 |
| Total Participants Served | | 34 |
| Percent of Planned | | 63% |
| Planning District 22 Total New Clients Enrolled this Quarter | | 2 |
| | WIOA Adult | 30 |
| | WIOA Dislocated Worker | 4 |
| | | |
| Accomack County New Clients Enrolled this Quarter | | 2 |
| | WIOA Adult | 24 |
| | WIOA Dislocated Worker | 2 |
| | | |
| Northampton County New Clients Enrolled this Quarter | | 0 |
| | WIOA Adult | 6 |
| | WIOA Dislocated Worker | 2 |

1 – 4th Quarter BCWDB Youth Quarterly Report PY 22

| Rappahannock Goodwill Industries WIOA Youth | | | | | | | | | | | | | |
|--|--------------------|---------------------------------------|--------------|-----------------------|---|--------------|-----------------------|---------------------------------------|---------------|-----------------------|---------------------------------------|---------------|-----------------------|
| | | 1st Quarter PY 22 7/1/22 - 9/30/22 | | | 2nd Quarter PY 22 10/1/22 - 12/31/22 | | | 3rd Quarter PY 22 1/1/23 - 3/31/23 | | | 4th Quarter PY 22 4/1/23 - 6/30/23 | | |
| Customer Summary Information | | | | | | | | | | | | | |
| Planned Number of Participants for PY | | 32 | | | 32 | | | 32 | | | 32 | | |
| Total Participants Served | | 11 | | | 16 | | | 22 | | | 31 | | |
| Percent of Planned | | 34% | | | 50% | | | 69% | | | 97% | | |
| New Clients Enrolled this Quarter | | 5 | | | 5 | | | 6 | | | 9 | | |
| | WIOA Youth | 11 | | | 16 | | | 22 | | | 31 | | |
| Follow Up Information | | | | | | | | | | | | | |
| Total Follow-Ups Required | | 6 | | | 8 | | | 10 | | | 7 | | |
| Total Follow-Ups Completed | | 6 | | | 8 | | | 10 | | | 7 | | |
| Total Follow-Up Not Completed | | 0 | | | 0 | | | 0 | | | 0 | | |
| Employment 2nd Quarter after Exit | | | | | | | | | | | | | |
| | WIOA Youth - 78.1% | 100.0% | 2 | # employed | - | 0 | # employed | 75.0% | 3 | # employed | - | 0 | # employed |
| | | | 2 | # exited | | 0 | # exited | | 4 | # exited | | 0 | # exited |
| Employment 4th Quarter after Exit | | | | | | | | | | | | | |
| | WIOA Youth - 81.1% | 100.0% | 1 | # employed | 87.5% | 7 | # employed | 100.0% | 2 | # employed | - | 0 | # employed |
| | | | 1 | # exited | | 8 | # exited | | 2 | # exited | | 0 | # exited |
| Credential Attainment within Four Quarters after Exit | | | | | | | | | | | | | |
| | WIOA Youth - 70% | - | 0 | # credentialed | - | 0 | # credentialed | - | 0 | # credentialed | - | 0 | # credentialed |
| | | | 0 | # exited | | 0 | # exited | | 0 | # exited | | 0 | # exited |
| Measurable Skills Gain | | | | | | | | | | | | | |
| | WIOA Youth - 69.1% | 22.2% | 2 | # gained | 21.4% | 3 | # gained | 52.6% | 10 | # gained | 65.2% | 15 | # gained |
| | | | 9 | # exited | | 14 | # exited | | 19 | # exited | | 23 | # exited |
| 20% Work Experience Expenditure Requirement | | | | | | | | | | | | | |
| 21.66% | WIOA Youth | 45.2% | \$ 7,643.94 | Training Expenditures | 41.9% | \$ 13,177.76 | Training Expenditures | 27.4% | \$ 17,641.17 | Training Expenditures | 21.7% | \$ 20,650.51 | Training Expenditures |
| | | | \$ 16,896.04 | Total Expenditures | | \$ 31,480.32 | Total Expenditures | | \$ 64,307.05 | Total Expenditures | | \$ 95,339.55 | Total Expenditures |
| Total Contract Expenditures | | | | | | | | | | | | | |
| 48.23% | WIOA Youth | 8.6% | \$ 17,765.76 | Expenditures | 16.2% | \$ 33,406.79 | Expenditures | 32.7% | \$ 67,290.27 | Expenditures | 48.2% | \$ 99,379.50 | Expenditures |
| | | | \$206,040.09 | Total Contract | | \$206,040.09 | Total Contract | | \$ 206,040.09 | Total Contract | | \$ 206,040.09 | Total Contract |

| Rappahannock Community College WIOA Youth | | | | | | | | | | | | | | | | |
|--|---------------------------------------|-------|----------------|-----------------------|---|----------------|-----------------------|-------|---------------------------------------|-----------------------|--------|----------------|---------------------------------------|--|--|--|
| | 1st Quarter PY 22 7/1/22 - 9/30/22 | | | | 2nd Quarter PY 22 10/1/22 - 12/31/22 | | | | 3rd Quarter PY 22 1/1/23 - 3/31/23 | | | | 4th Quarter PY 22 4/1/23 - 6/30/23 | | | |
| Customer Summary Information | | | | | | | | | | | | | | | | |
| Planned Number of Participants for PY | 27 | | | | 27 | | | | 27 | | | | 27 | | | |
| Total Participants Served | 18 | | | | 20 | | | | 20 | | | | 23 | | | |
| Percent of Planned | 67% | | | | 74% | | | | 74% | | | | 85% | | | |
| New Clients Enrolled this Quarter | 9 | | | | 2 | | | | 0 | | | | 3 | | | |
| WIOA Youth | 18 | | | | 20 | | | | 20 | | | | 23 | | | |
| Follow Up Information | | | | | | | | | | | | | | | | |
| Total Follow-Ups Required | 8 | | | | 6 | | | | 6 | | | | 8 | | | |
| Total Follow-Ups Completed | 8 | | | | 6 | | | | 6 | | | | 8 | | | |
| Total Follow-Up Not Completed | 0 | | | | 0 | | | | 0 | | | | 0 | | | |
| Employment 2nd Quarter after Exit | | | | | | | | | | | | | | | | |
| WIOA Youth - 78.1% | 80.0% | 4 | # employed | 100.0% | 2 | # employed | 100.0% | 1 | # employed | 100.0% | 1 | # employed | | | | |
| | | 5 | # exited | | 2 | # exited | | 1 | # exited | | 1 | # exited | | | | |
| Employment 4th Quarter after Exit | | | | | | | | | | | | | | | | |
| WIOA Youth - 81.1% | 100.0% | 1 | # employed | 50.0% | 2 | # employed | 100.0% | 5 | # employed | 100.0% | 2 | # employed | | | | |
| | | 1 | # exited | | 4 | # exited | | 5 | # exited | | 2 | # exited | | | | |
| Credential Attainment within Four Quarters after Exit | | | | | | | | | | | | | | | | |
| WIOA Youth - 70% | - | 0 | # credentialed | - | 0 | # credentialed | 100.0% | 2 | # credentialed | 100.0% | 2 | # credentialed | | | | |
| | | 0 | # exited | | 0 | # exited | | 2 | # exited | | 2 | # exited | | | | |
| Measurable Skills Gain | | | | | | | | | | | | | | | | |
| WIOA Youth - 69.1% | 23.1% | 3 | # gained | 73.3% | 11 | # gained | 77.8% | 14 | # gained | 73.7% | 14 | # gained | | | | |
| | | 13 | # exited | | 15 | # exited | | 18 | # exited | | 19 | # exited | | | | |
| 20% Work Experience Expenditure Requirement | | | | | | | | | | | | | | | | |
| 23.50% | WIOA Youth | 20.3% | \$ 5,154.25 | Training Expenditures | 24.0% | \$ 11,105.20 | Training Expenditures | 26.1% | \$ 16,448.07 | Training Expenditures | 23.50% | \$ 20,677.28 | Training Expenditures | | | |
| | | | \$ 25,352.49 | Total Expenditures | | \$ 46,290.54 | Total Expenditures | | \$ 62,979.17 | Total Expenditures | | \$ 87,975.08 | Total Expenditures | | | |
| Total Contract Expenditures | | | | | | | | | | | | | | | | |
| 73.41% | WIOA Youth | 21.0% | \$ 25,944.24 | Expenditures | 38.4% | \$ 47,276.79 | Expenditures | 52.4% | \$ 64,557.57 | Expenditures | 73.4% | \$ 90,483.43 | Expenditures | | | |
| | | | \$ 123,264.82 | Total Contract | | \$ 123,264.82 | Total Contract | | \$ 123,264.82 | Total Contract | | \$ 123,264.82 | Total Contract | | | |

