



**Local  
Government  
Council**

**Local Government Council**

Region 2000 Partnership  
828 Main Street, 12<sup>th</sup> Floor  
Lynchburg, VA

*Conference Room*  
**July 16, 2015**  
**5:00 p.m.**

**Agenda**

1. Welcome; Moment of Silence; Recognition of Outgoing Chair and Vice Chair.....  
..... Mayor Paul Harvey, *Chair*
2. Minutes of May 21, 2015 Meeting..... Mayor Paul Harvey, *Chair*
3. Finance Report.....Rosalie Majerus, *Deputy Director of Finance*
4. State Water Resources Plan Briefing.....  
.....Tammy Stephenson, Office of Water Supply, DEQ, *Program Coordinator*
5. HB2 Statewide Transportation Project Priorities Initiative.....Bob White, *Deputy Director*
6. Update on The Healing Place .....Jim Kitchen and Katie Epley
7. Region 2000 Comprehensive Economic Development Strategy Update.....  
.....Bob White, *Deputy Director, Planning & Core Services*
8. Workforce Agreement Revisions .....Gary Christie, *Executive Director*
9. Follow-Up Discussion on Education from March meeting .....Gary Christie, *Executive Director*
10. Items from Staff.....Gary Christie, *Executive Director*
11. Items from Council.....All
12. Adjourn.....Mayor Paul Harvey, *Chair*
13. Information Items:

**Next Meeting:**

Local Government Council Executive Committee Meeting  
**September 17, 2015, 5 pm**  
Partnership Offices

**Virginia's Region 2000 Local Government Council Meeting**  
July 16, 2015

**Executive Summary**

**1. Welcome; Moment of Silence; Recognition of Outgoing Chair & Vice Chair**

Paul Harvey, *Chair*, will recognize outgoing Chair and Vice Chair of the Council.

**2. Minutes of May 21, 2015 Meeting**

*(See Attachment 2)*

**Recommended Action:** Approve minutes as presented subject to revisions noted by members of Council.

**3. Finance Report**

*(See Attachment 3)*

Rosalie Majerus, *Dep. Dir. of Finance*, will present the draft FY15 year-end financial report.

**Recommended Action:** No formal action requested; for Council's information, review and discussion

**4. State Water Resources Plan Briefing**

Tammy D. Stephenson, Program Coordinator, Office of Water Supply, Virginia Department of Environmental Quality, will provide a briefing on the status of the State Water Resources Plan. Region 2000 has participated in the development of this effort through its efforts to prepare and approve the Region 2000 Local Government Council Regional Water Supply Plan.

The State Water Resources Plan (SWRP) is the first document of its kind in the Commonwealth of Virginia. While Virginia has a history of planning for water resources, this is the first comprehensive plan that incorporates information from locally-developed water supply plans and includes basin-wide cumulative impact analyses of the information and the probable impact of future water demand on beneficial uses. The SWRP is a compilation and synthesis of the 48 local and regional water supply plans developed by local governments to assess their future water supply needs. The SWRP takes an extensive look at surface water and groundwater sources currently being used in the Commonwealth and assesses the capacity of these sources relative to all beneficial uses. All beneficial uses of water are examined, both current use and projected water demand to 2040, and an assessment of the ability of current sources to meet the future need is detailed. The SWRP also outlines challenges faced by the Commonwealth and identifies recommendations to address these challenges. The SWRP will be updated every five years following the review and update of all the local and regional plans.

**Recommended Action:** Participate in discussion

## **5. HB2 Statewide Transportation Project Priorities Initiative**

Rick Youngblood, District Planner, VDOT, will provide an update to the HB2 transportation project priorities initiative. An opportunity for questions and discussion will be available. HB2 takes effect on July 1 and will govern the selection of most capacity building projects throughout the Commonwealth in the coming years.

*Recommended Action:* Participate in discussion

## **6. Update from The Healing Place**

In January representatives from The Healing Place, a non-profit working to establish a substance abuse shelter, discussed their work. Representatives from the non-profit will return to give an update on their upcoming request to ask localities for some financial help with planning funds.

## **7. Region 2000 Comprehensive Economic Development Strategy Update**

The U.S. Economic Development Administration has notified the Council of the pending planning grant award for the Region 2000 Comprehensive Economic Development Strategy. The U.S.E.D.A. has indicated the Council will receive \$100,000 in federal funds, a significant increase from previous awards, for the effort. At this time, the Council expects to receive a formal contract in September.

As discussed at its October 16, 2014 meeting, the Council will match the federal contribution with similar amount of funds. A budget amendment reflecting the above will be presented in September.

Additionally, the U.S.E.D.A. notified the Council it will provide an additional \$50,000 in federal funds to support the Amherst County Economic Development Strategy development. This funding will be matched by Amherst County Economic Development Authority funds. Amherst County had requested funding support separate from the Council initiative. U.S.E.D.A. asked the Council to include the Amherst funding as part of our planning grant given our experience and successful record administering such grants.

*Recommended Action:* Receive the report

## **8. Workforce Agreement Revisions**

*(See Attachment 8)*

State regulations are now requiring revisions to the agreement which created the Workforce Investment Area to conform to the new Workforce Innovation and Opportunity Act.

Attached is a draft of revisions for your information that will be sent to City and County Managers/Administrators/Attorneys for presentation to their Councils/Boards for approval.

Changes of note include:

- a. A preamble which calls on the workforce development organizations to be focused on the bigger workforce development picture and not just the WIOA grant program
- b. Dropping of Bedford Town from membership
- c. Changes the membership of the Workforce Investment Board in accordance to federal laws and state regulations
- d. Clarifies that only elected officials can represent a locality on the Workforce Council (CLEOS)

***Recommended Action:*** For Council's information

## **9. Follow-up Discussion on Education from March Meeting**

At the March meeting of the LGC we discussed three steps related to education and workforce development:

- a. Establishing a region wide goal of eliminating/reducing the dropout rate
- b. Identifying opportunities to have school systems work together to lower costs and improve services
- c. Seeking grants to promote regional cooperation
- d. Improving teacher retention rates

We will hold a discussion on these goals and what might be ahead to implement them.

## **10. Items from Staff**

- a. Senate seat on the Council remains vacant
- b. Letter of support to establish an AMTRAK stop in Bedford

## **11. Items from Council**

## **12. Adjourn**

## **13. Informational Item**

Next Meeting: Local Government Council Executive Committee  
**September 17, 2015**  
*Partnership Offices*



**Virginia's Region 2000  
Local Government Council Meeting**

Partnership Conference Room  
828 Main Street, 12th Floor, Lynchburg, Virginia  
**May 21, 2015 - 5:00 pm**

**Members Present:**

Susan Adams, Appomattox County Administrator  
Carl Boggess, Interim Bedford County Administrator  
Waverly Coggsdale, Altavista Town Manager  
Bill Gillespie, Appomattox Town Manager  
Stacey Hailey, Bedford Town Council  
Charles Kolakowski, Bedford Town Manager  
Mayor Paul Harvey, Town of Appomattox  
L. Kimball Payne, Lynchburg City Manager  
Dean Rodgers, Amherst County Administrator  
Frank Rogers, Campbell County Administrator  
Gary Tanner, Appomattox County Board of Supervisors  
Russell Thurston, Brookneal Town Manager

**Absent:**

Mayor Phyllis Campbell, Town of Brookneal  
Don Kidd, Amherst County Board of Supervisors  
Megan Lucas, Region 2000 Business & Economic Development Alliance  
John Sharp, Bedford County Board of Supervisors  
Kenneth Bumgarner, Amherst Town Council  
Joan Foster, Lynchburg City Council  
Delegate Scott Garrett, Virginia House of Delegates  
Stanley Goldsmith, Campbell County Board of Supervisors  
Jack Hobbs, Amherst Town Manager  
Mayor Mike Mattox, Town of Altavista, *Chair*

**Others Present:**

Bob Bailey, CAER, Executive Director  
Ben Bowman, Region 2000 Workforce Development Director  
Gary Christie, Local Government Council, Executive Director  
Larry Jackson, Region 2000 Business & Economic Development Alliance, Board Chair  
Nathan Kolb, Region 2000 SBDC Coordinator  
Rosalie Majerus, Local Government Council, Deputy Finance Director  
Elizabeth Narehood, Region 2000 Business & Economic Development Alliance, Vice President  
Matt Perkins, Local Government Council, Admin. Program Coordinator  
John Spencer, Appomattox County, Assistant County Administrator

***Meeting Minutes***

**1. Welcome, Moment of Silence, and Introduction of new member**

Gary Tanner introduced the new Appomattox County Administrator, Susan Adams and the Interim Bedford County Administrator, Carl Boggess to Council.

## **2. Minutes of March 19, 2015 Meeting**

Upon the motion of Frank Rogers to approve the minutes of March 19, 2015, second by Paul Harvey, the minutes of March 19, 2015 were approved as presented with Gary Tanner abstaining.

## **3. Introduction of the new Small Business Development Center Director, Nathan Kolb**

Nathan Kolb provided an overview of the role of the SBDC in Region 2000 and noted that the SBDC is geared towards helping retain businesses, form businesses and grow businesses. Additionally, Kolb noted various programs offered by the SBDC.

## **4. Update on Region 2000 Business & Economic Development Alliance/Lynchburg Regional Chamber work**

Larry Jackson provided an update regarding the work of the Regional Collaboration Task Force in the efforts to providing a gateway resource for business attraction and economic growth in the Greater Lynchburg Region. Jackson presented and overviewed the vision, mission, and guiding principles.

Kim Payne elaborated on the creation of the guiding document and addressed specific ideas, principles, and approaches driving the formation of whatever entity may come to exist. Payne presented that the biggest concern is that the region is not marketed – the Region's story is not being told. Additionally, Payne noted that an important aspect of marketing is ensuring that a product exists that can be marketed.

