

**CHIEF LOCAL ELECTED OFFICIALS**  
**South Central Workforce Development Board**  
**Friday, April 26, 2024**  
**Heartland Business Park Conference Room**  
**200 Heartland Drive**  
**Keysville, VA 23947**  
**9:00 A.M.**

**AGENDA**

- |   |                               |
|---|-------------------------------|
| <b>I. Welcome/Call to Order</b>   | <b>Odessa Pride, Chairman</b> |
| <b>II. Public Input</b>   | <b>Odessa Pride</b>           |
| <b>III. Action on CLEO Minutes: January 26, 2024</b>                          | <b>Attachment A</b>           |
| <b>IV. Workforce Development Board Minutes (Info Only)<br/>April 18, 2024</b> | <b>Attachment B</b>           |
| <b>VII. Workforce Innovation and Opportunity Act</b>                          | <b>Terra Napier</b>           |
| <b>A. Expenditure Reports/ Grants</b>   | <b>Attachment C</b>           |
| <b>B. Service Delivery Reports for 2<sup>nd</sup> Quarter</b>                 |                               |
| <b>1. Workforce Centers</b>   | <b>Attachment D</b>           |
| <b>2. Youth Program</b>   | <b>Attachment E</b>           |
| <b>C. PY 2023 2<sup>nd</sup> Quarter Performance Report</b>                   | <b>Attachment F</b>           |
| <b>D. Equal Opportunity Monitoring</b>  | <b>Attachment G</b>           |
| <b>E. PY 2024 State Allotment Projections</b>                                 | <b>Attachment H</b>           |
| <b>F. Virginia Career Works Lake Country Center-Updates</b>                   |                               |
| <b>G. One-Stop Operator Proposal/Contract</b>                                 |                               |
| <b>H. Youth Program Renewal</b>   |                               |
| <b>I. Board Nominations</b>   |                               |
| <b>J. Virginia State Combined Plan</b>  | <b>Attachment I</b>           |
| <b>VI. Other/Adjourn</b>  | <b>Odessa Pride</b>           |

**Next Meeting: July 19, 2024 @ 9:00 a.m.**

# South Central Workforce Development Board

## CHIEF LOCAL ELECTED OFFICIALS

Friday, January 26, 2024

Heartland Park

200 Heartland Drive

Keyesville, Virginia 23947

9:00 a.m.

**Members Present:** David Felts (Amelia); Reggie Owens, Leslie Weddington (Brunswick); Karl Carter (Buckingham); Dan Witt (Charlotte); Robert Zava (Lunenburg); Wayne Carter (Mecklenburg); Steve Bowen (Nottoway); Odessa Pride (Prince Edward)

**Members Absent:** Halifax, Cumberland

**Others Present:** Terra Napier, SCWDB Executive Director

Topic-Revised Agenda	Issues	Action	Follow Up
I. Welcome/Call to Order	None	Terra Napier called the meeting to order. A quorum was present with 8 of the 10 counties attending.	None
II. Introduction of New Members	Introductions of all members of the CLEOs.	None	None
III. Public Input	None	None	None
IV. Election of Officers- Chair & Vice-Chair	Elections among members of officers for Chair and Vice-Chair. The floor was opened for nominations.	Robert Zava made a motion for Odessa Pride to be Chair. Wayne Carter seconded the motion and it was approved.	None
		Wayne Carter made a motion to approve Gary Walker as the Vice-Chair. Reggie Owens seconded the motion and it was approved.	

Topic-Revised Agenda	Issues	Action	Follow Up
<p>V. Action on CLEO Minutes: October 27, 2023</p>	<p>See Attachment A in Board Packet-CLEO Minutes for October 27, 2023.</p>	<p>Robert Zava made a motion to approve the minutes as presented of the October 27, 2023 meeting. Karl Carter seconded the motion and it was approved.</p>	<p>None</p>
<p>VI. Workforce Development Board Minutes-January 18, 2024 (Information only)</p>	<p>See Attachment B in Board Packet-SCWDB Minutes for October 19, 2023</p>	<p>None</p>	<p>None</p>
<p>VII. Workforce Innovation and Opportunity Act</p>	<p>A. Expenditure Reports-See Attachment C in Board Packet - The 2<sup>nd</sup> Quarter expenditure reports were reviewed for all WIOA programs and grants.</p> <ul style="list-style-type: none"> <li>a. Adult is currently at 44.5% training requirement.</li> <li>b. Youth is currently at 23% Work Experience requirement.</li> </ul> <p>B. PY 2023 Notice of Obligation (NOO)- See Attachment D- Executive Director reviewed the PY 2023 NOO for the South Central Region.</p> <p>C. Designation of Fiscal Agent- Executive Director reported Charlotte County is currently the fiscal agent for the SCWDB.</p>	<p>None</p>	<p>None</p>
		<p>None</p>	<p>None</p>
		<p>Reggie Owens made a motion for Charlotte County to continue as the Fiscal Agent for the SCWDB. Wayne Carter seconded the motion and it was approved.</p>	<p>None</p>

Topic-Revised Agenda	Issues	Action	Follow Up
	<p>D. Service Delivery Reports for 2<sup>nd</sup> Quarter- See Attachment E and F in the Board Packet. The service delivery reports were reviewed by the Executive Director.</p> <p>E. PY 2023 1<sup>st</sup> Quarter Performance Report-See Attachment F in the Board Packet-The current 1<sup>st</sup> Quarter Performance Report was reviewed by the Executive Director.</p> <p>F. Draft Request for Proposal and Evaluation Form-Handout- Executive Director asked for any conflicts of interest, there were none. She handed out the Draft RFP and Evaluation Form for the CLEOs to review. There is currently a recommendation to approve both from the SCWDB.</p> <p>G. RFP Evaluation Team- Executive Director reviewed the recommendation of the SCWDB to have Catherine Howard, Faustine Dye and Liz Jamerson on the RFP Evaluation Team with the CLEOs.</p> <p>H. Waiver Adult and Dislocated Worker Programs- Executive Director discussed the current status of the Programs with the CLEOs. The SCWDB is the current operator of all WIOA Title I Programs. Executive Director reviewed the SCWDB</p>	<p>None</p> <p>None</p> <p>Wayne Carter made a motion to approved the Request for Proposal and Evaluation Form Reggie Owens seconded the motion and it was approved.</p> <p>Dan Witt made a motion to approve Catherine Howard, Faustine Dye, and Liz Jamerson as the RFP Evaluation Team. Steven Bowen seconded the motion and it was approved.</p> <p>Odessa pride made a motion to approve the waiver for the SCWDB to operate the WIOA Adult and Dislocated Worker Programs. Reggie Owens seconded the motion and it was approved.</p>	<p>None</p> <p>None</p> <p>Executive Director will issue the RFP on 02/01/2024.</p> <p>Executive Director will inform the Evaluation Team Members.</p> <p>Executive Director will submit Program Waiver to the state.</p>

Topic-Revised Agenda	Issues	Action	Follow Up
	<p>recommendation to continue as the WIOA Title I Programs Operator.</p> <p>I. Virginia Career Works Lake Country Center-Executive Director informed the CLEOs that the current location/building has been sold and the SCWDB is currently looking for a new space for the VCW-Lake Country Center. Executive Director will keep the CLEOs updated on the location/space outcome.</p>	<p>None</p>	<p>None</p>
<p>VI. Other/Adjourn</p>	<p>None</p>	<p>As there was no further business, the meeting was adjourned on a motion by Dan Witt and a second by Wayne Carter the motion was carried.</p>	<p>The next meeting will be Friday, April 26, 2024 at 9:00 am Location: Heartland Park, Keysville, VA</p>

# South Central Workforce Development Board



SOUTH CENTRAL REGION

Thursday, April 18, 2024

Heartland Park

200 Heartland Drive, Keysville, VA 23947

9:00 a.m.

**Members Present:** Amelia- Faustine Dye; Buckingham-Stephanie Coleman; Charlotte- Eric Napier; Halifax- Jeremy Satterfield, Mike Dolianitis, Catherine Howard, Elizabeth Smith; Mecklenburg- Donnie Williams; Nottoway- None; Prince Edward- Mark Webb, Margaret Taylor-Collins (Alt. Chanda Giles), Asha Moses (Alt. Stephanie Nelson), Sherri McGuire (Alt. Dana Knott)

**Members Absent:** Addison Gills, Liz Jamerson, Karen McGrath, Tina Wood, Trisha Currin, Gary Walker, Buffy Allgood

## Attachment B

Topic	Issues	Action	Follow Up
I. Welcome/Call to Order/Roll Call	None	Jeremy Satterfield-Chairman called the meeting to order and the Executive Director called roll. A quorum was present.	None
II. Public Input	None	None	None
III. SCWDB Minutes: January 18, 2024	See Attachment A	Donnie Williams made a motion to approved the minutes from the January 18, 2024 meeting. Mike Dolianitis seconded the motion and it was approved.	None
IV. Information Only: CLEO Minutes: January 26, 2024	See Attachment B	None	None

Topic	Issues	Action	Follow Up
V. Committee Reports	<p>A. Youth Committee-See Attachment C- Terra Napier reviewed the Youth Committee report. Reviewed Youth 3<sup>rd</sup> Quarter report-See Attachment 1. Reviewed your program performance and services.</p> <p>B. Strategic Planning- See Attachment D- Donnie Williams reviewed the Strategic Planning Committee Report. Reviewed the State Combined Plan- See Attachment 1.</p> <p>C. Policy/Oversight Committee-See Attachment E- Terra Napier reviewed the committee report. Reviewed One-Stop 3<sup>rd</sup> Quarter report- See Attachment 1. Reviewed PY 2023 2<sup>nd</sup> Quarter Performance Report -See Attachment 2.</p> <p>D. Employment Enhancement Committee-See Attachment F-Jeremy Satterfield reviewed the report. The board reviewed Business Solutions Teams reports-See Attachment 1, 2, &amp; 3.</p> <p>E. Executive Committee-See Attachment G- Jeremy Satterfield reviewed the committee report and updates on expenditures, programs, grants, and performance. The committee recommends approval of 2 action items:</p>	None	None

