

**DRAFT
AGENDA**

**Bay Consortium Workforce Development Board, Inc.
Youth Council
Monday, October 25, 2021
10:00 A.M.**

- I. Call to Order
- II. Roll Call
- III. Public Input
- IV. Approval of Meeting Minutes from the January 25, 2021 Meeting
- V. New Business
 - A. Quarterly Reports [WIOA Section 134, Section 503, Section 116; TEGL 11-19, TEGL 14-15, TEGL10-16, TEGL 19-16, TEGL03-17, TEGL 06-17; OMB No. 1205-1526, OMB No. 1205-0521, OMB No. 1205-0522; Public Law 103-62; 107 Stat. 285; Public Law 111-352; 124 Stat. 3866; 20 CFR parts 676, 677, and 678 and 34 CFR parts 361 and 463; Code of Virginia §2.2-2472.2 Virginia Board of Workforce Development Policy 404-01]
 - B. Elections
 - C. Council Membership
 - D. Youth Council Responsibilities [Board Manual]
 - E. Strategic Plan Evaluation
- VI. Old Business
- VII. Other Topics for discussion
- VIII. Adjournment

Bay Consortium Workforce Development Board, Inc.
Youth Council Meeting
Draft Minutes
Monday, January 25, 2021
10:00 a.m.

The Youth Council met Monday, January 25, 2021, via Zoom.

Call to Order: Marjorie Lampkin called the Youth Council Meeting to order at 10 a.m.

Roll Call: Present were Hutt Williams, Tina Taylor, and Lori Strumpf. Not present were Steve Smith, David Ferguson, and Roger Gross. In addition, present were Jackie Davis, Steven Golas, and Katlyn Moss, WDB Staff.

Approval of Minutes: A motion was made to approve the minutes from the October 26, 2020 meeting with corrections made, which was seconded and approved.

Public Input: There was no public input.

New Business: Steven Golas went over the quarterly reports. He noted that Rappahannock Community College had not enrolled any new clients on the Northern Neck or Middle Peninsula this quarter and their Skill Gains were very low. He noted that Rappahannock Community College would be hiring two Youth Specialist for the Northern Neck and Middle Peninsula. He noted that Eastern Shore Community College had no new enrollments as well. He stated that he had requested corrective action plans for all of the underperforming categories. Jackie Davis reviewed the Request for Proposals (RFPs) with members, discussing with members the decision of the proposers remaining anonymous.

- A motion was made, based on the highest average review score, to approve Proposer 3 as the Provider of Youth Services in the George Washington Sub-Area 16, which was seconded and approved with Lori Strumpf abstaining.
- A motion was made, based on the highest average review score, to approve Proposer 2 as the Provider of Youth Services in the Northern Neck Sub-Area 17, which was seconded and approved with Marjorie Lampkin and Hutt Williams abstaining.
- A motion was made, based on the highest average review score, to approve Proposer 2 as the Provider of Youth Services in the Middle Peninsula Sub-Area 18, which was seconded and approved with Marjorie Lampkin and Hutt Williams abstaining.
- A motion was made, based on the highest average review score, to approve Proposer 2 as the Provider of Youth Services in the Eastern Shore Sub-Area 22, which was seconded and approved with Tina Taylor abstaining.

Old Business: Jackie Davis discussed the new for new membership, specifically a new parent representative.

Other Topics: There were no other topics for discussion.

There being no further business, the meeting was adjourned at 10:30 a.m.

Respectfully submitted,

Katlyn Moss

Rappahannock Goodwill Industries WIOA Youth

		1st Quarter PY 21 7/1/21 - 9/30/21	2nd Quarter PY 21 10/1/21 - 12/31/21	3rd Quarter PY 21 1/1/22 - 3/31/22	4th Quarter PY 21 4/1/22 - 6/30/22					
Customer Summary Information										
Planned Number of Participants for PY		57								
Total Participants Served		10								
Percent of Planned		18%	-	-	-					
New Clients Enrolled this Quarter		0								
WIOA Youth		10								
Follow Up Information										
Total Follow-Ups Required		25								
Total Follow-Ups Completed		25								
Total Follow-Up Not Completed		0	0	0	0					
Employment 2nd Quarter after Exit										
WIOA Youth - 77.3%	50.0%	1 # employed	-	# employed	-					
		2 # exited		# exited						
Employment 4th Quarter after Exit										
WIOA Youth - 62.8%	66.7%	6 # employed	-	# employed	-					
		9 # exited		# exited						
Credential Attainment within Four Quarters after Exit										
WIOA Youth - 70%	50.0%	1 # credentialed	-	# credentialed	-					
		2 # exited		# exited						
Measurable Skills Gain										
WIOA Youth - 69.1%	0.0%	0 # gained	-	# gained	-					
		7 # exited		# exited						
20% Work Experience Expenditure Requirement										
38.12%	WIOA Youth	38.1%	\$ 3,229.10	Training Expenditures	-	Training Expenditures	-	Training Expenditures	-	Training Expenditures
			\$ 8,470.82	Total Expenditures		Total Expenditures		Total Expenditures		Total Expenditures
Total Contract Expenditures										
8.21%	WIOA Youth	8.2%	\$ 9,214.82	Expenditures	-	Expenditures	-	Expenditures	-	Expenditures
			\$ 112,211.73	Total Contract		Total Contract		Total Contract		Total Contract