Jackson and Payne noted that due to changes in the approach to economic development that this collective impact effort offered a greater paradigm for progress in creating a thriving economic climate in the region.

Payne and Jackson received and answered questions from the Council.

## **5. Discussion on farm based sweet sorghum micro-processing**

Bob Bailey introduced and discussed alternative crop production as an area of exploration to increase economic output from the regions agriculture sector. Bailey overviewed the project scope noting that he did not want an opportunity for a funding grant to be available and not mention it or ask for interested parties.

## **6. Nomination of citizens to serve on the Roanoke River Basin Advisory Committee**

Gary Christie presented the nominations of Mike Mattox and Mark Wagoner to the RRBAC to Council.

Upon a motion by Kim Payne to submit proposed names as nominations to the Roanoke River Basin Advisory Committee, seconded by Waverly Coggsdale, this motion passed unanimously.

## **7. Discussion on the creation of a 501-c-3 nonprofit for workforce development**

Ben Bowman introduced for discussion the creation of a non-profit to address and leverage available resources to better meet the needs and demands of the regional workforce. Bowman noted that there are available resources that would complement existing federal funds but are currently not available under the existing structure. Bowman elaborated on existing business models operating in a similar capacity.

Members of Council noted concerns of another non-profit asking the private sector for monetary support. Also, they expressed concern of how one would differentiate existing workforce development programs to those new programs or initiatives that may be introduced with a non-profit. Council asked for further insight on how the program would function with a request for the presentation of a business plan.

## **8. Finance Report, FY16 Budget, and Work Plan**

Rosalie Majerus reviewed and summarized key aspects of the year-to-date financials and previewed the proposed FY 16 Budget.

Gary Christie noted highlights of the work plan.

Upon a motion by Frank Rogers to approve the LGC FY16 budget and work plan, second by Dean Rodgers, the FY16 budget and work plan were approved unanimously.

## **9. Items from Staff**

These matters were tabled for discussion until the July 2015 meeting.

## **10. Election of FY 16 Officers**

Gar Christie presented a proposed slate of FY16 officers for the Local Government Council. Christie asked Council to elect these officers and authorize him to prepare an appreciation for the outgoing officers.

Upon a motion by Frank Rogers to approve the FY16 officers as presented, that being Paul Harvey as Chair, John Sharp as Vice Chair, Bill Gillespie as Treasurer and Gary Christie as Secretary and to authorize staff to prepare an appreciation for the outgoing officers, seconded by Stacey Hailey, this motion passed unanimously.

**11. Items from Council**

There were no matters brought by the Council for discussion.

**12. Adjourn**

Upon a motion by Waverly Coggsdale to adjourn, seconded by Bill Gillespie, and this motion passing unanimously, the May 21, 2015 meeting was adjourned at 6:22 pm.

Signed: \_\_\_\_\_ DRAFT \_\_\_\_\_

By: \_\_\_\_\_, \_\_\_\_\_ (title)

DRAFT



	<u>FY15 Budget</u>	<u>Actual Through 6/30/15</u>	<u>Diff Between Budget &amp; Actual</u>	<u>% of Budget Used</u>	<u>Draft FY16 Budget</u>
<b>OPERATIONS FUND (EXPENDITURES)</b>					
<b>SALARY</b>					
ADMINISTRATION	163,039	163,009	30	99.98%	190,711
FINANCE	128,296	128,296	0	100.00%	130,862
OPERATIONS	223,345	226,253	(2,908)	101.30%	231,607
WIA	112,201	105,504	6,697	94.03%	130,651
Wage Consideration	15,000		15,000	0.00%	8,000
	641,881	623,062	18,819	97.07%	691,831
PART TIME HELP	15,000	990	14,010	6.60%	10,000
<b>Total Salaries &amp; Wages</b>	<b>656,881</b>	<b>624,052</b>	<b>32,829</b>	<b>95.00%</b>	<b>701,831</b>
EMPLOYER COST FICA	50,251	45,439	4,812	90.42%	51,190
EMPLOYER COST V R S	48,269	46,854	1,415	97.07%	52,026
EMPLOYER COST HEALTH INS	67,791	74,661	(6,870)	110.13%	91,444
EMPLOYER COST LIFE INS	8,473	7,414	1,059	87.50%	8,233
WORKERS COMP	600	510	90	85.00%	777
<b>Total Fringe Benefits</b>	<b>175,384</b>	<b>174,878</b>	<b>506</b>	<b>99.71%</b>	<b>203,670</b>
<b>OFFICE EXPENSES</b>					
AUDITING SERVICES	5,000	4,950	50	99.00%	5,100
PAYROLL ACCOUNTING SERVICES	8,250	7,581	669	91.89%	8,400
LEGAL SERVICES	3,000	242	2,758	8.07%	3,000
LIABILITY INSURANCE	1,200	1,017	183	84.75%	1,200
CONTRACTUAL SERVICES	22,000	18,378	3,622	83.54%	17,000
ADVERTISING	1,000	1,629	(629)	162.90%	1,000
POSTAGE	1,500	401	1,099	26.73%	1,500
TELEPHONE	4,200	4,866	(666)	115.86%	5,000
INTERNET SERVICES	300	699	(399)	233.00%	360
OFFICE SUPPLIES	6,000	4,558	1,442	75.97%	6,000
PRINTING & BINDING	7,000	1,001	5,999	14.30%	6,000
TRAVEL	7,500	5,034	2,466	67.12%	7,500
SPECIAL MEETINGS	9,500	7,160	2,340	75.37%	9,500
EDUCATION & TRAINING	6,000	2,500	3,500	41.67%	6,000
DUES, SUBSCRIPTIONS	10,800	9,926	874	91.91%	10,800
PUBLICATIONS	700	270	430	38.57%	700
MISCELLANEOUS EXPENSES	1,000	947	53	94.70%	1,000
FURNITURE & FIXTURES	1,000		1,000	0.00%	1,000
RENTAL OFFICE EQUIPMENT	4,800	3,148	1,652	65.58%	4,800
OFFICE RENT	50,984	49,609	1,375	97.30%	51,000
PARKING	4,500	2,820	1,680	62.67%	4,500
COMPUTER EQUIP/SOFTWARE	10,000	8,475	1,525	84.75%	10,000
<b>Total Office Expenses</b>	<b>166,234</b>	<b>135,211</b>	<b>31,023</b>	<b>81.34%</b>	<b>161,360</b>
<b>Total Operations Expenses</b>	<b>998,499</b>	<b>934,141</b>	<b>64,358</b>	<b>93.55%</b>	<b>1,066,861</b>

VIRGINIA'S REGION 2000 LOCAL GOVERNMENT COUNCIL					
Draft Budget to Actual for FY15 and Budget for FY16					
as of June 30, 2015					
	<u>FY15 Budget</u>	<u>Actual Through 6/30/15</u>	<u>Diff Between Budget &amp; Actual</u>	<u>% of Budget Used</u>	<u>Draft FY16 Budget</u>
<b>Total Operations Expenses (from Page 1)</b>	<b>998,499</b>	<b>934,141</b>	<b>64,358</b>	93.55%	<b>1,066,861</b>
<b>Direct Project Expenses</b>					
Agriculture Project	50,000	7,747	42,253	15.49%	29,075
Appomattox County Comp Plan					750
Appomattox Enhancement Grant	150	59	91	39.33%	
Brookneal Enhancement	1,000	233	767	23.30%	
CDBG-Appomattox Town	500	1,700	(1,200)	340.00%	
CDBG - Brookneal		58			
CDBG - Madison Heights	500	432	68	86.40%	
CDBG - Madison Heights Planning Grant	250		250	0.00%	
DHCD	2,500	1,132	1,368	45.28%	2,500
DRPT / FTA	2,500	1,888	612	75.52%	2,500
EDA CEDS		11,745			10,000
Regional Radio Board	2,500	1,479	1,021	59.16%	2,500
Regional Library		4,124			
Regional Tourism - From Fund Balance	50,000		50,000	0.00%	50,000
RideSolutions	22,414	26,825	(4,411)	119.68%	22,414
TMDL Redevelopment	100		100	0.00%	100
Town of Amherst Main Street Waterline					500
Town of Amherst Comp Plan	200	137	63	68.50%	100
Town of Appomattox Comp Plan		815			0
VDOT - PL	7,702	22,413	(14,711)	291.00%	16,500
VDOT - Rural	2,500	2,197	303	87.88%	2,500
WIA	198,000	92,209	105,791	46.57%	198,000
<b>Total Direct Project Expenses</b>	<b>340,816</b>	<b>175,193</b>	<b>182,365</b>	<b>51.40%</b>	<b>337,439</b>
<b>TOTAL OPERATING &amp; DIRECT PROJECT EXPENSES</b>	<b>\$1,339,315</b>	<b>\$1,109,334</b>	<b>\$246,723</b>	<b>82.83%</b>	<b>\$1,404,300</b>
<b>Pass Thru Expenses</b>					
Regional Radio Board	1,167,488	882,575	284,913	75.60%	1,199,988
VDOT - PL	129,510	126,280	3,230	97.51%	81,000
WIA	698,000	1,038,551	(340,551)	148.79%	850,000
<b>Total Pass Thru Expenses</b>	<b>\$1,994,998</b>	<b>\$2,047,406</b>	<b>(\$52,408)</b>	<b>102.63%</b>	<b>\$2,130,988</b>
<b>Total Expenses</b>	<b>\$3,334,313</b>	<b>\$3,156,740</b>	<b>\$194,315</b>	<b>94.67%</b>	<b>\$3,535,288</b>

