

NEW RIVER/MOUNT ROGERS WORKFORCE DEVELOPMENT BOARD

MEETING AGENDA

August 26, 2015

CALL TO ORDER & WELCOME – Chair White

INTRODUCTION OF SPECIAL GUESTS

ROLL CALL

APPROVAL OF THE AGENDA

APPROVAL OF MINUTES (Previously Distributed)

HONORABLE MAURCE JONES, SECRETARY OF COMMERCE AND TRADE

PUBLIC COMMENT PERIOD

NEW WDB ROSTER and COMMITTEE ASSIGNMENTS FOR PY'15

COMMITTEE REPORTS

Budgeting & Administration - Financial Report - Final PY'15 Budget	Policy & Procedure
Executive	Strategic Planning
Outreach	Training Provider & Individual Training Account
One-Stop Operations & Delivery System	Youth Committee

CONSORTIUM BOARD UPDATE – David Hutchins, Chair

EXECUTIVE DIRECTOR SUMMARY

PARTNER REPORTS

Adult Education: Shirley Carlson	Title 1 Rehabilitation Act of 1973: Mike Rouse
Career & Technical Education: Rick Weaver	Virginia Apprentice Program: Patty Moore
Community Based Organizations: Terry Smusz & Rob Goldsmith	Virginia's Employment Services: Karen Akers
Institute of Higher Education: Melinda Leland	WIA Title I Programs: Betty Rowe & Lee Williams - One-Stop Operator - Adult Just Hire One Project - Workplace Tool Kit - Final Report
Economic & Community Development: Ken McFadyen	Special Grants: WIB Staff - Disability Employment Initiative - Roving Computer Labs
TANF Programs: Mike Jennings	

MEMBER TIME

NEXT SCHEDULED WDB MEETING – **October 28, 2015 – Wytheville Meeting Center – 10:00 a.m.**

ADJOURN

NEW RIVER/MOUNT ROGERS WORKFORCE INVESTMENT BOARD

MEETING MINUTES

June 24, 2015

A meeting of the New River/Mount Rogers Workforce Investment Board was held on June 24, 2015 at the Wytheville Meeting Center. Those in attendance were as follows:

Board Members

Martha Samples, Chair	Michael Rouse
Karen Akers	Neil Sagebiel
Howard Bartholomay	Terry Smusz
Carol Blankenship	Lynn White
Jeff Dunnack	David Wright
Wilma Faulkner	Jimmy Smith (alternate)
William Fields	
Robert Goldsmith	
Michael Jennings	
Ken McFadyen	
Timothy McVey	
Robin Meadows	
Michael Miller	

Guest

Betty Segal
Lee Williams
Brenda Rigney
Patrick O'Brian
Tonia Roop
Angie Lawson
Beckie Cox
Peggy Hurley

Staff

Marty Holliday
Ronnie Martin
Beverly Burke
Kimber Simmons

Chair Samples called the meeting to order at 10:08 a.m. and welcomed all WIB members and guests to the meeting.

Chair Samples was presented with a cake and a token of appreciate for her eight years of service to the region as WIB Chair.

The roll was then called and it was established that a quorum was present.

Chair Samples asked for a motion to approve the agenda. Mr. Goldsmith made a motion to approve the agenda as presented. Mr. Jennings seconded the motion which was approved unanimously.

Chair Samples asked for a motion to approve the minutes of the April 22, 2015 meeting which had been previously distributed to WIB members. Ms. Smusz made a motion to approve the minutes. Mr. Miller seconded the motion which was approved unanimously.

Chair Samples asked if anyone in the audience wished to address the Board during the public comment period. There was none.

Moving on with the agenda, Chair Samples called for Committee reports:

- **Budget & Administration** – In the absence of Mr. Overton, the Committee Chair, Mr. Martin gave an update on the most recent financials (through April 30, 2015). Mr. Martin also presented the "Draft" PY15 Budget. Mr. Wright made a motion to approve the PY15 "Draft" Budget as presented. Mr. Rouse seconded the motion which was approved unanimously. Mr. Goldsmith stated he approved of the PY15 "Draft" Budget,

but wanted to make the board aware that although money looks good on paper, the 40% requirement for training will affect the Program Operators negatively. He stated that there will be a reduction in clients served, offices will have to be closed, and staff will have to be reduced in order to comply with the training requirement.

