



ALEXANDRIA | ARLINGTON REGION

**Alexandria/Arlington Regional Workforce Council
Executive Committee Meeting Agenda
June 10, 2022
8:30 am to 9:30 am
Via MS Teams**

Welcome Message	<i>Ellen Harpel</i>
Review June Meeting Agenda	<i>David Remick</i>
Review & Approve Consent Agenda Package	<i>David Remick</i>
Adjourn	<i>Ellen Harpel</i>

UPCOMING MEETINGS

Meeting	Date	Time	Location
Regional Workforce Council Meeting	June 23, 2022	8:30am – 9:30am	MS Teams
One-Stop Operations Committee Meeting	June 23, 2022	9:30am – 10:30am	MS Teams
Executive Committee Meeting	September 9, 2022	8:30am – 9:30am	Hybrid
Regional Workforce Council Meeting	September 22, 2022	8:30am – 9:30am	Hybrid
One-Stop Operations Committee Meeting	September 22, 2022	9:30am – 10:30am	Hybrid
Executive Committee Meeting	January 13, 2023	8:30am – 9:30am	Hybrid
Regional Workforce Council Meeting	January 26, 2023	8:30am – 9:30am	Hybrid
One-Stop Operations Committee Meeting	January 26, 2023	9:30am – 10:30am	Hybrid
Executive Committee Meeting	April 14, 2023	8:30am – 9:30am	Hybrid
Regional Workforce Council Meeting	April 20, 2023	8:30am – 9:30am	Hybrid
One-Stop Operations Committee Meeting	April 20, 2023	9:30am – 10:30am	Hybrid
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ALEXANDRIA | ARLINGTON REGION

**Alexandria/Arlington Regional Workforce Council
Quarterly Meeting
Agenda**

**June 23, 2022
8:30 am to 9:30 am**

Via MS Teams

Welcome Message *Ellen Harpel*

Public Comment Period *David Remick*
• 2 minutes per public comment

Executive Director's Report & Consent Agenda *David Remick*
• Vice Chair Election
• 2022-2023 Meeting Schedule

Regional Labor Market Update *Tucker Plumlee*

Economic Development/Workforce System Updates *System Partners*
• Economic Development Updates
• Workforce Development Updates

Adjourn *Ellen Harpel*

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Virtual Participation Options Commission and Advisory Board Meetings April 11, 2022

Background

Under [Virginia FOIA Open Meeting rules](#), County Board appointed Commissions and Advisory Groups are required to have an in-person quorum for meetings. However, new legislation ([Electronic Meetings Bill](#) 2.2-3708.3) recently passed into law and signed by the Governor on April 11, 2022, offers limited ability for Commissions and Advisory Boards to conduct ALL virtual meetings in some situations. In addition, the legislation provides specific scenarios when individual members may participate remotely, when a physical quorum is present.

Summary of Arlington's Virtual & Hybrid Meetings (2022)

ALL VIRTUAL Meetings*	<ul style="list-style-type: none"> With some exceptions, most County Board appointed Commission and Advisory Boards appointed by the County Board can conduct 2 meetings or 25% of meetings (whichever is greater) virtually. Virtual Meetings can NOT be held consecutively
HYBRID Meetings (Physical In-Person Quorum with some Virtual Participation) *	<ul style="list-style-type: none"> There are four scenarios where individual members may be able to participate remotely when a physical quorum is gathered in-person (see chart below).
HYBRID Meetings **	<ul style="list-style-type: none"> While members of the public must be able to attend and offer in-person public comments, all Commissions and Advisory Boards will offer an option for virtual public comments in real time & written online comments in advance of the meetings. All Commissions and Advisory Boards will offer staff and subject matter experts the option for providing presentations from a remote location through virtual participation.
<p style="text-align: center;">*Required by Virginia Electronics Meeting Bill **Arlington County Protocols</p>	