Topic	Issues	Action	Follow Up
	<p>1) One Stop Operator RFP Contract Recommendation- The Executive Committee Recommends that Southside Virginia Community College be awarded the One-Stop Operator Contract for a three-year term to be reviewed yearly.</p> <p>(All individuals who were interested in bided or could have a conflict of interest in the bidding were asked to leave the meeting; Landon Mason and Debra Crowder left the meeting before the discussion of the proposal recommendation. Once the discussion was over and a consensus was made. They were asked to re-enter the meeting.)</p> <p>2) Youth Program Renewal- The Executive Committee recommends that the South Central Workforce Development Board continue to operate the Youth Program.</p> <p>None</p>	<p>Mark Webb made a motion to approve and award Southside Virginia Community College as the One-Stop Operator for a three-year term to be reviewed yearly. Margaret Taylor-Collins seconded the motion and it was approved. Debra Crowder abstained from the vote.</p> <p>Margaret Taylor-Collins made a motion to approve South Central Workforce Development Board to continue to operate the Youth Program. Faustine Dye seconded the motion and it was approved.</p> <p>Mike Dolianitis made a motion to adjourn the meeting. Margaret Taylor-Collins seconded the motion and it was approved.</p>	<p>Forwarded to CLEOs for approval.</p> <p>Forwarded to CLEOs for approval.</p> <p>The next meeting will be Thursday, July 18, 2024 at 9:00 AM location Heartland Park.</p>
VI. Other/Adjourn			



**FOR THE MONTHS THRU MAR 2024**

**WDB ADMIN**

**WDB ADULT**

**WDB DISLOCATED**

**WDB YOUTH OUT**

**AREA 8 WDB TOTAL**

	BUDGETED	EXPENSES	BALANCE	BUDGETED	EXPENSES	BALANCE	BUDGETED	EXPENSES	BALANCE	BUDGETED	EXPENSES	BALANCE
Operating Admin	\$0.00		\$0.00	\$0.00		\$0.00	\$0.00		\$0.00	\$0.00		\$0.00
Personnel	\$85,335.60	\$44,526.46	\$40,809.14	\$96,841.00	\$46,018.77	\$50,822.23	\$60,125.40	\$30,459.69	\$29,663.71	\$81,343.58	\$77,975.37	\$53,368.21
Salary	\$28,412.35	\$15,284.84	\$13,127.51	\$34,898.00	\$16,481.00	\$18,417.00	\$17,469.00	\$11,007.16	\$6,461.84	\$28,165.00	\$9,707.93	\$18,457.07
Benefits		\$0.00		\$121,954.00	\$55,139.23	\$66,814.77	\$69,500.00	\$47,450.82	\$22,049.18	\$0.00	\$0.00	\$0.00
Career Ser Salary				\$44,970.00	\$20,427.73	\$24,542.27	\$26,891.00	\$17,242.22	\$9,648.78	\$0.00	\$0.00	\$0.00
Career Ser Benefits												
Youth Salary										\$169,165.63	\$69,238.28	\$99,927.35
Youth Benefits										\$52,441.35	\$28,983.59	\$23,457.76
Total Personnel	\$113,747.95	\$59,811.30	\$53,936.65	\$298,663.00	\$138,066.73	\$160,596.27	\$173,985.40	\$106,159.89	\$67,825.51	\$331,115.56	\$135,905.17	\$195,210.39

	BUDGETED	EXPENSES	BALANCE	BUDGETED	EXPENSES	BALANCE	BUDGETED	EXPENSES	BALANCE	BUDGETED	EXPENSES	BALANCE
Non-Personnel	\$0.00		\$0.00	\$0.00		\$0.00	\$0.00		\$0.00	\$0.00		\$0.00
Advertising	\$2,500.00	\$699.62	\$1,800.38	\$1,873.00	\$877.50	\$995.70	\$850.00	\$609.69	\$240.31	\$1,562.00	\$528.00	\$1,034.00
Communication	\$23,000.00	\$15,670.50	\$7,329.50	\$1,975.00	\$441.00	\$1,534.00	\$1,325.00	\$306.00	\$1,019.00	\$1,539.00	\$232.50	\$1,306.50
Contractual Service	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$2,108.04	\$2,094.23	\$13.81	\$1,135.00	\$246.59	\$888.41	\$853.00	\$179.82	\$673.18	\$983.00	\$172.99	\$810.01
Insurance	\$1,375.00	\$943.77	\$431.23	\$1,135.00	\$858.05	\$276.95	\$975.00	\$595.02	\$379.98	\$985.00	\$455.97	\$529.03
Office Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15.00	(\$15.00)
Outreach	\$2,300.00	\$1,482.00	\$818.00	\$2,650.00	\$1,764.00	\$886.00	\$2,000.00	\$1,224.00	\$776.00	\$2,250.00	\$930.00	\$462.00
Rent	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subscriptions	\$125.00	\$0.00	\$125.00	\$3,000.00	\$0.00	\$3,000.00	\$500.00	\$0.00	\$500.00	\$2,000.00	\$0.00	\$2,000.00
Staff Training	\$1,300.00	\$916.92	\$383.08	\$1,500.00	\$82.36	\$1,417.64	\$950.00	\$54.56	\$895.44	\$1,100.00	\$86.28	\$1,013.72
Staff Travel	\$986.00	\$404.25	\$581.75	\$880.00	\$477.96	\$402.04	\$650.00	\$333.51	\$316.49	\$560.00	\$335.08	\$224.92
Utilities	\$33,694.04	\$22,211.29	\$11,482.75	\$14,148.00	\$4,747.26	\$9,400.74	\$8,103.00	\$3,302.60	\$4,800.40	\$10,979.00	\$2,755.82	\$8,223.18
Total Non-Personnel	\$147,441.99	\$82,022.59	\$65,419.40	\$312,811.00	\$142,813.99	\$169,997.01	\$182,088.40	\$109,462.49	\$72,625.91	\$342,094.56	\$138,660.99	\$203,433.57

	BUDGETED	EXPENSES	BALANCE	BUDGETED	EXPENSES	BALANCE	BUDGETED	EXPENSES	BALANCE	BUDGETED	EXPENSES	BALANCE
Participant Services	\$0.00		\$0.00	\$0.00		\$0.00	\$0.00		\$0.00	\$0.00		\$0.00
St. Plan Project												
OJT												
Work Experience												
Supportive Services												
Core Services												
Intensive Services												
Needs Related Payment												
Total Customer Costs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Detailed Expenditures	\$147,441.99	\$82,022.59	\$65,419.40	\$312,811.00	\$142,813.99	\$169,997.01	\$182,088.40	\$109,462.49	\$72,625.91	\$342,094.56	\$138,660.99	\$203,433.57

	BUDGETED	EXPENSES	BALANCE	BUDGETED	EXPENSES	BALANCE	BUDGETED	EXPENSES	BALANCE	BUDGETED	EXPENSES	BALANCE
Total % Office Staff Spent		56%			46%			60%			41%	
Total % Client Spent		#DIV/0!			#DIV/0!			#DIV/0!			#DIV/0!	
Total % Spent		56%			46%			60%			41%	

BUDGET 2023-2024  
JULY 1 - JUNE 30, 2024

KEYSVILLE ADULT

SOUTH BOSTON ADULT

FOR THE MONTHS THRU MAR 2024  
SOUTH HILL ADULT

AREA 8 ADULT

	BUDGETED	EXPENSES	BALANCE	BUDGETED	EXPENSES	BALANCE	BUDGETED	EXPENSES	BALANCE
Operating Admin			\$0.00			\$0.00			
Personnel									
Salary	\$0.00	\$0.00	\$0.00	\$14,953.22	\$13,830.32	\$1,122.90	\$0.00	\$0.00	\$0.00
Benefits	\$0.00	\$0.00	\$0.00	\$6,055.63	\$5,491.98	\$563.65	\$0.00	\$0.00	\$1,122.90
<b>Total Personnel</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$21,008.85</b>	<b>\$19,322.30</b>	<b>\$1,686.55</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,686.55</b>
Non-Personnel									
Advertising	\$200.00	\$0.00	\$200.00	\$200.00	\$0.00	\$200.00	\$200.00	\$0.00	\$600.00
Communication	\$500.00	\$132.89	\$367.11	\$1,000.00	\$256.70	\$743.30	\$1,000.00	\$477.68	\$867.27
Contractual Service	\$400.00	\$363.71	\$36.29	\$400.00	\$349.99	\$50.01	\$400.00	\$1,084.28	\$115.72
Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Insurance	\$500.00	\$343.21	\$156.79	\$500.00	\$355.71	\$144.29	\$500.00	\$327.32	\$172.68
Office Supplies	\$500.00	\$28.08	\$471.92	\$3,000.00	\$235.18	\$2,764.82	\$500.00	-\$29.64	\$3,766.38
Outreach	\$500.00	\$306.00	\$194.00	\$300.00	\$159.00	\$141.00	\$500.00	\$159.00	\$624.00
Rent	\$700.00	\$0.00	\$700.00	\$10,000.00	\$6,147.57	\$3,852.43	\$700.00	-\$230.26	\$5,482.69
Subscriptions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Staff Training	\$300.00	\$0.00	\$300.00	\$10,000.00	\$0.00	\$10,000.00	\$300.00	\$0.00	\$10,600.00
Staff Travel	\$1,000.00	\$221.35	\$778.65	\$300.00	\$213.28	\$86.72	\$1,000.00	\$639.89	\$1,225.48
Utilities	\$600.00	\$0.00	\$600.00	\$1,200.00	\$705.15	\$494.85	\$600.00	\$0.00	\$705.15
<b>Total Non-Personnel</b>	<b>\$5,200.00</b>	<b>\$1,395.24</b>	<b>\$3,804.76</b>	<b>\$26,900.00</b>	<b>\$8,443.17</b>	<b>\$18,456.83</b>	<b>\$5,700.00</b>	<b>\$1,693.98</b>	<b>\$26,267.61</b>
<b>Total Operating</b>	<b>\$5,200.00</b>	<b>\$1,395.24</b>	<b>\$3,804.76</b>	<b>\$47,908.85</b>	<b>\$27,765.47</b>	<b>\$20,143.38</b>	<b>\$5,700.00</b>	<b>\$1,693.98</b>	<b>\$27,954.16</b>
Participant Services									
Career Services only	\$100.00	\$0.00	\$100.00	\$100.00	\$0.00	\$100.00	\$100.00	\$0.00	\$300.00
Career Services w/training	\$100.00	\$0.00	\$100.00	\$100.00	\$0.00	\$100.00	\$100.00	\$0.00	\$300.00
Supportive Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Occupational Skills	\$30,088.32	\$21,978.69	\$8,109.63	\$35,588.32	\$15,407.51	\$20,180.81	\$28,088.33	\$11,702.94	\$44,675.83
Non-ITA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
On-the-Job Training	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,498.00	\$2,540.14	\$3,957.86
Customized Training	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Contract Training	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Transitional Jobs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Registered Apprenticeship	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Incumbent Worker	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Remedial/Pre-Vocational	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Books, fees, travel, mat, etc	\$19,000.00	\$9,396.60	\$9,603.40	\$17,502.00	\$12,932.27	\$4,569.73	\$17,502.00	\$12,932.27	\$25,345.24
Certification Tests	\$4,500.00	\$564.95	\$3,935.05	\$1,500.00	\$774.95	\$725.05	\$1,500.00	\$774.95	\$5,660.10
<b>Total Customer Costs</b>	<b>\$53,788.32</b>	<b>\$31,940.24</b>	<b>\$21,848.08</b>	<b>\$53,788.32</b>	<b>\$21,235.40</b>	<b>\$32,552.92</b>	<b>\$53,788.32</b>	<b>\$27,950.30</b>	<b>\$80,239.03</b>
<b>Total Detailed Expenditures</b>	<b>\$58,988.32</b>	<b>\$33,335.48</b>	<b>\$25,652.84</b>	<b>\$59,488.33</b>	<b>\$29,644.28</b>	<b>\$29,844.05</b>	<b>\$59,488.33</b>	<b>\$29,644.28</b>	<b>\$108,193.19</b>
<b>Total % Office Staff Spent</b>			27%			58%			52%
<b>Total % Client Spent</b>			59%			39%			50%
<b>Total % Spent</b>			57%			48%			51%