Northern Neck Planning District 17 Data

| | | 4th Quarter PY 22 |
|--|------------|-------------------|
| Customer Summary Information | | |
| Planned Number of Participants for PY | | 14 |
| Total Participants Served | | 14 |
| Percent of Planned | | 100% |
| Planning District 17 Total New Clients Enrolled this Quarter | | 3 |
| | WIOA Youth | 14 |
| Lancaster County New Clients Enrolled this Quarter | | 2 |
| | WIOA Youth | 4 |
| Northumberland County New Clients Enrolled this Quarter | | 1 |
| | WIOA Youth | 6 |
| Richmond County New Clients Enrolled this Quarter | | 0 |
| | WIOA Youth | 0 |
| Westmoreland County New Clients Enrolled this Quarter | | 0 |
| | WIOA Youth | 4 |

Middle Peninsula Planning District 18 Data

| | | 4th Quarter PY 22 |
|--|------------|-------------------|
| Customer Summary Information | | |
| Planned Number of Participants for PY | | 13 |
| Total Participants Served | | 9 |
| Percent of Planned | | 69% |
| Planning District 18 Total New Clients Enrolled this Quarter | | 0 |
| | WIOA Youth | 9 |
| Essex County New Clients Enrolled this Quarter | | 0 |
| | WIOA Youth | 2 |
| King and Queen County New Clients Enrolled this Quarter | | 0 |
| | WIOA Youth | 1 |
| King William County New Clients Enrolled this Quarter | | 0 |
| | WIOA Youth | 5 |
| Mathews County New Clients Enrolled this Quarter | | 0 |
| | WIOA Youth | 0 |
| Middlesex County New Clients Enrolled this Quarter | | 0 |
| | WIOA Youth | 1 |

Eastern Shore Community College WIOA Youth

| | | 1st Quarter PY 22 7/1/22 - 9/30/22 | | 2nd Quarter PY 22 10/1/22 - 12/31/22 | | 3rd Quarter PY 22 1/1/23 - 3/31/23 | | 4th Quarter PY 22 4/1/23 - 6/30/23 | | | | | |
|--|------------|---------------------------------------|----------------|---|-------|---------------------------------------|-----------------------|---------------------------------------|----------------|-----------------------|-------|----------------|-----------------------|
| Customer Summary Information | | | | | | | | | | | | | |
| Planned Number of Participants for PY | | 25 | | 25 | | 25 | | 25 | | | | | |
| Total Participants Served | | 11 | | 12 | | 14 | | 20 | | | | | |
| Percent of Planned | | 44% | | 48% | | 56% | | 80% | | | | | |
| New Clients Enrolled this Quarter | | 2 | | 1 | | 2 | | 6 | | | | | |
| WIOA Youth | | 11 | | 12 | | 14 | | 20 | | | | | |
| 5 | | | | | | | | | | | | | |
| Total Follow-Ups Required | | 4 | | 6 | | 5 | | 10 | | | | | |
| Total Follow-Ups Completed | | 4 | | 6 | | 5 | | 10 | | | | | |
| Total Follow-Up Not Completed | | 0 | | 0 | | 0 | | 0 | | | | | |
| Employment 2nd Quarter after Exit | | | | | | | | | | | | | |
| WIOA Youth - 78.1% | - | 0 | # employed | 100.0% | 3 | # employed | - | 0 | # employed | 100.0% | 1 | # employed | |
| | | 0 | # exited | | 3 | # exited | | 0 | # exited | | 1 | # exited | |
| Employment 4th Quarter after Exit | | | | | | | | | | | | | |
| WIOA Youth - 81.1% | - | 0 | # employed | 100.0% | 3 | # employed | - | 0 | # employed | 100.0% | 3 | # employed | |
| | | 0 | # exited | | 3 | # exited | | 0 | # exited | | 3 | # exited | |
| Credential Attainment within Four Quarters after Exit | | | | | | | | | | | | | |
| WIOA Youth - 70% | - | 0 | # credentialed | - | 0 | # credentialed | - | 0 | # credentialed | - | 0 | # credentialed | |
| | | 0 | # exited | | 0 | # exited | | 0 | # exited | | 0 | # exited | |
| Measurable Skills Gain | | | | | | | | | | | | | |
| WIOA Youth - 69.1% | 0.0% | 0 | # gained | 41.7% | 5 | # gained | 46.2% | 6 | # gained | 53.8% | 7 | # gained | |
| | | 8 | # exited | | 12 | # exited | | 13 | # exited | | 13 | # exited | |
| 20% Work Experience Expenditure Requirement | | | | | | | | | | | | | |
| 48.01% | WIOA Youth | 56.3% | \$ 6,503.54 | Training Expenditures | 51.9% | \$ 9,433.36 | Training Expenditures | 49.8% | \$11,979.98 | Training Expenditures | 48.0% | \$14,139.18 | Training Expenditures |
| | | | \$11,560.84 | Total Expenditures | | \$18,165.39 | Total Expenditures | | \$24,051.92 | Total Expenditures | | \$29,449.93 | Total Expenditures |
| Total Contract Expenditure Requirement | | | | | | | | | | | | | |
| 42.85% | WIOA Youth | 16.7% | \$12,037.90 | Training Expenditures | 26.5% | \$19,112.39 | Training Expenditures | 35.0% | \$25,203.94 | Training Expenditures | 42.8% | \$30,862.23 | Training Expenditures |
| | | | \$72,027.08 | Total Expenditures | | \$72,027.08 | Total Expenditures | | \$72,027.08 | Total Expenditures | | \$72,027.08 | Total Expenditures |

Eastern Shore Planning District 22 Data

| | | 4th Quarter PY 22 |
|--|------------|-------------------|
| Customer Summary Information | | |
| Planned Number of Participants for PY | | 25 |
| Total Participants Served | | 21 |
| Percent of Planned | | 84% |
| Planning District 22 Total New Clients Enrolled this Quarter | | 7 |
| | WIOA Youth | 21 |
| Accomack County New Clients Enrolled this Quarter | | 3 |
| | WIOA Youth | 13 |
| Northampton County New Clients Enrolled this Quarter | | 4 |
| | WIOA Youth | 8 |

| 4th Quarter PY 2022 | | | |
|--|-------------------------|---------------|------------------------------|
| | Negotiated Level | Actual | % of Negotiated Level |
| Adult Measures | | | |
| Employment 2nd Quarter after Exit | 86.6 | 90.0 | 104% |
| Employment 4th Quarter after Exit | 85.5 | 95.2 | 111% |
| Median Earnings 2nd Quarter after Exit | \$6,100.00 | NA | - |
| Credential Attainment within 4 Quarters after Exit | 81.1 | 85.7 | 106% |
| Measurable Skills Gain | 70.2 | 56.5 | 80% |
| Dislocated Workers Measures | | | |
| Employment 2nd Quarter after Exit | 88.6 | 100.0 | 113% |
| Employment 4th Quarter after Exit | 90.0 | 100.0 | 111% |
| Median Earnings 2nd Quarter after Exit | \$8,900.00 | NA | - |
| Credential Attainment within 4 Quarters after Exit | 70.0 | 100 | 143% |
| Measurable Skills Gain | 69.8 | 62.5 | 90% |
| Youth Measures | | | |
| Employment 2nd Quarter after Exit | 78.1 | 100.0 | 128% |
| Employment 4th Quarter after Exit | 81.1 | 100.0 | 123% |
| Credential Attainment within 4 Quarters after Exit | 70.0 | 100.0 | 143% |
| Measurable Skills Gain | 69.1 | 65.5 | 95% |

BCWDB Performance Measure Definitions

Section 116 of the Workforce Innovation and Opportunity Act (WIOA) specifies the core metrics that the Local Workforce Development Boards (LWDB) and the state will be measured against. The following Indicators of Performance are part of the performance accountability system under WIOA:

Employment 2nd Quarter after Exit

The percentage of program participants who are in unsubsidized employment during the 2nd quarter after exit from the program. **(Adult and Dislocated Workers)**
Participants in education, or training or employment in the 2nd quarter after exit. **(Youth)**

Employment 4th Quarter after Exit

The percentage of program participants who are in unsubsidized employment during the fourth quarter after exit from the program. **(Adult and Dislocated Workers)**
Participants in education, or training or employment in the 4th quarter after exit. **(Youth)**

Median Earnings 2nd Quarter after Exit

The median earnings of program participants who are in unsubsidized employment in the second quarter after exit from the program. **(Adult, Dislocated Workers, Youth)**

Credential Attainment within Four Quarters after Exit

The percentage of program participants who attain a recognized postsecondary credential, or a secondary school diploma or its recognized equivalent, during program participation or within 1 year after exit from the program. **(Adult, Dislocated Workers, Youth)**

Measurable Skills Gain

The percentage of program participants who, during a program year, are in an education or training program that leads to a recognized postsecondary credential or employment and who are achieving measurable skill gains toward a credential or employment. **(Adult, Dislocated Worker, Youth)**

Success Stories

Rappahannock Goodwill Industries Rappahannock Goodwill Industries Success Story – George Washington

Caitlin entered the WIOA program with limited income to meet her basic needs. She found herself anxious about the barriers to obtaining her goal of becoming a Welder. Inspired by her father's support, she enrolled in the WIOA program to explore the opportunities the program offered.