George Washington Planning District 16 Data

		1st Quarter PY 21
Customer Summary Information		
Planned Number of Participants for PY		57
Total Participants Served		9
Percent of Planned		16%
Planning District 16 Total New Clients Enrolled this Quarter		0
	WIOA Youth	9
Spotsylvania County New Clients Enrolled this Quarter		0
	WIOA Youth	4
Stafford County New Clients Enrolled this Quarter		0
	WIOA Youth	2
Caroline County New Clients Enrolled this Quarter		0
	WIOA Youth	0
King George County New Clients Enrolled this Quarter		0
	WIOA Youth	1
City of Fredericksburg New Clients Enrolled this Quarter		0
	WIOA Youth	2

Rappahannock Community College

		1st Quarter PY 21 7/1/21 - 9/30/21			2nd Quarter PY 21 10/1/21 - 12/31/21			3rd Quarter PY 21 1/1/22 - 3/31/22			4th Quarter PY 21 4/1/22 - 6/30/22	
Customer Summary Information												
Planned Number of Participants for PY		34										
Total Participants Served		15										
Percent of Planned		44%		-		-		-			-	
New Clients Enrolled this Quarter		5										
WIOA Youth		15										
Follow Up Information												
Total Follow-Ups Required		31										
Total Follow-Ups Completed		31										
Total Follow-Up Not Completed		0		0		0		0			0	
Employment 2nd Quarter after Exit												
WIOA Youth - 77.3%	100.0%	2	# employed	-	# employed	-	# employed	-	# employed	-	# employed	
		2	# exited		# exited		# exited		# exited		# exited	
Employment 4th Quarter after Exit												
WIOA Youth - 62.8%	100.0%	4	# employed	-	# employed	-	# employed	-	# employed	-	# employed	
		4	# exited		# exited		# exited		# exited		# exited	
Credential Attainment within Four Quarters after Exit												
WIOA Youth - 70%	75.0%	3	# credentialed	-	# credentialed	-	# credentialed	-	# credentialed	-	# credentialed	
		4	# exited		# exited		# exited		# exited		# exited	
Measurable Skills Gain												
WIOA Youth - 69.1%	50.0%	5	# gained	-	# gained	-	# gained	-	# gained	-	# gained	
		10	# exited		# exited		# exited		# exited		# exited	
20% Work Experience Expenditure Requirement												
33.57%	WIOA Youth	33.6%	\$ 8,600.53	Training Expenditures	-	Training Expenditures	-	Training Expenditures	-	Training Expenditures		
			\$ 25,619.40	Total Expenditures		Total Expenditures		Total Expenditures		Total Expenditures		
Total Contract Expenditures												
25.72%	WIOA Youth	25.7%	\$ 28,302.84	Expenditures	-	Expenditures	-	Expenditures	-	Expenditures		
			\$ 110,021.16	Total Contract		Total Contract		Total Contract		Total Contract		

Northern Neck Planning District 17 Data

		1st Quarter PY 21
Customer Summary Information		
Planned Number of Participants for PY		16
Total Participants Served		5
Percent of Planned		31%
Planning District 17 Total New Clients Enrolled this Quarter		1
	WIOA Youth	5
Lancaster County New Clients Enrolled this Quarter		0
	WIOA Youth	1
Northumberland County New Clients Enrolled this Quarter		1
	WIOA Youth	1
Richmond County New Clients Enrolled this Quarter		0
	WIOA Youth	1
Westmoreland County New Clients Enrolled this Quarter		0
	WIOA Youth	2