BUDGET 2023-2024  
JULY-JUNE 2024

**OUT OF SCHOOL YOUTH THRU MAR 2024**

BUDGETED EXPENSES BALANCE

Operating

Personnel

Salary	\$0.00	\$0.00	\$0.00
Benefits	\$0.00	\$0.00	\$0.00
<b>Total Personnel</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

Non-Personnel

Advertising	\$2,500.00	\$0.00	\$2,500.00
Communication	\$5,000.00	\$0.00	\$5,000.00
Contractual Service	\$8,000.00	\$3,693.96	\$4,306.04
Equipment	\$4,000.00	\$1,449.00	\$2,551.00
Insurance	\$1,000.00	\$0.00	\$1,000.00
Office Supplies	\$5,500.00	\$2,070.92	\$3,429.08
Rent	\$6,750.00	\$0.00	\$6,750.00
Outreach	\$2,000.00	\$0.00	\$2,000.00
Subscriptions	\$0.00	\$0.00	\$0.00
Staff Training	\$4,000.00	\$0.00	\$4,000.00
Staff Travel	\$25,000.00	\$738.58	\$24,261.42
Utilities	\$3,750.00	\$0.00	\$3,750.00
	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00
<b>Total Non-Personnel</b>	<b>\$67,500.00</b>	<b>\$7,952.46</b>	<b>\$59,547.54</b>
<b>Total Operating</b>	<b>\$67,500.00</b>	<b>\$7,952.46</b>	<b>\$59,547.54</b>

Participant Services

Tutoring, Study Skills, Training	\$5,500.00	\$0.00	\$5,500.00
WEX TRAVEL	\$20,000.00	\$5,730.00	\$14,270.00
Work Experience	\$82,500.00	\$54,835.50	\$27,664.50
Occupational Skill Training (OJTs)	\$30,000.00	\$3,726.00	\$26,274.00
Occupational Skill Training (ITAs)	\$30,000.00	\$24,047.98	\$5,952.02
Education Offered w/Workforce Pr	\$301.10	\$0.00	\$301.10
Leadership Development	\$5,000.00	\$0.00	\$5,000.00
Supportive Services	\$15,000.00	\$11,576.20	\$3,423.80
Adult Mentoring	\$0.00	\$0.00	\$0.00
Follow-Up Services	\$2,000.00	\$0.00	\$2,000.00
Comprehensive Guidance & Couns	\$0.00	\$0.00	\$0.00
Financial Literacy Education	\$1,000.00	\$0.00	\$1,000.00
Enterpreneurial Skills Training	\$2,036.00	\$0.00	\$2,036.00
Career Awareness/Counseling/Exp	\$17,000.00	\$0.00	\$17,000.00
Preparation/Transition to Post-Sec	\$1,000.00	\$0.00	\$1,000.00
<b>Total Customer Costs</b>	<b>\$211,337.10</b>	<b>\$99,915.68</b>	<b>\$111,421.42</b>
<b>Total Detailed Expenditures</b>	<b>\$278,837.10</b>	<b>\$107,868.14</b>	<b>\$170,968.96</b>

**Total % Office Staff Spent** 12%

**Total % Client Spent** 47%

**Total % Spent** 39%

BUDGET 2023-2024  
 JULY-JUNE 2024

**SENTARA THRU MAR 2024**

BUDGETED EXPENSES BALANCE

Operating

Administrative

Executive Director	\$6,000.00	\$4,803.75	\$1,196.25
Admin Staff	\$3,000.00	\$1,811.21	\$1,188.79
<b>Total Administrative</b>	<b>\$9,000.00</b>	<b>\$6,614.96</b>	<b>\$2,385.04</b>

Direct Project Personnel Expenses

Program Manager	\$6,000.00	\$6,000.00	\$0.00
Career Development Specialist	\$9,000.00	\$5,949.62	\$3,050.38
<b>Total Personnel Expenses</b>	<b>\$15,000.00</b>	<b>\$11,949.62</b>	<b>\$3,050.38</b>

Total Admin and Project **\$24,000.00** **\$18,564.58** **\$5,435.42**

Other Direct Expenses

Training/Tuition	\$30,000.00	\$18,215.02	\$11,784.98
Equipment	\$16,000.00	\$16,000.00	\$0.00
Outreach	\$5,000.00	\$5,000.00	\$0.00
Program Supplies	\$0.00	\$0.00	\$0.00
Travel	\$0.00	\$0.00	\$0.00
<b>Total Other Direct Expenses</b>	<b>\$51,000.00</b>	<b>\$39,215.02</b>	<b>\$11,784.98</b>

**Total Budget** **\$75,000.00** **\$57,779.60** **\$17,220.40**

**Total % Office Staff Spent** 77%

**Total % Client Spent** 77%

**Total % Spent** 77%

## TICKET TO WORK THRU MAR 2024

Beginning Balance	\$108,375.59
Income	<u>\$0.00</u>
Total Income	<u><u>\$108,375.59</u></u>

Expenditures	
Salary/fringe	\$1,733.37
Office Material	\$747.00
Equipment	\$914.56
Contractural Ser	\$0.00
Staff Travel	<u>\$9.29</u>
Total Expenditures	<u><u>\$3,404.22</u></u>

Balance	<u><u>\$104,971.37</u></u>
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Virginia Career Works South Central Monthly Report										
	Active Client Carry over (7/1/23)	New Active Registrations YTD	New Active Registrations this Month	Closures YTD to Follow-up (Starting 7/1/23)	Active Clients	YTD Trade	Active Follow-up	YTD Credentials	YTD OJT/WE/Int	YTD Employed at Closure
<b>WIOA VCW Centers</b>										
<b>Adult Prog.</b>										
Keysville	23	10	1	11	22	0	24	7	0	7
South Boston	23	17	2	10	30	0	30	9	0	8
Lake Country	13	12	1	7	18	0	15	6	1	6
<b>Total</b>	<b>59</b>	<b>39</b>	<b>4</b>	<b>28</b>	<b>70</b>	<b>0</b>	<b>69</b>	<b>22</b>	<b>1</b>	<b>21</b>
<b>DLW Prog.</b>										
Keysville	10	3	0	7	6	0	7	1	0	6
South Boston	5	5	0	2	8	1	4	2	0	1
Lake Country	3	5	0	0	8	0	6	0	0	0
<b>Total</b>	<b>18</b>	<b>13</b>	<b>0</b>	<b>9</b>	<b>22</b>	<b>1</b>	<b>17</b>	<b>3</b>	<b>0</b>	<b>7</b>
<b>Grand Total</b>	<b>77</b>	<b>52</b>	<b>4</b>	<b>37</b>	<b>92</b>	<b>1</b>	<b>86</b>	<b>25</b>	<b>1</b>	<b>28</b>

Customer Visits	Monthly Breakdown											
	July	August	1st Quarter	October	November	2nd Quarter	January	February	3rd Quarter	April	May	4th Quarter
Keysville	6	12	22	1	0	8	12	3	2			
Lake Country	109	164	441	140	138	439	216	162				
South Boston	214	281	773	255	243	767	350	189				
<b>Total</b>	<b>329</b>	<b>457</b>	<b>1236</b>	<b>396</b>	<b>381</b>	<b>1214</b>	<b>578</b>	<b>354</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>

\*\*\* Active Client Carry Over + New Active Client Registrations YTD - Exits YTD = Active Clients









March 2024

Case Manager Assigned	County	Closures YTD not yet in Follow-Up (Starting July 1, 2022)	Closures YTD not yet in Follow-Up (Starting July 1, 2023)	30/90/90	Active Total Follow-Up	YTD Received Credential
Michael Justice	Amelia	1	0	1	0	0
	Buckingham	0	0	0	0	0
	Cumberland	0	0	0	0	0
	Prince Edward	2	4	0	2	0
Lake Country	Brunswick	1	3	2	1	1
	Mecklenburg	6	6	1	5	2
	Northway	1	1	0	2	1
Alanna Reid	Charlotte	2	3	1	4	1
	Halifax	0	9	7	13	7
	Lunenburg	4	2	0	2	4
<b>Totals</b>		<b>24</b>	<b>27</b>	<b>6</b>	<b>29</b>	<b>10</b>