WIOA staff supported Caitlin in registering for training to pursue her goal of working in the Welding industry. Caitlin finished her training and obtained her credentials in just five months. Afterwards, WIOA staff supported Caitlin to revise her Resume and provided job listings.

During the job search, a welding company representative reached out to Caitlin with an offer. Caitlin was excited and hesitant to apply because of her lack of experience in such a challenging field. The WIOA Case Manager encouraged Caitlin to apply and speak with the employer. Caitlin did so, and the company hired her shortly after submitting the application.

A few months after starting her new job, another company contacted Caitlin with an offer to match her credentials and provide an opportunity for Caitlin to grow with the company. Caitlin reported to the WIOA Case Manager that the program made a significant difference for her by providing funding for training, guided assistance, and job search support. Caitlin stated, "I loved the training and learning my craft." "Now I am my craft!" "I am a Welder!"

Rappahannock Community College Rappahannock Community College Success Story - Northern Neck

18-year-old Alice came to RCC in the summer of 2022. Since high school, she had been waitressing at various restaurants. She decided she would like to be a dental assistant. She applied for WIOA funding and was determined eligible as an adult. In July, she was enrolled in the program. She completed all job readiness assignments and her interests matched Onet interests for dental assisting. She started her training on September 10, 2022. In 10 weekends, Alice was excited to complete her training. On January 30, 2023, she started a new job as a dental assistant. Alice is doing very well and is wonderful to work with.

Rappahannock Community College Rappahannock Community College Success Story – Middle Peninsula

On February 2, 2023, Bob came to RCC and inquired about CDL training. He was 22 years old and had been an Amazon driver with a great driving record. He wanted to drive the big rigs and see the world. He applied to WIOA and was determined eligible. He was enrolled and started training on February 21st. He was an exceptional student and three weeks later March 14th, Bob passed his test! He continued to work some cash jobs while applying for over-the-road jobs and soon accepted an offer. On May 15th, Bob started driving with Western Express. After thirty days of training, he began driving solo. Bob has been a wonderful student and great to work with. Best of luck to him!

Eastern Shore Community College
Eastern Shore Community College Success Stories – Eastern Shore

Story #1

Davion graduated from Old Dominion University with a bachelor's degree in information systems at its spring 2023 commencement. Davion participated in the WIOA program prior to that and though he changed his major several times, he went on to earn an associate's degree in Arts & Sciences for General Studies at Eastern Shore Community College in 2021. After completion Davion contemplated applying for admission at the University of Maryland Eastern Shore, Salisbury University, Norfolk State University, and Old Dominion University. He was apprehensive at first and needed a great deal of encouragement to take the next step in higher education. He eventually took a leap of faith and applied at Old Dominion University. To his amazement, he was accepted as a transfer student. Davion successfully completed all the curriculum requirements and earned a bachelor's degree in information technology cyber security.

We are proud of Davion and wish him well as he joins the workforce as an IT professional who proved that with program support, encouragement, and a tenacious spirit, dreams can become reality. Davion is a happy law-abiding, self-sufficient African American youth who secured employment in an in-demand occupation with a bright career pathway earning a competitive salary at BAE Systems. Congratulations Davion!

Story #2

Johnathan, a construction carpenter by trade was recently laid off by his employer who was forced to shut the company down due to an inability to complete projects related to staffing issues. Not knowing what to do or where to go from there, Jonathan went to the local Virginia Career Works center to apply for unemployment benefits. After meeting with staff, Jonathan was referred to the WIOA representative. Jonathan made it known that he was seeking immediate employment to meet the financial needs of his family. After discussing immediate career opportunities, Johnathan decided that he was tired of the construction carpentry business. WIOA staff shared program information and opportunities available for WIOA participants to train for a new career. Having viewed several career paths, Johnathan decided to pursue commercial driver license training. Johnathan met the requirements for eligibility. He enrolled in the training and completed the written portion of the CDL training examination. Now he must pass the pre-trip and the road portion of the test. WIOA staff will be notified as soon as Johnathan completes the remainder of the exam and earns his commercial driver's license. Several companies have already expressed interest in hiring Johnathan based on his stellar work history and dependability. The sky is the limit for Johnathan once he earns his CDL.

Rappahannock Goodwill Industries
Youth Success Story – George Washington

Brandon is a recent high school graduate with disabilities and minimal work experience. Brandon expressed a strong desire to obtain credentials and a career in the healthcare industry. Brandon has a family member who serves as his mentor who also works in the healthcare industry.

The Case Manager provided support throughout Brandon's training. She served as a "patient" for Brandon to demonstrate the proper techniques for blood draw. Brandon was very professional, introducing himself,

asking for identifying information from the "patient", preparing the supplies, and finding the vein. The Case Manager also provided support to Brandon while he was studying for his exam.

The training provider reported that Brandon took advantage of extra study time after class with a fellow student. In two short months, Brandon completed the Leadership, Financial Literacy, and Phlebotomy and IV Therapy training, and then passed his exam.

Brandon is now practicing these skills in an externship at a local primary care facility. Brandon is scheduled to begin the Certified Medical Assistant training on 8/1/23 prior to pursuing employment in healthcare. Brandon is well on his way to achieving his goal of a successful career in the healthcare industry.

Rappahannock Community College Youth Success Story – Northern Neck & Middle Peninsula

Northern Neck

Program participants Ashton, Emily and Erika took part in the Summer Career Adventure Program on 3D printing held at Rappahannock Community College. During the weeklong activity the participants learned valuable skills in not only the technology of 3D printers and printing, by building their own 3D printers, but they also learned about entrepreneurship. Ashton is hopeful to continue her work by applying the skills she learned during the camp to help her sell her artwork and 3D creations. Each participant took home the printers they built, along with enough materials to continue practicing what they learned in the hands-on classes.

Middle Peninsula

Program participant Deja, has been chipping away at a certification in CompTIA A+ for the past several months, and will be sitting for her certification test by the end of August. Deja was an inaugural participant in the first Summer Career Adventure Program that focused on Cybersecurity, and she has been working hard to gain industry recognized credentials and experiences in order to begin a career in the field.

Eastern Shore Community College Youth Success Story – Eastern Shore

Ja'la is an out of school youth who recently completed training and earned her Certified Nursing Assistant certification. Ja'la had a hard upbringing. She lived in a home with a family who had other children. Knowing that she did not want to stay in her situation, Ja'la, with the assistance of her case worker enrolled in the certified nursing assistant program at Eastern Shore Community College. Ja'la excelled and made it through the course with exceptional grades. Ja'la participated in graduation and went on to pass the state board licensure examination. She is now working full-time as a fully credentialed Certified Nursing Assistant. Her dream came true and she is looking ahead to achieve more goals. Her dreams are big and we are very proud to have been a part of this stage of professional career development.

Labor Market Committee
Wednesday, July 5, 2023
10:00 a.m.

The Labor Market Committee is scheduled to meet on Wednesday, July 5, 2023 at 10:00 a.m. via Zoom.

- I. Call to Order:** Nick Minor called the meeting to order at 10:05 a.m.
- II. Roll Call:** Present was Nick Minor and Ian Ginger. Not present was Shawn Hildebrand, Felicia Ainsa, Melvin Carter, and Raymond Staton Jr. Also present was Jackie Davis, Steven Golas, and Lauren Fallin.
- III. Public Input:** There was no public input.
- IV. Approval of April 5, 2023 Minutes:** Ian Ginger made a motion to approve the April 5, 2023 minutes and Nick Minor seconded the motion, passing the motion unanimously.
- V. New Business**
 - A. Strategic Plan Evaluation:** The committee reviewed the Strategic Plan Evaluation. Ian Ginger noted that it would be helpful if the One Stop Committee overviewed the Strategic Plan Evaluation. The committee agreed that it would be beneficial to have specific numbers of businesses touched and grants applied to in order to further improve program development. Jackie Davis noted that she will get the committees to provide a baseline for the next Labor Market meeting.
 - B. Royal Spa Academy ETP Approval:** The committee reviewed the Royal Spa Academy ETP Approval. Ian Ginger made a motion to recommend the Royal Spa Academy ETP Approval to the Executive Committee and Nick Minor seconded the motion, passing the motion unanimously.
- VI. Old Business:** There was no old business to discuss.
- VII. Other topics for discussion:** Jackie Davis announced that the upcoming Board meeting will be on August 2, 2023 at Teal Jones and additional information about the meeting will be sent out soon.
- VIII. Adjournment:** There being no further business to discuss, Nick Minor adjourned the meeting at 10:23 a.m.

