

**WDB Executive Director's Report
Roanoke College
Friday, August 6, 2004, 9:00 AM**

Executive Director's Report

- Facilitated WDB Strategic Plan SWOT Meeting at Roanoke Wyndham Hotel/May 21st. 2004
- Facilitated Roanoke Workforce Center's Job Readiness Class/June 2, 2004
- Attended Goodwill Store Ribbon Cutting in Covington/June 3, 2004
- Attended Roanoke Regional Economic Development Partnership Annual Meeting/June 3, 2004
- Interviewed for WFIR News/June 4, 2004
- Attended Botetourt County Chamber of Commerce Breakfast/June 8, 2004
- Attended Goodwill Banquet for Graduating WIA Youth Participants/June 8, 2004
- Hosted OFCCP Compliance Assistance Meeting at Roanoke Higher Education Center/June 9, 2004
- Attended Alleghany Highlands Town Hall Meeting/June 9, 2004
- Participated in Workforce Development Board Annual Meeting/June 11, 2004
- Attended Mayor's Committee for People with Disabilities Meeting on Mill Mountain/June 17, 2004
- Completed hiring of new Administrative Assistant/Doloris Vest/July 6, 2004
- Attended Downtown Roanoke's Annual Dinner Meeting/June 22, 2004
- Attended Roanoke Valley Case Management Consortium Meeting at Roanoke Redevelopment and Housing Authority/June 25, 2004
- Attended meeting at Roanoke Workforce Center focused on merging two workforce development meetings into one/Roanoke Workforce Consortium and the Roanoke Workforce Center Partner's Meeting/June 25, 2004
- Attended United Way Youth Readiness Subcommittee Meeting/June 29, 2004
- Presented WDB Draft Strategic Plan to Roanoke Downtown Rotary/July 7, 2004
- Presented WDB PowerPoint to Roanoke Rotary at Hotel Roanoke/July 8, 2004
- Attended Roanoke Character Counts Business Committee Meeting/July 9, 2004
- Attended VEC/EAC Meeting at Roanoke Workforce Center/July 13, 2004
- Attended Monthly WIA Area Executive Director's Meeting at J. Sergeant Reynolds Community College with Roger Dalton/June 23, 2004
- Hosted Breakfast with Dr. Barbara Bolin and the incoming/outgoing WDB officers at the Hotel Roanoke/July 14, 2004
- Hosted Monthly WIA Area Executive Director's Meeting at Roanoke Higher Education Center/July 14, 2004
- Attended One Stop Consortium Meeting at Roanoke Workforce Center/June 17, 2004
- Attended Roanoke Workforce Center Partner Meeting/June 9, 2004
- Attended Roanoke Workforce Center Partner Meeting/July 14, 2004
- Attended WDB Strategic Planning Committee Meeting/July 19, 2004