

Joint Executive & Finance Committee Meeting and Minutes

**New River/Mount Rogers Workforce Development Board
New River/Mount Rogers Workforce Development Area Consortium Board**

July 1, 2026
11:00 a.m.

Executive Committees

Consortium Board Executive Committee

- Mary Biggs, Chair – in attendance
- Charlie Hargis, Vice Chair – in attendance
- Laura Walters – in attendance
- Michael Hash – in attendance
- Cameron Burton – in attendance

WDB Executive Committee

- Mike Miller, Chair – in attendance
- Jay Williams, 1st Vice Chair
- Thad Austin, 2nd Vice Chair
- Jeff Dunnack – in attendance
- Jake Leonard – in attendance
- Jackie Fox – in attendance
- Martha Smith – in attendance

Finance Committee (CB)

- Cameron Burton, Chair – in attendance
- Michael Hash – in attendance
- Charlie Hargis – in attendance

**Budget & Administration Committee
(WDB)**

- Thad Austin, Chair
- Jackie Fox, Vice Chair – in attendance
- John Overton – in attendance
- Martha Smith – in attendance
- Phil Altizer – in attendance

Agenda

1. Call to Order

Welcome, Chair Mary Biggs, Consortium Board and Chair Mike Miller, WDB

Roll Call / Establish Quorum

- Consortium Board Executive & Finance Committees – Quorum established
- Workforce Development Board Executive & Finance Committees – Quorum established

2. Purpose of the Meeting

Review and consider approval of:

- FY 2026–2027 Organizational Budget
- PY 2026 WIOA Program Operator Contract Amounts

3. Presentation of FY 2026–2027 Organizational Budget

- Overview of revenues

- Overview of expenditures
- Budget assumptions
- Significant changes from prior year
- Questions and discussion

4. Presentation of PY 2026 WIOA Program Operator Contracts

- Adult Program
- Dislocated Worker Program
- Youth Program
- Funding allocations and rationale
- Questions and discussion

5. Committee Discussion: Open discussion by committee members.

Committee members discussed the proposed FY 2026–2027 Organizational Budget and PY 2026 WIOA Program Operator Contract amounts.

Discussion included:

- Clarification that all projected non-WIOA funding sources, with the exception of local support funding, are federal awards.
- Discussion regarding the projected PY25 carryover amounts. Staff explained that final carryover balances will not be available until the fiscal year closeout process is completed, which typically requires approximately 45 days following June 30. A finalized budget reflecting actual carryover amounts will be presented to the Workforce Development Board at its August 19, 2026 meeting.

6. Motions

- **Motion 1:** Consider approval of the FY 2026–2027 Organizational Budget.
 - WDB: John Overton and Jackie Fox
 - CLEO: Mike Hash and Laura Walters

Following discussion, the Committee considered approval of the proposed FY 2026–2027 Organizational Budget.

- **Workforce Development Board Committee**
 - Motion: John Overton
 - Second: Jackie Fox
 - Motion carried unanimously.
- **Consortium Board Committee**
 - Motion: Michael Hash
 - Second: Laura Walters
 - Motion carried unanimously.

- **Motion 2:** Consider approval of the PY 2026 WIOA Program Operator Contract funding amounts and authorization to execute the contracts, subject to final contract documents and any required approvals.
 - WDB: Jackie Fox and John Overton
 - CLEO: Laura Walters and Cameron Burton

The Committee considered approval of the PY 2026 WIOA Program Operator Contract funding amounts and authorization to execute the contracts, subject to final contract documents and any required approvals.

- Workforce Development Board Committee
 - Motion: Jackie Fox
 - Second: John Overton
 - Motion carried unanimously.
- Consortium Board Committee
 - Motion: Laura Walters
 - Second: Cameron Burton
 - Motion carried unanimously.