Middle Peninsula Planning District 18 Data

		1st Quarter PY 21
Customer Summary Information		
Planned Number of Participants for PY		18
Total Participants Served		7
Percent of Planned		39%
Planning District 18 Total New Clients Enrolled this Quarter		4
	WIOA Youth	7
Essex County New Clients Enrolled this Quarter		0
	WIOA Youth	1
King and Queen County New Clients Enrolled this Quarter		0
	WIOA Youth	0
King William County New Clients Enrolled this Quarter		4
	WIOA Youth	6
Mathews County New Clients Enrolled this Quarter		0
	WIOA Youth	0
Middlesex County New Clients Enrolled this Quarter		0
	WIOA Youth	0

Eastern Shore Community College

		1st Quarter PY 21 7/1/21 - 9/30/21			2nd Quarter PY 21 10/1/21 - 12/31/21			3rd Quarter PY 21 1/1/22 - 3/31/22			4th Quarter PY 21 4/1/22 - 6/30/22	
Customer Summary Information												
Planned Number of Participants for PY		15										
Total Participants Served		6										
Percent of Planned		40%			-			-			-	
New Clients Enrolled this Quarter		2										
WIOA Youth		6										
Follow Up Information												
Total Follow-Ups Required		5										
Total Follow-Ups Completed		5										
Total Follow-Up Not Completed		0			0			0			0	
Employment 2nd Quarter after Exit												
WIOA Youth - 77.3%		100.0%	1	# employed	-	# employed	-	# employed	-	# employed		
			1	# exited		# exited		# exited		# exited		
Employment 4th Quarter after Exit												
WIOA Youth - 62.8%		75.0%	3	# employed	-	# employed	-	# employed	-	# employed		
			4	# exited		# exited		# exited		# exited		
Credential Attainment within Four Quarters after Exit												
WIOA Youth - 70%		0.0%	0	# credentialed	-	# credentialed	-	# credentialed	-	# credentialed		
			2	# exited		# exited		# exited		# exited		
Measurable Skills Gain												
WIOA Youth - 69.1%		0.0%	0	# gained	-	# gained	-	# gained	-	# gained		
			6	# exited		# exited		# exited		# exited		
20% Work Experience Expenditure Requirement												
40.00%	WIOA Youth		40.0%	\$ 6,102.98	Training Expenditures	-	Training Expenditures	-	Training Expenditures	-		
				\$ 15,257.45	Total Expenditures		Total Expenditures		Total Expenditures			
Total Contract Expenditure Requirement												
21.50%	WIOA Youth		21.5%	\$ 15,747.59	Training Expenditures	-	Training Expenditures	-	Training Expenditures	-		
				\$ 73,247.71	Total Expenditures		Total Expenditures		Total Expenditures			

Eastern Shore Planning District 22 Data

		1st Quarter PY 21
Customer Summary Information		
Planned Number of Participants for PY		15
Total Participants Served		6
Percent of Planned		40%
Planning District 22 Total New Clients Enrolled this Quarter		2
	WIOA Youth	6
Accomack County New Clients Enrolled this Quarter		2
	WIOA Youth	6
Northampton County New Clients Enrolled this Quarter		0
	WIOA Youth	0

1st Quarter PY 2021

	Negotiated Level	Actual	% of Negotiated Level	Status
Adult Measures				
Employment 2nd Quarter after Exit	82.6	71.4	86%	FTM
Employment 4th Quarter after Exit	85.0	85.3	100%	E
Median Earnings 2nd Quarter after Exit	\$6,000.00	NA	-	NA
Credential Attainment within 4 Quarters after Exit	74.0	79.4	107%	E
Measurable Skills Gain	70.2	26.0	37%	NA
Dislocated Workers Measures				
Employment 2nd Quarter after Exit	85.0	62.5	74%	FTM
Employment 4th Quarter after Exit	85.0	71.4	84%	FTM
Median Earnings 2nd Quarter after Exit	\$8,700.00	NA	-	NA
Credential Attainment within 4 Quarters after Exit	70.0	71.4	102%	E
Measurable Skills Gain	69.8	35.7	51%	NA
Youth Measures				
Employment 2nd Quarter after Exit	77.3	80.0	103%	E
Employment 4th Quarter after Exit	62.8	76.5	122%	E
Credential Attainment within 4 Quarters after Exit	70.0	62.5	89%	FTM
Measurable Skills Gain	69.1	21.7	31%	NA

BCWDB Performance Measure Definitions

Section 116 of the Workforce Innovation and Opportunity Act (WIOA) specifies the core metrics that the Local Workforce Development Boards (LWDB) and the state will be measured against. The following Indicators of Performance are part of the performance accountability system under WIOA:

Employment 2nd Quarter after Exit

The percentage of program participants who are in unsubsidized employment during the 2nd quarter after exit from the program. **(Adult and Dislocated Workers)**
Participants in education, or training or employment in the 2nd quarter after exit. **(Youth)**

Employment 4th Quarter after Exit

The percentage of program participants who are in unsubsidized employment during the fourth quarter after exit from the program. **(Adult and Dislocated Workers)**
Participants in education, or training or employment in the 4th quarter after exit. **(Youth)**

Median Earnings 2nd Quarter after Exit

The median earnings of program participants who are in unsubsidized employment in the second quarter after exit from the program. **(Adult, Dislocated Workers,**

Credential Attainment within Four Quarters after Exit

The percentage of program participants who attain a recognized postsecondary credential, or a secondary school diploma or its recognized equivalent, during program participation or within 1 year after exit from the program. **(Adult, Dislocated Workers, Youth)**

Measurable Skills Gain

The percentage of program participants who, during a program year, are in an education or training program that leads to a recognized postsecondary credential or employment and who are achieving measurable skill gains toward a credential or employment. **(Adult, Dislocated Worker, Youth)**

Rappahannock Goodwill Industries Youth Success Story – George Washington

MM entered the WIOA Youth program in order to improve her work readiness skills and employment prospects. As a person with a physical disability, she was nervous about being accepted from others in an office environment and her ability to complete day-to-day requirements. MM worked closely with WIOA staff to create a plan to build upon her soft skills and work readiness. MM completed leadership development and financial literacy trainings which helped to increase her confidence in her ability to work in an office environment.

WIOA staff coordinated an office work experience for MM. MM worked for four months in an office setting learning various skills—internal and external customer services, administrative, and paperwork processing. MM assisted the office staff in day-to-day activities which helped to build her confidence in her work abilities and office presence.

MM also volunteered at the local library in order to build upon her experience and learn everything she could about cultivating a personal work ethic. When MM's work experience ended, she gained employment as a Quality Assurance Technician for a local supply company. She has been employed in this position for over a year and has maintained the strong work ethic she displayed during her WIOA work experience and volunteering.

MM reports that she enjoys her job and is happy with the skills that she gained through her time in the WIOA Youth program.

Eastern Shore Community College Youth Success Stories – Eastern Shore

SF is an OSY who enrolled in the CNA program looking for a new career path. SF already was a PCA and working in a nursing facility. SF wanted to start the pursuit of a nursing career and decided to start with the CNA program. SF maintained good grades throughout the semester of the CNA program and passed the training. SF completed the state boards and passed. After passing the CNA state board exam, SF's job title went from PCA to CNA at her current place of employment.

Rappahannock Community College Youth Success Story – Northern Neck

This quarter's success story is a follow-up to a previous success story. MM had lost his job due to the COVID-19 pandemic. He was referred to the WIOA Youth program with an interest in welding training. MM was an excellent student and received accolades from his instructor on his potential to be a top performing welder. MM overcame transportation issues and a family member death while enrolled, but was able to overcome and persist through his classes. MM excelled in welding and earned AWS certification. MM's case manager worked with him to develop a resume and interview skills. MM applied for a welding job and due to his excellent welding skills and stellar work ethic, he was hired on the spot. MM and his family are grateful for the support and opportunities given to him through the WIOA program and have vowed to advocate for the WIOA program with any youth they meet.

Rappahannock Community College Youth Success Story – Middle Peninsula

SS was referred to WIOA by one of RCC's other WIOA students. He did not have permanent housing and his family situation was traumatic. His journey into welding began with even more challenges. He injured his hand at work and needed surgery before his first class had even started. After recovering, he then had a COVID exposure at work and could not attend his first week of classes. He worked with his welding instructor to attend additional classes and make up the work while never missing a day at his full-time job.

His case manager helped him develop an updated resume, cover letter, and practiced video interview skills. With his case manager's assistance, he submitted an online application to Newport News Shipbuilding and was invited for an interview. He was offered the job! At 19, he will start at \$19 per hour as a Grade 4 with a \$500 sign-on bonus. His beaming smile was testament to the importance of WIOA and our power to change lives!

BAY CONSORTIUM WORKFORCE DEVELOPMENT BOARD
STRATEGIC PLAN – EVALUATION

STRATEGIC PRIORITIES for January 2021 through June 2022

- Coalesce regionally to align workforce development with economic development efforts in each subregion.
- Develop and deliver services to individuals to expand the talent pipeline of youth and adults
- Develop and promote career pathways as a framework for moving individuals to sustainable wages.