Respectfully submitted,
Lauren Fallin



BAY CONSORTIUM WORKFORCE DEVELOPMENT BOARD

Strategic Plan



Setting out strategies to bring about the Board's vision, mission, and objectives

July 2023 through June 2026



BAY CONSORTIUM REGION

A proud partner of the AmericanJobCenter® network

Vision and Mission

VISION: Ensure the LWDA 13 has a viable and qualified workforce that is capable of supporting existing businesses and attracting new businesses by providing a sustainable and expanding employment base.

MISSION: To achieve the purpose of WIOA and Virginia's strategic and operational vision and goals by providing comprehensive, customer-driven workforce services that connect employers, education providers, job seekers, workers, and youth.

Goals

Funding

Objective: Maximize funding opportunities to support strategic priorities

Action Items:

1. Diversify streams of revenue to support the goals of the organization
 - a. Number of grants applied for
 - b. Number of grants approved
 - c. Number and amount of sponsorships
 - d. Other non WIOA funding
2. Secure professional grant writer on an as needed basis
 - a. Has a professional grant writer been selected on an as needed basis
3. Monitor funds for correlation with goals
 - a. Report to the Board on how funding is being used to support the Board's Vision and Mission
 - i. Do the activities being performed by Board staff and various partners support the goals.

Program Development and Implementation

Objective: Lead workforce system of partners to provide comprehensive programs and services to support the business community and residents of our region

Action Items:

1. Provide responsive and innovative employer services utilizing the Business Services Teams and other resources
 - a. Number of businesses touched
 - i. A detailed list of services provided will be kept
 - b. Number of repeat business provided services
 - i. A detailed list of services provided will be kept
 - c. Number of IWT Provided
 - d. Number of OJTs Provided
 - e. Number of Apprenticeships
2. Provide responsive and innovative training and support services for jobseekers through our Virginia Career Works Centers
 - a. Number of clients who walk through the door

- b. Customer Satisfaction
- c. Continuous improvement for customer flow
- d. Outreach provided in the region
- 3. Ensure compliance for all programs through tracking and documentation
 - a. Monitoring reviews
 - b. Contract tracking
- 4. Provide streamlined and consistent business and job seeker services across the BCWDB
 - a. Business Services Policy and plan produced and implemented
 - b. Business Services Policy being enforced with partners.

Business and Community Outreach

Objective: Enhance outreach, connectivity, visibility, and viability of the BCWDB to become a key resource to the business and community.

Action Items:

1. Create and implement a comprehensive outreach plan to support the goals of the organization that include connection with regional employers, education, and the community stakeholders
 - a. Creation of outreach plan
 - i. What should it include?
 - b. Implementation of outreach plan
 - c. Number of employers engaged
 - i. A detailed list of employers will be provided
 - d. Number of educational providers engaged
 - i. A detailed list of educational providers will be provided
 - e. Number of stakeholders engaged
 - i. A detailed list of stakeholders will be provided
 - f. Local Economic Development Engagement
 - i. Each area should have a visit quarterly.
 - g. Work with local chambers of commerce
 - i. What work is being done to promote the work of the BCWDB?
2. Improve communication with local government, by enhancing outreach with local social services and human resources departments
 - a. Provide better communication with local government
 - i. Produce a quarterly report that will be sent to all local government to include CLEO Consortium
 - b. Meet at least quarterly with the regional local social services
 - c. Include local social services on Business Services Team Meetings, Regional Partner meetings, and any events that are planned within the region.
3. Coordinate and collaborate with community partners to better align resources
 - a. Work through partner meetings, business services team, WIOA Providers, One-Stop Manager to better align services to ensure no duplication to optimize all partners' resources.

The BCWDB Strategic Plan is the road map to help fulfill the requirements of the Local Plan. To view the Local Plan please [click here](#).

Board Development Committee
Wednesday, July 12, 2023
10:00 a.m.

The Board Development Committee met on Wednesday, July 12, 2023 via Zoom.

- I. **Call to Order:** Joshua Gemerek called the meeting to order at 10:05 a.m.
- II. **Roll Call:** Present was Joshua Gemerek and Kendall Webre. Not present was Sara Carroll, Matthew Weaver, Ben Whanger, and Amy Shockley. Also present was Lauren Fallin, Jackie Davis, Steven Golas, and Kristina Allen.
- III. **Public Input:** There was no public input.
- IV. **Approval of Meeting Minutes from April 12, 2023 Meeting:** Kendall Webre made a motion to approve the meeting minutes from April 12, 2023 and Joshua Gemerek seconded her motion, passing the motion unanimously.
- V. **New Business**
 - A. **Disc. Assessment:** Jackie Davis discussed that the Disc. Assessment is a survey that determines your workforce personality. She recommended doing this at a future board meeting as a team building exercise.
 - B. **ROI:** Jackie Davis explained that the Return On Investments (ROI) helps guide us with what need to improve on to best serve individuals cost efficiently.
 - C. **Vacancies:** Jackie Davis noted that King and Queen County is a vacancy that needs to be reached out to in search of a Business Representative for the locality.
- VI. **Old Business:**
 - A. **Committee Restructure:** Jackie Davis went over and discussed the proposed committee restructure crosswalk to the Board Development Committee. Joshua Gemerek and Kendall Webre recommended the proposed crosswalk to the Executive Committee.
 - B. **Bylaws:** Jackie Davis stated that if the committee restructure is approved, then the bylaws need to be updated. She also noted that we need to enforce the Board attendance bylaws more strictly.
- VII. **Other Items for Discussion:** Jackie Davis announced that the board will be meeting on August 2, 2023. More details on the location of the meeting will be provided closer to the meeting date.
- VIII. **Adjournment:** With no further business to discuss, Joshua Gemerek called the meeting for adjournment at 11:02 a.m.

**Committee Crosswalk
Proposed Committee Restructure**

| Current | Proposed |
|---|---|
| <p>Labor Market</p> <ul style="list-style-type: none"> • Strategic Plan • Local Plan • ETPL • Policy | <p>Policy and Strategic Planning Committee</p> <ul style="list-style-type: none"> • Strategic Plan • Local Policy • ETPL for Adult, Dislocated and Youth Training – Initial Approval • Policy • By-Laws (Board Development) |
| <p>Performance and Accountability</p> <ul style="list-style-type: none"> • Data Oversight <ul style="list-style-type: none"> ○ Quantitative ○ Qualitative ○ Monitoring ○ Performance Standards ○ Service Delivery Quality ○ Customer Satisfaction • Service Providers <ul style="list-style-type: none"> ○ New, Continue, or terminate • Accountability for delivery or services <ul style="list-style-type: none"> ○ Establish performance indicators | <p>Operations and Performance Committee</p> <ul style="list-style-type: none"> • Performance Accountability <ul style="list-style-type: none"> ○ Data Oversight for Adult, Dislocated and Youth <ul style="list-style-type: none"> ▪ Performance Standards ○ Service Providers – One-Stop Operator, Adult, Dislocated and Youth Services ○ Accountability for delivery of One-Stop Operator, Adult, Dislocated and Youth Services <ul style="list-style-type: none"> ▪ Customer Satisfaction/Service Delivery Quality (Employer and Job Seeker) • Recommend Policy and Services • Strategic Partner Relationships <ul style="list-style-type: none"> ○ Education ○ Partners ○ Apprenticeship ○ Monitoring/Technical Training |
| <p>Board Development</p> <ul style="list-style-type: none"> • By-laws • Board Certification (CLEO Responsibility) • Board Membership VBWD 200-02 (CLEO Reasonability) • Board Onboarding • Slate of Officers (Nominating Committee) • Committee Assignments | |
| <p>Youth Council</p> | |

| | |
|--|---|
| <ul style="list-style-type: none"> • Youth Contracts • Youth Performance • Local and Strategic Plan as related to Youth • ETPL for Youth Training • Forge Partnerships with K-12, Apprenticeship and Technical Training | |
| | <p>Communications Committee</p> <ul style="list-style-type: none"> • Development and Implementation of Communications <ul style="list-style-type: none"> ○ Bring awareness to employers, jobseekers and stakeholders about resources • Development of a Communications Plan |
| <p>One-Stop</p> <ul style="list-style-type: none"> • Development and continuous improvement of WIOA Services <ul style="list-style-type: none"> ○ Coordination and non-duplication of services • MOU Development and Implementation • Policy | <p>Business And Workforce Services Committee</p> <ul style="list-style-type: none"> • One-Stop Delivery System (One-Stop) <ul style="list-style-type: none"> ○ Development and Implementation of MOU/IFA ○ Center Certification ○ Coordination of Youth, Adult and Dislocated Worker Services and Activities ○ Access and Equity • Labor Market Information • Strategies to address short and long-term skills needed by employers • Funding and Service Priorities, Partner Collaboration and Leveraging resource • Career Pathway Development • Metrics for Business Services • Development and Implementation of Business Services Plan |
| <p>Executive Committee</p> <ul style="list-style-type: none"> • Composed of Chair, Vice-Chair, Secretary/Treasurer and Member-at-Large (Chair and Vice-Chair also Board Chair and Vice-Chair) • Plan, coordinate and expedite the work for the Board | <p>Executive Committee</p> <ul style="list-style-type: none"> • Composed of Chair, Vice-Chair, Secretary/Treasurer and Member-at-Large (Chair and Vice-Chair also Board Chair and Vice-Chair) • Plan, coordinate and expedite the work for the Board |