VIRGINIA'S REGION 2000 LOCAL GOVERNMENT COUNCIL					
Draft Budget to Actual for FY15 and Budget for FY16					
as of June 30, 2015					
	<u>FY15 Budget</u>	<u>Actual Through 6/30/15</u>	<u>Diff Between Budget &amp; Actual</u>	<u>% of Budget Received</u>	<u>Draft FY16 Budget</u>
<b>Revenues</b>					
<b>OPERATIONS FUND (REVENUE)</b>					
Dues Town of Appomattox	1,045	1,045	0	100.00%	1,045
Dues Town of Brookneal	1,045	1,045	0	100.00%	1,045
Dues Town of Amherst	1,045	1,045	0	100.00%	1,045
Dues Town of Altavista	1,045	1,045	0	100.00%	1,045
Dues Town of Bedford	1,045	1,045	0	100.00%	1,045
Dues Lynchburg	44,392	44,392	0	100.00%	44,491
Dues Bedford County	43,590	43,590	0	100.00%	43,878
Dues Campbell County	31,642	31,642	0	100.00%	32,278
Dues Amherst County	18,706	18,706	0	100.00%	18,674
Dues Appomattox County	8,731	8,731	0	100.00%	8,780
Miscellaneous Revenue	18,000	19,463	(1,463)	108.13%	16,000
<b>Total Operations Revenue</b>	<b>170,286</b>	<b>171,749</b>	<b>(1,463)</b>	<b>100.86%</b>	<b>169,326</b>
<b>Direct Project Revenues</b>					
Agriculture Grant		3,325	(3,325)		19,275
Appomattox County Comp Plan					15,000
Appomattox Enhancement Grant	1,500	1,500	0	100.00%	
Brookneal Enhancement	9,000		9,000	0.00%	
CDBG- Appomattox Town	5,000	4,311	689	86.22%	
CDBG-Madison Heights	12,500		12,500	0.00%	
CDBG - Madison Heights Planning Grant	5,000		5,000	0.00%	
DHCD	72,471	75,971	(3,500)	104.83%	72,471
DRPT / FTA	107,558	103,233	4,325	95.98%	103,426
EDA/CEDS		10,587	(10,587)		25,000
Regional Radio Board	37,500	80,924	(43,424)	215.80%	40,000
Region 2000 Services Authority	154,796	154,663	133	99.91%	157,829
RideSolutions	44,214	53,735	(9,521)	121.53%	44,214
TMDL Redevelopment	3,000		3,000	0.00%	3,000
Town of Amherst Comp Plan	2,750		2,750	0.00%	
Town of Amherst Main Street Waterline					10,000
Town of Appomattox Comp Plan	25,000	20,123	4,877	80.49%	3,000
VDOT-PL	121,072	121,072	0	100.00%	133,200
VDOT-Rural	58,000	58,000	0	100.00%	58,000
Virginia's Region 2000	7,200	6,600	600	91.67%	6,000
WIA	402,000	285,083	116,917	70.92%	431,897
<b>Total Direct Project Revenues</b>	<b>1,068,561</b>	<b>979,127</b>	<b>89,434</b>	<b>91.63%</b>	<b>1,122,312</b>
Interest	900	648	252	72.00%	600
<b>TOTAL OPERATIONS &amp; DIRECT PROJECT REVENUES</b>	<b>1,239,747</b>	<b>1,151,524</b>	<b>88,223</b>	<b>92.88%</b>	<b>1,292,238</b>
<b>Surplus/(Use of Fund) Balance</b>	<b>(99,568)</b>	<b>42,190</b>	<b>(158,500)</b>		<b>(112,062)</b>
Funding from Fund Balance for EDA CEDS					25,000
Funding from Fund Balance for Tourism	50,000		50,000	0.00%	50,000
Funding from Fund Balance for Agriculture Grant	50,000		50,000	0.00%	19,275
	<b>\$432</b>	<b>\$42,190</b>	<b>(\$58,500)</b>		<b>(\$17,787)</b>
<b>Pass Thru Revenue</b>					
Regional Radio Board	1,167,488	1,204,593	(37,105)	103.18%	1,199,988
VDOT - PL	129,510	126,280	3,230	97.51%	81,000
WIA	698,000	1,038,551	(340,551)	148.79%	850,000
<b>Total Pass Thru Revenues</b>	<b>\$1,994,998</b>	<b>\$2,369,424</b>	<b>(\$374,426)</b>	<b>118.77%</b>	<b>\$2,130,988</b>
<b>Total Revenue</b>	<b>3,334,745</b>	<b>3,520,948</b>	<b>(186,203)</b>		<b>3,517,501</b>
<b>Net Surplus/(Use of Fund) Balance</b>	<b>432</b>	<b>364,208</b>			<b>(17,787)</b>

**LOCAL GOVERNMENT COUNCIL**

**Budget to Actual for FY15**

as of June 30, 2015

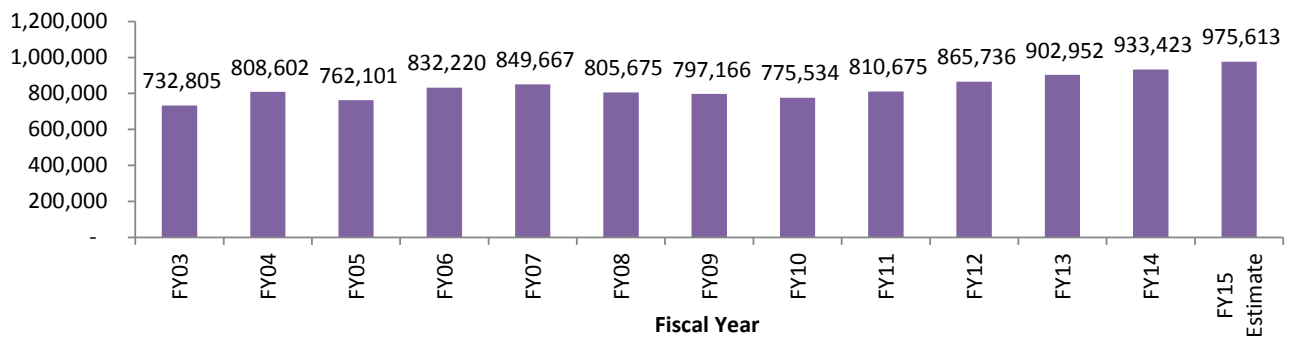
**CASH ON HAND**

Sun Trust Checking		
LGC Funds		316,934
WIA Trainit Funds		4,502
Local Govt Invest Pool		471,343
Petty Cash		108
<b>Cash on Hand</b>		<b>\$ 792,887</b>

**CALCULATION OF ESTIMATED YEAR-END FUND BALANCE**

<b>Estimated Year-end Fund Balance</b>		<b>\$ 975,613</b>
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**Year-end Fund Balance**





# Workforce Development Board

REGION 2000

WORKFORCE INVESTMENT AREA

(LWIA 7)

Council

# COUNCIL AGREEMENT

Agreement

REGION2000

WORKFORCE INVESTMENT DEVELOPMENT AREA

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April, 2000

Revised July 21, 2000

[Proposed Revision October, 2015](#)

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**Council Agreement**

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**REGION 2000 WORKFORCE INVESTMENT AREA**

**PREAMBLE**

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The communities of Region 2000 recognize that the development of a vibrant, effective workforce is important to the economic competitiveness and resiliency of our communities.

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We understand that workforce development is an educational process occurring at all ages and lifelong. We recognize that by working together we can build a stronger workforce development program.

The communities of this region seek to create organizations which will be the focal point of the region's workforce development initiatives. We look for these organizations to both utilize federal Workforce Development funds and also seek other partner organizations to develop a well-rounded, successful program to provide training and education programs for appropriate ages for skills needed by the community's businesses and industries.

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To implement this effort, we authorize ~~The purpose of this Agreement is to formalize the creation the creation~~ of the Region 2000 Workforce ~~Investment-Development~~ Area and the Region 2000 Workforce ~~Investment-Development~~ Board in accordance with the ~~CODE OF VIRGINIA, Section 9-329.1(H)~~; Public Law ~~105-220~~113-128. WORKFORCE ~~INVESTMENT INNOVATION AND OPPORTUNITY~~ ACT OF ~~1998~~2014. ~~Section 116-177; 20 CFR Parts 661.250, 661.270 and Policy Numbers 99-1 and 99-2 of the VIRGINIA EMPLOYMENT COMMISSION and all federal and state guidelines for the Act.~~ It is Made and Entered into by and between the County of AMHERST, the ~~City and~~ County of BEDFORD, the County of CAMPBELL and the City of LYNCHBURG.

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WITNESSETH:

WHEREAS, the respective Boards of Supervisors of the Counties of AMHERST, BEDFORD and CAMPBELL and the City Councils of the ~~Cities of BEDFORD and~~ City of LYNCHBURG in the Commonwealth of Virginia, have adopted resolutions authorizing the execution of this Council Agreement;

NOW THEREFORE THIS AGREEMENT FURTHER WITNESSETH: That for and in consideration of the promises and of the mutual benefits to be derived hereunder, that each and all of the jurisdictions enumerated immediately above, do hereby reciprocally agree as follows:

**SECTION 1: CREATION OF THE COUNCIL.**

THERE IS HEREBY CREATED, by the undersigned Chief Local Elected Official of the Counties and ~~Cities~~ City, the REGION 2000 WORKFORCE ~~INVESTMENT-DEVELOPMENT~~ AREA COUNCIL, hereinafter called the "COUNCIL ", which shall exist under and be subject to the terms and conditions of this Council Agreement, and which shall be deemed to constitute the agreement authorized by Section 15.2-1300 of the Code of Virginia (Repl. Vol. 1997) as amended, for the joint exercise of powers by participating political subdivisions of the Commonwealth of Virginia.

The purpose of the COUNCIL shall be to plan, establish, and operate a LOCAL WORKFORCE ~~INVESTMENT-DEVELOPMENT~~ AREA and Workforce Development Services Delivery System

according to the provisions of the Workforce ~~Investment-Innovation and Opportunity~~ Act of ~~1998~~2014, hereinafter referred to as the "ACT", and the Federal Regulations hereinafter referred to as the "Regulations" issued by the U.S. Department of Labor, ~~as amended~~, for the implementation of the ACT together with any and all other subsequent and relevant federal and Commonwealth of Virginia statutes, policies and interpretations.