\*\*\*REVIEW EVERY COLUMN NOT MARKED RED\*\*\*

Case Manager Assigned	County	Active Client Registrations YTD (Cumulative)	*Closures YTD not yet in Follow-Up (Starting July 1, 2022)	Total Active Clients	New Active Client Registrations This Month
Michael Justice	Amelia	0	1	0	0
	Buckingham	0	0	0	0
	Cumberland	0	0	0	0
	Prince Edward	2	2	0	0
Lake Country	Brunswick	3	3	0	0
	Mecklenburg	6	6	3	0
	Northway	0	1	0	0
Alanna Reid	Charlotte	3	3	2	0
	Halifax	6	9	6	0
	Lunenburg	2	2	4	0
<b>Totals</b>		<b>15</b>	<b>27</b>	<b>15</b>	<b>0</b>

Case Manager Assigned	County	*Closures YTD	YTD Exit to Post-Secondary	YTD Exits to Military	YTD Exit to Employment	YTD Exit to No Placement
Michael Justice	Amelia	1	0	0	0	1
	Buckingham	0	0	0	0	0
	Cumberland	0	0	0	0	0
	Prince Edward	2	0	0	1	1
Lake Country	Brunswick	3	0	0	1	2
	Mecklenburg	6	0	0	3	3
	Northway	1	0	0	1	0
Alanna Reid	Charlotte	3	0	0	3	0
	Halifax	0	0	0	8	1
	Lunenburg	2	0	0	2	0
<b>Totals</b>		<b>27</b>	<b>0</b>	<b>0</b>	<b>10</b>	<b>8</b>

OSY Monthly Report - Program Elements

Case Manager Assigned	County	YTD Labor Market Information	YTD Financial Literacy	YTD Leadership Development	YTD Tutoring, Study Skills, Dropout/Recovery	YTD Alternative Education/Dropout Recovery Services	YTD Paid/Unpaid Work Experience	YTD Occupational Skills Training	YTD Concurrent Workforce/Training Preparation activities	YTD Supportive Services	YTD OJT	YTD Follow Up Services	YTD Comprehensive Guidance and Counseling	YTD Entrepreneurial skills training	YTD Transitional Activities for Post-Secondary Education and Training
Michael Justice	Amelia	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Buckingham	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Cumberland	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Prince Edward	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Brunswick	2	2	2	0	0	1	1	0	3	1	0	0	0	0
	Mecklenburg	2	1	2	0	0	1	3	0	12	0	0	0	0	0
	Northway	0	0	0	0	0	0	0	0	2	0	0	0	0	0
	Charlotte	4	2	2	0	0	1	1	0	2	0	0	0	0	0
	Halifax	6	5	6	0	0	1	6	0	6	0	0	0	0	0
	Lunenburg	2	2	4	0	0	2	0	0	1	0	0	0	0	0
Totals		18	13	16	0	0	6	11	0	25	0	0	0	0	0

mandatory services for all participants

WIOA Youth Training Information	YTD Total Registered (Counted Once)	YTD Number of Credentials	YTD Number of Completions	YTD Number of Employment	# of Related Employment	# of Non-Related Employment	Exited to Edu/Military	Exited with no placement
Area of Services of Training	6	0	6	4	4	0	0	2
Not Enrolled in Training	1	0	1	1	1	0	0	0
GED	1	0	1	1	1	0	0	0
Welding	2	2	2	2	2	0	0	0
WEX/GED	3	0	1	0	0	0	0	1
WEX/CCM/IGED	1	1	1	0	0	0	0	0
WEX/PLW	1	0	0	0	0	0	0	0
WEX	8	0	3	1	0	0	0	2
HVAC	5	3	2	2	2	0	0	0
IT Academy	1	1	0	0	0	0	0	0
Truck Driving	3	3	3	3	2	1	0	0
Powerlines	4	4	4	4	4	0	0	0
Medical Billing and Coding	1	0	1	1	0	0	0	0
OUT	1	0	1	0	0	0	0	1
CNA	2	1	1	1	1	0	0	0
Automotive - SVCC	1	0	0	0	0	0	0	0
IT - SVCC	2	1	1	0	0	0	0	1
<b>Total</b>	<b>42</b>	<b>15</b>	<b>37</b>	<b>19</b>	<b>13</b>	<b>6</b>	<b>0</b>	<b>4</b>

Attachment F

		ETA 9173 - Quarter 1		ETA 9173 - Quarter 2	
<b>PY 2023</b>		Quarter 1		Quarter 2	
<b>State Level</b>		<b>State Level</b>		<b>State Level</b>	
	PY 23 Negotiated Level	Actual Performance	% of Negotiated Level	Actual Performance	% of Negotiated Level
<b>Adult</b>					
Employment 2nd Quarter after Exit	78.50%	81.00%	103.2%	82.10%	104.6%
Employment 4th Quarter after Exit	79.50%	81.30%	102.3%	81.00%	101.9%
Median Earnings 2nd Quarter after Exit	\$6,100.00	\$8,119.00	133.1%	\$8,616.00	141.2%
Credential Attainment within 1 year	75.00%	64.50%	86.0%	69.10%	92.1%
Measurable Skills Gain	68.50%	38.40%	56.1%	61.90%	90.4%
<b>Dislocated Workers</b>					
Employment 2nd Quarter after Exit	86.00%	82.90%	96.4%	83.40%	97.0%
Employment 4th Quarter after Exit	82.50%	85.60%	103.8%	83.20%	100.8%
Median Earnings 2nd Quarter after Exit	\$8,900.00	\$10,449.00	117.4%	\$10,338.00	116.2%
Credential Attainment within 1 year	72.50%	73.90%	101.9%	76.80%	105.9%
Measurable Skills Gain	62.00%	45.10%	72.7%	64.40%	103.9%
<b>Youth</b>					
Employment 2nd Quarter after Exit	73.50%	86.20%	117.3%	84.00%	114.3%
Employment 4th Quarter after Exit	72.00%	74.50%	103.5%	73.80%	102.5%
Median Earnings 2nd Quarter after Exit	\$3,400.00	\$5,875.00	172.8%	\$5,774.00	169.8%
Credential Attainment within 1 year	68.50%	62.00%	90.5%	64.80%	94.6%
Measurable Skills Gain	60.50%	32.50%	53.7%	55.90%	92.4%
<b>PY 2023</b>		Quarter 1		Quarter 2	
<b>LWDA 08</b>	LWDA 08	LWDA 08		LWDA 08	
	PY 23 Negotiated Level	Actual Performance	% of Negotiated Level	Actual Performance	% of Negotiated Level
<b>Adult</b>					
Employment 2nd Quarter after Exit	82.1%	84.60%	103.0%	84.00%	102.3%
Employment 4th Quarter after Exit	82.3%	82.40%	100.1%	88.10%	107.0%
Median Earnings 2nd Quarter after Exit	\$6,000	\$13,763.00	229.4%	\$10,845.00	180.8%
Credential Attainment within 1 year	75.3%	75.00%	99.6%	86.70%	115.1%
Measurable Skills Gain	78.9%	27.00%	34.2%	73.40%	93.0%
<b>Dislocated Workers</b>					
Employment 2nd Quarter after Exit	86.0%	100.00%	116.3%	100.00%	116.3%
Employment 4th Quarter after Exit	86.3%	100.00%	115.9%	90.00%	104.3%
Median Earnings 2nd Quarter after Exit	\$6,900	\$12,510.00	181.3%	\$9,809.00	142.2%
Credential Attainment within 1 year	72.5%	33.30%	45.9%	25.00%	34.5%
Measurable Skills Gain	86.8%	18.80%	21.7%	61.10%	70.4%
<b>Youth</b>					
Employment 2nd Quarter after Exit	80.3%	83.30%	103.7%	88.20%	109.8%
Employment 4th Quarter after Exit	86.2%	75.00%	87.0%	71.10%	82.5%
Median Earnings 2nd Quarter after Exit	\$3,500	\$5,061.00	144.6%	\$6,590.00	188.3%
Credential Attainment within 1 year	65.0%	100.00%	153.8%	64.30%	98.9%
Measurable Skills Gain	68.6%	16.70%	24.3%	75.00%	109.3%

## South Central Local Workforce Development Board Area

285-C George Washington Hwy.  
Charlotte Courthouse, VA 23923



Monitoring Reports from October 3 – 5, 2023

Covering the areas of:

Amelia County, Brunswick County,  
Buckingham County, Charlotte County, Cumberland County,  
Halifax County, Lunenburg County, Mecklenburg County,  
Nottoway County, Prince Edward County

## System Structure

The South Central Local Workforce Development Area (LWDA) VIII has one comprehensive Virginia Career Works centers that is designed to provide a full range of assistance to job seekers, works and businesses under one roof. The center offers a comprehensive array of services designed to match talent with opportunities. LWDA VIII has two affiliate centers.

The comprehensive Virginia Career Works Centers is:

- **South Boston VA Career Works Center (Comprehensive)**
  - Landon (Rock) Mason, One-Stop Director  
2056 Houghton Avenue  
South Boston, VA 24592  
[lmason@vcwsouthcentral.com](mailto:lmason@vcwsouthcentral.com)  
Hours of operations: Monday, Tuesday, Thursday, Friday (8:30 am – 4:30 pm)  
Wednesday (9:30 am – 4:30 pm)  
[www.vcwsouthcentral.com](http://www.vcwsouthcentral.com)

The affiliate Virginia Career Works Centers are:

- **Lake Country VA Career Works Center (Affiliate)**
  - Landon (Rock) Mason, One-Stop Director  
111 E. Danville, St.  
South Hill, VA 23970  
[lmason@vcwsouthcentral.com](mailto:lmason@vcwsouthcentral.com)  
Hours of operations: Monday to Friday (8:30 am – 4:30 pm)  
[www.vcwsouthcentral.com](http://www.vcwsouthcentral.com)
  
- **Keysville VA Career Works Center (Affiliate)**
  - Landon (Rock) Mason, One-Stop Director  
200 Daniel Road,  
Keysville, VA 23947  
[lmason@vcwsouthcentral.com](mailto:lmason@vcwsouthcentral.com)  
Hours of operations: Monday - Friday (8:30 am – 4:30 pm)  
[www.vcwsouthcentral.com](http://www.vcwsouthcentral.com)

### South Central Area VIII – Demographic Population by Race/Ethnicity\*

	Amelia Co.	Brunswick Co.	Buckingham Co.	Charlotte Co.	Cumberland Co.
Total civilian population	<b>13,265</b>	<b>15,849</b>	<b>16,824</b>	<b>11,529</b>	<b>9,675</b>
Population of one race:					
White alone	12,633	15,446	16,179	11,084	9,214
Black or African American	9,780	6,553	10,488	7,717	6,165
American Indian & Alaska Native	2,555	8,607	5,435	3,140	2,831
Asian	39	23	51	22	43
Native Hawaiian & Pacific Islander	65	44	59	31	38
Some Other Race alone	0	5	7	6	8
Pop of two or more races:	194	214	139	168	129
	632	403	645	445	461