- Executive – no report
- Outreach & Marketing – Ms. Holliday gave a preview of the website that is now “live” and ready to use.
- One-Stop Operations & Delivery System – Mr. Martin reviewed the 3rd Quarter PY’14 Performance Report with Board members highlighting the fact that Area 2 had performed one (1) better than the State and indicated that overall our Program Operators have done an excellent job. Mr. Martin has issued notification of PY’15 Funding awards to the Program Operators with Key Statement of Work requirements, based on the WIOA law (as final regulations are not yet available). Mr. Martin will be working directly with the Program Operators to make sure their statement of work directly lines up with the law.
- Policy & Procedures - No report at this time.
- Strategic Planning – No report at this time.
- Training Provider & individual Training Account - Waiting on State's Eligible Training Provider Policy to be finalized.
- Nominating Committee – Mr. Goldsmith made the motion on behalf of the Nominating Committee to elect the following: Mr. Lynn White, Chair; Mike Miller 1st Vice-Chair; Martha Samples - 2nd Vice-Chair; Executive Committee consisting of: All officers plus Carol Blankenship, Ed Stringer, Wilma Faulkner and Howard Bartholomay. Chair Samples called for a vote. The vote was unanimous.

Continuing with the agenda, Chair Samples asked Ms. Holliday to explain the Board Enrichment activity. Ms. Holliday asked the members to review the final two “Start with Why” statements. She noted there were two papers taped up on the wall each had one statement on them. Ms. Holliday asked that each member, before leaving the meeting, use a dot to vote on the “Why Statement” that the Strategic Planning Committee would use moving forward.

Chair Samples asked Ms. Holliday to give the Executive Summary. Ms. Holliday gave a brief update on the activities of Board Staff in the following areas: Backbone Organization and System Building; Business Outreach and Engagement and Staff Training.

Chair Samples asked the Workforce System Representatives to give a brief update on activities happening around the region.

- Adult Education and Literacy – Angie Lawson reported on two new PIVA programs being offered: Nurse Aid with Medication Aid & CPR and Welding.
- Job Corps – Mr. Fields reported on the partnership with People Inc.
- Post-Secondary - none
- TANF Programs – Mr. Jennings discussed partnerships to help TANF recipients return to work.
- DARS – Mr. Rouse introduced Ms. Peggy Hurley, the new Business Liaison for DARS
- Title V of the Older American’s Act – Ms. Williams stated that the program was still recruiting for folks 55 and older needing assistance to gain employment.
- Wagner-Peyser, Veteran’s Services, Trade Act & UI – Ms. Akers gave an update on the June Employer Conference

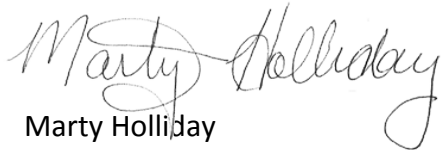
- WIA Title I Programs –
 - o Ms. Segal gave the One-Stop Operator Report highlighting the two Success Stories of Teresa Douglas and James Dallas Copley.
 - o Ms. Williams updated the members on the activities of the Workplace Toolkit Project which is currently finishing up.
 - o Ms Williams & Ms. Segal updated the members on the activities of the Just Hire One Re-entry Project.
- Special Grants - Ms. Holliday gave a brief update on recent activities.

Chair Samples asked if any member had anything that they would like to share for member time. There was none.

The 2015 WIB meeting schedule was reviewed with Board members noting that the next WIB meeting is scheduled for August 26, 2015 at the Wytheville Meeting Center beginning at 10:00 AM. Chair Samples reminded members that at the August 26th meeting, the WIB would be hosting a special guest: Honorable Maurice Jones, Secretary of Commerce and Trade for the Commonwealth.

With no further business to discuss, the meeting was adjourned by Chair Samples at 12:04 PM.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Marty Holliday". The signature is written in dark ink and is positioned above the printed name and title.

Marty Holliday
Executive Director

Workforce Development Board

Required

- | | |
|--|-------------|
| 1. Business | Majority |
| 2. Representatives of the Local Workforce | 20% minimum |
| A. Organized Labor | |
| B. Apprenticeship | |
| C. CBO – Addressing Employment Needs
Of Individuals with Barriers | |
| D. Organizations Serving Eligible Youth | |
| 3. Adult Education | |
| 4. Higher Education | |
| 5. Economic/Community Development | |
| 6. VEC | |
| 7. DARS | |
| 8. CTE Representative | |

May Include

1. Local Educational Agencies
2. Community Based Organizations
3. Transportation
4. Housing
5. Public Assistance
6. Any Additional Members Approved by Elected Officials

NEW RIVER/MOUNT ROGERS WOKFORCE DEVELOPMENT BOARD MEMBERS

Business Representatives

Lynn J. White, Chair
Market Manager
First Community Bank
1001 Bob White Blvd.
Pulaski, VA 24301
Phone: (540) 980-9301
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ljwhite@fcbinc.com

Michael Miller, 1st Vice-Chair
Senior Licensing Manager
Virginia Tech Intellectual Properties
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Christiansburg, VA 24073
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Martha P. Samples, 2nd Vice-Chair
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Neil Sagebiel, Owner
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Business Continued

