



Location	Date / Time
Region 2000	September 21, 2017
828 Main St. Fl. 12 Lynchburg, VA 24504	4:00 p.m.

Region 2000 Workforce Area Council

Called Meeting

Workforce Council Members

Kenneth Campbell
 Joan Foster, *Chair*
 Bob Good
 Bryan Moody
 John Sharp

Agenda

1. **Welcome**Joan Foster, *Chair*
2. **Approval of May 18, 2017 Meeting Minutes** Joan Foster, Chair
(Attached)
3. **Review and Approve the Local Workforce Development Area 7 Budget**.....
..... Ben Bowman
(Attached)
4. **Review and Approve additional Workforce Development Board Members**
.....Ben Bowman
 - Dr. John Capps - President, Central Virginia Community College
 - Ms. Caitlin King-Director of Professional Development, Lynchburg Regional Society for Human Resource Management
5. **Discussion on Strategy for Improving Workforce Effectiveness and Diversifying Funding**
6. **Adjourn**



Region 2000 Workforce Area Council

Region 2000 Conference Room
828 Main Street, 12th Floor, Lynchburg
May 18, 2017
4:30 p.m.

Minutes

Members Present:

Joan Foster, City of Lynchburg
Bob Good, Campbell County
Bryan Moody, Appomattox County
John Sharp, Bedford County

Members Absent:

Kenneth Campbell, Amherst County

Others Present:

Ben Bowman, Director, Region 2000 Workforce Development Board
Sierra Carvajal, Southern Air, Vice Chair Region 2000 Workforce Development Board
Susan Cook, Region 2000
Dean Rodgers, Amherst County

1. Welcome

Mayor Joan Foster called the meeting to order at 4:35 p.m. and welcomed everyone present.

2. Approval of the September 15, 2016 and February 17, 2017 Meeting Minutes

The motion was made by Bob Good, seconded by Joan Foster, and the motion was approved with John Sharp abstaining.

3. Authorization of the Workforce Development Board to directly operate the Youth Services Program effective July 1, 2017 instead of using contractors

An overview of how the Workforce Development Board would operate the Youth Services Program was included in the meeting packet. Ben Bowman explained that he wanted to have a Youth Talent Development Team in each locality, to better serve the youth at these localities. He would also like to have at least one dedicated staff person in each locality. He is reaching out to a variety of groups to provide adult mentoring. There will also be emphasis on work-based learning and entrepreneurship, and he also anticipates partnering with 4-H, and tapping into existing resources rather than duplicating.

The motion was made by John Sharp, and seconded by Bob Good, to authorize the Workforce Development Board to directly operate the Youth Services Program. The motion carried unanimously.

4. **Review revised WIOA Local Area Plan- Available on the following website:**
<http://region2000works.org/strategic-planning/>
For information purposes.

5. Mayor Joan Foster adjourned the meeting at 5:05 p.m.

**WIOA Source and Use of Funds
Draft Budget For FY18**

SOURCES OF FUNDS	Budget ADMIN	Budget DISLOCATED	Budget ADULT	Budget YOUTH	Budget Incentive	Budget Total				
cash	111,327.30	280,953.95	170,650.58	222,281.00	4,200.00	4,200.00				
PY 2016 - Estimate	83,143.80	280,372.50	441,869.00	467,921.70		785,212.83				
Transfer		(75,000.00)	75,000.00			1,273,307.00				
Total Funding	194,471.10	486,326.45	687,519.58	690,202.70	4,200.00	2,062,719.83				
Workforce Development Board										
Salary -WIB	14,250.02	33,829.54	43,462.55	50,958.06		142,500.18				
Benefits - WIB	4,252.64	10,095.78	12,970.56	15,207.45		42,526.44				
Audit	4,500.00					4,500.00				
Legal	200.00	474.80	610.00	715.20		2,000.00				
Outreach/awareness	1,200.00	2,848.80	3,660.00	4,291.20		12,000.00				
Contractual Services	1,000.00	2,374.00	3,050.00	3,576.00		10,000.00				
Communications Tel/post	221.60	526.08	675.88	792.44		2,216.00				
Travel/Training	708.13	1,681.11	2,159.81	2,532.28		7,081.33				
Ofc & equip lease	1,274.60	3,025.90	3,887.53	4,557.97		12,746.00				
Ofc supplies	150.00	356.10	457.50	536.40		1,500.00				
Furnishings & computer	300.00	712.20	915.00	1,072.80		3,000.00				
Fiscal Agent	70,000.00					70,000.00				
Miscellaneous	300.00	712.20	915.00	1,072.80		3,000.00				
Total WIB Office	98,357.00	56,636.51	72,763.84	85,312.62	0.00	313,069.95				
Communications	7,570.90	17,973.32	23,091.25	27,073.54		75,709.01				
Total Initiatives	7,570.90	17,973.32	23,091.25	27,073.54	0.00	75,709.01				
WDB OPNS TOTAL	105,927.90	74,609.83	95,855.09	112,386.16	0.00	388,778.96				
Workforce Center Cost										
Rent/Utilities		2,359.00	5,504.00	19,309.11		27,172.11				
Insurance		300.00	450.00	300.00		1,050.00				
Equipment		2,600.00	7,000.00	5,680.00		15,280.00				
Communications (Phone)		3,100.00	7,500.00	5,210.00		15,810.00				
Supplies		2,250.00	2,750.00	2,000.00		2,000.00				
Maintenance		0.00	0.00	0.00		7,000.00				
Cleaning		0.00	0.00	0.00		0.00				
Facility Total	0.00	10,609.00	23,204.00	34,499.11	0.00	68,312.11				
Program Operations - Sal and Ben										
Travel/Education		164,891.00	361,999.00	280,365.00		807,255.00				
Incumbent Worker Training		8,268.50	8,268.50	16,556.00		16,556.00				
Direct Participant Cost		103,351.33	195,730.63	150,000.00		449,081.97				
Youth Initiatives						0.00				
Grand Total	105,927.90	361,729.66	685,057.22	593,806.26	0.00	1,746,521.04				
Unallocated	88,543.20	124,596.79	2,462.36	96,396.44	4,200.00	316,198.79				
Available for Admin/Incentive/Governm	Available	Available	Available	Available	Available	Available				17.XISX