	Halifax Co.	Lunenburg Co.	Mecklenburg Co.	Nottoway Co.	Prince Edward Co.
Total civilian population	<b>34,022</b>	<b>11,936</b>	<b>30,319</b>	<b>15,642</b>	<b>21,849</b>
Population of one race:					
White alone	32,952	11,314	29,242	14,933	20,906
Black or African American	20,420	7,095	18,032	8,625	10,662
American Indian & Alaska Native	11,791	3,805	10,435	5,813	9,269
Asian	77	35	75	85	36
Native Hawaiian & Pacific Islander	218	26	205	64	197
Some Other Race alone	6	6	0	3	1
Pop of two or more races:	440	347	495	343	741
	1,070	622	1,077	709	943

\*Source: [https://data.census.gov/profile/Amelia\\_County,\\_Virginia?g=050XX00US51007#race-and-ethnicity](https://data.census.gov/profile/Amelia_County,_Virginia?g=050XX00US51007#race-and-ethnicity)

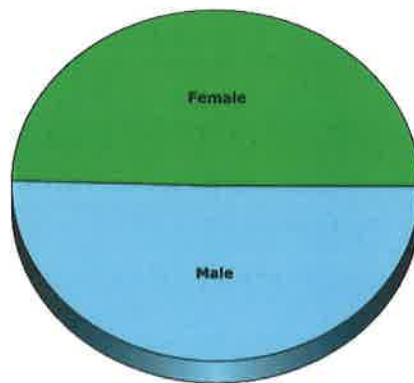


## Population by Race/Ethnicity

	LWIA VIII	Virginia	United States
<b>Total</b>			
Total Population	191,011	8,001,024	308,745,538
<b>Race</b>			
White	115,168	5,486,852	223,553,265
Black or African American	69,780	1,551,399	38,929,319
American Indian or Alaska Native	557	29,225	2,932,248
Asian	831	439,890	14,674,252
Native Hawaiian/Pacific Islander	58	5,980	540,013
Other	1,973	254,278	19,107,368
Multiple Races	2,644	233,400	9,009,073
<b>Ethnicity</b>			
Not Hispanic or Latino (of any race)	186,717	7,369,199	258,267,944
Hispanic or Latino (of any race)	4,294	631,825	50,477,594

Source: 2010 Census.

## Population by Gender



	LWIA VIII	Virginia	United States
<b>Male</b>	96,268	3,925,983	151,781,326
<b>Female</b>	94,743	4,075,041	156,964,212
	<b>191,011</b>	<b>8,001,024</b>	<b>308,745,538</b>

Source: 2010 Census.

Source: [https://virginiaworks.com/\\_docs/Local-Area-Profiles/5115000448.pdf](https://virginiaworks.com/_docs/Local-Area-Profiles/5115000448.pdf)

## DATA ANALYSIS AND COMPARISON South Central Workforce Area

### EEO by Program Participations – Adult and Dislocated Worker

LWDB/Region: South Central

Office: ALL

Date Range: 7/1/2022 - 6/30/2023

	Total	Hispanic or Latino		White		African American/Black		American Indian/Alaskan Native		Asian		Hawaiian/Other Pacific Islander		More than 1 Race	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F
		Hispanic or Latino		White		African American/Black		American Indian/Alaskan Native		Asian		Hawaiian/Other Pacific Islander		More than 1 Race	
Eligible	94	1	0	12	22	29	29	0	0	0	0	0	0	0	2
% to Total		1.1%	0.0%	12.8%	23.4%	30.9%	30.9%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	2.1%
Participants (Registrants)	160	1	1	17	40	40	58	0	0	0	0	0	0	0	3
% to Total		0.6%	0.6%	10.6%	25.0%	25.0%	36.3%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	1.9%
Exiters	91	1	0	11	26	26	27	0	0	0	0	0	0	0	1
% to Total		1.1%	0.0%	12.1%	28.6%	28.6%	29.7%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	1.1%
Total															

Total Rows: 21

The reporting (vawc.org) above shows highest participants in the Adult/Dislocated Workers program are Black Males and Females, both at 31%, followed by White Females at 23%.

### EEO Report - WIOA Youth Program Detail

LWDB/Region: South Central

Office: ALL

Date Range: 7/1/2022 - 6/30/2023

Age Groups	Total	Hispanic or Latino		White		African American/Black		American Indian/Alaskan Native		Asian		Hawaiian/Other Pacific Islander		More than 1 race	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F
Eligible Youth	35	1	0	12	7	7	4	0	0	1	0	0	0	2	0
% of Total	100.0%	3.4%	0.0%	33.0%	20.5%	21.6%	10.2%	0.0%	0.0%	2.3%	0.0%	0.0%	0.0%	6.8%	0.0%
Participating Youth	51	1	0	17	9	10	9	0	1	1	0	0	0	2	0
% of Total	100.0%	2.3%	0.0%	34.4%	18.0%	21.1%	14.8%	0.0%	1.6%	1.6%	0.0%	0.0%	0.0%	4.7%	0.0%
Exited Youth	34	0	0	11	8	8	5	0	1	0	0	0	0	0	0
% of Total	100.0%	0.0%	0.0%	33.7%	24.1%	25.3%	12.0%	0.0%	2.4%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%

The Youth Program shows highest participants as White Males at 33% compared to Black Males at 22%. White Females shows 21% compared to Black Females at 10%.

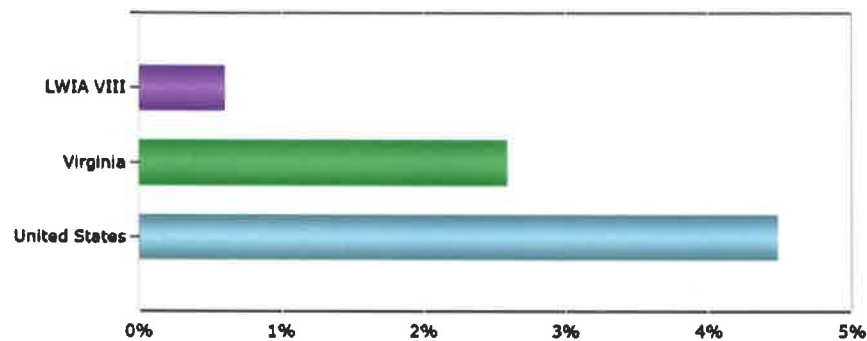
## Limited English Proficiency

The primary language spoken in the Area VIII is English. Data below shows 0.60% percent of the population speak English less than well. Spanish is the first non-English language in the region.

The monitoring was conducted in compliance with Code of Federal Regulations Title 29 CFR Part 38 and Section 188 of the Workforce and Opportunity Act (Nondiscrimination and Equal Opportunity). The following programs, services and facilities were reviewed to assess the LWDAs compliance to the regulations.

### English Language Skills

*(Age 5 and over that speak English less than well)*



	Total	Speak English less than well	Percent
<b>LWIA VIII</b>	176,933	1,056	0.60%
<b>Virginia</b>	7,800,044	201,628	2.58%
<b>United States</b>	298,691,202	13,400,003	4.49%

Source: U.S. Census Bureau  
American Community Survey, 2012-2016.

### Population Projections by Race/Ethnicity

	2020	2030	2040
<b>Total</b>			
Total Population	186,862	188,019	186,560
<b>Race</b>			
White	109,506	110,833	108,267
Black or African American	65,557	60,842	54,864
Asian	1,155	1,548	2,079
Other	3,984	4,793	5,709
<b>Ethnicity</b>			
Hispanic or Latino (of any race)	6,658	10,003	15,643

Source: Weldon Cooper Center for Public Service.

## Monitoring Review Summary

Date of report:	April 8, 2024
Date of review:	October 3, 2023
LWDA:	LWDA VIII – South Central
EO Officer	Terra Napier
EO Federal Monitor	Lorna Battles

### Notable Items/Best Practices

South Central Region – LWDA VIII has a well-documented outreach program/list for the general public.

LWDA VIII needs to address the Corrective Action list below.

### Recommended Corrective Actions

Element	Deficiency	Recommended Corrective Action
Website	Fax Number on Complaint Form	Add Fax Number Complaint Form
Physical	Markings/lines not visible on Accessible Parking Spaces and not enough Accessible Parking Signs in South Boston Center	Lot striping to provide markings/lines on Accessible Parking Spaces. Add additional Accessible Parking Signs.
Training	Undocumented staff training on EO, Assistive Technology and LEP in all three centers.	Document staff training on EO, AT and LEP (aside from onboarding).
Program	No outreach initiatives to target persons with disabilities and LEP persons for the region.	Plan outreach to target persons with disabilities and LEP persons for the region.
Material	No EO Tagline in Customer Survey and Intake Forms in all three centers.	Add EO Tagline in Customer Survey and Intake Forms in all three centers.
Material	No Reasonable Accommodations Log for all three centers.	Add/maintain a Reasonable Accommodations Log for all three centers

### Technical Assistance Requested

Element	Request	Response

## Interview Results

Interviews with Staff	
Number of staff interviewed:	6
Overall knowledge of rights:	<b>Knowledgeable.</b> Staff understands client's EO rights and knew how to Communicate those rights to participants.
Overall understanding of access for LEP persons:	<b>Knowledgeable.</b> Staff is aware of ESL programs and language interpretations/translations services through language line, however, all of the staff interviewed stated that they can't remember receiving additional EO and LEP trainings after onboarding.
Overall understanding of access for individuals with disabilities:	<b>Knowledgeable.</b> Staff are aware of the assistive technology workstation and TTY available in the workforce center.
<u>Recommendation(s):</u>	Provide/document staff training on EO, AT and LEP (aside from onboarding).
Interviews with Clients	
Number of clients interviewed:	8
Race/Gender of Clients:	7 Female, 1 Black Male. 5 of the Females are Black, 1 Female is White and 1 is Black/White.
Overall client response regarding services:	Center staff is responsive and helpful.
Overall client recommendations:	No recommendations.
<i>Please respond to the following items for the period since your last EO/Nondiscrimination monitoring review.</i>	
Element 1: Designation of EO Officers	
Reference:	<ul style="list-style-type: none"> <li>● Nondiscrimination Plan Element 1</li> <li>● 29 CFR Part 38.28 through 38.33</li> </ul>
1. Name of LWDB EO Officer:	Terra Napier
2. To whom does the EO Officer report? ( <i>Please provide a job description for the EO Officer and the LWDB organizational chart.</i> )	Terra Napier is the Executive Director of the LWDA