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David Sexton, General Manager
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Jeff Dunnack, Plant Manager
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Howard Bartholomay, Human Resource Director
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Carol Blankenship, Human Resource Manager
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David Hunt, President
Greenbrier Contract Services
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greenbr@pemt.net

Wythe County Business Vacancy

Workforce Representatives

Labor

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New River Valley Central Labor Council
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Salem, VA 24153
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rew2013@gmail.com

Labor

Robert Pierce
President USW Local 2-0002
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Workforce Continued:

Community Based

Robert Goldsmith, President & CEO
People Incorporated of Virginia
1173 West Main Street
Abingdon, VA 24210
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rgoldsmith@peopleinc.net

Youth Organization

Mary Ann Gilmer, VP of Workforce
Goodwill Industries of the Valleys, Inc.
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Roanoke, VA 24017
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Fax: (540) 342-2397
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Apprenticeship

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Virginia Department Labor and Industry
401 Madison Street
Bristol, VA 24201
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Community Based

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New River Community Action, Inc.
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tsmusz@nrcaa.org

Youth Organization

William Fields, Business Community Liaison
Blue Ridge Job Corps
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Other Required Representatives

Institute of Higher Education

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Economic & Community Development

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Adult Education

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Career and Technical Education

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Title I Rehabilitation Act

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karen.akers@vec.virginia.gov

TANF

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Fax: (276) 730-3135
michael.jennings@dss.virginia.gov

PY'15 COMMITTEE ASSIGNMENTS

Strategic Planning Committee

1. Michael Miller*
2. Martha Samples
3. Ken McFadyen
4. Robert Goldsmith
5. Melinda Leland
6. David Hutchins
7. Bill Brown
8. Jay Williams
9. Dr. James Baker

Training Provider/Individual Training Account Committee

1. Wilma Faulkner*
2. David Sexton
3. Tim McVey
4. Jeff Dunnack
5. Patty Moore
6. Terry Smusz
7. Mike Rouse

Marketing & Publicity Committee

1. Lynn White*
2. Howard Bartholomay
3. David Hunt
4. David Wright
5. Neil Sagebiel
6. Mike Jennings
7. Karen Akers

One-Stop Operations & Delivery-System Committee

1. Martha Samples*
2. Carol Blankenship
3. John Overton
4. Mike Rouse
5. Robbie Wyrick
6. Bill Brown
7. Steve Willis
8. Andy McCready
9. Catherine Brillhart

Budget & Administration Committee

1. John Overton *
2. Ed Stringer
3. Lynn White
4. Tim McVey
5. Kevin Semones
6. Terry Smusz
7. Shirley Carlson

Policies & Procedures Committee

1. Howard Bartholomay*
2. David Hutchins
3. Robert Pierce
4. Robin Meadows
5. Mary Ann Gilmer
6. Robert Goldsmith
7. Karen Akers

Youth Committee

1. Greg Atkins*
2. Robin Meadows
3. Joseph Ferrell
4. David Sexton
5. Neil Sagebiel
6. Rick Weaver
7. William Fields
8. Shirley Carlson
9. Mary Ann Gilmer

*** Denotes Chair**

“Final”
Workforce Investment Board Financial Report

Report Period: 7/01/14 – 6/30/15

WIA Available Administration Funds		\$ 375,729
Obligated	316,173	
Un-obligated	59,556	
Expenditures		\$ 267,401
Board/Fiscal Agent	226,789	
One Stop Operator	40,612	
Balance		\$ 108,328

WIA Available Adult Program Funds		\$ 820,949
Obligated	820,949	
Un-obligated	0	
Expenditures		\$ 704,600
Board	47,786	
Operators	656,814	
Balance		\$ 116,349

WIA Available DLW Program Funds		\$ 759,964
Obligated	759,964	
Un-obligated	0	
Expenditures		\$ 659,153
Board	72,300	
Operators	586,853	
Balance		\$ 100,811

**“Final”
Workforce Investment Board Financial Report**

Report Period: 7/01/14 – 6/30/15

WIA Available Youth Program Funds		\$ 868,203
Obligated	868,203	
Un-obligated	0	
Expenditures		\$ 792,549
Board	82,553	
Operators	709,996	
Balance		\$ 75,654