7. Other Business: Review of new funding opportunities

Executive Director Jenny Bolte provided an overview of two significant federal grant opportunities currently under development:

- Workforce Opportunity for Rural Communities (WORC) Round 7, for which the New River/Mount Rogers Workforce Development Area Consortium Board is serving as the lead applicant.
- Nursing Workforce Development (NWD) Program, led by the Virginia Rural Health Association, with the New River/Mount Rogers Workforce Development Board serving as the lead Workforce Development Board coordinating workforce activities among the participating Workforce Development Boards.

Committee members were encouraged to assist in identifying employers, Registered Apprenticeship sponsors, healthcare organizations, and other strategic partners to strengthen the proposals prior to submission.

8. Adjournment

With no further business to come before the Committees, the meeting was adjourned at 11:45 a.m. (or whatever the time was).

Before adjournment, Executive Director Jenny Bolte expressed her appreciation to the members for their continued leadership and service:

Thank you all for your leadership and your service. Workforce development is about far more than programs and funding—it's about creating opportunities for people, strengthening businesses, and building more prosperous communities. Each of you plays an important role in that mission. Your guidance, advocacy, and commitment help shape the future of our region, and I am grateful for the time and expertise you generously contribute. Together, we are making a meaningful difference in the lives of individuals, employers, and the communities we serve. Thank you for your continued commitment and support.

Respectfully submitted,

Jenny Bolte

Executive Director

New River/Mount Rogers Workforce Development Board

Proposed PY26 BUDGET

Projected PY'25 Carryover Funds

<u>Program</u>	<u>Operator</u>	<u>Board</u>	
Adult	\$75,000	\$0	
DLW	\$100,000	\$0	
Youth	\$150,000	\$0	
Totals	\$325,000	\$0	\$325,000

PY26 WIOA Allocations

	Admin (10%)	Program	PY'26 Allocation	PY25 Allocation	% Difference
Adult	\$39,557	\$356,009	\$395,565	\$407,845	-3.01%
DLW	\$32,588	\$293,292	\$325,880	\$294,459	10.67%
Youth	\$57,807	\$520,259	\$578,066	\$505,695	14.31%
Totals	\$129,951	\$1,169,560	\$1,299,511	\$1,207,999	7.58%

Total WIOA (Program + Carryover)

Adult	\$431,009
DLW	\$393,292
Youth	\$670,259
	\$1,494,560

Projected Total WIOA Funding: \$1,624,511

Total Available Funding Summary

PY26 WIOA	\$129,951	\$1,169,560	\$1,299,511
WIOA PY25 Carryover		\$325,000	\$325,000
YouthBuild 24		\$479,297	\$479,297
Pathway Home		\$510,540	\$510,540
ARC ARISE		\$235,506	\$235,506
Local Support		\$18,645	\$18,645
Reboot Recovery		\$20,000	\$20,000
Employer-Led Training		\$45,000	\$45,000
Ticket to Work		\$34,421	\$34,421
ARC READY (Foundation)		\$166,000	\$166,000
Healthcare Training Program		\$112,469	\$112,469
YouthBuild 25		\$500,000	\$500,000
<i>ARC POWER*</i>		<i>\$650,000</i>	<i>\$650,000</i>
<i>ARC Community Project*</i>		<i>\$150,000</i>	<i>\$150,000</i>
<i>Total</i>	<i>\$129,951</i>	<i>\$4,416,438</i>	<i>\$4,546,389</i>

**Anticipated by 7/1/2026*

Total Organizational Funding Breakdown

<i>WIOA</i>	<i>\$1,624,511</i>	<i>35.73%</i>
<i>Non-WIOA</i>	<i>\$2,921,878</i>	<i>64.27%</i>
	<i>\$4,546,389</i>	<i>100.00%</i>

Overview of Projected WIOA PY26 Budgets:

	WIOA ADMIN	WIOA ADULT	WIOA DLW	WIOA YOUTH	TOTAL
PERSONNEL	\$63,692	\$42,146	\$39,396	\$42,146	\$187,378
FRINGE	\$19,107	\$12,644	\$11,819	\$12,644	\$56,213
TRAVEL	\$8,000	\$4,000	\$2,000	\$2,000	\$16,000
SUPPLIES	\$6,000	\$2,000	\$2,000	\$2,000	\$12,000
CONTRACTUAL	\$0	\$346,527	\$314,998	\$576,471	\$1,237,996
Program Operator	\$0	\$320,572	\$291,315	\$536,109	\$1,147,996
NRV Regional Commission	\$0	\$21,629	\$19,736	\$33,635	\$75,000
Virginia Tech	\$0	\$4,326	\$3,947	\$6,727	\$15,000
OTHER	\$27,152	\$17,692	\$17,079	\$24,999	\$86,922
Administrative Costs	\$27,152	\$10,684	\$10,684	\$14,101	\$62,621
Meeting Expenses	\$0	\$923	\$842	\$1,435	\$3,200
Business Services/Hiring Events	\$0	\$1,730	\$1,579	\$2,691	\$6,000
Professional Development	\$0	\$865	\$789	\$1,345	\$3,000
Outreach	\$0	\$865	\$789	\$1,345	\$3,000
MIP Accounting System	\$0	\$2,625	\$2,395	\$4,082	\$9,101
Non-Designated	\$6,000	\$6,000	\$6,000	\$10,000	\$28,000
TOTAL	\$129,951	\$431,008	\$393,292	\$670,259	\$1,624,510

Overview of PY26 WIOA Budgets

<u>ADMIN</u>		\$129,951
Board Expenses	\$123,951	95%
Non-Designated	\$6,000	5%
<u>PROGRAM</u>		
One-Stop Operator		\$35,000
WIOA (see below)	\$35,000	
<u>Adult</u>		\$431,009
PY26	\$356,009	
PY25 Carryover	\$75,000	
<u>Obligations:</u>		
Board Expenses	\$104,436	24%
One-Stop Operator	\$10,093	2%
Program Operator	\$310,479	72%
Non-Designated	\$6,000	1%
		100%
<u>DLW</u>		\$393,292
PY26	\$293,292	
PY25 Carryover	\$100,000	
<u>Obligations:</u>		
Board Expenses	\$95,977	24%

One-Stop Operator	\$9,210	2%
Program Operator	\$282,105	72%
Non-Designated	\$6,000	2%
		100%
<u>Youth</u>		\$670,259
PY26	\$520,259	
PY25 Carryover	\$150,000	
Obligations:		
Board Expenses	\$124,150	19%
One-Stop Operator	\$15,696	2%
Program Operator	\$520,413	78%
Non-Designated	\$10,000	1%
		100%

Program Operator Contract Comparison

Program (Including Carryover)	PY25	PY26	Dollar Change	% Change
Adult	\$421,395	\$320,572	-\$100,823	23.93% decrease
Dislocated Worker (DLW)	\$323,430	\$291,315	-\$32,115	9.93% decrease
Youth	\$485,642	\$536,109	\$50,467	10.39% increase
Total Contract	\$1,230,467	\$1,147,996	-\$82,471	6.70% decrease

Board Staff % Funded Under WIOA:

	WIOA Admin	WIOA Adult	WIOA DLW	WIOA Youth	Total WIOA	Non- WIOA	TOTAL
Executive Director <i>Jenny Bolte</i>	20%	15%	15%	15%	65%	35%	100%
Director of Programs and Compliance <i>Angi Chandler</i>	0%	5%	5%	5%	15%	85%	100%
Director of Finance and Operations <i>Renee Sturgill</i>	15%	6%	6%	11%	38%	62%	100%
Director of Business and Community Engagement <i>Kimber Simmons</i>	0%	0%	0%	0%	0%	100%	100%
Office Manager <i>Della Wheeler</i>	20%	10%	10%	20%	60%	40%	100%
Business Services and Sector Partnerships Manager <i>John Bebbler</i>	0%	10%	5%	15%	30%	70%	100%
Program Coordinator - Data and Reporting <i>Kathy Pickel</i>	0%	0%	0%	0%	0%	100%	100%
Workforce Training and Services Coordinator <i>Sherri Hanshew</i>	0%	0%	0%	0%	0%	100%	100%
Workforce Instructor <i>John Lowrey</i>	0%	0%	0%	0%	0%	100%	100%
Workforce System Navigator <i>Crystal Price-Wynn</i>	0%	0%	0%	0%	0%	100%	100%
Workforce System Navigator <i>Marjorie Martin</i>	0%	0%	0%	0%	0%	100%	
Employment Specialist <i>Billie Neal</i>	0%	0%	0%	0%	0%	100%	100%
Accounting Technician <i>Denise Lee</i>	20%	10%	10%	10%	50%	50%	100%
Grants Finance Specialist <i>Madison Matney</i>	0%	0%	0%	0%	0%	100%	100%
Special Project Manager (PT) <i>Marty Holliday</i>	30%	0%	0%	0%	30%	70%	100%
WIOA Compliance Specialist (PT) <i>Clay Stein</i>	0%	30%	30%	40%	100%	0%	100%
YouthBuild Instructor (PT) <i>Anthony Wheeler</i>	0%	0%	0%	0%	0%	100%	100%
Marketing and Outreach Specialist (PT) <i>Mathew Link</i>	15%	15%	15%	20%	65%	35%	100%

Other Business

Grant Development Update

Jenny Bolte

As part of our strategic commitment to expanding workforce opportunities and strengthening the regional economy, staff is actively pursuing two significant federal grant opportunities that align with the Workforce Development Board's mission and strategic priorities. Together, these initiatives represent the potential to bring a significant federal investment to our region while expanding educational opportunities, strengthening employer partnerships, and addressing critical workforce shortages.

The two proposals reflect complementary, but distinct, leadership roles for our organization:

- Workforce Opportunity for Rural Communities (WORC) Round 7 – The New River/Mount Rogers Workforce Development Area Consortium Board is serving as the lead applicant for this U.S. Department of Labor initiative. The proposal would establish the Appalachian Virginia Workforce Collaborative, uniting all five Appalachian Workforce Development Areas to strengthen employer-led sector partnerships and expand career pathways in healthcare, manufacturing, transportation and logistics, and construction/skilled trades.
- Nursing Workforce Development (NWD) Program – The Virginia Rural Health Association is serving as the lead applicant for this U.S. Health Resources and Services Administration (HRSA) initiative. The New River/Mount Rogers Workforce Development Board serves as the lead Workforce Development Board, coordinating workforce activities among the New River/Mount Rogers, Southwest Virginia, and West Piedmont Workforce Development Boards to expand nursing education opportunities and address critical healthcare workforce shortages across rural Southwest Virginia.

If awarded, these projects would significantly expand the Board's regional leadership, increase organizational capacity, strengthen partnerships with employers, educational institutions, healthcare providers, and community organizations, and create lasting workforce infrastructure that benefits our region well beyond the grant periods.

As we finalize these proposals, I welcome your assistance in identifying employers, Registered Apprenticeship sponsors, healthcare organizations, and other strategic partners who can strengthen these applications and help ensure their long-term success.

Workforce Opportunity for Rural Communities (WORC) Round 7

Appalachian Advancement: Building Career Mobility and Talent Pipelines

This update is provided for informational purposes to keep the Executive and Finance Committees informed of a significant federal grant opportunity that, if awarded, could substantially expand the Consortium Board's regional leadership role and organizational capacity over the next three years.

At a Glance

Funding Opportunity: U.S. Department of Labor – Workforce Opportunity for Rural Communities (WORC) Round 7

Award Request: Up to \$8 million

Project Period: 36 months (October 1, 2026 – September 30, 2029)

Application Due: July 23, 2026

Lead Applicant: New River/Mount Rogers Workforce Development Area Consortium Board

Service Area: All 33 Appalachian Regional Commission (ARC) jurisdictions in Virginia through a partnership of five Local Workforce Development Areas representing the Commonwealth's entire Appalachian footprint.

Project Overview

The proposed Appalachian Virginia Workforce Collaborative is the first workforce partnership to unite all five Appalachian Workforce Development Areas in Virginia under a single regional workforce strategy. The initiative will strengthen employer-led workforce solutions by expanding career pathways, Registered Apprenticeships, work-based learning, industry-recognized credentials, and coordinated supportive services that help individuals obtain employment and advance into higher-skilled, higher-paying careers.

The project focuses on three industry sectors experiencing persistent workforce shortages:

- Healthcare
- Manufacturing, Transportation & Logistics
- Construction & Skilled Trades

The proposal is designed to build sustainable talent pipelines that meet employer demand while increasing career mobility for new entrants to the workforce, dislocated workers, and incumbent workers throughout Appalachian Virginia.

Project Goals

If funded, the project will:

- Serve approximately 900 participants over three years.
- Strengthen employer-led Regional Sector Partnerships across Appalachian Virginia.
- Expand Registered Apprenticeship and work-based learning opportunities.
- Increase attainment of industry-recognized credentials.
- Develop employer-driven competency frameworks aligned with industry needs.
- Create sustainable regional workforce systems that continue beyond the life of the grant.
- Strengthen collaboration among workforce, education, economic development, and industry partners across the Commonwealth.

Regional Collaboration

The proposal seeks participation from numerous partners, including:

- Five Workforce Development Boards
- Employers
- Registered Apprenticeship sponsors
- Community colleges and training providers
- Virginia Works
- Industry associations
- Economic development organizations
- Planning District Commissions
- Virginia Tech Center for Economic and Community Engagement
- Community and supportive service organizations

Why This Matters

If awarded, this project would:

- Significantly expand workforce opportunities throughout Appalachian Virginia.
- Position the Consortium Board as the regional convener for workforce development across Virginia's entire ARC footprint.
- Strengthen long-term partnerships with employers and workforce stakeholders.
- Increase the Consortium Board's organizational capacity and operating budget over the next three years.
- Create lasting workforce infrastructure and regional partnerships that extend well beyond the grant period.

How You Can Help

As community leaders and ambassadors for workforce development, your assistance is invaluable as we finalize this proposal.

Please consider helping us identify and connect with:

- Employers in healthcare, manufacturing, transportation/logistics, and construction.
- Registered Apprenticeship sponsors.
- Industry associations and employer champions.
- Community organizations that can strengthen regional workforce partnerships.
- Additional partners willing to support this initiative through collaboration and engagement.

Every new connection strengthens this proposal and increases our ability to build a workforce system that serves employers and workers throughout Appalachian Virginia.

Nursing Workforce Development (NWD) Program
Expanding Rural Nursing Pathways Across Southwest Virginia

The Virginia Rural Health Association (VRHA) is the lead applicant for the Nursing Workforce Development (NWD) Program (HRSA-26-095), a competitive federal funding opportunity through the U.S. Health Resources and Services Administration (HRSA). The program is designed to increase nursing education opportunities for individuals from disadvantaged backgrounds while addressing critical nursing shortages in rural communities.

The proposed Virginia Rural Health Workforce Collaborative brings together three Workforce Development Boards, seven community colleges, two universities, healthcare partners, and community organizations to create a comprehensive pipeline into Registered Nursing careers across rural Southwest Virginia. The project will recruit, prepare, support, and retain 300 nursing students over four years through academic preparation, case management, financial assistance, supportive services, mentoring, and employer partnerships.

The New River/Mount Rogers Workforce Development Board serves as the lead Workforce Development Board for the project, coordinating workforce activities among the New River/Mount Rogers, Southwest Virginia, and West Piedmont Workforce Development Boards. Responsibilities include regional recruitment, case management, employer engagement, work-based learning coordination, supportive services, and workforce performance tracking.

If funded, the project will strengthen the regional healthcare workforce, expand educational opportunities for rural residents, improve access to nursing careers, and help address one of Southwest Virginia's most significant workforce challenges while increasing the Board's organizational capacity and regional leadership.