**County Board Appointed Commissions & Advisory Boards
Requirements for Conducting ALL Virtual Meetings**

Virtual Participation	Overview	Parameters	NOTES
<p><i>ALL Virtual Commission/Advisory Board Meetings</i></p> <p>With some exceptions*, a public body may hold all-virtual public meetings, provided that the public body follows the other requirements in the Bill 2.2-3708.3, for meetings, and the public body has adopted an electronic meetings policy ***</p>	<p>The bill defines “all virtual public meeting” as a public meeting with the following provisions:</p> <ul style="list-style-type: none"> (i) conducted by a public body using electronic communication means; (ii) all members of the public body who participate do so remotely rather than being assembled in one physical location; and (iii) public access is provided through electronic communication means. 	<ul style="list-style-type: none"> • The public body is allowed to convene an “all virtual public meeting” 2 meetings, OR 25%, whichever is greater per calendar year. • Virtual meetings can NOT be held consecutively. • Information about public access & comment during virtual meetings must be included in the advanced public notification. • An electronic meetings policy must be established per the Virginia Freedom of Information Act for any and all virtual participation*** 	<p>*EXCEPTIONS: The following types of public bodies can NOT conduct ALL virtual Meetings: <i>local governing bodies, local school boards, planning commissions, architectural review boards, zoning appeals boards, and boards with the authority to deny, revoke, or suspend a professional or occupational license.</i></p>
<p>*** For assistance with establishing an Electronic Meeting Policy, contact cao@arlingtonva.us</p> <p>NOTE: These requirements also apply to sub-committees of County Board appointed Commissions and Advisory Boards, however, do not apply to committees appointed by the County Manager.</p>			

Virtual Participation for Individual Members (AKA-Hybrid Meetings)

Virtual Participation	Overview	Parameters	NOTES
<i>Virtual Participation:</i> As long as a physical quorum is gathered the Bill 2.2-3708.3 offers a few exceptions for virtual participation	<i>Scenario 1:</i> The member has a temporary or permanent disability or other medical condition that prevents the member's physical attendance.	<ul style="list-style-type: none"> • A physical quorum MUST be available to meet in-person • The requesting member must notify Chair /Liaison in advance • Minutes must reflect reason for virtual participation 	Electronic Meeting Policy required***
<i>Virtual Participation:</i> As long as a physical quorum is gathered, the Bill 2.2-3708.3 offers a few exceptions for virtual participation	<i>Scenario 2:</i> A medical condition of a member of the member's family requires the member to provide care that prevents the member's physical attendance.	<ul style="list-style-type: none"> • A physical quorum MUST be available to meet in-person • The requesting member must notify Chair /Liaison in advance • Minutes must reflect reason for virtual participation 	Electronic Meeting Policy required ***
<i>Virtual Participation:</i> As long as a physical quorum is gathered, the Bill 2.2-3708.3 offers a few exceptions for virtual participation	<i>Scenario 3:</i> The member's principal residence is more than 60 miles from the meeting location identified in the required notice for such meeting.	<ul style="list-style-type: none"> • A physical quorum MUST be available to meet in-person • The requesting member must notify Chair /Liaison in advance • Minutes must reflect reason for virtual participation 	Electronic Meeting Policy required***
<i>Virtual Participation:</i> As long as a physical quorum is gathered, the Bill 2.2-3708.3 offers a few exceptions for virtual participation	<i>Scenario 4:</i> The member is unable to attend the meeting due to a <i>personal matter</i> and identifies with specificity the nature of the personal matter.	<ul style="list-style-type: none"> • A physical quorum MUST be available to meet in-person • The requesting member must notify Chair /Liaison in advance • The member may not use remote participation due to personal matters more than 2 meetings OR 25% of the meetings held per calendar year • Minutes must reflect reason for virtual participation 	Electronic Meeting Policy required***

***For assistance establishing an Electronic Meeting Policy, contact cao@arlingtonva.us

NOTE: These requirements also apply to sub-committees of County Board appointed Commissions and Advisory Boards, however, do **not** apply to committees appointed by the County Manager.