| | |
|--|--|
| <ul style="list-style-type: none"> • Review and endorse grant submissions • Take action on behalf of the Board when necessary (Exercise full authority of the Board as permitted by law) • Development and oversight of Budget • Resolve conflict between committees and reviews all action items from standing committees | <ul style="list-style-type: none"> • Review and endorse grant submissions • Take action on behalf of the Board when necessary (Exercise full authority of the Board as permitted by law) • Development and oversight of Budget, Budget Modifications and funds transfer requests • Resolve conflict between committees and reviews all action items from standing committees • Addresses any issues not assigned to any specific committee • Committee assignments (Board Development) • Board Certification (Board Development) • Onboarding of new members (Board Development) |
| <p>Nominating Committee (Ad Hoc)</p> <ul style="list-style-type: none"> • Appointed by Chair two months prior to annual meeting (May) • Include Chair and two other members (not from same PDC) • Develop Slate of Officers (Board Development has been performing this function) | <p>Joint Working Committee</p> <ul style="list-style-type: none"> • Comprised of the Officers of Board and CLEO • Development of Budget • Develop Slate of Board Officers |

Youth Council
Monday, June 17, 2023
10:00 a.m.

The Youth Council met on Monday, July 17, 2023 at 10:00 a.m. via Zoom.

I. Call to Order: Marjorie Lampkin called the meeting to order at 10:00 a.m.

II. Roll Call: Present was Marjorie Lampkin, Hope Mothershead, Tina Straton-Taylor, and Sherry Davis. Also present Jackie Davis, Giles Scott, Steven Golas, Kristina Allen, and Lauren Fallin. Not present was David Ferguson, Hutt Williams, and Chris Giles. Public present Kat Keske.

III. Public Input: There was no public input.

IV. Approval of Meeting Minutes from the April 17, 2023 Meeting: Hope Mothershead made a motion to approve the meeting minutes from the April 17, 2023 meeting, and Tina Straton-Taylor seconded her motion, passing the motion unanimously.

V. New Business

A. Quarterly Report: Steven Golas went over the Quarterly Reports for the fourth quarter. He mentioned that the engagement needs to be increased in King George and Richmond County, and that the Middle Peninsula needs enhanced outreach strategies. The Youth measures for this quarter exceed in all categories.

B. Youth Report: Giles Scott talked about the many job fairs that have been hosted in the Bay Consortium area and the Career adventure summer camps in Fredericksburg, Northern Neck, Middle Peninsula, and Eastern Shore. Giles has also been outreaching with the Boys and Girls club providing mock interviews of local job positions offered at the after-school program. The 3D printing camp was a success with five individuals that participated. Three of those individuals will be participants in the upcoming Drone camp. Giles also mentioned that coloring books, crayons, and handbooks are in the process of being printed to give out to schools this school year that show insight on different careers and our services and resources.

VI. Old Business: There was no old business to be discussed.

VII. Other Topics for discussion: There were no other topics for discussion.

VIII. Adjournment: With no further business to be discussed, Hope Mothershead made a motion to adjourn the meeting, and Tina-Straton Taylor seconded her motion, passing the motion unanimously with the meeting adjourned at 10:21 a.m.

Respectfully submitted,
Lauren Fallin



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PY 23-24 Budget

| Bay Consortium Workforce Development Board, Inc. | | |
|---|---------------------------------|-------------------------|
| PY 2023-2024 Proposed Budget | | |
| Revenue | May 2023 Approved Budget | Proposed PY23-24 |
| WIOA Admin | \$ 162,825.54 | \$ 194,666.90 |
| WIOA Adult | \$ 561,840.78 | \$ 528,906.38 |
| WIOA Dislocated | \$ 420,892.44 | \$ 423,495.29 |
| WIOA Youth | \$ 627,696.60 | \$ 671,464.84 |
| Management Fee (One-Stop) | \$ 12,000.00 | \$ 12,000.00 |
| CAREER DWG | \$ 54,167.00 | \$ 54,167.00 |
| Locality Support | \$ 97,869.00 | \$ 116,892.00 |
| GOVA TPI | \$ 175,000.00 | \$ 198,190.58 |
| Youth Outreach and Marketing | \$ - | \$ 25,000.00 |
| Transportation to Learn | \$ - | \$ 25,000.00 |
| FieldPrint | \$ - | \$ 2,711.50 |
| Total Revenue | \$ 2,112,291.35 | \$ 2,252,494.49 |
| Expenses | May 2023 Approved Budget | Proposed PY23-24 |
| Board | May 2023 Approved Budget | Proposed PY23-24 |
| Advertising | \$ 500.00 | \$ 500.00 |
| Audit | \$ 15,000.00 | \$ 16,200.00 |
| Dues/Publications | \$ 500.00 | \$ 500.00 |
| Employee Salaries | \$ 262,387.50 | \$ 262,387.50 |
| Employee Benefits | \$ 78,716.25 | \$ 78,716.25 |
| Employee Taxes | \$ 24,270.84 | \$ 24,270.84 |
| Equip. Purchase | \$ 1,500.00 | \$ 1,500.00 |
| Equip. Rental | \$ 4,000.00 | \$ 4,000.00 |
| Equip. Repair | \$ 750.00 | \$ 750.00 |
| Insurance | \$ 7,000.00 | \$ 7,000.00 |
| Office Rent | \$ 10,000.00 | \$ 10,000.00 |
| Office Supplies | \$ 2,000.00 | \$ 2,000.00 |
| Postage | \$ 500.00 | \$ 500.00 |
| Printing | \$ 500.00 | \$ 500.00 |
| Telephone/Communications/Webpage | \$ 7,500.00 | \$ 7,500.00 |
| Professional Fees/PT Staff | \$ 2,000.00 | \$ 2,000.00 |
| Professional Development | \$ 5,000.00 | \$ 5,000.00 |
| Staff Travel | \$ 20,000.00 | \$ 20,000.00 |
| Board/CLEO Travel | \$ 13,500.00 | \$ 13,500.00 |
| Board Total | \$ 455,624.59 | \$ 456,824.59 |
| Programs | May 2023 Approved Budget | Proposed PY23-24 |
| SUB AREA 16 Adult/Dislocated | \$ 322,117.23 | \$ 276,514.85 |
| SUB AREA 17 and 18 Adult/Dislocated | \$ 209,477.31 | \$ 237,281.08 |
| SUB AREA 22 Adult/Dislocated | \$ 106,665.33 | \$ 116,628.98 |
| SUB AREA 16 YOUTH | \$ 94,986.86 | \$ 167,209.37 |
| SUB AREA 17 and 18 YOUTH* | \$ 88,264.77 | \$ 153,812.55 |
| SUB AREA 22 YOUTH | \$ 47,792.94 | \$ 83,660.65 |
| One-Stop Operator | \$ 50,000.00 | \$ 50,000.00 |
| Business Services | \$ 112,556.88 | \$ 107,416.88 |
| Incumbent Worker Training | \$ 30,000.00 | \$ 15,000.00 |
| On-the-Job Training | \$ 30,000.00 | \$ 15,000.00 |
| Youth Outreach | \$ 103,556.88 | \$ 100,416.88 |
| Youth Initiative | \$ 150,000.00 | \$ 50,000.00 |
| GOVA TPI | \$ 175,000.00 | \$ 188,440.58 |
| CAREER DWG | \$ 54,167.00 | \$ 54,167.00 |
| Transportation to Learn | \$ - | \$ 22,500.00 |
| Youth Outreach and Marketing | \$ - | \$ 22,750.00 |
| Programs Total | \$ 1,574,585.19 | \$ 1,660,798.81 |
| Expense Total | \$ 2,030,209.78 | \$ 2,117,623.40 |
| Unobligated Reserve | \$ 82,081.57 | \$ 134,871.09 |
| Total | \$ 2,112,291.35 | \$ 2,252,494.49 |
| Date Board Approval | | |
| Date CLEO Approval | | |



BAY CONSORTIUM REGION

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Training Provider Application

23. Please provide three customer references including contact information:

1.
Teresa Henderson
(804)988-2892
Resahen65@yahoo.com

2.
Tammy Coleman
(540)252-3405
Tammy@royalspallc.com

3.
Jewel Henderson
(540)424-5465
Jewels2rubies@yahoo.com

SUPPLEMENTAL INFORMATION

In addition to the attachments associated with the previous sections of this application, copies of the following documents **MUST** be included:

- ¢ 1. Copy of Virginia oversight documentation (SCHEV, VA School of Nursing, etc.)
- ¢ 2. Copy of License to Conduct Business in Virginia
- 3. Copy of Training Provider Non-discrimination Policy
- ¢ 4. Copy of Training Provider Grievance Procedure for individuals with complaints on issues, such as discrimination, accessibility, etc.
- ¢ 5. Suspension/Debarment Certification (included in packet)
- ¢ 6. Anti-Discrimination Certification (included in packet)
- ¢ 7. For each training program, fill out training program application (included in packet) and provide documentation which includes:
 - 1) Training Program description, 2) Outline of the Program, 3) Skills to be obtained.