**SECTION 2: AREA AND POPULATION TO BE SERVED.**

The area to be served shall be called the REGION 2000 WORKFORCE ~~INVESTMENT-DEVELOPMENT~~ AREA, hereinafter referred to as the "W+DA", and shall include the jurisdictions shown below consisting of ~~1,7862,000~~ square miles ~~of land in the Counties of Amherst, Appomattox, Bedford and Campbell and the City of Lynchburg. The Weldon Cooper Center for Public Services Demographics Research Group population estimates published on January 27, 2015 indicates the Lynchburg Metro Area has a population of 259,487. and a combined population of 224,800, according to the most recent data generated by the Weldon Cooper Center at the University of Virginia.~~

Jurisdiction	Population	Square Mile Area
Amherst County	30,200	478
Bedford City	6,200	7
Bedford County	56,600	747
Campbell County	50,100	505
Lynchburg City	64,800	49

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**SECTION 3: RESPONSIBILITIES OF THE COUNCIL.**

On behalf of each and all parties hereto, the COUNCIL powers shall include, but not be limited to the following:

- A. Providing overall governance for implementing the provisions of the ACT and Regulations, ~~as amended~~, for the W+DA to include creation of; and appointment of all members to, the REGION 2000 WORKFORCE INVESTMENT BOARD, hereinafter referred to as the BOARD.
- B. Approving policies, priorities, goals, and objectives of the BOARD and the programs and services to be provided by the BOARD, either directly or by contract with political subdivisions or public or private service providers.
- ~~C. In partnership with the BOARD, the COUNCIL shall develop, approve and submit all required workforce development plans for the WIA.~~



C. The Council, in partnership with the Board, shall submit to the Governor, a regional strategic workforce development plan that meets the requirements in Section 1208 of the Workforce Innovation and Opportunity Act.

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D. The Council shall approve the Board budget annually and receive the Board's annual report.

E. The Council shall enter into an agreement with the Board that clearly details the partnership between the two entities for the governance and oversight of activities under the WIOA.

### **3.01: MEMBERSHIP.**

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The voting members of the COUNCIL shall be the Chief Local Elected Official of each of the jurisdictions that are party to this agreement, or that official's duly appointed elected designee.

### **3.02: TERMS OF OFFICE.**

The term of office for each COUNCIL member shall coincide with the term of office for which the member was elected to public office in the particular jurisdiction the member represents.

### **3.03: VOTING RIGHTS.**

Each COUNCIL member shall have one (1) equal vote on all matters before the COUNCIL. Voting by proxy shall not be permitted except when the Council member is represented by a duly appointed elected designee.

### **3.04: MEETINGS.**

The COUNCIL shall hold meetings from time to time as may be required in order to conduct the affairs of the COUNCIL. At least two one meetings shall be held each year ~~for the purpose of reviewing the state of the workforce development programs and services and for consideration of plans and/or modifications to such plans as may be required.~~

### **3.05: BY-LAWS.**

The COUNCIL may adopt by-laws and such other rules as it deems necessary to govern its operations.

## **SECTION 4: WORKFORCE DEVELOPMENT BOARD.**

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CREATION of the REGION 2000 WORKFORCE ~~INVESTMENT-DEVELOPMENT~~ BOARD

There is hereby created, the REGION 2000 WORKFORCE ~~INVESTMENT-DEVELOPMENT~~ BOARD, hereinafter referred to as the "BOARD".

**4.01: APPOINTMENT of MEMBERS to the BOARD.**

The COUNCIL, shall appoint the members of the BOARD in accordance with the process required by Section 117(c)(1)(A) of the Workforce Investment Act P.L. 113-128, Workforce Innovation and Opportunity Act, Section 107 pertaining to Local Workforce Development Boards and related Commonwealth of Virginia Policy as described immediately below. The initial members of the Board are found at Appendix 1.

1. The COUNCIL, acting together, shall appoint ~~at least two~~ representatives from each of the following ~~public sector~~ categories:

~~(1A) Local educational entities, including adult education and literacy and postsecondary institutions~~A majority of the members of each local Board shall be representatives of business in the local area, who shall reflect, to the extent possible, employment opportunities in the region and who:

- (i) Are owners of businesses, chief executives or operating officers of businesses, or other business executives or employers with optimum policymaking or hiring authority;
- (ii) Represent businesses, including small businesses, or organizations representing businesses described in this clause, that provide employment opportunities that, at a minimum, include high-quality, work-relevant training and development in in-demand industry sectors or occupations in the local area; and
- (iii) Are appointed from among individuals nominated by local businesses, business organizations and business trade associations;

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~~(2B) Labor organizations~~Not less than 20% of the members of each Board shall be representatives of the workforce within the local area, who:

- (i) Shall include representatives of labor organizations (for a local area in which employees are representatives by labor organizations), who have been nominated by local labor federations, or (for a local area in which no employees are represented by such organizations) other representatives of employees;
- (ii) Shall include a representative who shall be a member of a labor organization or a training director, form a joint labor-management apprenticeship program, and if no such joint program exists in the area, such a representative of an apprenticeship program in the area, if such a program exists;
- (iii) May include representatives of community-based organizations that have demonstrated experience and expertise in addressing

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the employment needs of individuals with barriers to employment, including organizations that serve veterans or that provide or support competitive integrated employment for individuals with disabilities; and

(iv) May include representatives of organizations that have demonstrated experience and expertise in addressing the employment, training or education needs of eligible youth, including representatives of organizations that serve out-of-school youth;

~~(3) Community Based Organizations, meaning private nonprofit organizations that are representative of communities within the local area that have demonstrated expertise and effectiveness in the field of workforce development; and, Each local Board shall include representatives of entities administering education and training activities in the local area, who:~~

(i) Shall include a representative of eligible providers administering adult education and literacy activities under Title II;

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(ii) Shall include a representative of institutions of higher education providing workforce development activities (including community colleges);

(iii) May include representatives of local educational agencies, and of community-based organizations with demonstrated experience and expertise in addressing the education or training needs of individuals with barriers to employment;

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(iv) If there are multiple eligible providers serving the local area by administering adult education and literacy activities under Title II, or multiple institutions of higher education serving the local area by providing workforce development activities, each representative on the Board shall be appointed from among individuals nominated by local providers representing such providers or institutions, respectively

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~~(4D) Economic Development agencies or organizations~~ Each local Board shall include representatives of governmental and economic and community development entities serving the local area who:-

(i) Shall include a representative of economic and community development entities;

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(ii) Shall include an appropriate representative from the State employment service office under the Wagner-Peyser Act (29

U.S.C. 720 et seq.), other than section 122 or part C of that title (29 U.S.C. 732, 741) serving the local area;

- (iii) May include representatives of agencies or entities administering programs serving the local area relating to transportation, housing, and public assistance; and
- (iv) May include representatives of philanthropic organizations serving the local area; and

(E) Each local board may include such other individuals or representatives of entities as the chief elected official in the local area may determine to be appropriate

~~2. Also acting together, the COUNCIL shall appoint at least one representative from each of category of required partners in the Local Workforce Investment Area One-Stop Center unless otherwise already represented on the board. The required One-Stop Partners are:~~

- ~~(1) Local School Boards;~~
- ~~(2) Local Community Colleges;~~
- ~~(3) Community Action Agencies;~~
- ~~(4) Administrative Entity for local Welfare to Work Programs;~~
- ~~(5) Department of Rehabilitative Services or Visually Handicapped;~~
- ~~(6) Area Agency on Aging and/or nationally funded Older Worker Employment and Training Programs;~~
- ~~(7) Local Virginia Employment Commission;~~
- ~~(8) Redevelopment and Housing Authority Employment and Training Programs and;~~
- ~~(9) Other nationally funded workforce development programs in the local area.~~

~~3. The COUNCIL may also together determine the appropriateness of making other optional public sector appointments to the BOARD. Optional appointments may include, but not be limited to representatives from: Apprenticeship Programs; School to Work; Juvenile Justice Training Programs; Virginia Enterprise Initiatives; Adult Occupational Programs; and, Mental Health Employment and Training Programs.~~

~~4. The COUNCIL, in every instance shall ensure that the total membership of the~~

~~BOARD shall be constituted to always provide at least a simple majority of private sector business representatives; and, shall include representatives from employers in the region that reflect, to the extent possible, employment opportunities in the region. Accordingly, each member of the COUNCIL shall appoint an equal number of private sector members from their respective jurisdictions that will in total constitute the required private sector majority membership of the BOARD.~~

#### 4.02: PURPOSE AND POWERS.

The functions and responsibilities of the BOARD shall include, but are not limited to:

- A. Development of all plans and priorities for service and subsequent modifications.
- B. Development and implementation of policies and operating guidelines as required by the Cooperative Agreement by and between the BOARD and the COUNCIL for the administration of the workforce development programs operated, or proposed, within the Region 2000 Workforce ~~Investment-Development~~ Area.
- C. Approval of all proposed program designs and delivery systems for the purpose of providing workforce development services for the Region 2000 Workforce ~~Investment-Development~~ Area.
- D. Evaluation of the performance of individual services providers pursuant to relevant federal and state statutes, regulations and policy interpretations as revised or amended.
- E. The Board shall develop the vision, goals, objectives, and policies for the regional workforce development area. The vision should be aligned with both the region's Comprehensive Economic Development Strategy and the Virginia Board of Workforce Development's goals. The Board shall ~~solicitation of~~ support and comment from the general public in providing a comprehensive plan for workforce development programs for this local workforce ~~investment-development~~ area.
- F. Serve as sub recipient of all funds disbursed under the ACT for the local Workforce ~~Investment-Development~~ Area and the subsequent disbursement of such funds to designated service providers and/or subcontractors in accordance with the approved Workforce Development Plan; and, pursuant to approved procedures as provided for in the Agreement by and between the COUNCIL and the BOARD.
- G. Advising the COUNCIL of problems that may arise from time to time that may impact policy considerations of the COUNCIL and recommend corrective action.
- H. Reporting at least annually to the COUNCIL on the state of the Workforce Development Program and the matters related to carrying out the requirements of the Workforce Development Plan.