STRATEGIC GOALS AND OBJECTIVES

STRATEGIC GOAL 1: Tailor programs to the geographic diversity of the region to meet workforce needs.

Key Strategies:

1. Focus efforts to understand and provide solutions to business workforce needs for both small and large businesses within each region, e.g., Eastern Shore, Fredericksburg, Middle Peninsula, and the Northern Neck.
2. Examine current targeted industry sectors within the context of those identified by GoVA for alignment.
3. Work with a collection of businesses within the WDB's targeted industries to identify sustainable jobs that need an ongoing pipeline of qualified talent and jointly develop recruitment and training solutions.
4. Examine the Northern Neck Workforce Training and Site Selection Feasibility Study recommendations, prioritize and implement best practices throughout the region, tailored to the needs of each subregion.
5. Create a mechanism to receive any workforce and economic development studies completed in any of the subregions to review them and identify areas where the workforce board can provide support.
6. Take the lead in developing the process to submit a GoVA planning grant that then may lead to an implementation grant.

Outcomes:

1. GoVA Planning Grant submitted, and implementation grant awarded.
 - a. **The Northern Neck Workforce Training and Site Selection Feasibility Study has not been completed.**
2. Two industry sector groups within the WDBs targeted industries have been convened and strategies to increase the talent pipeline are underway within each subregion.
 - a. **As part of the Feasibility Study, five industry specific roundtables were hosted for the Northern Neck and Middle Peninsula. We are working on ways to provide the talent pipeline requested by coordinating efforts with the Community College, local schools, and other community groups. No official plan has been made. CHALLENGE: NO DEDICATED STAFF FOR BUSINESS SERVICES.**

STRATEGIC GOAL 2: Create, support and sustain a talent pipeline for the Bay WDB’s targeted industries.

Key Strategies:

1. Design methods to reach out to underserved and underemployed populations and to individuals in sectors with job losses to promote new training and job opportunities.
Received a grant from VDSS to provide job readiness bootcamp to individuals on SNAP. The hope is to engage these individuals to provide training opportunities to start developing talent pipelines.
2. Develop and promote career pathways in targeted industries.
3. Create a program for area high school students and their parents where businesses provide labor market information about jobs and careers available that do not require a four-year college degree. Target existing pathway programs.
4. Educate business about the paradigm shifts that are taking place about how people work and the future of the workplace.

Outcomes:

1. Increase the number of individuals obtaining jobs within the targeted industries by **X% (or #)**.

Program Year July 2020 – June 2021			
Subregion	Healthcare	Logistics	IT
PD 16			
PD 17			
PD 18			
PD 22			

*This considered base year??

2. Increase the number of businesses that report that the workforce system consistently supplies the talent they need by **X% (or #)**.
 - a. CHALLENGE: NO DEDICATED STAFF FOR BUSINESS SERVICES. We rely on self-report satisfaction surveys. With the labor force as it is today – no one has the talent they need.
3. **X** number of businesses report having developed some support services for workers; and/or implemented longer term retention strategies; are managing telework; are addressing work/life balance expectations of younger workers.
 - a. CHALLENGE: NO DEDICATED STAFF FOR BUSINESS SERVICES. With speaking to the limited number of businesses one that I know of during COVID created a temporary school environment for the working parents when school shut down. Some are looking at creating their own child care for their staff.
4. Increase customer satisfaction by **X%**.
 - a. We collect these quarterly, never calculated the satisfaction rate. A new electronic survey has been created. Need to obtain the baseline to decide how to set this rate.

STRATEGIC GOAL 3: Sustain efforts to regularly forecast the talent needs of companies coming to the area and forthcoming openings in existing companies.

Key Strategies:

1. Meet regularly with individuals in the region who are responsible for economic development to align the region's economic development efforts with the workforce development system.
2. Continue to build strong linkages with public and private education and training institutions (K-12, trade schools, industry associations training programs, apprenticeships, and community colleges) to align programming with career pathways and future labor market demand.
3. Develop programs designed to train individuals for jobs that are 15 to 24 months out to ensure the employers have access to a skilled workforce that enables growth and increased productivity.
4. Create a campaign that markets the new training opportunities.

Outcomes:

1. Economic Development forecasts have been identified for the region and the subregions and have been prioritized.
 - a. **CHALLENGE: NO DEDICATED STAFF FOR BUSINESS SERVICES. We meet with economic development locally and at the state level, but not to identify forecasts, etc. Only to meet an immediate need. Some economic development in localities are stronger than others.**
2. Partners have been convened and two new training programs have been developed to meet the forecasted needs.