**CERTIFICATION REGARDING DEBARMENT,
SUSPENSION, INELIGIBILITY AND VOLUNTARY
EXCLUSION—LOWER TIER COVERED TRANSACTIONS**

(1) The prospective lower tier subcontract proposer certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

(2) Where the prospective lower tier subcontract proposer is unable to certify to any of the statements in this certification, such prospective subcontract proposer shall attach an explanation to this proposal.

Royal Spa Academy

Organization

Tequita Queen

4/29/2023

Authorized Signature

Date

Tequita Queen - Owner

Printed Name and Title

Anti-Discrimination Certification

The training provider certifies that it will comply fully with all non-discrimination and equal opportunity provisions of the laws listed below:

- 1) Nondiscrimination provisions of WIOA Section 188, and its implementing regulations at 29 CFR part 38, which prohibit discrimination against all individuals in the United States on the basis of race, color, religion, sex, national origin, age, disability, political affiliation or belief, and against beneficiaries on the basis of either citizenship/status as a lawfully admitted immigrant authorized to work in the United States or participation in any WIOA Title I financially assisted program or activity.
- 2) Title VI of the Civil Rights Act of 1964, as amended, which prohibits discrimination on the basis of race, color and national origin;
- 3) Section 504 of the Rehabilitation Act of 1973, as amended, which prohibits discrimination against qualified individuals with disabilities.
- 4) Age Discrimination Act of 1975, as amended, which prohibits discrimination on the basis of age.
- 5) Title IX of the Education Amendments of 1972, as amended, which prohibits discrimination on the basis of sex in educational programs.
- 6) Title II, Subpart A of the Americans with Disabilities Act of 1990, as amended, which prohibits discrimination on the basis of disability.
- 7) Genetic Information and Nondiscrimination Act of 2008, which prohibits discrimination on the basis of genetic information with respect to health insurance and employment.

The training provider also certifies that it will:

- 1) Will collect and maintain data necessary to show compliance with the non-discrimination provisions of the WIOA Sec. 188, as provided in the regulations.
- 2) Will state in all solicitations or advertisements for employees placed by or on behalf of the provider, that the provider is an equal opportunity employer.
- 3) Notices, advertisement and solicitations placed in accordance with federal law, rule or regulation shall be deemed sufficient for the purpose of meeting the requirements of this section.
- 4) Make any and all reasonable accommodations to provide access and equity of services to disabled persons applying to or enrolled in any approved program of study.

Royal Spa Academy

Organization

Tequita Queen

Authorized Signature

4/29/2023

Certification and Representation

I, Tequita Queen (Name) as Owner (Title) of Royal Spa Academy (Applicant Agency), hereby

certify and represent the following:

1. That the information contained in this application and all attachments is true and correct to the best of my knowledge and belief; and
2. That Royal Spa Academy (Applicant Entity) will permit representatives of the Workforce Development Board and the Commonwealth of Virginia access to its facilities, staff, and records for the purpose of verifying information contained in this application and for collecting any additional information related to its qualifications as a provider of training services under the WIOA.
3. I understand that approval by a LWDB places the provider and program on the state Eligible Training Provider List but does not guarantee a local area will fund the approved training activity through the issuances of an ITA. That determination is further based on local policy which must include, at minimum, relevance of training to demand occupations that are in demand regionally, availability of local funds, and likelihood that training will support the individual in meeting their career objectives and employment. The selection of a training provider is based on participant choice.

Signed this 29th day of April, 2023

Signature Tequita Queen

Telephone Number 1-888-400-8363

Email Address Education@royalspaacademy.org

| FOR LWDB OFFICE USE ONLY | | | |
|--------------------------|----------------------|-----------------------------|--------------------------|
| Date Received by WDB | Date Approved by WDB | Date WDB Submitted to State | Authorized WDB Signature |
| | | | |
| | | | |



VIRGINIA CAREER WORKS

Training Program Application

A separate application form must be completed for each training program or occupational skills course of study.

| | | | |
|--|--|---|----------------------------|
| 1. Training Organization Royal Spa Academy | | | |
| 2. Contact Person – Name & Title Tequita Queen - Owner/Instructor | | | |
| 3. Training Program or stand-alone course name Massage Therapy | | | |
| 4. Program or course description Attached. | | | |
| 5. Year Program Established 2022 | 6. Total Credit or Curriculum Hours 500 Clock Hours | 7. Number of training weeks or hours 20 weeks 500 Hours | 8. Minimum Class Size 4 |
| 9. Is curriculum certified by an accrediting agency or similar national standardization program: <input checked="" type="checkbox"/> Yes (if yes specify) SCHEV <input type="checkbox"/> No | | | |
| 10. Description of training and skills to be obtained – <i>Attach training program description, include an outline of what is covered in the program and what skills are to be obtained.</i> | | | |
| 11. Which in-demand industry sectors and occupations best fit with the training program; and the average wage for the primary target occupation for which the training prepares the individual , as published by the Virginia Employment Commission, for the local area. If the in-demand sectors & occupation differ from what is defined by the region, please provide LMI Information to support the sector & occupation. Massage Therapy- Personal Care Services- \$54,750.00 | | | |
| 12. Does training lead to an industry recognized credential, diploma, license, or degree? <i>If yes, indicate which.</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | | | |
| 13. Is this a stackable credential, part of a sequence to move an individual along a career pathway or up a career ladder? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | | | |
| 14. Was this training developed in partnership with a business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, Name of Business(s): Royal Spa LLC | | | |

15. List Businesses that support this training program: Royal Spa LLC

16. Describe how you will ensure access to training services throughout the state, including rural areas and through the use of technology:

Royal Spa Academy will ensure access to training services throughout the state with web-based resources like Zoom and GoToMeeting to communicate with students.

17. Describe how you will work with the local board to serve individuals with barriers, including individuals with disabilities:

Royal Spa Academy will serve individuals with barriers and disabilities by discussing with the person confidentially the best ways to communicate. They may include written, verbal, or visual strategies, or a combination of several modes of communication.

Program Cost

| | |
|--|---------------------|
| 18. Registration/Pre-screening/Admissions Fees | \$ 1,000.00 |
| 19. Tuition (check all items included in Tuition) | \$ 10,500.00 |
| Books | \$ 200.00 |
| Required Supplies(Tools, uniforms, etc. | \$ 800.00 |
| Testing/Exam Cost | \$ 130.00 |
| Licensure/Certification Cost(s) | \$ 150.00 |
| Other Required Fees | \$ |
| 20. Total Cost to Complete Curriculum/Course | \$ 11,500.00 |

Criteria for Admission

21. Describe the prerequisites or skills and knowledge required prior to the commencement of training:

Students are required to be 18 years old with a high school diploma or equivalent GED and criminal history background check and fingerprints.

22. Is a High School Diploma or GED required:

Yes

No

Royal Spa Academy Course Description

The course requires 500-clock hours to complete our Massage Therapy program.

Our course meets the requirements for a Massage Therapy license and certification.

Upon completion of the program and tuition paid in full our students will receive a certificate and be eligible to test for the Massage and Bodywork Licensing Exam (MBLEX) and apply for a Massage Therapist license in the state of Virginia.

Introduction to Massage- 20 Clock Hours (MTINTRO20)

This course will teach students the history, effects, basic relaxing strokes, correct draping, and body mechanics of Massage Therapy.

Anatomy, Physiology, and Kinesiology – 125 Clock Hours (MTAPK125)

This course will cover the structure of the body, movement, and the function of the human body parts. We will learn all about the nerves, bones, landmarks, tendons, and muscles on the body.

Pathology – 40 Clock Hours (MTPATH40)

This course will cover the study of infections and diseases. Massage contraindications associated with these pathologies will also be explained.