Executive Summary – August 26, 2015

Staff Activities

- System Building/Backbone Organization Support
 - Continued support of all four, and leadership of two, Business Solution Units
 - Provided leadership and guidance for the PY15-PY17 Wytheville One-Stop Campus MOU Extension/Modification (fully executed as of July 7, 2015)
 - Continued participation on the Vision 2020 Steering and Leadership Committees
 - Participated in the Power-DWG Grant Proposal with Area I and VT
- Business Engagement/Outreach
 - Supported Red Sun's Job Fair at Red Sun (Roving Lab & Staff)- June 29
 - Supported four (4) Job Fairs at Pulaski DSS (Adecco, Valley Staffing, VT, At Work Personnel) June 30-Aug. 13
 - Supported Oak Hall Job Fair in Independence (Roving Lab & Staff) - July 17
 - Meeting & Tour Line Power in Bristol - July 29
 - Participated in, and presented at, the SWVAM Manufacturing Expo - August 4
 - Guest Speaker at the Pulaski Rotary - August 10
 - Supported VT Job Fair in Pearisburg (Roving Lab) - August 21
 - Meeting & Tour Electro Mechanical in Bristol - August 25
 - In discussions with McAllister Mills for an employee digital literacy program
 - In discussions with Volvo Trucks on a "Women in Manufacturing" digital story
 - Various company visits of DEI staff with Disabled Veterans Reps (VEC) on a special OJT project
- Staff training and development
 - *General*
 - New: *Workforce Development Operations Coordinator* Apprentice - Beverly Burke beginning July 1, 2015
 - On-going: MOS Certification Training - Administrative Assistant (Della Meadows)
 - Completed: NAWDP Leadership Academy - Marty Holliday (Capstone Project Presentation and Final Class June 25 final report July 31)
 - National/State Workforce Development Professional Certifications
 - Beverly Burke's National Application has been submitted
 - M. Holliday (already holds National Certification), K. Simmons & R. Sturgill are registered for the State Certification Program (waiting for further instructions to begin training)
 - 7 Habits of Highly Effective People - staff is reading the book and doing personal workbook activities

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**NEW RIVER/MOUNT ROGERS WORKFORCE DEVELOPMENT AREA
ONE-STOP OPERATOR REPORT
AUGUST 26, 2015**

Radford Current Month	Radford Year to Date	Wytheville Current Month	Wytheville Year to Date	TOTAL YEAR TO DATE
2,757	29,656	3,698	35,916	65,572

*Data listed below includes Wytheville One Stop Campus (WOSC) and Radford Workforce Center only

Annual Comparison Data

August 2013 – July 2014 70,631 served
 August 2014 – July 2015 65,055 served Net decrease of 5,576

Monthly Comparison Data

June 2015 – 6,455 served
 July 2015 – 5,059 served Net decrease of 1,396

PEOPLE INCORPORATED PROGRAM ACTIVITY – PY 2014 MONTH ENDING JULY 31, 2015

Dislocated Worker Program

146 Participants; 13 Closures/13 Employed/0 Neutral (100%); 133 Current; 8 Trained/6 Credentials (75%);
 Average Wage at Placement \$13.46; 0 CRC

Adult Program

81 Participants; 9 Closures/8 Employed/0 Neutral (89%); 72 Current; 7 Trained/7 Credentials (100%);
 Average Wage at Placement \$11.65; 0 CRC

Youth Program

72 Participants; 2 Closures/2 Employment/Education/0 Neutral (100%); 70 Current; 0 Credentials (--%);
 Average Wage at Placement \$9.25; 1 Literacy/Numeracy Gains; 0 CRC

GOODWILL PROGRAM ACTIVITY – PY 2014 MONTH ENDING JULY 31, 2015

Adult Program

55 Participants; 0 Closures/0 Employed/0 Neutral (--%); 55 Current; 0 Trained/0 Credentials (--%);
 Average Wage at Placement \$--; 0 CRC

Youth Program

41 Participants; 1 Closures/1 Employment /Education/0 Neutral (100%); 40 Current; 0 Credential (--%);
 Average Wage at Placement \$--; 0 Literacy/Numeracy Gains; 0 CRC

REGIONAL ACTIVITY

Memorandum of Understanding (MOU) for the Wytheville One stop Campus (WOSC) has been extended through June 30, 2016.

Center Activities:

- Wytheville One Stop Campus workshops – Resume Writing: July 11 and 24. Basic Computer Skills workshop (utilizing the roving computer lab): July 17 and 31. No workshops were held in August but assistance has been provided to customers on an individual basis as requested.
- GED classes will resume at the WOSC in September.
- New River/Mount Rogers Business Services Unit (BSU) partner staff continues to meet on a bimonthly basis. BSU will sponsor an iPad for Business workshop in Galax on October 1.
- Wytheville One Stop Campus provided 471 services to employers; created 88 new job orders; made 636 internal job referrals; and 1,018 customers utilized the services of the WOSC in July. WOSC staff continues to work towards completion of Virginia Workforce Development System E-Learning Course which consists of seven separate training modules and required for Virginia Workforce Development Profession Certification.
- Karen Akers, WOSC Manager promoted the Wytheville One Stop Campus services during an interview on WYVE Radio on July 30.
- Partners from Mount Rogers Regional Adult Education, WCC and NR/MR WDB provide staff to assist customers in the resource room on a weekly basis. WCC work study student will begin assisting staff and customers at the WOSC in September.
- WIOA Youth program holds monthly Work Readiness classes for youth at the WOSC.