3. How is the EO Officer's identity made known to participants and service providers? ( <i>Please provide examples.</i> )	
EO's Office name and contact information is on the EO is the Law poster/LWDA website/policies.	
4. Does the EO Officer:	
Process discrimination complaints?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Conduct desk and on-site EO monitoring visits to service providers and contractors to ensure its contractors are not violating their nondiscrimination obligations?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Provide EO training to staff and/or contractors?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
5. What equal opportunity training has been provided to staff within the LWDA and to service providers/contractors? (Specify dates and locations.)	
New employees are given EO policy and receive EO training, which are all signed for during onboarding.	
6. What professional training has the Local EO Officer attended? (Identify the training received and dates.)	
LWDA EO Officer attended Annual Virtual EO training presented by VEC on January 23 & 25, 2024.	
<b>Recommendation(s): EO Officer must document succeeding staff EO training (after onboarding).</b>	
<b>Element 2: Notice and Communication</b>	
Reference:	
<ul style="list-style-type: none"> <li>• Nondiscrimination Plan Element 2</li> <li>• 29 CFR Part 38.34 through 38.39</li> </ul>	
7. Where are the "Equal Opportunity" EO Notice posters displayed and which versions are displayed — English, Spanish or both?	
The notice is displayed at all centers in public areas, resource room, and staff break room. The notices are also displayed online and in the initial application. They are displayed in English and Spanish.	
8. How is it ensured that participants are notified of their rights to file a complaint?	
Is the EO Notice printed and included in hard copy participant files (if applicable)? Yes, there is a form that both centers use when performing WIOA intake and hard copy is maintained in participant files. Information is also located on display board and provided to participants.	
9. Is the appropriate tagline included in brochures, pamphlets, flyers, electronic/oral marketing, etc.? <b>Please provide examples.</b>	
EO Taglines are on the center's website, most printed communications and all emails and electronic communications.	

<p>The appropriate tagline is:  <i>"_____ is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities."</i></p> <p>South Central Workforce Development Board is an EQUAL OPPORTUNITY EMPLOYER/PROGRAM          Auxiliary aids and services are available upon request to individuals with disabilities.</p>	
<p>10. How does the LWDB ensure that continuing notice is provided to the following applicable groups that it does not discriminate on any prohibited ground:</p>	
<p>Employees and applicants for employment</p>	<p>Employees are notified of EEO policies upon initial hire, job posting as well as on website, and employee's bulletin board.          Applicants are notified through posting notifications.</p>
<p>Sub-recipients or contractors</p>	<p>All are notified through the contractual agreements.</p>
<p>Members of the public with disabilities, including impaired vision and hearing</p>	<p>Individuals with disabilities have access to hardware/software available in the resource room (JAWS/Zoom/Video Relay). Staff are available to read to visual impaired customers and interpreting services are available to hearing-impaired customers.</p>
<p>11. What efforts does the LWDB make to ensure that communications within the local area VAWC system with individuals with disabilities are just as effective as communications with others?</p>	
<p>Virginia Workforce Connection (VAWC) is on-line system for providing services to all participants. The system is accessible for individuals with disabilities it has been designed to meet/exceed the requirements under Section 508 as well as W3C Web Content Accessibility Guidelines, (usability with screen reader such as JAWS).</p>	
<p>12. How is the 'Equal Opportunity Notice' provided in alternate formats for individuals with visual impairments?</p>	
<p>Font enlargement hardware/software, screen readers (JAWS/ZOOM), and staff can read documents to clients upon request. Compliance Monitor has recorded all notices for anyone who cannot read can listen to it.</p>	
<p><b>Recommendation(s): Schedule refresher/training for staff on AT tools.</b></p>	
<p><b>Element 3: Assurances</b></p>	
<p>Reference:</p> <ul style="list-style-type: none"> <li>● Nondiscrimination Plan Element 3</li> <li>● 29 CFR 38.25 through 38.27</li> </ul>	
<p>13. Do contracts contain the exact equal opportunity assurance language found at 29 CFR 37.25(a)(i), or a citation to the assurance language? <b>Please provide an example of the equal opportunity assurance section from a contract.</b></p>	

<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Equal opportunity assurance is in all agreements that states "All partners in the workforce system will ensure physical and programmatic accessibility of facilities, programs, services, technology, and materials for individuals with disabilities in Career Works programs. Contract procurement processes includes a non-discrimination clause that any and all contracted partners have to follow in order to partner with the counties
<b>Recommendation(s): None</b>
<b>Element 4: Affirmative Outreach</b>
Reference: <ul style="list-style-type: none"> <li>• Nondiscrimination Plan Element 4</li> <li>• 29 CFR Part 38.40</li> </ul>
<b>14. Describe any efforts to conduct a demographic analysis of the population served in the Workforce Development Area.</b>
South Central Region – LWDA VIII has a well-documented outreach program/list using flyers, referrals and partner programs for the general public; however, there is no specific outreach designed for persons with disabilities and LEP groups.
<b>15. What reasonable steps has the LWDB taken to ensure services and other information is provided to Limited English Proficient persons?</b>
Staff use the "I Speak Card" to identify languages and translation services to ensure the customer receives equal and meaningful access. Staff receive instruction and training on the process for providing interpreting services through Propio.
<b>16. In what languages other than English is information within the Workforce Development Area provided? How is it determined what information is translated?</b>
Currently Spanish is the only other language used to serve customers in this area.
<b>17. Which brochures, pamphlets and flyers include a Relay Service telephone number for the hearing impaired?</b>
A review of LWDA VIII pamphlets, calendar of Career Readiness Workshops, Website, and registration form reflects where a phone number is provided information on how to contact the videophone services is noted.
<b>18. What outreach plans, strategies, and activities have been identified for various groups served in the Workforce Development Area?</b>
The region will implementing new outreach strategic plans, at a minimum to target efforts for populations most at-risk or most in need.
<b>Recommendation(s): Plan outreach to target persons with disabilities and LEP persons for the region.</b>
<b>Element 5: Compliance with Section 504</b>
Reference: <ul style="list-style-type: none"> <li>• Nondiscrimination Plan Element 5</li> <li>• 29 CFR Part 38.13 through 38.17</li> <li>• 29 CFR Part 38.6</li> <li>• 29 CFR Part 38.54(c)(2)(v)</li> <li>• 29 CFR Part 32 Subparts B and C</li> </ul>



<p>19. Does the LWDB have an ADA accessibility survey on file for the Career Works centers and other sites where WIOA services are provided? <b>If yes, provide a copy and describe any issues identified and the correction plan(s).</b> (<a href="#">Reference the ADA Checklist for Existing Facilities</a>)</p>	
<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	
<p>20. If structural changes are needed, does the LWDB have transition plans on file? If so, please provide a copy. If not, please explain when the changes are anticipated to be completed.</p>	
<p><b>South Hill location refinished their accessible parking area.</b></p>	
<p>21. Have ADA assessments been completed for One-Stops? <b>If yes, please explain any shortfalls.</b></p>	
<p><b>All centers</b> meet the requirements of the existing ADA Guidelines.</p>	
<p>22. Are the Centers accessible to individuals with disabilities?</p>	
<p>Are there accessible parking spaces available? (At least 1 per 25 spaces)</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>Is there at least one entrance to the building that is wheel chair accessible?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>If <b>yes</b>, does it have the international symbol for accessibility <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No for individuals with disabilities posted.</p>	
<p>Do inaccessible entrances have signs indicating the location of the nearest accessible entrance?</p>	
<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	
<p>Are there accessible restrooms with appropriate signage available for individuals with disabilities?</p>	
<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	
<p>If a TTY/TDD machine is in use, are staff trained on how to use it? Yes, during onboarding only.</p>	
<p>23. Describe efforts to prohibit discrimination on the basis of disability in <b>employment practices</b> by the LWDB and its partners.</p>	
<p>The following criteria are still in place:</p> <ul style="list-style-type: none"> <li>• Requiring the provision of reasonable accommodations in employment, when appropriate.</li> <li>• Reviewing job qualifications to ensure that they do not use selection criteria that screen out or tend to screen out an individual with a disability on the basis of that disability unless the criteria is job related for the position in question and consistent with business necessity.</li> <li>• Prohibiting pre-employment inquiries regarding disability except to ask for the individual to self-identify himself or herself as a person with a disability on a voluntary basis for reporting purposes that will be maintained confidentially.</li> </ul> <p>LWDA VIII continue to ensure staff are trained on ADA and EO upon hire. The LWDA's recruitment and hiring procedures are followed to ensure that potential candidates are notified of accommodations for individuals with disabilities and the process to request.</p>	
<p>24. Is the LWDB aware of the following?</p>	
<p>It must not aid or perpetuate discrimination by providing significant assistance to a person or entity that discriminates on the basis of disability?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>

Programs and activities must be administered in the most integrated settings possible.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
In determining the site or location of a facility, selections must not be made that have a discriminatory effect.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Eligibility criteria that screen out or tend to screen out an individual with a disability or class of individuals with disabilities must not be imposed unless such criteria can be shown to be necessary for the provision of the aid, benefit, service, training, program or activity being offered.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
An individual with a disability is not required to accept an accommodation, aid, benefit, service, training, or opportunity that the individual chooses not to accept.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
For employment-related training, the selection criteria must be reviewed to ensure that they do not screen out or tend to screen out an individual with a disability or any class of individuals with disabilities from fully and equally enjoying the training unless the criteria can be shown to be necessary for the training being offered?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>25. Please describe the availability of assistive technology for individuals with disabilities.</b>	
The LWDA VIII centers have assistive equipment for individuals with disabilities to include accessibility workstation (Desk, keyboard, mouse, software); amplified phone, CapTel phone, Video Remote Interpreting (VRI), Video Relay Services, screen magnifier, TTY/TDD phone, JAWS, MAGIC and MS Speech Recognition. Sign language interpreter contract, written materials as well as note-takers. Staff can serve as readers for visual impaired customers.	
<b>Please describe the LWDB web site in regards to its ADA accessibility.</b>	
LWDA website meets the requirements of Section 508 standards of the Rehab Act of 1973 as well as to the accessibility standards of W3C Web Content Accessibility Guidelines.	
<b>26. Are you aware that reasonable accommodations must be provided regarding registration for and the provision of aid, benefits, services or training, including core and intensive training and support services to qualified individuals with disabilities?</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>27. How is it made known that reasonable accommodations will be provided?</b>	
Information is provided on the LWDA website for request for accommodation and how to gain access for services. Center information notifies participants that auxiliary aids are available to individuals with disabilities.	
<b>28. Please describe any reasonable accommodations that have been provided for applicants or participants with disabilities.</b>	
Participants visiting the centers have utilize VRS, JAWS, Wynn, Dragon, Aladdin Ambassador Pro- scanner, CCTV, Zoom, interpreter services, TTY, adjustable workstation, keyboard and equipment and staff assistance when required.	

