

**Meeting Agenda for:
Central Virginia Workforce Development Area Council (CEO)
July 8, 2019 4:00-5:00 p.m.
Central Virginia Planning District Commission Conference Room
828 Main Street, 12th Floor
Lynchburg, VA 24504**

- 1. **Call to Order**.....*Kenneth Campbell, Chair*
- 2. **Public Comment**..... *Kenneth Campbell, Chair*
- 3. **New Workforce Development Board Members (Vote)**..... *Kenneth Campbell, Chair*
- 4. **Review and Approval of Minutes (Vote)**..... *Kenneth Campbell, Chair*
- 5. **Review and Approval of 2019-20 Budget (Vote)**..... *Kenneth Campbell, Chair*
- 6. **Financial Disclosure and Conflict of Interest Forms** *Kenneth Campbell, Chair*
- 7. **Adjourn Meeting**

Central Virginia Workforce Development Board Members eligible for 3 year reappointment 2019-2022

Last Name	First Name	Mailing Address	City	State	Postal Code	Locality	Representing	Position Title	Business/Organization
Marshall	Nat	3611 Fort Avenue	Lynchburg	VA	24501	COL	Business	Sr. Human Resource Specialist	BWXT
Francis	Michael "Scott"	303 Millspring Drive	Forest	VA	24551	Bedford	Business	Vice President of Operations	Integrated Technology Group, Inc
Lovelace	Ron	P.O. Box 10548	Lynchburg	VA	24506	Bedford	Business	President	Lovelace, Norvelle, Mathews, & Crews, PC
Phillips	Sierra	P.O. Box 4205	Lynchburg	VA	24502	COL	Business	Director of Personnel Development	Southern Air, Inc.
Toler	Cheryl	1174 Elkton Farm Road	Forest	VA	24551	Bedford	Business	Human Resources Manager	Innovaire
Blido	Traci	2685 Perrowville Road	Forest	VA	24551	Bedford	Economic Development	Director	Bedford County Economic Development
Kennedy	Christine	1580 Locust Grove Lane	Bedford	VA	24523	Bedford	Business	COO & Executive Vice President	Lynchburg Regional Chamber of Commerce
Rosser	Tamara	99 Ninth Street	Lynchburg	VA	24504	COL	Labor/CBO/Apprenticeship	Director	City of Lynchburg
Wilder	Sterling	4237 White Street	Lynchburg	VA	24502	COL	Labor/CBO/Apprenticeship	Executive Director	Jubilee Family Development Center
Capps	John Dr.	3506 Wards Rd	Lynchburg	VA	24502	COL	Community College	President	Central Virginia Community College

Proposed New Board Members 2019-2022 Term

Jones	Steven	1619 Wythe Rd	Lynchburg	VA	24501	COL/Camp	Business	Chief Financial Officer	Banker Steel
Hogan	Dana	984 Peerman School Road	Altavista	VA	24517	Campbell/	Business	Training Specialist	Abbott Labs
Woody	Cathy	155 Mill Ridge Rd	Lynchburg	VA	24502	COL/Camp	Business	Community Liasion	Framtome
Tisosky	Andrew	2840 Linkhorne Drive	Lynchburg	VA	24501	COL	Business	Site Director	Concentrix