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I. Such other functions as the BOARD may deem appropriate provided such functions are allowable under the ACT and Regulations, as amended.

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#### 4.03: NOMINATION PROCESS.

~~Nomination for membership to the BOARD shall be accomplished in accordance with the provisions of the ACT and Regulations, as amended. The nomination process under this agreement shall be for the Member Jurisdictions, as defined in Section 2, to seek and receive nominations and submit the list of nominees to the COUNCIL. The COUNCIL shall review the nominations and any other recommendations from member jurisdictions that may be received and make the appointments in accordance with Section 4.01 herein above~~

~~The Chief Local Elected Officials must contact the appropriate entities in the local area for nominations to appoint members and/or to fill vacancies on the local Board from business, local educational entities, and labor representatives. Chief Local Elected Officials may also design a process for nominations of individuals and other types of representation the officials would like to include on the local Board. Vacancies subsequent to the establishment of the local Board must be filled in the same manner as the original appointments.~~

~~Private sector representatives are to be selected from among individuals nominated by local business organizations (ex. business trade associations, chamber of commerce, economic development agencies). Individual businesses may also nominate themselves or provide nominations of other businesses to the Chief Local Elected Officials. Private sector representatives can include owners of businesses, chief executives or operating officers of businesses, and other business executives with optimum policy making or hiring authority.~~

~~Local educational entity representatives must be selected from among individuals nominated by regional or local educational agencies, institutions, or organizations representing such local educational entities including local school boards, entities providing vocational education, entities providing secondary adult education and literacy activities, and postsecondary educational institutions (including representatives of community colleges, where such entities exist). Members of the board that represent organizations, agencies, or other entities shall be individuals with optimum policymaking authority within the organizations, agencies, or entities. The members of the board shall represent diverse geographic areas within the local area.~~

~~Labor representatives must be selected from among individuals nominated by local labor federations (or in a local area in which no employees are represented by such organizations, other representatives of employees, such as employee organizations and/or the state AFL-CIO).~~

~~For all other members, local chief elected officials should consult with the appropriate groups in the local area for possible individuals to serve including:~~

- Representatives of community-based organizations, including organizations representing individuals with disabilities and veterans where such organizations exist in the area.
- Representatives of local economic development agencies, including private sector economic development entities.

Nomination for membership to the BOARD shall be accomplished in accordance with the provisions of the ACT and Regulations, as amended. The nomination process under this agreement shall be for the Member Jurisdictions, as defined in Section 2, to seek and receive nominations and submit the list of nominees to the COUNCIL. The COUNCIL shall review the nominations and any other recommendations from member jurisdictions that may be received and make the appointments in accordance with Section 4.01 herein above.

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**4.04: TERMS OF OFFICE.**

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The term of office for BOARD members shall be two (2) years; and, members may be eligible for reappointment. The initial terms of members of the BOARD shall be staggered and the manner and method of staggering the term of office shall be set forth in the by-laws of the BOARD. Individuals serving on the local Board who subsequently retire or no longer hold the position that made them eligible board members may not continue to serve on the local Board. The entity affiliated with the vacating board member may nominate a new representative to the local Board. Vacancies resulting from resignations or removal of mandatory members should be filled within 90 days.

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**4.05: VOTING RIGHTS.**

Each BOARD member shall have one (1) equal vote on all matters before the BOARD. Voting by proxy shall not be permitted.

**4.06: OFFICERS.**

A Chair and Vice Chair shall be elected by and from the membership of the BOARD; and, shall serve for terms of one (1) year and may be eligible for re-election for one additional term of one year. Eligibility for election of both the Chair and Vice Chair shall be limited to the Private Sector Business category of BOARD membership. The Chair serves as the Executive committee chair and selects the Chairs for all standing committees and taskforces of the Board.

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**4.07: MEETINGS.**

The BOARD shall hold regular or called meetings at such times, dates, and places as may be established in the by-laws of the BOARD.

**4.08: STANDING COMMITTEES.**

(A) IN GENERAL.—the Board may designate and direct the activities of standing committees to provide information and to assist the local board in carrying out activities under this section. Such standing committees shall be chaired by a member of the local board, may include other members of the local board, and shall include other individuals appointed by the local board who are not members of the local board and who the local board determines have appropriate experience and expertise. At a minimum, the local board may designate each of the following:

(i) A standing committee to provide information and assist with operational and other issues relating to the one-stop delivery system, which may include as members representatives of the one-stop partners.

(ii) A standing committee to provide information and to assist with planning, operational, and other issues relating to the provision of services to youth, which shall include community-based organizations with a demonstrated record of success in serving eligible youth.

(iii) A standing committee to provide information and to assist with operational and other issues relating to the provision of services to individuals with disabilities, including issues relating to compliance with section 188, if applicable, and applicable provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) regarding providing programmatic and physical access to the services, programs, and activities of the one-stop delivery system, as well as appropriate training for staff on providing supports for or accommodations to, and finding employment opportunities for, individuals with disabilities.

(B) ADDITIONAL COMMITTEES.—The Board may designate standing committees in addition to the standing committees specified in subparagraph (A).

**4.089: BY-LAWS.**

The Board shall adopt by-laws and such other rules or operational procedures as it deems necessary to govern its operations.

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**SECTION 5: ADMINISTRATION.**

**5.01: GRANT RECIPIENT.**

The City of Lynchburg has been designated by the COUNCIL to be the grant recipient for the Region 2000 Workforce ~~Investment Development~~ Area COUNCIL, and is responsible for ensuring compliance with the terms and conditions of the W-1-D-A grant. Therefore, the City shall have the ability, for cause, to terminate the appointment of the fiscal agent selected if the City, in its sole discretion, determines there is good cause to do so by giving written notice of termination and specifying the cause for the termination and the effective date thereof. In the event the City terminates the appointment of the fiscal agent as provided herein, the fiscal



agent will be paid for the reasonable services provided and the allowable expenses incurred by the fiscal agent prior to the termination of the appointment. If the City terminates the appointment of the fiscal agent the BOARD with the advice and consent of the COUNCIL shall appoint a new fiscal agent.

#### **5.02: FISCAL AGENT.**

In order to facilitate and expedite the process of implementing the workforce development system in Region 2000, the COUNCIL, has determined it to be appropriate to make the ~~initial~~ appointment of Fiscal Agent for both the COUNCIL and the BOARD. Future appointment of the FISCAL AGENT shall be by the BOARD with the advice and consent of the COUNCIL. Pursuant to the ACT, this Agreement, and the Agreement between the COUNCIL, and the BOARD, the FISCAL AGENT shall be the responsible to the BOARD for management and control. The FISCAL AGENT shall provide administrative and staff support to both the COUNCIL and the BOARD performing those duties and responsibilities as may be required to carry out the requirements of the ACT as prescribed by the BOARD and approved by the COUNCIL. Additionally, the ACT prohibits the FISCAL AGENT from providing direct services.

Accordingly, the COUNCIL does hereby appoint the ~~Central Virginia Planning District Commission~~ Region 2000 Local Government Council (Region 2000) as the ~~initial~~ FISCAL AGENT for the REGION 2000 WORKFORCE ~~INVESTMENT DEVELOPMENT AREA for a period from execution of this agreement through June 30, 2001. CVPDC shall utilize the resources of Workforce ETC (successor to CCPIC) and other resources as authorized by the COUNCIL to carry out the duties noted below.~~

#### **5.03: DUTIES AND RESPONSIBILITIES OF THE FISCAL AGENT.**

The FISCAL AGENT shall have the following duties and responsibilities and such other duties as may be assigned by the COUNCIL initially and the BOARD subsequently:

- A. Prepare the Workforce Development plans as directed by the BOARD;
- B. Develop a program budget for submission to the BOARD prepared in accordance with federal and state guidelines and provisions of the ACT;
- C. Develop an Administrative Budget for submission to the BOARD for the purpose of carrying out the responsibilities as may be assigned by the BOARD;
- D. Provide professional, technical, and clerical support to the COUNCIL under the direction of the BOARD on all matters relating to planning, operation, monitoring, oversight, and evaluation of Workforce Development programs and activities in and for the Region 2000 Workforce Investment Area;
- E. Develop and carry out monitoring procedures necessary to meet the requirements of the Workforce Development Plan and the ACT;

F. Provide for the operation of all programs and activities which are carried out for the COUNCIL under the authority of the BOARD; and

G. To perform such other duties as may be assigned from time to time.

**SECTION 6: SPECIAL COMMITTEES.**

The BOARD and the COUNCIL, jointly or separately, shall from time to time establish such special committees as deemed necessary to effectively plan for and efficiently respond to the workforce needs of the workforce ~~investment-development~~ area.

**SECTION 7: RESOLUTION OF CONFLICT.**

In the event there is an unresolved dispute between the BOARD and the COUNCIL, the Governor of the Commonwealth of Virginia shall exercise the authority vested in the state governor by the ACT and Regulations, as amended.

**SECTION 8: LIABILITY.**

The COUNCIL as a unit and distinguished from the sum or any number of its individual members, shall indemnify, and hold harmless the individual members of the BOARD and COUNCIL from the restitution of any funds required by the misapplication, erroneous expenditure or other action by the BOARD or COUNCIL which results in a claim against any individual member or combination of members of the COUNCIL or the BOARD to the extent allowed by law; this duty to indemnify is subject to all immunities that inure to any individual COUNCIL member as an officer, agent or employee of any political subdivision of the Commonwealth of Virginia and to the immunities that inure to the benefit of any political subdivision of the Commonwealth of Virginia who is a party hereto or a beneficiary hereof, its officers, agents and employees to include sovereign immunity.