Clinic/Lab – 200 Clock Hours (MTLAB200)

This course will consist of hands-on training with the public to practice different modalities of Massage such as Swedish, Deep tissue, Lymphatic Drainage, Reflexology, Prenatal, Chair, Medical and Sports Massage. This course will be supervised by a qualified Instructor.

Business – 4 Clock Hours (MTBUS4)

This course covers the basic business topics relating to Massage Therapy. Includes Ownership, marketing, advertising, startup cost and management.

Ethics – 6 Clock Hours (MTETH6)

This course covers behavioral choices that professionals will encounter such as how to properly handle conflicts and staying professional with clients, co-workers, and managers. This is the key point of analyzing and thinking about choices.

BLS CPR/AED – 5 Clock Hours (MTCPR5)

This course will teach students how to save a life in the event of an emergency. Topics include CPR and AED, basic cardiovascular life support and stroke training.

Deep Tissue- 20 Clock Hours (MTDT20)

This course will teach students how to target deep layers of muscle and surrounding tissues to treat injuries or chronic pain.

Sports Massage- 20 Clock Hours (MTSM20)

This course will prepare students to work with an athlete. We will teach the specific massage techniques and skills for pre-event, post-event, and rehabilitation.

Medical Massage- 20 Clock Hours (MTMM20)

This course will teach students how to assess clients' needs and treatment goals from a medical point of view. Students will gain the knowledge and be prepared to work in both the spa and clinical setting.

Lymphatic Massage- 30 Clock Hours (MTLM30)

This course will teach students on how to gauge a very light pressure for this modality of Massage. Students will learn about how the lymphatic system works and massage techniques to stimulate the lymphatic system. This course also includes topics on compression garments, post-surgical procedures, oncology, and hospice settings.

Other Modalities- 10 Clock Hours (MTOM10)

This course will introduce alternative Massage therapy modalities such as Chair Massage, Prenatal, Reflexology, Hot Stone, and Traditional Chinese Medicine.



COMMONWEALTH of VIRGINIA

STATE COUNCIL OF HIGHER EDUCATION FOR VIRGINIA

James Monroe Building, 101 North Fourteenth Street, Richmond, VA 23219

Peter Blake
Director

(804) 225-2600
www.schev.edu

April 27, 2023

Tequita N. Queen, Owner
Royal Spa Academy
969 Taskforce Drive
Fredericksburg, Virginia 22407

I write to inform you that the State Council of Higher Education for Virginia (SCHEV) has certified Royal Spa Academy to operate as a postsecondary non-college degree school in the Commonwealth of Virginia effective April 27, 2023. Royal Spa Academy is authorized to offer only the following program:

Table with 5 columns: Credential, Program Name, Clock Hours, CIP Code, Modality. Row 1: Certificate, Massage Therapy, 500, 51.3501, Face-to-Face

Please note that Royal Spa Academy is required to obtain approval from SCHEV prior to offering instruction in any program of study not listed above.

Enclosed, please find the Certificate to Operate (CTO). Pursuant to 8VAC40-31-170 of the Virginia Administrative Code, Royal Spa Academy will operate within the confines of the Code of Virginia. SCHEV takes its responsibility for the protection of students pursuing postsecondary education opportunities in the Commonwealth of Virginia seriously and may impose a penalty, pursuant to Code of Virginia § 23.1-228, for violations against Virginia law. As such, all certified postsecondary schools are subject to periodic audits to verify compliance with 8VAC40-31 et seq. of the Virginia Administrative Code. Royal Spa Academy should expect an audit by SCHEV staff within the next 18 months.

If you have any questions regarding certification, re-certification, or compliance of your school in regard to the Code of Virginia, or the Virginia Administrative Code, please contact our office at (804) 225-3093 and your call will be directed to the appropriate staff member.

Sincerely,

[Handwritten signature]

Sandra Freeman
Director, Private Postsecondary Education

Commonwealth of Virginia



VOCATIONAL NON-COLLEGE DEGREE SCHOOL CERTIFICATION TO OPERATE

In accordance with the provisions of Title 23.1, Article 3 of the Code of Virginia, and applicable regulations 8 VACV 40-31 et seq., this certification to operate grants the vocational non-college degree school listed below permission to enroll students; and offer instruction leading to a nondegree certificate program or a nondegree diploma program in the Commonwealth of Virginia.

Name and Location of School:

Royal Spa Academy
969 Taskforce Drive
Fredericksburg, VA 22407

Ownership:

Royal Spa Academy, LLC
969 Taskforce Drive
Fredericksburg, VA 22407

Issue Date:

April 27, 2023

Valid-Through Dates:

April 27, 2023- October 31, 2024

Certification to operate is valid for one year unless revoked or suspended for cause.
In Witness Whereof, the State Council of Higher Education for Virginia has caused this
certificate to be issued.

Certification to operate is not transferable or assignable.

A handwritten signature in cursive script that reads "Peter Blake".

Peter Blake, Director
State Council of Higher Education for Virginia

Royal Spa Academy
969 Taskforce Drive
Fredericksburg VA, 22407
www.royalspaacademy.org
1.888.400.8363

Refund Policy

A student who enters the school but withdraws or is terminated during the first quartile (25%) of the program will receive a refund of 75% of the cost of the program.

A student who withdraws or is terminated during the second quartile (more than 25% but less than 50%) of the program will receive a refund of 50% of the cost of the program.

A student who withdraws or is terminated during the third quartile (more than 50% but less than 75%) of the program will receive a refund of 25% of the cost of the program.

A student who withdraws after completing more than three quartiles (75%) of the program shall not be entitled to a refund.

STUDENT'S RIGHT TO CANCEL

Each student applicant has three business days to cancel enrollment. These three days do not include weekends and holidays. If the student cancels within three business days, he/she will receive a refund of all monies paid less a non-refundable fee of \$100.00. Student applicants must cancel within three business days of the actual enrollment date.

If the student has not canceled within the three-business day cancellation period, he/she may cancel their enrollment agreement by written notice at any time prior to the first-class day of the application. If any cancellation request under these circumstances, all tuition paid by the student will receive a refund less a maximum tuition fee of 15% or \$100, whichever is less. Student applicants are students on the first day of class.

Grievance Policy

All students enrolled at RSA have the right to seek closure or solution of any dispute or disagreement through our grievance procedure. We will secure all student accounts with extreme privacy and urgency. The student who started a grievance will not be treated unfairly and students will not be subjected to adverse actions by any school officials because of starting a complaint. Should the student feel that their situation was improperly addressed or the school did not resolve the complaint to the students' satisfaction, they may file a separate complaint through SCHEV. We have supplied contact information below.

Address: State Council of Higher Education for Virginia
101 N. 14th St., 10th F
James Monroe Building
Richmond, VA 23219-3659

Website: www.schev.edu

Phone: (804) 225-2600

Fax: (804) 225-2604

Royal Spa Academy Non-Discrimination Policy

It is the policy and commitment of Royal Spa Academy that it does not discriminate based on race, age, color, sex, national origin, physical or mental disability, or religion.

Royal Spa Academy is committed to a policy of equal opportunity and does not discriminate in the terms, conditions, or privileges on account of race, age, color, sex, national origin, physical or mental disability, or religion or otherwise may be prohibited by federal and state law. Any employee, board member, volunteer or client who believes that s/he or any other affiliate of Royal Spa Academy has been discriminated against is strongly encouraged to report this concern promptly to the Executive Director.

Discriminatory Harassment or intimidation of a client, staff person or guest because of that person's race, age, color, sex, national origin, physical or mental disability, or religion is specifically prohibited and may be grounds for termination. Harassment and intimidation include abusive, foul, or threatening language or behavior. Royal Spa Academy is committed to maintaining an environment that is free of any such harassment and will not tolerate discrimination against staff members, students, volunteers, or agency clients.

Issues of discriminatory treatment, harassment, or intimidation on any of these bases should immediately be reported to the Executive Director or immediate supervisor and, if substantiated, prompt action will be taken.



VIRGINIA CAREER WORKS

Training Provider Application

| | | | |
|--|---------|---|---------|
| 1. Name of Training Organization | | 2. Federal Tax ID# | |
| 3. Mailing Address | 4. City | 5. State | 6. Zip |
| 7. Physical Address | 8. City | 9. State | 10. Zip |
| 11. Name & Title of Contact Person: | | | |
| 12. Email Address of Contact Person: | | 13. Phone Number of Contact Person: | |
| 14. Mailing Address of Contact Person (if different from above) | | | |
| 15. Year Established | | 16. Website Address: | |
| 17. Type of Entity | | | |
| Other (please Describe) _____ | | | |
| 18. Does your organization provide job search assistance or placement services? (if yes, please describe) | | Yes | No |
| 19. What types of financial aid are available to students? | | | |
| 20. Does your organization have a tuition refund policy? (if yes, please attach the policy including time frames and percentage of reimbursement) | | Yes | No |
| 21. Name of Financial Aid Contact Person | | 22. Email Address of Financial Aid Contact Person | |

Training Provider Application

23. Please provide three customer references including contact information:

1.