ALEXANDRIA/ARLINGTON
REGIONAL WORKFORCE COUNCIL

Consent Agenda Notes

- April 21, 2022 Meeting Minutes – Recommendation: Approval
- June 10, 2022 Executive Committee Meeting Minutes – Recommendation: Approval
- One-Stop Operator Quarterly Report – For Your Information Only
- Youth Services Waiver: This waiver request is identical to the request made in FY22 which will allow our two American Job Centers to implement WIOA Youth Services through their agencies. Typically, workforce boards procure vendors to perform WIOA Youth Services. Receiving a waiver would allow us to bypass this requirement. – Recommendation: Approval
- Revised Virtual Meeting Policy: Existing Regional Workforce Council policy has been revised based on the passage of Electronic Meetings Bill 2.2-3708.3 in the Virginia General Assembly. – Recommendation: Approval
- PY21 WIOA Funding Transfer Request#1: RWC staff would like to transfer \$67,198.33 from the PY21 DW funding stream to the PY21 Adult funding stream so that the American Job Centers can serve additional adult job seekers who experience employment challenges. The Centers are experiencing low DW traffic so they do not require the full balance of PY21 DW funds to provide services. – Recommendation: Approval

Consent Agenda Begins

April 21, 2022 Meeting Minutes



ALEXANDRIA | ARLINGTON REGION

**Alexandria/Arlington Regional Workforce Council
Quarterly Meeting Minutes
April 21, 2022
8:30 am to 9:30 am
Virtual Meeting via MS Teams**

Attendees:

Kate Bates
Maurice Blue
Karen Brown
Dottie Brown
Stacey Butler
James Egenrieder
Annette Haggray
Ellen Harpel
Tricia Jacobs
Erik Pages
Sean Steele
Fernando Torrez
Ryan Touhill
Jennifer Van Buren
Monica West
Ricardo Wright

Staff:

Katrina Ashmore
Alamelu Dev
Ockidde Harris
David Remick

Meeting commenced at 8:32 am.

- The April 21, 2022 Consent Agenda was approved by 16 members.
- David Remick notified the Council that Vice-Chair Nominations are open, with the election scheduled for the June meeting.
- Tucker Plumlee of Northern Virginia Community College provided a regional labor market update.
- Alexandria Workforce Development Center and Arlington Employment Center provided an overview of their ARPA-funded activities.

The meeting adjourned at 9:30 a.m.

June 10, 2022 Executive Committee Meeting Minutes

One-Stop Operator Quarterly Report



ALEXANDRIA | ARLINGTON REGION

WIOA PERFORMANCE REPORT
PY 2021- Q1-Q3



Empower people. Improve performance.

One Stop Operator – RISE Talent Solutions

Alamelu Dev

alamelu@riseglobaltalent.com

Table 1 S.No.	Period (PY2021 - July 2021 to June 2022)	Q3 PY 21 (Jan-Mar 2022)		
	Data measure	WDC	AEC	Total
1	Career Services customer satisfaction results	84%	annual data	n/a
2	Business Services satisfaction results	100%	annual data	n/a
3	Businesses served	annual data		
4	Total One-Stop Center Visitors (duplicated)	1705	335	2040
5	Total One-Stop Center Visitors (unduplicated)	1543	227	1770
6	Total of daily calls to the One-Stop Center due to COVID related shutdown	382	1284	109
7	New WIOA Title I Adult Participants	10	5	15
8	New WIOA Title I Dislocated Workers Participants	0	0	0
9	New WIOA Title I Youth Participants	2	0	2
10	Total New participants	12	5	17
11	Active WIOA Title 1 Adult Participants	33	20	53
12	Active WIOA Title I Dislocated Workers Participants	9	2	11
13	Active WIOA Title I Youth Participants	12	0	12
14	Total Active participants	54	22	76

Data Source:

Measures #1 to #6 - Respective One-Stop Centers

Measures #7 to 14 - AARWC Data Administrator

PY 21 - YTD (Q1-Q2-Q3)		
WDC	AEC	Total
91%	annual data	n/a
100%	annual data	n/a
annual data		
3358	727	4085
2893	392	3285
2330	3082	109
19	15	34
4	2	6
16	0	16
39	17	56
96	60	156
23	7	30
26	0	26
145	67	212

Table 2 S.No.	Period (PY2021 - July 2021 to June 2022)	PY 21 - YTD (Q1-Q3)		
	WIOA Title 1 Performance Items	WDC	AEC	Regional Total
	Adults			
1(a)	Employment 2nd Quarter after Exit (#)	16/23	14/22	30/45
1(b)	Employment 2nd Quarter after Exit (%)	69.5%	63.6%	66.6%
2(a)	Employment 4th Quarter after Exit (#)	19/29	21/27	40/56
2(b)	Employment 4th Quarter after Exit (%)	65.5%	77.7%	71.6%
3(a)	Credential Attainment Rate (#)	14/18	9/17	23/35
3(b)	Credential Attainment Rate (%)	77.7%	52.9%	65.3%
4	Median Earnings 2nd Quarter after Exit			\$9,880
5(a)	Measurable Skill Gains (#)	9/19	17/22	26/41
5(b)	Measurable Skill Gains (%)	47.3%	77.3%	62.3%
	Dislocated Workers			
6(a)	Employment 2nd Quarter after Exit (#)	6/10	3/3	9/13
6(b)	Employment 2nd Quarter after Exit (%)	60%	100%	80%
7(a)	Employment 4th Quarter after Exit (#)	4/8	6/6	10/14
7(b)	Employment 4th Quarter after Exit (%)	50%	100%	75%
8(a)	Credential Attainment Rate (#)	2/6	3/4	5/10
8(b)	Credential Attainment Rate (%)	33.3%	75%	54%
9	Median Earnings 2nd Quarter after Exit			\$8,605
10(a)	Measurable Skill Gains (#)	3/6	2/3	5/9
10(b)	Measurable Skill Gains (%)	50%	66.7%	58%
	Youth			
11(a)	Employment 2nd Quarter after Exit (#)	1/2	3/3	4/5
11(b)	Employment 2nd Quarter after Exit (%)	50%	100%	75%
12(a)	Employment 4th Quarter after Exit (#)	1/2	3/3	4/5
12(b)	Employment 4th Quarter after Exit (%)	50%	100%	75%
13(a)	Credential Attainment Rate (#)	1/2	0/0	1/2
13(b)	Credential Attainment Rate (%)	50%	0%	25%

PY21 Goals
79%
85%
74%
\$5,100
84.6%
85%
90%
70%
\$8,350
68.1%
72%
62.8%
70%

Youth Services Waiver

WIOA Title I Youth Program Procurement – Local Waiver

Issue

- Workforce Innovation and Opportunity Act (WIOA) requires the competitive procurement of Title I Youth Services, unless they are being performed by the local grant recipient.
- Alexandria/Arlington Region's grant recipient, Arlington County Government, would like to continue to perform Title I Youth Services at the Alexandria Workforce Development Center and Arlington Employment Center.

Background

The Department of Labor has issued the Final Rules to implement Title I of the Workforce Innovation and Opportunity Act (WIOA). The Final Rules provides the local grant recipient and Local Workforce Development Board (LWDB) flexibility to award grants or contracts for youth services in accordance with WIOA sec. 123.

As it relates to competitive selection requirement, 20 CFR Part 681, *Youth Activities under Title I of the Workforce Innovation and Opportunity Act*, has language that addresses questions and concerns regarding procurement of WIOA Title I Youth Program services. In particular, Subpart C – *Youth Program Design, Elements, and Parameters*, Section 681.400 language clarifies that the competitive procurement requirements in Sec. 123 of WIOA apply only if the LWDB chooses to award grants or contracts to youth service providers to provide some or all of the youth program elements.