**8.01: LIMITATION OF LIABILITY:**

The extent of liability of any single jurisdiction in this COUNCIL, for any of the funds appropriated to the Region 2000 Workforce Investment Area, shall be limited to the prorated share of the total funds allocated the particular jurisdiction during the particular fiscal year in which an issue of liability may arise.

**8.02: INSURANCE ~~REQUIREMENT, BEQUIREMENT:~~**

The FISCAL AGENT shall procure and maintain appropriate Public Liability and Errors and Omissions Insurance policies sufficient to protect the COUNCIL from potential errors and omissions in the ordinary administration and use of these particular public funds and provide proof thereof to the COUNCIL prior to entering into its duties as Fiscal Agent.

**SECTION 9: DURATION.**

This Council Agreement shall be terminated upon the repeal of the ACT and other related

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legislation regarding Workforce Development or upon mutual consent of at least two-thirds (2/3) of the members of the COUNCIL.

**SECTION 10: MEMBERSHIP ADDITIONS AND WITHDRAWALS.**

**10.01: ADDITIONS.**

Any local jurisdiction which is not a party to this COUNCIL Agreement on the effective date thereof may thereafter join the COUNCIL provided that such local jurisdiction is made a part of a Local Workforce Investment Area designated by the Governor of the Commonwealth of Virginia in accordance with the provisions of the ACT and Regulations, as amended; and that, that jurisdiction adopts and executes this COUNCIL Agreement.

**10.02: WITHDRAWALS.**

Any party to this COUNCIL Agreement shall have the right to withdraw at any time after written notification of at least ninety (90) days to the COUNCIL of the party's intention to withdraw from the COUNCIL Agreement. In the event that any locality that is a party to this agreement exercises its right to withdrawal then the term of any BOARD member appointed by such locality as well as the term of the Chief Elected Official representing the locality on the COUNCIL shall end on the date of the withdrawal.

**10.03: DISPOSITION OF PROPERTY UPON TERMINATION.**

Upon termination of this agreement any property owned by the Council or the Fiscal Agent shall be distributed to the local jurisdictions on a proportionate basis equal to the amount of funding through grant receipts or otherwise during the period of time when the agreement was in effect.

**SECTION 11: AMENDMENTS.**

This COUNCIL Agreement may be amended only by concurring resolutions by the governing bodies of two-thirds (2/3) of the members of this COUNCIL Agreement.

**SECTION 12: EFFECTIVE DATE.**

This COUNCIL Agreement shall become effective on the final date appearing immediately below.

Amendment  
Council Agreement  
Region 2000 Workforce Investment Area  
April 2000, Revised July 21, 2000

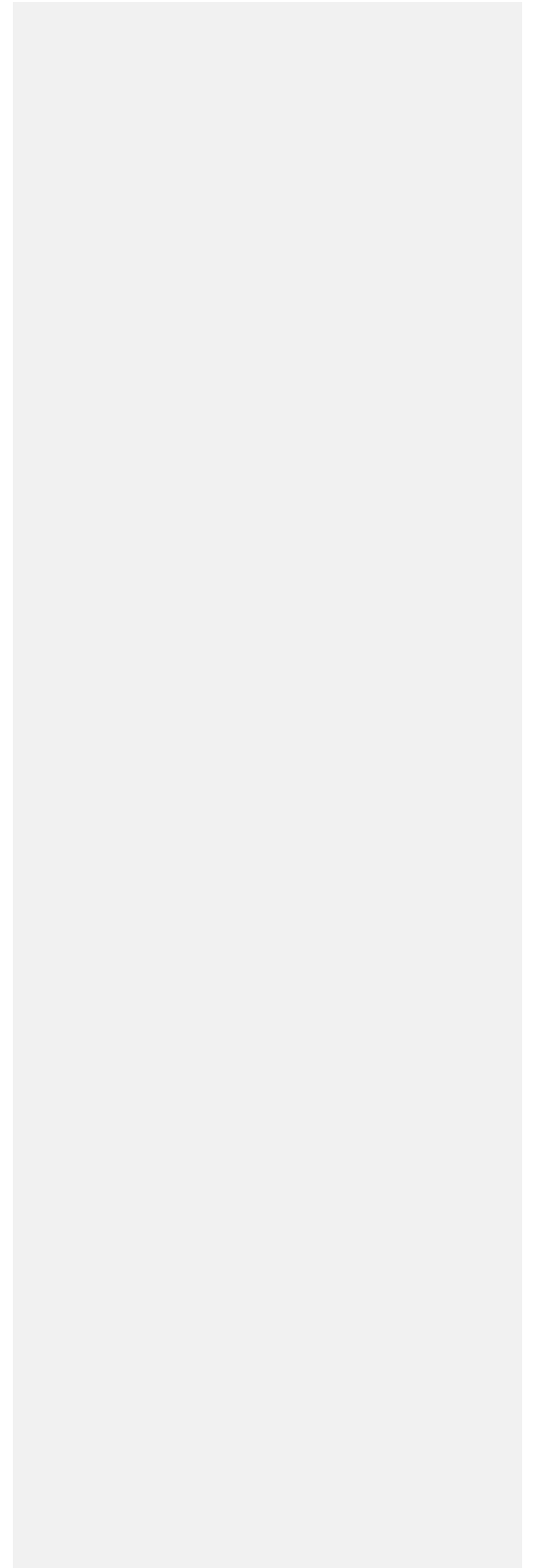
Pursuant to Section 10.1 of the Council Agreement,

**10.01: ADDITIONS.**

Any local jurisdiction which is not a party to this COUNCIL Agreement on the effective date thereof may thereafter join the COUNCIL provided that such local jurisdiction is made a part of a Local Workforce Investment Area designated by the Governor of the Commonwealth of Virginia in accordance with the provisions of the ACT and Regulations, as amended; and that, that jurisdiction adopts and executes this COUNCIL Agreement.

Appomattox County is added as a member of the Region 2000 Workforce Area Council, as a result of Appomattox County Board of Supervisors request, Region 2000 Workforce Investment Area Council's endorsement and designation by the Governor of the Commonwealth of Virginia. This designation was made after concurrence by the five governing bodies forming the original Council.

Signed:



Amendment  
Council Agreement  
Region 2000 Workforce Investment Area

April 2000, Revised July 21, 2000

WHEREAS, the Board of supervisors of Appomattox requested membership in the Region 2000 Workforce Investment Area; and

WHEREAS, the Governor of the Commonwealth of Virginia has designated Appomattox County a part of the Region 2000 Workforce Investment Area;

NOW THEREFORE THIS AGREEMENT FURTHER WITNESSETH: That for and in consideration of the promises and of the mutual benefits to be derived hereunder, the County of Appomattox adopts the rules of the Council Agreement.

Signed:



# Workforce Development Board

REGION 2000

WORKFORCE INVESTMENT AREA

*(LWIA 7)*

# **COUNCIL AGREEMENT**

April, 2000

Revised July 21, 2000

Proposed Revision October, 2015

## **Council Agreement**

### **REGION 2000 WORKFORCE INVESTMENT AREA**

#### **PREAMBLE**

The communities of Region 2000 recognize that the development of a vibrant, effective workforce is important to the economic competitiveness and resiliency of our communities. We understand that workforce development is an educational process occurring at all ages and lifelong. We recognize that by working together we can build a stronger workforce development program.

The communities of this region seek to create organizations which will be the focal point of the region's workforce development initiatives. We look for these organizations to both utilize federal Workforce Development funds and also seek other partner organizations to develop a well-rounded, successful program to provide training and education programs for appropriate ages for skills needed by the community's businesses and industries.

To implement this effort, we authorize the creation of the Region 2000 Workforce Development Area and the Region 2000 Workforce Development Board in accordance with the); Public Law 113-128. WORKFORCE INNOVATION AND OPPORTUNITY ACT OF 2014. and all federal and state guidelines for the Act. It is Made and Entered into by and between the County of AMHERST, the County of BEDFORD, the County of CAMPBELL and the City of LYNCHBURG.

WITNESSETH:

WHEREAS, the respective Boards of Supervisors of the Counties of AMHERST, BEDFORD and CAMPBELL and the City Council of the City of LYNCHBURG in the Commonwealth of Virginia, have adopted resolutions authorizing the execution of this Council Agreement;

NOW THEREFORE THIS AGREEMENT FURTHER WITNESSETH: That for and in consideration of the promises and of the mutual benefits to be derived hereunder, that each and all of the jurisdictions enumerated immediately above, do hereby reciprocally agree as follows:

#### **SECTION 1: CREATION OF THE COUNCIL.**

THERE IS HEREBY CREATED, by the undersigned Chief Local Elected Official of the Counties and City, the REGION 2000 WORKFORCE DEVELOPMENT AREA COUNCIL, hereinafter called the



"COUNCIL ", which shall exist under and be subject to the terms and conditions of this Council Agreement, and which shall be deemed to constitute the agreement authorized by Section 15.2-1300 of the Code of Virginia (Repl. Vol. 1997) as amended, for the joint exercise of powers by participating political subdivisions of the Commonwealth of Virginia.

The purpose of the COUNCIL shall be to plan, establish, and operate a LOCAL WORKFORCE DEVELOPMENT AREA and Workforce Development Services Delivery System according to the provisions of the Workforce Innovation and Opportunity Act of 2014, hereinafter referred to as the "ACT", and the Federal Regulations hereinafter referred to as the "Regulations" issued by the U.S. Department of Labor, for the implementation of the ACT together with any and all other subsequent and relevant federal and Commonwealth of Virginia statutes, policies and interpretations.