<p>Are you aware of the obligation to operate programs or activities so that, when viewed in their entirety, they are readily accessible to qualified individuals with disabilities, through means such as:</p> <ul style="list-style-type: none"> <li>• redesign of equipment</li> <li>• reassignment of classes or other services to accessible buildings</li> <li>• delivery of services at alternative accessible sites</li> <li>• alteration of existing facilities</li> <li>• any other method that results in making its program or activity accessible to individuals with disabilities?</li> </ul>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p><b>Recommendation(s):</b> Lot striping to provide markings/lines on Accessible Parking Spaces. Add additional Accessible Parking Signs in South Boston Center.</p>	
<p style="text-align: center;"><b>Element 6: Data and Information Collection and Maintenance</b></p> <p>Reference:</p> <ul style="list-style-type: none"> <li>• Nondiscrimination Plan Element 6</li> <li>• 29 CFR Part 38.41 through 38.45</li> </ul>	
<p>29. For customers not being registered in VAWC, please explain how EO data has been collected and stored (race/ethnicity, sex age, and where known, disability status) within the Centers?</p>	
<p>All customers are registered through VAWC. All parties agree to abide by all applicable confidentiality policies and legal requirements of the other Parties. Each party ensures that the collection and use of any information, systems, or records that contain PII and other personal or confidential information will be limited to purposes that support the programs and activities and will comply with applicable law.</p>	
<p>30. Describe how medical condition information is maintained separate from other files and is secured.</p>	
<p>Participant medical information is maintained in a separate file and stored in a lock cabinet and accessible only by authorized staff.</p>	
<p>31. Please explain any statistical/quantifiable analysis conducted with regards to the population being served?</p>	
<p>Data is collected an analysis to capture information on participants visiting all locations and helps to identify disparities and outreach activities.</p>	
<p><b>Recommendation(s): None</b></p>	
<p style="text-align: center;"><b>Element 7: Monitor Recipients for Compliance</b></p> <p>Reference:</p> <ul style="list-style-type: none"> <li>• Nondiscrimination Plan– Element 7</li> <li>• 29 CFR Part 38.51 through 38.53</li> </ul>	
<p>List the EO Officer monitoring visits conducted for One-Stops, Affiliates and service providers since the last EO monitoring review. <b>Please provide monitoring reports and relevant documentation.</b></p>	
<p>The EO reviews for compliance are performed by One Stop Operator and EO Officer.</p>	
<p><b>Recommendation(s): None</b></p>	

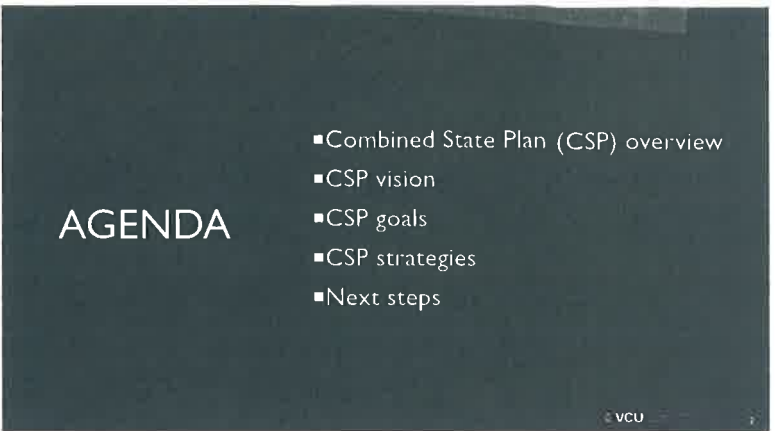
<b>Element 8: Complaint Processing Procedures</b>	
Reference:	
<ul style="list-style-type: none"> <li>• Nondiscrimination Plan Element 8</li> <li>• 29 CFR Part 38.72 though 38.85</li> </ul>	
32. What discrimination complaint policies and procedures are used in the LWDA? Please provide copies of policies and procedures.	
LWDA has complaint process and procedures for processing complaints of discrimination. The EO Officer name is on the policy. Note: respondent and the complainant are encouraged to informally resolve the complaint prior to the issuance of a determination.	
33. Explain how customers and employees obtain a copy of the discrimination complaint policy and procedures and/or discrimination complaint form if requested.	
Employees received the copy of discrimination complaint policy and procedure during orientation; located on the LWDA's website; customer receive during intake process. If either customer or employee request a copy of the discrimination policy or form it is provided.	
34. Are discrimination complaint records kept for a period of at least three years from the resolution date? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
35. Describe the LWDB practice or procedures for service providers when they receive a discrimination complaint from their participants.	
The service provider is notified of the complaint which informs them that the LWDA VIII South Central Region has accepted the complaint and include complainant's name, brief description of the allegation, a description of the information or documentation needed for the investigation, and time in which it is to be submitted, a reminder that retaliation or intimidation is prohibited and name and telephone number of EO officer assigned to investigate. The respondent and the complainant are encouraged to informally resolve the complaint prior to the issuance of a determination.	
<b>Recommendation(s): None</b>	
<b>Element 9: Corrective Actions/Sanctions</b>	
Reference:	
<ul style="list-style-type: none"> <li>• Nondiscrimination Plan Element 9</li> <li>• 29 CFR Part 38.110</li> </ul>	
36. Describe the LWDB procedures for obtaining voluntary compliance when equal opportunity violations are found.	
Corrective Action and Follow-up – corrective action and follow-up is conducted to eliminate reported violations. Written responses to recommendations are required to initiate corrective action.	
37. Describe any corrective actions/sanctions taken against contractors/service providers since the last monitoring review.	
<b>Recommendation(s): None</b>	
<b>Completed By (Signature) and Date:</b>	<b>Lorna Battles, 10/3/23</b>

*If you have questions, please contact : Shirley M. Bray-Sledge, State-Level Equal Opportunity Officer*

**U. S. Department of Labor Employment and Training Administration  
 Planning Estimate: PY 2024 WIOA Youth, Adult, and Dislocated Worker  
 State Allotments\*\*\*THESE AMOUNTS ARE NOT THE FINAL  
 AMOUNTS AVAILABLE FOR PY 2024\*\*\***

State	WIOA Youth Activities	WIOA Adult Activities	WIOA Dislocated Workers	Total
<b>Total</b>	<b>\$943,575,800</b>	<b>\$882,925,000</b>	<b>\$1,417,357,000</b>	<b>\$3,243,857,800</b>
Alabama	9,370,702	9,093,353	12,332,550	30,796,605
Alaska	3,442,379	3,233,669	5,874,135	12,550,183
Arizona	22,881,080	21,679,509	28,304,094	72,864,683
Arkansas	5,251,138	5,094,675	4,520,330	14,866,143
California	145,963,305	141,099,237	158,442,243	445,504,785
Colorado	11,275,591	10,250,561	14,084,650	35,610,802
Connecticut	10,859,383	9,857,925	11,801,540	32,518,848
Delaware	3,523,702	3,394,630	2,516,071	9,434,403
District of Columbia	4,088,218	3,700,590	12,085,857	19,874,665
Florida	35,302,437	36,113,933	41,423,362	112,839,732
Georgia	15,814,176	15,132,923	26,702,273	57,649,372
Hawaii	3,384,079	3,422,901	2,533,096	9,340,076
Idaho	2,365,653	2,201,794	2,610,201	7,177,648
Illinois	49,275,021	46,772,692	58,786,695	154,834,408
Indiana	14,423,077	12,600,051	12,347,520	39,370,648
Iowa	5,086,828	3,672,632	5,361,719	14,121,179
Kansas	4,667,870	3,474,968	3,795,830	11,938,668
Kentucky	14,851,084	14,455,530	11,702,064	41,008,678
Louisiana	12,989,186	12,830,726	14,639,219	40,459,131
Maine	2,539,048	2,331,941	2,026,800	6,897,789
Maryland	16,220,315	15,657,070	14,975,639	46,853,024
Massachusetts	18,916,414	16,236,347	19,852,176	55,004,937
Michigan	34,239,645	31,887,709	27,735,446	93,862,800
Minnesota	8,637,885	7,308,636	8,541,759	24,488,280
Mississippi	8,609,637	8,254,278	11,912,806	28,776,721
Missouri	10,083,057	9,347,688	9,800,091	29,230,836
Montana	2,317,747	2,201,794	1,435,032	5,954,573
Nebraska	2,786,211	2,201,794	1,826,636	6,814,641
Nevada	14,052,497	13,724,955	25,822,376	53,599,828
New Hampshire	2,317,747	2,201,794	1,910,836	6,430,377
New Jersey	23,922,879	23,355,215	32,456,257	79,734,351
New Mexico	7,795,544	7,512,702	17,833,922	33,142,168
New York	68,321,438	66,670,773	101,703,486	236,695,697
North Carolina	27,081,845	25,752,501	21,037,303	73,871,649
North Dakota	2,317,747	2,201,794	740,577	5,260,118
Ohio	37,811,739	35,184,714	27,224,575	100,221,028
Oklahoma	6,189,120	5,864,366	5,577,883	17,631,369
Oregon	12,357,017	12,037,971	9,409,048	33,804,036
Pennsylvania	43,309,737	40,326,687	52,239,832	135,876,256
Puerto Rico	19,399,446	20,147,078	108,335,000	147,881,524
Rhode Island	2,989,739	2,584,273	3,118,978	8,692,990
South Carolina	8,955,761	8,668,747	10,518,012	28,142,520
South Dakota	2,317,747	2,201,794	1,158,985	5,678,526
Tennessee	14,708,691	14,424,539	12,939,414	42,072,644
Texas	96,332,888	90,768,615	74,863,005	261,964,508
Utah	3,271,662	2,463,300	4,194,507	9,929,469
Vermont	2,317,747	2,201,794	895,948	5,415,489
Virginia	13,095,852	12,243,962	12,806,633	38,146,447
Washington	22,783,132	21,844,797	19,743,634	64,371,563
West Virginia	4,949,681	4,843,992	9,018,651	18,812,324
Wisconsin	9,016,337	7,779,974	9,834,563	26,630,874
Wyoming	2,317,747	2,201,794	909,741	5,429,282
<b>State Total</b>	<b>927,098,608</b>	<b>880,717,687</b>	<b>1,092,263,000</b>	<b>2,900,079,295</b>
American Samoa	335,568	318,230	510,854	1,164,652
Guam	920,918	873,338	1,401,967	3,196,223
Northern Marianas	430,042	407,823	654,677	1,492,542
Palau	75,000	75,000	120,397	270,397
Virgin Islands	562,027	532,922	855,498	1,950,447
<b>Outlying Areas Total</b>	<b>2,323,555</b>	<b>2,207,313</b>	<b>3,543,393</b>	<b>8,074,261</b>
Native Americans	14,153,637	0	0	14,153,637
National Reserve	0	0	321,550,607	321,550,607

