

Western Virginia Workforce
Development Board

CHIEF LOCAL ELECTED OFFICIALS CONSORTIUM

Roanoke Higher Education Center, Suite 808

Thursday, May 27, 2004, 2:00 PM

AGENDA

- I. Call to Order
- II. Roll Call
- III. Approval of Minutes March 25, 2004
- IV. Executive Director Report
- V. Program Updates
 - A. Adult Program
 - B. Dislocated Worker Program
 - C. Youth Programs
- VI. Unfinished Business
 - A. WDB-CLEO Consortium Agreement
- VII. New Business
 - A. Youth Council Nominations
 - B. Board Nominations
 - C. PY2004 WDB Budget
- VIII. Announcements

Next Meeting: 2:00 PM Thursday, July 22nd, 2004
Roanoke Higher Education Center, Suite 808
- IX. Adjourn

**Chief Local Elected Officials Consortium
Roanoke Higher Education Center, Suite 808
Thursday, March 25, 2004, 2:00 PM
MINUTES**

I. Call to Order Jane Conlin

Jane Conlin called the meeting to order at 2:10 PM.

II. Attendance

Katy Herbst recorded the attendance. A quorum was not present.
Official action could not be taken.

Members Present: Rick Huff, County of Franklin
Jane Conlin, City of Roanoke
Joe Sgroi, County of Roanoke
Jay Taliaferro, City of Salem

Staff Present: Katy Herbst, Administrative Assistant
Bruce Wood, Executive Director

III. Discussion

Bruce Wood reviewed highlights of the printed Executive Director's Report. Included in the materials distributed at the meeting is a copy of the report prepared by Richard Chavez for the Department of Labor's review of Area 3.

A question was raised regarding the variation in cost per participant for different jurisdictions for the dislocated worker program. Staff will research this and respond.

Staff indicated a need for additional nominations to the Board of Directors, particularly for Franklin, Roanoke, and Botetourt Counties. One nomination was received for Salem, and one for the City of Roanoke. There are no vacancies for either of those jurisdictions, but without the additional private sector membership, partners will have to be removed.

The CLEO Representatives discussed CLEO Representative member participation and CLEO involvement. Members suggested contacting the appropriate CLEO's to discuss lack of participation on the part of their representatives. Staff will first approach representatives. If

representatives indicate that they are unable to participate, staff will ask the appropriate CLEO to assign a new representative.

IV. Adjourn

The meeting adjourned at 3:05 PM.

V. Announcements

Next Meeting: 2:00 PM Thursday, May 27, 2004
 Roanoke Higher Education Center, Suite 808

Katy Herbst, Administrative Assistant, March 30, 2004