Hiring Activities:

- Job Fairs scheduled with the workforce centers:
 - Commonwealth Assisted Living – June 30;
 - Team Nurse – June 30;
 - Adecco – July 1;
 - At Work – July 2, 16, 22, 23 & 30;
 - Staff Pro – July 6, 13, 20, 27;
 - Valley Staffing – July 14 & August 12;
 - Service Master – August 19;
 - Virginia Home Health – August 25.
- Businesses hiring in the Mount Rogers area include: General Dynamics; W-L Construction; Sextons; TRW; Team Nurse; CVS Pharmacy; Spherion; Accuforce and Mountain States Health Alliance - Johnston Memorial Hospital.
- Dislocated Worker staff has established OJT's with Classic Creations; Associated Tree Service and Transit Protective Packaging. Adult staff has written several OJT's with Vanguard.
- Businesses hiring in the New River Valley area include: Montgomery County, Volvo, Radford University/Virginia Tech, Danaher Corporation, Workforce Unlimited/Gillman Services, BAE Systems, Dish Network, CVS and Advance Auto.
- Goodwill and People Inc staff have written multiple OJT and Internships with Vanguard; Associated Tree Services; BondCote; MTM Transportation; Classic Creations and Eye Care on the Ridge.

Significant Layoff Activity:

- Ball Corporation in Bristol will close by May 2016 impacting 230 employees. Initial meeting with employees is scheduled for 08/27/15. TAA application will be filed once employees begin receiving notification of layoffs.
- Rapid Response sessions will continue monthly through October for Office Max employees. TAA application has been filed.
- Seventy (70) employees will be laid off from Sadvik located in Bristol by August 2016. Initial Rapid Response meeting has been held. TAA application will be filed.
- Rapid Response was held on June 29 for Summit Women's Health in Christiansburg.
- Alpha Natural Resources filed bankruptcy on August 3, unsure of employee impact at this time.

Staff Activities:

- Geneva Garrett, DLW customer of People Incorporated was featured in the VCCS Blog on August 5, 2015. The article entitled, ***On-The Job Training Leads to Bright New Career***, was highlighted in the ***Workforce Wednesday*** segment. The article focused on how occupational skills training and OJT can assist career changers in making this transition at any stage of life.
- Goodwill staff continues to assist with job clubs and workshops at the Wytheville One Stop Campus and Radford Workforce Center. Topics this month included resume writing, interview skills and computer basics.

CUSTOMER SUCCESS STORY

Teresa Richardson was laid off from Med-Fit when the company shut down in March of 2014. She found herself with no GED and desperately needed to find employment immediately. She had exhausted all of her Unemployment when she came to the DLW program. She was assessed and it was determined that her basic adult education skills were acceptable, but that she would need to work on her GED to make her more marketable. She began GED classes, but still needed employment to get her through. We were able to talk to Transit Packaging Company about the OJT program. With several other successful OJT's for this business, we felt that Teresa would be a good candidate.

Teresa began the 6 month OJT in December of 2014 and successfully completed the OJT in June. She also earned her GED in June of 2015. Teresa is very pleased with the DLW program offering her the opportunity to increase her marketability and obtain employment to be financially stable again. (Provided by Lee Williams – Goodwill)

ON-THE-JOB TRAINING LEADS TO BRIGHT NEW CAREER

Posted on Wednesday, August 5, 2015



College was something Geneva Garrett dreamt about but for one reason or another always felt out of reach. When the doors to the company where she spent a 30 year career closed in 2011, Garrett had no luck finding employment in her hometown of Bristol Virginia.

Searching for help, Garrett reached out to the Virginia Employment Commission who introduced her to Ashley Prater with People Incorporated of Virginia. Prater helped Garrett enroll in Virginia Highland Community College (VHCC) where she graduated summa cum laude with an Associate of Applied Science degree in Accounting in April 2014.

"All my life I wanted to go back to school and never had the opportunity so this was fantastic when it came," said Garrett.

With her educational dream realized, Garrett set out applying for jobs. She soon realized that companies were passing over her resume when they saw she was older and had no experience yet in accounting.

In April 2015, People Incorporated of Virginia was contacted by a growing tree removal company, Associated Tree Service. The company was looking for an accounting/payroll clerk. When Prater offered the idea of On-the-job training (OJT), Garrett jumped at the chance. Garrett was referred to the company and was hired after meeting with the owner.

OJT is a training strategy that the workforce investment system can offer local employers and job seekers. OJT puts unemployed workers back to work earning a wage while receiving training. Even better, employers can be reimbursed for the costs associated with training this new employee.

Through OJT, Garrett received hands-on skills in payroll, income and unemployment taxes, accounts and payables/receivables. She received positive evaluations from her employer during her entire participation in the OJT program and was hired full-time upon her completion of the program. She is very satisfied her new career.

