WDB Board Members Guide
Standing Committee Job Descriptions

The Central Virginia Workforce Development Board (CVWDB) uses an active committee structure that provides systematic processes to set policies, fashion strategies, foster interagency coordination and oversees the implementation of comprehensive strategic and operational plan for economic and human resource development.

The CVWDB has five standing and/or *new committees:

- **Executive**
- **Diversity, Equity & Inclusion***
- **Finance**
- **Operations & Performance**
- **Youth**

Executive Committee - reviews all action items from the other committees and recommends action to the full board. The Executive Committee may act on behalf of the CVWDB between full board meetings, typically when action is crucial, and circumstances make assembling the full board unfeasible. Any such actions shall be reported and subject to the approval of the board at its next regularly scheduled meeting. The Executive Committee directs and manages the activities of the CVWDB.

Diversity, Equity & Inclusion Committee – will provide guidance and oversite with operational and other issues relating to the provision of services to ensure equal access to all. The Diversity, Equity & Inclusion Committee will outline key diversity and inclusion goals and actionable steps to achieve them. The committee will assist with the development and oversite of polices that support equity and evaluate the effectiveness of ongoing efforts, recommending changes as necessary.

Finance Committee – will provide oversite of all Workforce Investment Board financial matters, including but not limited to oversee the financial stability of the organization, monitor allocation of resources, and review the operational budget and fiscal expenditures.

Operations & Performance Committee – will provide programmatic and operational oversite and recommend future programs and policies. The Operations and Performance Committee will review quarterly and annual program performance and ensure CVWDB and Title I programs are run efficiently and effectively, evaluating the effectiveness of ongoing efforts, and recommending changes as necessary.

Youth Committee – will provide information and assist with planning, operational, oversight, and other issues relating to the provision of services to youth. The Youth Committee will ensure that parents, participants, and other interested community members are involved in the planning and implementation of Title I Youth programs. The committee will provide oversite to providers of youth activities in the local area, establish linkages with education and youth entities, and provide a forum for initial discussion on emerging issues effecting youth.

VIRGINIA CAREER WORKS
CENTRAL REGION

Executive Committee Member List

NAME	EMAIL	PHONE

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Diversity, Equity & Inclusion Committee Member List

NAME	EMAIL	PHONE

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Finance Committee
Member List

NAME	EMAIL	PHONE

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Operations & Performance Committee Member List

NAME	EMAIL	PHONE

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Youth Committee Member List

NAME	EMAIL	PHONE