The 14 youth program elements are:

1. Tutoring, study skills training, and instruction leading to secondary school completion, including dropout prevention strategies.
2. Alternative secondary school offerings or dropout recovery services.
3. Paid and unpaid work experiences with an academic and occupational education component.
4. Occupational skill training, with a focus on recognized postsecondary credentials and in-demand occupations.
5. Leadership development activities (e.g., community service, peer-centered activities).
6. Supportive services.
7. Adult mentoring.
8. Follow-up services for at least 12 months after program completion.
9. Comprehensive guidance and counseling, including drug and alcohol abuse counseling.
10. Integrated education and training for a specific occupation or cluster.
11. Financial literacy education.
12. Entrepreneurial skills training.
13. Services that provide labor market information about in-demand industry sectors and occupations.
14. Postsecondary preparation and transition activities.

The Alexandria Workforce Development Center and the Arlington Employment Center have been allowed to perform Title I Youth Services via a state-issued waiver under the Workforce Investment Act. Since 2011, LWDA 12's Title I Youth Program has met its annual performance goals and maintained financial integrity. Title I Youth Program Funding is **~\$184,578.00** for FY23/PY22.

The Region's Youth Services Program Design

Alexandria Workforce Development Center and Arlington Employment Center perform the “framework services” for the region’s Title I Youth program. These framework services include intake, objective assessments, development of individual service strategies, case management, supportive services, and follow-up services. Both Centers partner with the following local government and nonprofit partners to provide free services to their youth customers for the 14 youth program elements:

Youth Program Element	Provider
1. Tutoring, study skills training, instruction and evidence-based dropout prevention and recovery strategies that lead to completion of the requirements for a secondary school diploma or its recognized equivalent.	<ul style="list-style-type: none"> • Sylvan Learning Center • Alexandria City Public School, GED Program, Adult Education High School Diploma • Arlington Public School, GED Program, Adult Education High School Diploma
2. Alternative secondary school services, or dropout recovery services, as appropriate.	<ul style="list-style-type: none"> • Alexandria City Public School, GED Program • Alexandria City Campaign on Adolescent Pregnancy • Substance Abuse Prevention Coalition of Alexandria City • Alexandria City Court Service Unit • Arlington Public School, GED Program
3. Paid and unpaid work experience that have as a component academic and occupational education, which may include – <ul style="list-style-type: none"> • Summer employment opportunities and other employment opportunities available throughout the school year; • Pre-apprenticeship programs; • Internships and job shadowing, and • On-the-job training opportunities 	<ul style="list-style-type: none"> • Local Employer Referrals from the Centers’ Business Services Teams • Project Discovery: <i>Empowerment and College Preparation</i>
4. Occupational skills training which may include priority consideration for training programs that lead to recognized postsecondary credentials that are aligned with in-demand industry sectors or occupations in the local area	<ul style="list-style-type: none"> • Alexandria/Arlington Regional Workforce Council, Eligible Training Providers List
5. Education offered concurrently with and in the same context as workforce preparation activities and training for a specific occupation or occupational cluster	<ul style="list-style-type: none"> • Alexandria/Arlington Regional Workforce Council, Eligible Training Providers List
6. Leadership development opportunities, which may include community service and peer-centered activities encouraging responsibility and other positive social behaviors during non-school hours, as appropriate.	<ul style="list-style-type: none"> • Project Discovery: <i>Empowerment and College Preparation</i> • Alexandria Mentoring Partnership • Alexandria Court Services Unit