Although Garrett credits VHCC with teaching her the skills she needs for her job, she doesn't count out more education, particularly when it comes to computer knowledge.

"When my daughter started college at Virginia Tech years ago, I told her mom was going to go back to school too". And she did it!

For more information on OJT and credential/certification courses offered at Virginia's Community Colleges, contact your local college's WORKFORCE DEVELOPMENT OFFICE .



Amanda Christopher

Amanda Christopher is a graduate of Hollins University and Virginia Commonwealth University. A native of the DC metro area, Amanda worked in public relations for the American Red Cross before joining the Virginia Community College System as the Workforce Communications Coordinator.

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Just Hire One

Progress Update – Goodwill Industries

August 2015

Recruitment

Goodwill Staff has met with both Western Virginia Regional and New River Valley Regional Jails. Both jails were provided a flyer and marketing materials to provide to their inmates, to assist with recruiting for the behind the walls portion of the project. Training began at the Western Virginia Regional Jail in mid-May. Goodwill Reentry Staff provided Work Readiness training to 5 individuals in the New River Valley Regional Jail and two in the Western Virginia Regional Jail. Contact information will be continue to be provided to those exiting, but not participating in the behind the walls portion of the program, the both facilities, so that they may contact Goodwill or People, Inc staff upon their exit.

We have met with local Probation and Parole Officers to recruit from their roles as well. Several have indicated that they will give out our contact information for their clients who are actively job seeking. 2 clients have been referred at this time, for a total of 8 being served currently. We anticipate further referrals from Probation and Parole, as well as the Regional Jails.

Life Skills and Job Seeking Skills Classes

In May, Goodwill Reentry staff provided Work Readiness classes to those behind the walls on topics such as: social interactions and customer service relationships. WIA staff will assist in facilitating the classes for recently released individuals. The curriculum will be adjusted to meet a six-week timeframe allowing for sessions of 2-3 hours per week for six weeks.

Worksite Development

WIA Case Managers are meeting with employers to inform them about the program and identify internship-to-hire employers. Staff will assist employers with the federal bonding process as needed. The case managers will develop an individualized transportation/child care and other supports plan for each participant.

Enrollments

There have been two WIOA enrollments at this time of one of the individuals referred by Probation and Parole and one who has exited NRVRJ. We are still collecting eligibility information from other who have exited regional jails. Probation officers have indicated an interest for more of their clients and we are assessing their eligibility at this time.

Expenditures

Expenditures to date totaled 4526.32, primarily for staff time related to the project, in the area of Work Readiness. We have invoiced \$500 in direct to client expenditures for the individuals enrolled in WIOA at this time, this was to assist in paying fines related to regaining a driver's license, and to purchase interview clothes and supplies.

Just Hire One Progress Update - People Incorporated

August 17, 2015

Recruitment

People Inc staff continues to work with individuals identified by the Southwest Regional Jail. Virginia Cares has completed the first series of social/emotional intelligence workshops at the Southwest Regional Jail. People Inc case managers have met with the five individuals to begin the preliminary assessment of needs, eligibility and CRC preparation and testing. Two individuals are expected to be released in late August.

The Just Hire One staff met with Sheriff Jack Weisenburger, Captain Hutton, and Good News Jail and Prison Ministry staff at the Bristol jail and the staff are very supportive of Just Hire One. Four individuals will participate in Just Hire One at the Bristol jail (to include both male and female). Staff met with Drug Court Coordinator Margie Collins and Judge Sage Johnson and other community partners July 24 to discuss the Just Hire One program. Judge Johnson would like to make referrals of individuals he feels may benefit from the program.

Life Skills and Job Seeking Skills Classes

The "Behind the Walls" program at Southwest Virginia Regional Jail was completed on June 1st. Those participants have entered the next phase of the program which consists of completion of assessments (including the CRC) in addition to the job placement/development. Four (4) participants began Social/Emotional intelligence workshops taught by VA Cares and Workforce Development staff on July 20 & July 21 at the Bristol Virginia Jail.

Worksite Development

WIOA case managers and VA Cares staff continues to meet with employers to inform them about the program and identify internship-to-hire employers. To date four participants have entered employment and two individuals have completed internships.

Enrollments

Seven recently released offender participants have been identified and enrolled to date. Six individuals continue in the prerelease phase of the program. Case managers are pursuing internship opportunities as well as working with participants on Life Skills and Job Seeking Skills Classes. Probation officers have provided documentation of clean drug screening upon enrollment and throughout program participation as needed.

City of Galax: 1
Washington County: 2
Wytheville: 1

City of Bristol: 2
Smyth County: 1

Prerelease: 2 individuals from Southwest Virginia Regional Jail (plan to return to Smyth and City of Bristol). 1 individual released in July has completed all program requirements and the case manager is pursuing an internship with the Town of Damascus for an open position. 1 individual released, is now serving time in Sullivan County jail. 1 participant completed welding training and has applied for several positions, however he has been arrested on drug charges in Tennessee, a violation of his probation. He is working part-time at Arby's.