The amounts provided in this table can be used to get a general idea of the funding that could be available to each state if funding levels for these programs are exactly the same as announced in PY 2023 (see TEGL 15-22). In this table, the total dollars estimated to be available for PY 2024 were distributed among states according to the updated data factors for PY 2024. A number of decisions that have yet to be made could impact the final amounts obligated to each state.



## COMBINED STATE PLAN

Audience: **Federal agencies**

- Every four years, Virginia submits a Combined State Plan (CSP) to the U.S. Department of Labor and other federal agencies, in accordance with the Workforce Innovation and Opportunity Act (WIOA)
- An approved CSP allows Virginia to receive over **\$290 million in federal funding** for core programs
- Purpose of the CSP: Outline strategy for the Commonwealth's workforce development system



## CSP DEVELOPMENT PROCESS

How we got here

▪ **Collaboration over 6 months:**

- Virginia Works
- VDOE
- VEC
- DARS
- DBVI
- VDSS
- VCU Center for Public Policy

▪ **Stakeholders engaged:**

- LWVDB members
- Chief local elected officials
- Business owners
- Representatives from labor organizations
- Community-based organizations
- Adult education providers
- Local DSS, DARS, VEC, and other agencies
- Local economic development partners
- General public

## CSP PROGRAMS

Included for the 2024 Plan

- **Adult, Dislocated Worker, and Youth** program authorized under Title I-B of WIOA
- **Adult Education and Family Literacy** program authorized under Title II of WIOA
- **Wagner-Peyser Employment Services** program authorized under Title III of WIOA
- **Vocational Rehabilitation** programs authorized under Title IV of WIOA
- **Career and Technical Education** programs authorized under the Carl D. Perkins Career and Technical Education Act
- **Senior Community Service Employment Program**
- **Jobs for Veterans State Grant**
- **Registered Apprenticeship**
- **Temporary Assistance for Needy Families Program and Supplemental Nutrition Employment and Training**
- **Trade Adjustment Assistance for Workers**
- **Unemployment Insurance**



## CSP VISION

### For Board Approval

Virginia's nation leading workforce ecosystem will equip Virginians with the skills they need and enable employers to attract, grow, and retain them – ensuring the future of a thriving Commonwealth.

In parallel with the stand-up of Virginia Works, we will accelerate the coordination, enhancement, and future-readiness of the Commonwealth's many workforce programs and stakeholders across the government and broader ecosystem through a formal process.

## CSP GOALS

### For Board Approval

1. Prepare Virginia's workers for current and future career pathways that provide competitive wages.
2. Deliver workforce services that support business growth in Virginia's leading-edge economy.
3. Provide outreach and recruitment services that increase awareness and access to Virginia's workforce development ecosystem.
4. Reduce workforce system barriers through dynamic collaboration, coordination, and communication with Virginia Works as the hub-and-spoke model.

## CSP FEDERAL PLANNING PRIORITIES

### Training and Employment Guidance Letter 04-23

- Leveraging historic infrastructure investments
  - Bipartisan Infrastructure Law (BIL)
  - Creating Helpful Incentives to Produce Semiconductors (CHIPS)
  - Inflation Reduction Act (IRA)
- Investments that prepare workers for quality jobs
- Data-driven decisions
- Investing in youth
- Equity in service delivery
- Enhancement of supportive service offerings
- Strategic partnering

## CSP STRATEGIES STRUCTURE

### Directly address planning priorities

- Recalibrate Virginia's workforce development ecosystem now and for the future
- Meet customers where they are
- Decide using data
- Scale what works
- Focus on jobs in high demand occupations
- Build system capacity
- Invest in Virginia

## CSP STRATEGIES – GOAL I

### For Board Approval

- **Recalibrate Virginia's workforce development ecosystem now and for the future:** Establish the Virginia Works hub-and-spoke model to strengthen the connections between Virginia's education and workforce systems and the coordination and collaboration amongst Virginia's workforce development investments.
- **Meet workers where they are:** Optimize outcome-driven service delivery to respond to the needs of current and future job seekers, including youth.
- **Decide using data:** Measure job placement rates, retention, and progressed wage growth of job seekers to determine program effectiveness and performance over time.
- **Scale what works:** Advance programs and services with proven success that empower both the unemployed and underemployed to obtain careers in both today's and tomorrow's economy.

## CSP STRATEGIES – GOAL I (CONTINUED)

### For Board Approval

- **Focus on jobs in high demand occupations:** Connect Virginia's businesses and employers with educators throughout curriculum design and implementation of career pathways, credentialing priorities, apprenticeships, and other work-based learning opportunities that align with the needs of targeted sectors, as identified by Virginia's high demand occupations list published annually by the Virginia Office of Education Economics.
- **Build system capacity:** Expand professional development of workforce professionals, career counselors, and educators to evolve alongside business and individual needs and equip all with an understanding of Virginia's high demand occupations.
- **Invest In Virginia:** Collaborate with state transportation and infrastructure agencies on human capital planning efforts to outline how Virginia can address workforce needs using the investments provided by the Infrastructure Investments and Jobs Act (IIJA) and other funding sources.

## CSP STRATEGIES – GOAL 2

### For Board Approval

- **Meet businesses where they are:** Leverage state and local Business Solutions Teams and Virginia's high demand occupations list to identify and respond to the needs of employers in real time, e.g., SWaM organizations.
- **Recalibrate Virginia's workforce development ecosystem now and for the future:** Partner with Virginia's businesses and employers to advance work-based learning opportunities, including for youth, to support sector growth.
- **Decide using data:** Measure outcomes for employers using workforce services to determine program effectiveness, performance over time, and opportunities for improvement.
- **Scale what works:** Build and deploy sector strategies that engage businesses and economic development partners to address business needs efficiently.

## CSP STRATEGIES – GOAL 2 (CONTINUED)

### For Board Approval

- **Focus on jobs in high demand occupations:** Train to the needs of businesses to align the skill-building of Virginia's talent supply with the needs of targeted sectors.
- **Build system capacity:** Expand professional development of Business Solutions Teams to be responsive to employer needs.
- **Invest in Virginia:** Convene businesses and education providers to coordinate strategies leading to winning federal grants provided under the CHIPS and Science Act.

## CSP STRATEGIES – GOAL 3

### For Board Approval

- **Recalibrate Virginia's workforce development ecosystem now and for the future:** Implement outreach strategies that communicate how Virginia Works for everyone and specific campaigns targeted to customer groups or programs (i.e., youth, work-based learning).
- **Meet customers where they are:** Promote workforce services provided through community-orientated access points, e.g., public libraries.
- **Decide using data:** Communicate the outcomes and benefits associated with receiving services from across the Virginia Works ecosystem to targeted customer groups.
- **Scale what works:** Increase communication throughout the workforce ecosystem to promote apprenticeships and work-based learning opportunities to targeted customer groups.

## CSP STRATEGIES – GOAL 3 (CONTINUED)

### For Board Approval

- **Focus on jobs in high demand occupations:** Strengthen engagement with state and local economic development partners to promote how Virginia Works for businesses.
- **Build system capacity:** Use data and technology, including the Workforce Data Trust and the high demand occupations list, to make workforce services more accessible and responsive to all customers.
- **Invest in Virginia:** Encourage the creation of new Registered Apprenticeship programs by focusing business outreach on the benefits provided by the Inflation Reduction Act (IRA) and other funding sources.

## CSP STRATEGIES – GOAL 4

### For Board Approval

- **Recalibrate Virginia's workforce development ecosystem now and for the future:** Drive coordination and connection between Virginia's education and workforce systems to improve labor force participation and educational attainment.
- **Meet customers where they are:** Implement the Virginia Works ambition for a next generation integrated digital entry point across the Commonwealth's workforce services and programs.
- **Decide using data:** Analyze labor market data to assess disparities in outcomes and develop solutions that increase opportunities for underserved populations.
- **Scale what works:** Leverage discretionary funds and support leading-edge initiatives to remove barriers to employment (e.g., affordable childcare, transportation, housing).

## CSP STRATEGIES – GOAL 4 (CONTINUED)

### For Board Approval

- **Focus on jobs in high demand occupations:** Collaborate across the workforce development ecosystem to identify and address barriers for job seekers and businesses to accessing work-based learning programs.
- **Build system capacity:** Work with Local Workforce Development Boards to engage non-traditional, non-mandatory programs targeting youth as service delivery partners.
- **Invest in Virginia:** Use the funding provided by the Broadband Equity, Access, and Deployment (BEAD) program to make transformational investments into broadband affordability and adoption across the Commonwealth.



## DISCUSSION AND APPROVAL

## NEXT STEPS

March – June 2024

1. Submit the CSP into the federal WIOA Portal
2. Provide the LWDBs guidance on the development of their local Plans
3. Begin implementation of the CSP goals and strategies



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