7. Supportive Services (<i>Linkages to community services</i>) <ul style="list-style-type: none"> • Transportation • Childcare • Housing and Accommodation for youth with disabilities • Uniforms • Referrals to Healthcare • Educational Testing 	<ul style="list-style-type: none"> • Alexandria City Department of Community and Human Services • Arlington Department of Human Services • Legal Services of Northern Virginia • Washington Metropolitan Area Transit Authority
8. Adult mentoring for the period of participation and a subsequent period, for a total of not less than 12 months	<ul style="list-style-type: none"> • Various partnerships with local and regional mentorship-focused CBOs
9. Follow-up services for not less than 12 months after the completion of participation, as appropriate	<ul style="list-style-type: none"> • Alexandria Workforce Development Center • Arlington Employment Center
10. Comprehensive guidance and counseling, which may include drug and alcohol abuse counseling and referral, as appropriate.	<ul style="list-style-type: none"> • Various partnerships with local and regional counseling-focused CBOs
11. Financial literacy education	<ul style="list-style-type: none"> • Truist Bank
12. Entrepreneurial skills training	<ul style="list-style-type: none"> • Business Development Assistant Group
13. Services that provide labor market and employment information about in-demand industry sectors or occupations available in the local area, such as career awareness, career counseling, and career exploration services.	<ul style="list-style-type: none"> • Alexandria/Arlington Regional Workforce Council • Virginia Employment Commission
14. Activities that help youth prepare for and transition to postsecondary education and training.	<ul style="list-style-type: none"> • Alexandria City Public Schools • Arlington Public Schools • Project Discovery: <i>Empowerment and College Preparation</i> • Volunteer Alexandria

When the Centers cannot procure free services to perform the 14 youth program elements they will follow local government procurement procedures to purchase services for their youth customers.

Action Requested

- The local grant recipient would like the Regional Workforce Council to approval a local waiver to allow Alexandria Workforce Development Center and Arlington Employment Center to continue to perform Title I Youth Services for Program Year 2022 (FY23).

Approved:

 Chair, Alexandria/Arlington Regional Workforce Council

 Date

Revised Virtual Meeting Policy

COUNCIL MEETING REMOTE PARTICIPATION POLICY

REFERENCE

- [Electronic Meetings Bill 2.2-3708.3](#) Virginia Freedom of Information Act Section 2.2-3708.1

POLICY

Alexandria/Arlington Regional Workforce Council (Council) will allow a member to participate in a meeting through electronic communication means from a remote location that is not open to the public only as follows:

- If the member notifies the chair of the Council that such member is unable to attend the meeting due to an emergency or personal matter. Such participation by the member shall be limited each calendar year to 2 meetings or 25 percent of the meetings of the Council, whichever is fewer. Or,
- If a member notifies the chair that such member is unable to attend the meeting due to a temporary or permanent disability or other medical condition that prevents the member's physical attendance. Or,
- If the member notifies the chair that such member's principal residence is more than 60 miles from the meeting location.

A quorum of the Council must be physically assembled for remote participation to be allowed. Should the member be allowed to participate in the meeting remotely, the Council's Executive Director must ensure that the following actions are taken:

- The member's specific reason for remote participation must be included in the meeting minutes, including details of remote location. If the member's participation from a remote location is disapproved by the majority of the Council who are physically present at the meeting location, then such disapproval shall be recorded in the minutes with specificity.
- The Council makes arrangements for the voice of the remote participant to be heard by all persons at the meeting location.

Under Virginia FOIA Open Meeting rules, the Alexandria/Arlington Regional Workforce Council (RWC) is required to have an in-person quorum for meetings. However, new legislation ([Electronic Meetings Bill 2.2-3708.3](#)) recently passed into law and signed by the Governor on April 11, 2022, offers limited ability for the RWC to conduct meetings virtually in some situations. In addition, the legislation provides specific scenarios when individual members may participate remotely, when a physical quorum is present.

Summary of RWC's Virtual & Hybrid Meetings

<u>ALL VIRTUAL Meetings*</u>	RWC can conduct 2 meetings or 25% of meetings (whichever is greater) virtually. Virtual Meetings can NOT be held consecutively
<u>HYBRID Meetings (Physical In-Person Quorum with some Virtual Participation) *</u>	There are four scenarios where individual members may be able to participate remotely when a physical quorum is gathered in-person (see chart below).
<u>HYBRID Meetings **</u>	While members of the public must be able to attend and offer in-person public comments, RWC will offer an option for virtual public comments in real time & written online comments in advance of the meetings.