Prerelease: 4 individuals are participating in the Just Hire One program and began behind the walls classes on July 20 (male) and July 21 (female) at the Bristol City Jail.

CRC: 4 (3 Silver, 1 Gold)

Expenditures

Internships: \$7,164.00

Life Skills Materials: \$1,260.99

CRC Incentive - \$100.00

CRC Testing Fees: 60.00

Work Uniforms/Supplies: \$102.88

Reinstatement Fees: \$85.00 (VA Cares also paid \$75.00 towards reinstatement of driver's license)

Drug Screening: \$30.00

Placements:

Appalachian Cast Products – \$9.50 per hour with full benefits

Bland Correctional Facility - \$14.47 per hour with full benefits

Hardees - \$7.75 (refused to attend life skills or work readiness classes –exited for non compliance with the program.)

Internships completed:

Vanguard - \$12.00 per hour (plus benefits). While participating in the program, Susan had driver's license reinstated, purchased car and has moved from homeless shelter to an apartment.

Associated Tree Service - \$11.00 per hour. While participating in Just Hire One, Dallas also obtained driver's license and moved into stable housing. Dallas was nominated by his case manager for a car to be given away by Saving Grace Ministries, a nonprofit organization dedicated to working with newly released ex-offenders. Dallas was required to write a letter explaining why he felt he should be the recipient of the car. Dallas is now the proud owner of a Pontiac Grand Prix!

The Workplace Toolkit

Progress Update 2015

August 2015

Timeline Snapshot

Activity	Proposed Timeline	Status
Recruitment	Present – 1/31/14	Completed
Eligibility and WIA Enrollment	12/11/13 – 1/31/14	Completed
Participant Assessment to include drug testing	12/12/13 – 1/24/14	Completed
Life Skills Training	2/3 and 2/4/14	Completed
Social/Emotional Intelligence Training	2/5 and 2/6/14	Completed
Digital Literacy Training (contextualized)	2/7/14 – 3/21/14	Completed
<i>Tutoring in digital literacy occurs throughout program</i>		
Career Readiness/Academic Training (contextualized)	2/10/14 – 12/12/14	11 completed 12/19
<i>Includes tutoring for identified academic needs</i>		
Occupational Skills Training	2/10/14 – 12/12/14	7 completed on 12/19 4 completed Spring 2015
Credential Testing after completion of classes	12/15/14–12/19/14	Delayed
Participant Internships	1/6/15 – 2/7/15	7 in internships
Placement Activities	12/15/14 – 5/7/15	8 entered employment

Partnership with New River Community College

New River Community College has completed contextualized digital literacy, academic preparation and career readiness activities. The four individuals that had to complete one more class in Spring 2015, have completed moved into Job Search activities.

Worksite Development

5 of 7 graduates entered internships – All 5 have completed internships are either actively job searching or have been placed into employment. 1 entered employment directly from class and 8 more have entered employment at an average wage of \$15.31 since completing classes and internships.

Expenditures

Direct-to-participant expenditures through July 31, 2015 are:

Tuition/Books: \$60,049.60

Supportive Services: \$17,220.33 (includes \$12,161.45 leverage from Goodwill)

Weekly Attendance Incentive: \$28,840.00

Grade Incentives: \$100.00
Assessments: \$330.00

Performance to Date

Projected enrollments – 14 Actual enrollments to date – 14
Projected training completers – 12 Training completers = 11
Projected Entered employment – 10 Actual entered employment - 9
Employers: Volvo, Electro-plate Rite, SpeedCo, Wolverine, MOOG, Danaher



Ticket to Work Program

Many people who are on Social Security disability benefits ask themselves: "Am I ready to work?"

Thousands of people each year say, "YES" to this question and begin the journey to employment! Many people find that returning to work, or working for the first time, changes their lives. They find they can earn more money, gain greater financial independence, meet new people and learn new skills.

But, many people who think they might want to try working are not sure where to start. The good news is that help is available for people who want to work their way to a better future: Social Security's **Ticket to Work** program!

Ticket to Work is a free and voluntary program offered by Social Security that can help people age 18 through 64 who receive Social Security disability benefits and who are interested in returning to work or working for the first time. Ticket to Work connects individuals on SSI or SSDI with free employment services to help them decide if working is right for them, prepare for work, find a job or maintain success while they are working.

The New River/Mount Rogers Workforce Development Area Consortium Board is a Workforce Employment Network (WFEN).

Workforce ENs are part of a state's public workforce system. Workforce ENs provide access to a wide array of employment support services, including training programs and special programs for youth in transition and veterans. A Ticket to Work participant who assigns their Ticket to a Workforce EN will either work with a Workforce EN directly or via other providers in the workforce system, including American Job Centers.