2.

3.

SUPPLEMENTAL INFORMATION

In addition to the attachments associated with the previous sections of this application, copies of the following documents **MUST** be included:

- _____ 1. Copy of Virginia oversight documentation (SCHEV, VA School of Nursing, etc.)
- _____ 2. Copy of License to Conduct Business in Virginia
- X** 3. Copy of Training Provider Non-discrimination Policy
- _____ 4. Copy of Training Provider Grievance Procedure for individuals with complaints on issues, such as discrimination, accessibility, etc.
- _____ 5. Suspension/Debarment Certification (included in packet)
- _____ 6. Anti-Discrimination Certification (included in packet)
- _____ 7. For each training program, fill out training program application (included in packet) and provide documentation which includes:
 - 1) Training Program description, 2) Outline of the Program, 3) Skills to be obtained.

**CERTIFICATION REGARDING DEBARMENT,
SUSPENSION, INELIGIBILITY AND VOLUNTARY
EXCLUSION—LOWER TIER COVERED TRANSACTIONS**

(1) The prospective lower tier subcontract proposer certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

(2) Where the prospective lower tier subcontract proposer is unable to certify to any of the statements in this certification, such prospective subcontract proposer shall attach an explanation to this proposal.

Organization

Dr. Pamela Hill

Authorized Signature

Date

Printed Name and Title

Anti-Discrimination Certification

The training provider certifies that it will comply fully with all non-discrimination and equal opportunity provisions of the laws listed below:

- 1) Nondiscrimination provisions of WIOA Section 188, and its implementing regulations at 29 CFR part 38, which prohibit discrimination against all individuals in the United States on the basis of race, color, religion, sex, national origin, age, disability, political affiliation or belief, and against beneficiaries on the basis of either citizenship/status as a lawfully admitted immigrant authorized to work in the United States or participation in any WIOA Title I financially assisted program or activity.
- 2) Title VI of the Civil Rights Act of 1964, as amended, which prohibits discrimination on the basis of race, color and national origin;
- 3) Section 504 of the Rehabilitation Act of 1973, as amended, which prohibits discrimination against qualified individuals with disabilities.
- 4) Age Discrimination Act of 1975, as amended, which prohibits discrimination on the basis of age.
- 5) Title IX of the Education Amendments of 1972, as amended, which prohibits discrimination on the basis of sex in educational programs.
- 6) Title II, Subpart A of the Americans with Disabilities Act of 1990, as amended, which prohibits discrimination on the basis of disability.
- 7) Genetic Information and Nondiscrimination Act of 2008, which prohibits discrimination on the basis of genetic information with respect to health insurance and employment.

The training provider also certifies that it will:

- 1) Will collect and maintain data necessary to show compliance with the non-discrimination provisions of the WIOA Sec. 188, as provided in the regulations.
- 2) Will state in all solicitations or advertisements for employees placed by or on behalf of the provider, that the provider is an equal opportunity employer.
- 3) Notices, advertisement and solicitations placed in accordance with federal law, rule or regulation shall be deemed sufficient for the purpose of meeting the requirements of this section.
- 4) Make any and all reasonable accommodations to provide access and equity of services to disabled persons applying to or enrolled in any approved program of study.

Organization

Dr. Pamela Hill

Authorized Signature

Certification and Representation

I, _____ (Name) as _____ (Title) of
 _____ (Applicant Agency), hereby

certify and represent the following:

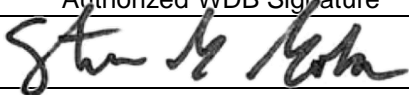
1. That the information contained in this application and all attachments is true and correct to the best of my knowledge and belief; and
2. That _____ (Applicant Entity) will permit representatives of the Workforce Development Board and the Commonwealth of Virginia access to its facilities, staff, and records for the purpose of verifying information contained in this application and for collecting any additional information related to its qualifications as a provider of training services under the WIOA.
3. I understand that approval by a LWDB places the provider and program on the state Eligible Training Provider List but does not guarantee a local area will fund the approved training activity through the issuances of an ITA. That determination is further based on local policy which must include, at minimum, relevance of training to demand occupations that are in demand regionally, availability of local funds, and likelihood that training will support the individual in meeting their career objectives and employment. The selection of a training provider is based on participant choice.

Signed this _____ day of _____, _____

Signature Dr. Pamela Hill

Telephone Number _____

Email Address _____


| FOR LWDB OFFICE USE ONLY | | | |
|--------------------------|----------------------|-----------------------------|--|
| Date Received by WDB | Date Approved by WDB | Date WDB Submitted to State | Authorized WDB Signature |
| | | |  |
| | | | |

COMMONWEALTH of VIRGINIA
 Department of Professional and Occupational Regulation
 9960 Mayland Drive, Suite 400, Richmond, VA 23233
 Telephone: (804) 367-8500


EXPIRES ON
04-30-2024

NUMBER
1202217230

**BOARD FOR BARBERS AND COSMETOLOGY
 COSMETOLOGY SALON LICENSE
 DISPLAY IN PLAIN VIEW OF PUBLIC**



HEALTHY HAIR CARE SALON & SPA INC
 2039 PLANK ROAD
 FREDERICKSBURG, VA 22401



Maureen A. Williams
Maureen A. Williams, Director

Status can be verified at <http://www.dpor.virginia.gov>

(SEE REVERSE SIDE FOR PRIVILEGES AND INSTRUCTIONS)


DPOR-LIC (02/2017)

COMMONWEALTH of VIRGINIA
 Department of Professional and Occupational Regulation
 9960 Mayland Drive, Suite 400, Richmond, VA 23233
 Telephone: (804) 367-8500


EXPIRES ON
12-31-2023

NUMBER
1205001645

**BOARD FOR BARBERS AND COSMETOLOGY
 COSMETOLOGY SCHOOL LICENSE
 DISPLAY IN PLAIN VIEW OF PUBLIC**



HEALTHY HAIR CARE BEAUTY ACADEMY
 35373 GOSLING LN
 LOCUST GROVE, VA 22508



Maureen A. Williams
Maureen A. Williams, Director

Status can be verified at <http://www.dpor.virginia.gov>

(SEE REVERSE SIDE FOR PRIVILEGES AND INSTRUCTIONS)

DPOR-LIC (02/2017)



VIRGINIA CAREER WORKS

Training Program Application

A separate application form must be completed for each training program or occupational skills course of study.

| | | | |
|--|-------------------------------------|--------------------------------------|-----------------------|
| 1. Training Organization | | | |
| 2. Contact Person – Name & Title | | | |
| 3. Training Program or stand-alone course name | | | |
| 4. Program or course description | | | |
| 5. Year Program Established | 6. Total Credit or Curriculum Hours | 7. Number of training weeks or hours | 8. Minimum Class Size |
| 9. Is curriculum certified by an accrediting agency or similar national standardization program: <div style="display: flex; justify-content: space-around;"> Yes (if yes specify) No </div> | | | |
| 10. Description of training and skills to be obtained – <i>Attach training program description, include an outline of what is covered in the program and what skills are to be obtained.</i> | | | |
| 11. Which in-demand industry sectors and occupations best fit with the training program; and the average wage for the primary target occupation for which the training prepares the individual , as published by the Virginia Employment Commission, for the local area. If the in-demand sectors & occupation differ from what is defined by the region, please provide LMI Information to support the sector & occupation. | | | |
| 12. Does training lead to an industry recognized credential, diploma, license, or degree? <i>If yes, indicate which.</i> <div style="display: flex; justify-content: space-around;"> Yes No </div> | | | |
| 13. Is this a stackable credential, part of a sequence to move an individual along a career pathway or up a career ladder? <div style="display: flex; justify-content: space-around;"> Yes No </div> | | | |
| 14. Was this training developed in partnership with a business? <div style="display: flex; justify-content: space-around;"> Yes No </div> If yes, Name of Business(s): | | | |

15. List Businesses that support this training program:

16. Describe how you will ensure access to training services throughout the state, including rural areas and through the use of technology:

17. Describe how you will work with the local board to serve individuals with barriers, including individuals with disabilities:

| Program Cost | |
|--|-----------|
| 18. Registration/Pre-screening/Admissions Fees | \$ |
| 19. Tuition (check all items included in Tuition) | \$ |
| Books | \$ |
| Required Supplies(Tools, uniforms, etc. | \$ |
| Testing/Exam Cost | \$ |
| Licensure/Certification Cost(s) | \$ |
| Other Required Fees | \$ |
| 20. Total Cost to Complete Curriculum/Course | \$ |

Criteria for Admission

21. Describe the prerequisites or skills and knowledge required prior to the commencement of training:

22. Is a High School Diploma or GED required: Yes No