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	RWC will offer staff and subject matter experts the option for providing presentations from a remote location through virtual participation.
*Required by Virginia Electronics Meeting Bill **Arlington County Protocols	

Virtual Participation for Individual Members

Virtual Participation	Overview	Parameters
Virtual Participation: As long as a physical quorum is gathered the Bill 2.2-3708.3. offers a few exceptions for virtual participation	Scenario 1: The member has a temporary or permanent disability or other medical condition that prevents the member's physical attendance.	<ul style="list-style-type: none"> A physical quorum MUST be available to meet in-person. The requesting member must notify Chair /Staff in advance. Minutes must reflect reason for virtual participation.
Virtual Participation: As long as a physical quorum is gathered, the Bill 2.2-3708.3. offers a few exceptions for virtual participation	Scenario 2: A medical condition of a member of the member's family requires the member to provide care that prevents the member's physical attendance.	<ul style="list-style-type: none"> A physical quorum MUST be available to meet in-person. The requesting member must notify Chair /Staff in advance. Minutes must reflect reason for virtual participation.
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Virtual Participation: As long as a physical quorum is gathered, the Bill 2.2-3708.3. offers a few exceptions for virtual participation	Scenario 4: The member is unable to attend the meeting due to a personal matter and identifies with specificity the nature of the personal matter.	<ul style="list-style-type: none"> A physical quorum MUST be available to meet in-person. The requesting member must notify Chair /Staff in advance. The member may not use remote participation due to personal matters more than 2 meetings OR 25% of the meetings held per calendar year. Minutes must reflect reason for virtual participation.

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PY21 WIOA Funding Transfer



ALEXANDRIA/ARLINGTON
REGIONAL WORKFORCE COUNCIL

May 24, 2022

Ms. Andrea Glaze
Virginia Community College System
Academic and Workforce Programs
WIOA Title I Program Administrative Coordinator
Arboretum III
300 Arboretum Place, 3rd Fl-Ste 390
Richmond, VA 23236

RE: PY21 WIOA FUNDING TRANSFER REQUEST #1

Dear Ms. Glaze:

Virginia Career Works Alexandria/Arlington requests the transfer of \$67,198.33 from PY21 WIOA Dislocated Worker funds to the PY21 WIOA Adult funds. This request will cover additional projected expenses in PY21. A WIOA Title I programmatic and financial analysis pertaining this request can be found in Attachment A.

Thank you in advance for your attention to this request. Should you have questions please contact David Remick at dremick@arlingtonva.us or 703.228.1412.

Sincerely,

Dr. Ellen Harpel
Chair

CC: David Remick

ATTACHMENT A

WIOA Title I Expenses for VCWAA				
	ADULT		DW	
	# Active Participants	Expenditures	# Active Participants	Expenditures
PY 2018	175	\$328,019.00	45	\$125,472.00
PY 2019	146	\$286,368.27	32	\$153,864.73
PY 2020	75	\$195,577.72	18	\$189,205.28
PY 2021	84	\$266,490.73	21	\$276,895.97
WIOA ADULT PY 2021	Total	40% Training	Supportive Services	Staff/Operating
Budget	\$199,292.40	\$79,716.96	\$0.00	\$119,575.44
Projected Expenses	\$266,490.73	\$106,596.29	\$0.00	\$159,894.44
Shortfall	(\$67,198.33)	(\$26,879.33)	\$0.00	(\$40,319.00)
WIOA DW PY 2021	Total	40% Training	Supportive Services	Staff/Operating
Budget	\$344,094.30	\$137,637.72	\$0.00	\$206,456.58
Projected Expenses	\$276,895.97	\$110,758.39	\$0.00	\$166,137.58
Surplus	\$67,198.33	\$26,879.33	\$0.00	\$40,319.00
Transfer Request Total (DW to Adult):				\$67,198.33

Consent Agenda Ends