We have two Disability Resource Coordinators (DRCs) Kimber Simmons and Renee Sturgill

The DRCs assist SSI/SSDI beneficiaries in meeting their employment goals:

- Assist those with questions about the Ticket to Work Program
- Counseling on how returning to work will affect their benefits (assisting with financial planning)
- Developing an Individualized Work Plan with the Ticket holders on what needs to be done in order to return to work or start their own business
- Partnering with other programs and/or connecting to other resources so that the Ticket holder can meet their employment goals

Ticket holders we are currently working with:

- MP hasn't working in over 13 years due to issues with anxiety and severe depression. Now that her youngest child is older, she is interested in trying to rejoin the workforce, specifically in an office management capacity. While very intelligent, her skills are limited or quite rusty. She is co-enrolled with DEI and WIA Adult services to update her skills and rebuild her confidence. She is currently enrolled in Microsoft Office courses and plans to take the Microsoft Office Specialist certification exam in Word and Excel. Her 'ticket' has been assigned to us.
- HS hasn't held a job since 2000 due to severe personality disorders. Recently, her living situation changed and she realized that she would be unable to make ends meet on her current benefit payments. Her disability makes it difficult to work with others and adding in her status as an ex-offender, finding a traditional job would be extremely difficult. She has worked with a DRC and the Radford University Small Business Development Center to explore self-employment. Earlier this month, she went out on several small jobs as a contract pilot car driver and is feeling more at ease with every trip. We are in the process of developing her Individualized Work Plan to assign her 'ticket' to our Employment Network.
- PS has been unable to work for about five years due to a serious medical condition. With the help of her doctors, her condition is now stable and she would like to attempt to work full time again. Her past work experience is limited to production work but she is interested in branching out into some type of work with customer service, possibly in an office setting. Her first grandchild was recently born very premature and with several medical conditions and she has temporarily delayed her attempt to work.
- MT has been disabled and unable to work for about five years due to a medical condition. In the past year or so, her new medical regimen has helped keep the condition under control and she is ready to try to work again. She has experience as a CNA but will not be able to return to that line of work. She is interested in pursuing work in a clerical position, possibly in a medical office. We are in the early stages of discussing strategies and developing a plan for her to reach her goal of rejoining the workforce.
- LB is a 52 year old man who began having significant hearing problems about 10 years ago. He was working in a manufacturing environment and had to quit when his hearing and other subsequent disabilities made it too difficult for him to continue. His mother operated a kettle corn business which he would like to start up again. We are currently working on getting Larry help with aids to improve his hearing, and he will soon begin classes for small business owners to help him start his own business. His Ticket will be assigned to us soon.
- RN moved to Virginia from Michigan 3 years ago. He began receiving Social Security benefits in 2003 due to mental impairments. He has much experience in over the road driving and light construction/home improvement. He is a highly motivated person who wants to work, become a small business owner and leave the Social Security roles. We are currently working to get his CDL license so he can run his own delivery service from his home. We are drafting an individualized work plan which encompasses his short and long term employment goals. His Ticket will then be assigned to us.
- CP is a 54 year old woman who worked in the manufacturing industry for many years, but her bipolar disability made it impossible to continue. Since medication has helped with her medical needs and goals, she seeks to rejoin the workforce to help continue her progress. She hasn't decided if she wants to rejoin the manufacturing industry; we are in the early stages of discussing what type of position she may want to pursue. We'll begin updating and restructuring her resume this week and begin job search soon.

iPad for Business Workshop



New River/Mount Rogers
Workforce Investment Area



Virginia Department of Small Business & Supplier Diversity

Register at

<http://events.vastartup.org> or contact
Kimber Simmons at 540-633-6764 or
by email at
kimber.simmons@nrmrwib.org

**FREE
LUNCH PROVIDED**

Advanced registration required

iPads will be available for use (or bring your own) at this hands-on, interactive workshop as together we explore how to use your device in your professional life.

**October 1, 2015
11:30 - 1:30 PM**

**Crossroads Higher
Education Center**
208 Cranberry Road
Galax, V 24333

2015 Workforce Development Board Meeting Schedule

February 25, 2015

April 22, 2015

June 24, 2015

August 26, 2015

October 28, 2015

December 9, 2015 (Joint with Elected Officials) * New Date

All meetings will be held on the **fourth Wednesday** of **alternating months** at the **Wytheville Meeting Center** (behind Wytheville Community College) beginning at **10:00 a.m.**

WDB Member Travel Reimbursement

I hereby certify that on _____ I traveled to attend a
WIB Meeting scheduled that same date.

I am requesting travel reimbursement as follows:

_____ X \$0.575/mile = \$ _____
Total Miles Reimbursement Requested

Signature

Date