### **SECTION 2: AREA AND POPULATION TO BE SERVED.**

The area to be served shall be called the REGION 2000 WORKFORCE DEVELOPMENT AREA, hereinafter referred to as the "WDA", and shall include the jurisdictions shown below consisting of 2,000 square miles of land in the Counties of Amherst, Appomattox, Bedford and Campbell and the City of Lynchburg. The Weldon Cooper Center for Public Services Demographics Research Group population estimates published on January 27, 2015 indicates the Lynchburg Metro Area has a population of 259,487.

### **SECTION 3: RESPONSIBILITIES OF THE COUNCIL.**

On behalf of each and all parties hereto, the COUNCIL powers shall include, but not be limited to the following:

- A. Providing overall governance for implementing the provisions of the ACT and Regulations for the WDA to include creation of; and appointment of all members to, the REGION 2000 WORKFORCE DEVELOPMENT BOARD, hereinafter referred to as the BOARD.
- B. Approving policies, priorities, goals, and objectives of the BOARD and the programs and services to be provided by the BOARD, either directly or by contract with political subdivisions or public or private service providers.
- C. The Council, in partnership with the Board, shall submit to the Governor a regional strategic workforce development plan that meets the requirements in Section 1208 of the Workforce Innovation and Opportunity Act.
- D. The Council shall approve the Board budget annually and receive the Board's annual report.
- E. The Council shall enter into an agreement with the Board that clearly details the

partnership between the two entities for the governance and oversight of activities under the WIOA.

### **3.01: MEMBERSHIP.**

The voting members of the COUNCIL shall be the Chief Local Elected Official of each of the jurisdictions that are party to this agreement, or that official's duly appointed elected designee.

### **3.02: TERMS OF OFFICE.**

The term of office for each COUNCIL member shall coincide with the term of office for which the member was elected to public office in the particular jurisdiction the member represents.

### **3.03: VOTING RIGHTS.**

Each COUNCIL member shall have one (1) equal vote on all matters before the COUNCIL. Voting by proxy shall not be permitted except when the Council member is represented by a duly appointed elected designee.

### **3.04: MEETINGS.**

The COUNCIL shall hold meetings from time to time as may be required in order to conduct the affairs of the COUNCIL. At least one meeting shall be held each year

### **3.05: BY-LAWS.**

The COUNCIL may adopt by-laws and such other rules as it deems necessary to govern its operations.

## **SECTION 4: WORKFORCE DEVELOPMENT BOARD.**

CREATION of the REGION 2000 WORKFORCE DEVELOPMENT BOARD

There is hereby created, the REGION 2000 WORKFORCE DEVELOPMENT BOARD, hereinafter referred to as the "BOARD".

### **4.01: APPOINTMENT of MEMBERS to the BOARD.**

The COUNCIL, shall appoint the members of the BOARD in accordance with the process required by P.L. 113-128, Workforce Innovation and Opportunity Act, Section 107 pertaining to Local Workforce Development Boards and related Commonwealth of Virginia Policy as described immediately below.

1. The COUNCIL, acting together, shall appoint representatives from each of the following categories:

(A) A majority of the members of each local Board shall be representatives of

business in the local area, who shall reflect, to the extent possible, employment opportunities in the region and who:

- (i) Are owners of businesses, chief executives or operating officers of businesses, or other business executives or employers with optimum policymaking or hiring authority;
- (ii) Represent businesses, including small businesses, or organizations representing businesses described in this clause, that provide employment opportunities that, at a minimum, include high-quality, work-relevant training and development in in-demand industry sectors or occupations in the local area; and
- (iii) Are appointed from among individuals nominated by local businesses, business organizations and business trade associations;

(B) Not less than 20% of the members of each Board shall be representatives of the workforce within the local area, who:

- (i) Shall include representatives of labor organizations (for a local area in which employees are represented by labor organizations), who have been nominated by local labor federations, or (for a local area in which no employees are represented by such organizations) other representatives of employees;
- (ii) Shall include a representative who shall be a member of a labor organization or a training director, form a joint labor-management apprenticeship program, and if no such joint program exists in the area, such a representative of an apprenticeship program in the area, if such a program exists;
- (iii) May include representatives of community-based organizations that have demonstrated experience and expertise in addressing the employment needs of individuals with barriers to employment, including organizations that serve veterans or that provide or support competitive integrated employment for individuals with disabilities; and
- (iv) May include representatives of organizations that have demonstrated experience and expertise in addressing the employment, training or education needs of eligible youth, including representatives of organizations that serve out-of-school youth;

(3) Each local Board shall include representatives of entities administering education and training activities in the local area, who:

- (i) Shall include a representative of eligible providers administering adult education and literacy activities under Title II;
- (ii) Shall include a representative of institutions of higher education providing workforce development activities (including community colleges);
- (iii) May include representatives of local educational agencies, and of community-based organizations with demonstrated experience and expertise in addressing the education or training needs of individuals with barriers to employment;
- (iv) If there are multiple eligible providers serving the local area by administering adult education and literacy activities under Title II, or multiple institutions of higher education serving the local area by providing workforce development activities, each representative on the Board shall be appointed from among individuals nominated by local providers representing such providers or institutions, respectively

(D) Each local Board shall include representatives of governmental and economic and community development entities serving the local area who:

- (i) Shall include a representative of economic and community development entities;
- (ii) Shall include an appropriate representative from the State employment service office under the Wagner-Peyser Act (29 U.S.C. 720 et seq.), other than section 122 or part C of that title (29 U.S.C. 732, 741) serving the local area;
- (iii) May include representatives of agencies or entities administering programs serving the local area relating to transportation, housing, and public assistance; and
- (iv) May include representatives of philanthropic organizations serving the local area; and

(E) Each local board may include such other individuals or representatives of entities as the chief elected official in the local area may determine to be appropriate

#### **4.02: PURPOSE AND POWERS.**

The functions and responsibilities of the BOARD shall include, but are not limited to:

- A. Development of all plans and priorities for service and subsequent modifications.

B. Development and implementation of policies and operating guidelines as required by the Cooperative Agreement by and between the BOARD and the COUNCIL for the administration of the workforce development programs operated, or proposed, within the Region 2000 Workforce Development Area.

C. Approval of all proposed program designs and delivery systems for the purpose of providing workforce development services for the Region 2000 Workforce Development Area.

D. Evaluation of the performance of individual services providers pursuant to relevant federal and state statutes, regulations and policy interpretations as revised or amended.

E. The Board shall develop the vision, goals, objectives, and policies for the regional workforce development area. The vision should be aligned with both the region's Comprehensive Economic Development Strategy and the Virginia Board of Workforce Development's goals. The Board shall solicit support and comment from the general public in providing a comprehensive plan for workforce development programs for this local workforce development area.

F. Serve as sub recipient of all funds disbursed under the ACT for the local Workforce Development Area and the subsequent disbursement of such funds to designated service providers and/or subcontractors in accordance with the approved Workforce Development Plan; and, pursuant to approved procedures as provided for in the Agreement by and between the COUNCIL and the BOARD.

G. Advising the COUNCIL of problems that may arise from time to time that may impact policy considerations of the COUNCIL and recommend corrective action.

H. Reporting at least annually to the COUNCIL on the state of the Workforce Development Program and the matters related to carrying out the requirements of the Workforce Development Plan.

I. Such other functions as the BOARD may deem appropriate provided such functions are allowable under the ACT and Regulations, as amended.

#### **4.03: NOMINATION PROCESS.**

The Chief Local Elected Officials must contact the appropriate entities in the local area for nominations to appoint members and/or to fill vacancies on the local Board from business, local educational entities, and labor representatives. Chief Local Elected Officials may also design a process for nominations of individuals and other types of representation the officials would like to include on the local Board. Vacancies subsequent to the establishment of the local Board must be filled in the same manner as the original appointments.

Private sector representatives are to be selected from among individuals nominated by local business organizations (ex. business trade associations, chamber of commerce, economic development agencies). Individual businesses may also nominate themselves or provide nominations of other businesses to the Chief Local Elected Officials. Private sector representatives can include owners of businesses, chief executives or operating officers of businesses, and other business executives with optimum policy making or hiring authority.

Local educational entity representatives must be selected from among individuals nominated by regional or local educational agencies, institutions, or organizations representing such local educational entities including local school boards, entities providing vocational education, entities providing secondary adult education and literacy activities, and postsecondary educational institutions (including representatives of community colleges, where such entities exist). Members of the board that represent organizations, agencies, or other entities shall be individuals with optimum policymaking authority within the organizations, agencies, or entities. The members of the board shall represent diverse geographic areas within the local area.

Labor representatives must be selected from among individuals nominated by local labor federations (or in a local area in which no employees are represented by such organizations, other representatives of employees, such as employee organizations and/or the state AFL-CIO).

For all other members, local chief elected officials should consult with the appropriate groups in the local area for possible individuals to serve including:

- Representatives of community-based organizations, including organizations representing individuals with disabilities and veterans where such organizations exist in the area.
- Representatives of local economic development agencies, including private sector economic development entities.

Nomination for membership to the BOARD shall be accomplished in accordance with the provisions of the ACT and Regulations. The nomination process under this agreement shall be for the Member Jurisdictions, as defined in Section 2, to seek and receive nominations and submit the list of nominees to the COUNCIL. The COUNCIL shall review the nominations and any other recommendations from member jurisdictions that may be received and make the appointments in accordance with Section 4.01 herein above.

#### **4.04: TERMS OF OFFICE.**

The term of office for BOARD members shall be two (2) years; and, members may be eligible for reappointment. The initial terms of members of the BOARD shall be staggered and the manner and method of staggering the term of office shall be set forth in the by-laws of the BOARD. Individuals serving on the local Board who subsequently retire or no longer hold the

position that made them eligible board members may not continue to serve on the local Board. The entity affiliated with the vacating board member may nominate a new representative to the local Board. Vacancies resulting from resignations or removal of mandatory members should be filled within 90 days.

#### **4.05: VOTING RIGHTS.**

Each BOARD member shall have one (1) equal vote on all matters before the BOARD. Voting by proxy shall not be permitted.