Comparison of FY 19 and FY20 Budget
SOURCES OF FUNDS

LINE ITEM	FY 19 Budget ADMIN	FY20 Budget ADMIN	Difference ADMIN	FY 19 Budget DISLOCATED	FY20 Budget DISLOCATED	Difference Dislocated	FY 19 Budget ADULT	FY20 Budget ADULT	Difference Adult	FY 19 Budget YOUTH	FY20 Budget YOUTH	Difference Youth	FY 19 Budget Total	FY20 Budget Total	Difference Total
cash/other income															
PY 2017	55,902.20	0.00	(55,902.20)	214,824.25	0.00	(214,824.25)	166,448.99	0.00	(166,448.99)	240,752.71	0.00	(240,752.71)	677,928.15	0.00	(677,928.15)
PY 2018	122,490.00	15,509.56	(106,980.44)	271,645.20	220,537.00	(51,108.20)	369,248.40	149,452.00	(219,796.40)	461,515.50	205,130.00	(256,385.50)	1,224,899.10	590,628.56	(634,270.54)
PY 2019		117,885.00	117,885.00		345,237.00	345,237.00		281,437.00	281,437.00		434,305.00	434,305.00	0.00	1,178,864.00	1,178,864.00
Transfer	(60,000.00)		60,000.00	(100,000.00)	(200,000.00)	(100,000.00)	160,000.00	200,000.00	40,000.00				0.00	0.00	0.00
Total Funding	118,392.20	133,394.56	15,002.36	386,469.45	365,774.00	(20,695.45)	695,697.39	630,889.00	(64,808.39)	732,268.21	699,435.00	(32,833.21)	1,932,827.25	1,829,492.56	(103,334.69)
Workforce Development Board															
Salary	12,749.23	12,930.00	180.77	25,498.45	25,900.00	401.55	47,354.27	48,025.00	670.73	96,529.86	97,900.00	1,370.14	182,131.81	184,755.00	2,623.19
Benefits	3,990.33	3,725.00	(265.33)	7,980.67	7,450.00	(530.67)	14,821.24	13,835.00	(986.24)	30,212.52	28,200.00	(2,012.52)	57,004.75	53,210.00	(3,794.75)
Audit	3,000.00	3,000.00	0.00			0.00			0.00			0.00	3,000.00	3,000.00	0.00
Legal	70.00	140.00	70.00	140.00	280.00	140.00	260.00	520.00	260.00	530.00	1,060.00	530.00	1,000.00	2,000.00	1,000.00
Outreach/Awareness	350.00	350.00	0.00	700.00	700.00	0.00	1,300.00	1,300.00	0.00	2,650.00	2,650.00	0.00	5,000.00	5,000.00	0.00
Contractual Services	700.00	700.00	0.00	1,400.00	1,400.00	0.00	2,600.00	2,600.00	0.00	5,300.00	5,300.00	0.00	10,000.00	10,000.00	0.00
Communications Tel/post	280.00	280.00	0.00	560.00	560.00	(0.00)	1,040.00	1,040.00	0.00	2,120.00	2,120.00	(0.00)	4,000.00	4,000.00	(0.00)
Ofc & equip lease	1,181.46	870.00	(311.46)	2,362.92	1,750.00	(612.92)	4,388.28	3,215.00	(1,173.28)	8,945.34	6,550.00	(2,395.34)	16,877.99	12,385.00	(4,492.99)
Ofc supplies	70.00	105.00	35.00	140.00	210.00	70.00	260.00	390.00	130.00	530.00	800.00	270.00	1,000.00	1,505.00	505.00
Travel/Training	840.00	850.00	10.00	1,680.00	1,700.00	20.00	3,120.00	3,120.00	0.00	6,360.00	6,360.00	0.00	12,000.00	12,030.00	30.00
Furnishings & computer	280.00	280.00	0.00	560.00	570.00	10.00	1,040.00	1,040.00	0.00	2,120.00	2,120.00	(0.00)	4,000.00	4,010.00	10.00
Fiscal Agent	70,000.00	70,000.00	0.00	0.00	0.00	0.00			0.00			0.00	70,000.00	70,000.00	0.00
Miscellaneous	210.00	280.00	70.00	420.00	570.00	150.00	780.00	1,040.00	260.00	1,590.00	2,120.00	530.00	3,000.00	4,010.00	1,010.00
Total WIB Office	93,721.02	93,510.00	(211.02)	41,442.04	41,090.00	(352.04)	76,963.78	76,125.00	(838.78)	156,887.71	155,180.00	(1,707.71)	369,014.55	365,905.00	(3,109.55)
Workforce Center															
Rent/Utilities	0.00		0.00	4,825.20	1,700.00	(3,125.20)	7,237.80	5,000.00	(2,237.80)	19,309.00	21,000.00	1,691.00	31,372.00	27,700.00	(3,672.00)
Insurance	0.00		0.00	300.00	300.00	0.00	450.00	450.00	0.00	1,000.00	0.00	(1,000.00)	1,750.00	750.00	(1,000.00)
Equipment	0.00		0.00	9,000.00	1,317.50	(7,682.50)	16,600.00	3,952.50	(12,647.50)	2,975.92	4,700.00	1,724.08	28,575.92	9,970.00	(18,605.92)
Communications (Phone)	0.00		0.00	6,760.00	3,020.00	(3,740.00)	10,140.00	9,060.00	(1,080.00)	7,900.00	7,300.00	(600.00)	24,800.00	19,380.00	(5,420.00)
Supplies	0.00		0.00	400.00	400.00	0.00	600.00	600.00	0.00	1,000.00	1,000.00	0.00	2,000.00	2,000.00	0.00
Maintenance	0.00		0.00	400.00	400.00	0.00	600.00	600.00	0.00	2,000.00	2,000.00	0.00	3,000.00	3,000.00	0.00
Cleaning	0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Facility Total	0.00	0.00	0.00	21,685.20	7,137.50	(14,547.70)	35,627.80	19,662.50	(15,965.30)	34,184.92	36,000.00	1,815.08	91,497.92	62,800.00	(28,697.92)
Program Operations															
Program Operations				79,500.00	85,110.00	5,610.00	367,559.60	309,640.00	(57,919.60)	281,487.00	353,500.00	72,013.00	728,546.60	748,250.00	19,703.40
Career Pathways															
Career Pathways				75,000.00	75,000.00	0.00	0.00	0.00	0.00				75,000.00	75,000.00	0.00
Existing Worker Training															
Existing Worker Training				57,050.89	57,100.00	49.11	192,060.47	192,000.00	(60.47)	150,000.00	150,000.00	0.00	399,111.36	399,100.00	(11.36)
Direct Program Costs															
Direct Program Costs															
Grand Total	93,721.02	93,510.00	(211.02)	274,678.13	285,437.50	(9,240.63)	672,211.65	597,427.50	(74,784.15)	622,559.63	694,680.00	72,120.37	1,663,170.43	1,651,055.00	(12,115.43)
Unallocated	24,671.18	39,884.56	15,213.38	111,791.32	100,336.50	(11,454.82)	23,485.74	33,461.50	9,975.76	109,708.58	4,755.00	(104,953.58)	269,666.82	178,437.56	(91,219.26)
Available Funding Remain	Available	Available		Available	Available		Available	Available		Available	Available				