#### **4.06: OFFICERS.**

A Chair and Vice Chair shall be elected by and from the membership of the BOARD; and, shall serve for terms of one (1) year and may be eligible for re-election for one additional term of one year. Eligibility for election of both the Chair and Vice Chair shall be limited to the Private Sector Business category of BOARD membership. The Chair serves as the Executive committee chair and selects the Chairs for all standing committees and taskforces of the Board.

#### **4.07: MEETINGS.**

The BOARD shall hold regular or called meetings at such times, dates, and places as may be established in the by-laws of the BOARD.

#### **4.08: STANDING COMMITTEES.**

(A) IN GENERAL.—the Board may designate and direct the activities of standing committees to provide information and to assist the local board in carrying out activities under this section. Such standing committees shall be chaired by a member of the local board, may include other members of the local board, and shall include other individuals appointed by the local board who are not members of the local board and who the local board determines have appropriate experience and expertise. At a minimum, the local board may designate each of the following:

(i) A standing committee to provide information and assist with operational and other issues relating to the one-stop delivery system, which may include as members representatives of the one-stop partners.

(ii) A standing committee to provide information and to assist with planning, operational, and other issues relating to the provision of services to youth, which shall include community-based organizations with a demonstrated record of success in serving eligible youth.

(iii) A standing committee to provide information and to assist with operational and other issues relating to the provision of services to individuals with disabilities, including issues relating to compliance with section 188, if applicable, and applicable provisions

of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) regarding providing programmatic and physical access to the services, programs, and activities of the one-stop delivery system, as well as appropriate training for staff on providing supports for or accommodations to, and finding employment opportunities for, individuals with disabilities.

(B) ADDITIONAL COMMITTEES.—The Board may designate standing committees in addition to the standing committees specified in subparagraph (A).

#### **4.09: BY-LAWS.**

The Board shall adopt by-laws and such other rules or operational procedures as it deems necessary to govern its operations.

### **SECTION 5: ADMINISTRATION.**

#### **5.01: GRANT RECIPIENT.**

The City of Lynchburg has been designated by the COUNCIL to be the grant recipient for the Region 2000 Workforce Development Area COUNCIL, and is responsible for ensuring compliance with the terms and conditions of the WDA grant. Therefore, the City shall have the ability, for cause, to terminate the appointment of the fiscal agent selected if the City, in its sole discretion, determines there is good cause to do so by giving written notice of termination and specifying the cause for the termination and the effective date thereof. In the event the City terminates the appointment of the fiscal agent as provided herein, the fiscal agent will be paid for the reasonable services provided and the allowable expenses incurred by the fiscal agent prior to the termination of the appointment. If the City terminates the appointment of the fiscal agent the BOARD with the advice and consent of the COUNCIL shall appoint a new fiscal agent.

#### **5.02: FISCAL AGENT.**

In order to facilitate and expedite the process of implementing the workforce development system in Region 2000, the COUNCIL, has determined it to be appropriate to make the appointment of Fiscal Agent for both the COUNCIL and the BOARD. Future appointment of the FISCAL AGENT shall be by the BOARD with the advice and consent of the COUNCIL. Pursuant to the ACT, this Agreement, and the Agreement between the COUNCIL, and the BOARD, the FISCAL AGENT shall be the responsible to the BOARD for management and control. The FISCAL AGENT shall provide administrative and staff support to both the COUNCIL and the BOARD performing those duties and responsibilities as may be required to carry out the requirements of the ACT as prescribed by the BOARD and approved by the COUNCIL. Additionally, the ACT prohibits the FISCAL AGENT from providing direct services.

Accordingly, the COUNCIL does hereby appoint the Region 2000 Local Government Council (Region 2000) as the FISCAL AGENT for the REGION 2000 WORKFORCE DEVELOPMENT AREA.



### **5.03: DUTIES AND RESPONSIBILITIES OF THE FISCAL AGENT.**

The FISCAL AGENT shall have the following duties and responsibilities and such other duties as may be assigned by the COUNCIL initially and the BOARD subsequently:

- A. Prepare the Workforce Development plans as directed by the BOARD;
- B. Develop a program budget for submission to the BOARD prepared in accordance with federal and state guidelines and provisions of the ACT;
- C. Develop an Administrative Budget for submission to the BOARD for the purpose of carrying out the responsibilities as may be assigned by the BOARD;
- D. Provide professional, technical, and clerical support to the COUNCIL under the direction of the BOARD on all matters relating to planning, operation, monitoring, oversight, and evaluation of Workforce Development programs and activities in and for the Region 2000 Workforce Investment Area;
- E. Develop and carry out monitoring procedures necessary to meet the requirements of the Workforce Development Plan and the ACT;
- F. Provide for the operation of all programs and activities which are carried out for the COUNCIL under the authority of the BOARD; and
- G. To perform such other duties as may be assigned from time to time.

### **SECTION 6: SPECIAL COMMITTEES.**

The BOARD and the COUNCIL, jointly or separately, shall from time to time establish such special committees as deemed necessary to effectively plan for and efficiently respond to the workforce needs of the workforce development area.

### **SECTION 7: RESOLUTION OF CONFLICT.**

In the event there is an unresolved dispute between the BOARD and the COUNCIL, the Governor of the Commonwealth of Virginia shall exercise the authority vested in the state governor by the ACT and Regulations, as amended.

### **SECTION 8: LIABILITY.**

The COUNCIL as a unit and distinguished from the sum or any number of its individual members, shall indemnify, and hold harmless the individual members of the BOARD and COUNCIL from the restitution of any funds required by the misapplication, erroneous expenditure or other action by the BOARD or COUNCIL which results in a claim against any individual member or combination of members of the COUNCIL or the BOARD to the extent allowed by law; this duty to indemnify is subject to all immunities that inure to any individual COUNCIL member as an officer, agent or employee of any political subdivision of the

Commonwealth of Virginia and to the immunities that inure to the benefit of any political subdivision of the Commonwealth of Virginia who is a party hereto or a beneficiary hereof, its officers, agents and employees to include sovereign immunity.

**8.01: LIMITATION OF LIABILITY:**

The extent of liability of any single jurisdiction in this COUNCIL, for any of the funds appropriated to the Region 2000 Workforce Investment Area, shall be limited to the prorated share of the total funds allocated the particular jurisdiction during the particular fiscal year in which an issue of liability may arise.

**8.02: INSURANCE REQUIREMENT**

The FISCAL AGENT shall procure and maintain appropriate Public Liability and Errors and Omissions Insurance policies sufficient to protect the COUNCIL from potential errors and omissions in the ordinary administration and use of these particular public funds and provide proof thereof to the COUNCIL prior to entering into its duties as Fiscal Agent.

**SECTION 9: DURATION.**

This Council Agreement shall be terminated upon the repeal of the ACT and other related legislation regarding Workforce Development or upon mutual consent of at least two-thirds (2/3) of the members of the COUNCIL.

**SECTION 10: MEMBERSHIP ADDITIONS AND WITHDRAWALS.**

**10.01: ADDITIONS.**

Any local jurisdiction which is not a party to this COUNCIL Agreement on the effective date thereof may thereafter join the COUNCIL provided that such local jurisdiction is made a part of a Local Workforce Investment Area designated by the Governor of the Commonwealth of Virginia in accordance with the provisions of the ACT and Regulations, as amended; and that, that jurisdiction adopts and executes this COUNCIL Agreement.

**10.02: WITHDRAWALS.**

Any party to this COUNCIL Agreement shall have the right to withdraw at any time after written notification of at least ninety (90) days to the COUNCIL of the party's intention to withdraw from the COUNCIL Agreement. In the event that any locality that is a party to this agreement exercises its right to withdrawal then the term of any BOARD member appointed by such locality as well as the term of the Chief Elected Official representing the locality on the COUNCIL shall end on the date of the withdrawal.

**10.03: DISPOSITION OF PROPERTY UPON TERMINATION.**

Upon termination of this agreement any property owned by the Council or the Fiscal Agent shall be distributed to the local jurisdictions on a proportionate basis equal to the amount of

funding through grant receipts or otherwise during the period of time when the agreement was in effect.

**SECTION 11: AMENDMENTS.**

This COUNCIL Agreement may be amended only by concurring resolutions by the governing bodies of two-thirds (2/3) of the members of this COUNCIL Agreement.

**SECTION 12: EFFECTIVE DATE.**

This COUNCIL Agreement shall become effective on the final date appearing immediately below.

Amendment

Council Agreement

Region 2000 Workforce Investment Area

Pursuant to Section 10.1 of the Council Agreement,

**10.01: ADDITIONS.**

Any local jurisdiction which is not a party to this COUNCIL Agreement on the effective date thereof may thereafter join the COUNCIL provided that such local jurisdiction is made a part of a Local Workforce Investment Area designated by the Governor of the Commonwealth of Virginia in accordance with the provisions of the ACT and Regulations, as amended; and that, that jurisdiction adopts and executes this COUNCIL Agreement.

Appomattox County is added as a member of the Region 2000 Workforce Area Council, as a result of Appomattox County Board of Supervisors request, Region 2000 Workforce Investment Area Council's endorsement and designation by the Governor of the Commonwealth of Virginia. This designation was made after concurrence by the five governing bodies forming the original Council.

Signed:

Amendment  
Council Agreement  
Region 2000 Workforce Investment Area

April 2000, Revised July 21, 2000

WHEREAS, the Board of supervisors of Appomattox requested membership in the Region 2000 Workforce Investment Area; and

WHEREAS, the Governor of the Commonwealth of Virginia has designated Appomattox County a part of the Region 2000 Workforce Investment Area;

NOW THEREFORE THIS AGREEMENT FURTHER WITNESSETH: That for and in consideration of the promises and of the mutual benefits to be derived hereunder, the County of Appomattox adopts the rules of the Council Agreement.

Signed: