

*Regional Competitiveness
Program*

– Annual Report –

July 1, 2002

Town of
Ashland
Counties of
Charles City
Chesterfield
Goochland
Hanover
Henrico
New Kent
Powhatan
City of
Richmond



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Richmond Regional Planning District Commission

Planning district commissions make government more efficient and effective through coordinated planning and program analysis. Virginia's General Assembly created planning districts in 1968 under the authority of the *Virginia Area Development Act* - revised as the *Regional Cooperation Act* in 1995 - "to promote orderly and efficient development of the physical, social and economic elements of the districts." Through planning district commissions, now 21 in number, local governments solve mutual problems which cross boundary lines and obtain expertise from professional staffs and advice on making the most of scarce taxpayer dollars through intergovernmental cooperation.

Members

Town of Ashland

Angela L. LaCombe

Charles City County

Michael L. Holmes

Chesterfield County

Edward B. Barber
Kelly E. Miller
Russell J. Gulley
John L. McHale, III
George A. Roarty
Arthur S. Warren
Renny B. Humphrey

Goochland County

Malvern R. Butler
Joseph T. Lacy, Jr.

Hanover County

John G. Dankos, Jr.
J.T. "Jack" Ward
John E. Gordon, Jr.
Joseph D. O'Connor

Henrico County

James B. Donati
Richard W. Glover
David A. Kaechele
Patricia S. O'Bannon
Gregory R. Baka
Chris W. Archer
Frank J. Thornton

New Kent County

Mark S. Daniel
Rebecca M. Ringley

Powhatan County

Roy J. Harrison, Jr.
Richard W. Ayers

City of Richmond

Joseph E. Brooks
Wm. Russell Jones, III
Rev. Gwen C. Hedgepeth
Delores L. McQuinn
(Vacant) Citizen Representative

Staff

Paul E. Fisher
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Jo A. Evans
Assistant Executive Director
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Patricia A. Villa
Communications Coordinator
Daniel N. Lysy
Director of Transportation
Jin H. Lee
Senior Planner
Daniel E. Rudge
Principal Planner
Lawrence C. Hagin
Principal Planner
Bradley R. Shelton
Associate Planner

Jacqueline S. Stewart
Principal Planner
Christine D. Holt
Senior Planner
Joseph M. Ndanga
Senior Planner – Computer System Administrator
Alan W. Gregory
Principal Planner – GIS Coordinator
Leigh R. Medford
Planning Technician – GIS
R. Todd Rigler
Associate Planner
Katherine E. Barrett
Executive Secretary
Rhonda Bailey
Administrative Secretary
Sharon E. Robeson
Administration Secretary

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Section 1 Changes in Geographic Configuration

The Richmond Region's Competitiveness Partnership—the Regional Competitiveness Committee—continues to represent the nine jurisdictions in Planning District 15. These are the Town of Ashland; the City of Richmond; and the counties of Charles City, Chesterfield, Goochland, Hanover, Henrico, New Kent, and Powhatan.

Section 2 Partnership Activities

Richmond's Regional Competitiveness Partnership entered its fourth year of program activities under the Regional Competitiveness Program. Its activities focused on reviewing programs underway, laying the groundwork for the strategic plan update for re-qualification, and assessing projects for the upcoming fiscal year.

A brief review of Commission and Partnership work related to the Regional Competitiveness Act includes:

- ? On April 5, 2001, the Regional Competitiveness sector leaders met to receive an update on program and project funding, listen to Virginia Department of Housing and Community Development's assessment of the possible future of the program, review the upcoming process for revising the strategic plan, and review applications for requests for funding in the upcoming year.
- ? On May 3, 2001, the Regional Competitiveness Committee met to discuss several items of business including: reviewing the new application structure resulting from recommendations of the evaluation subcommittee, assessing two applications requesting funding under the RCP, receiving a proposed list of regional projects to be included as both new and existing in the revised strategic plan to be prepared and submitted for re-qualification, and reviewing the RCP annual report prepared for Virginia Department of Housing and Community Development.
- ? On November 5, 2001, the Regional Competitiveness Sector Leaders met to review the first four months of the RCP and to discuss the upcoming re-qualification process. An update of the Regional Competitiveness Program was presented by Mr. Peter Sweetland of the Richmond Regional Planning District Commission who gave an update on the program and project funding through the first four months of the program's fourth year of funding.

The status of the RCP was presented by Ms. Michelle DeWitt of the Virginia Department of Housing and Community Development. She summarized information on Richmond's re-qualification timeline, advisory committee highlights, elements of re-qualification, submittal requirements, and elements of the regional strategic plan, process for 2003 Regional Strategic Economic Competitiveness Plan and re-qualification application.

The process for developing the revised Regional Economic Competitiveness Plan for program re-qualification was summarized by Mr. Paul Fisher of the RRPDC. Elements in the process include:

- ✍ Review meeting with plan liaisons
- ✍ PDC staff, legislative liaisons, and designated staff from jurisdictions without liaisons will review current plan
- ✍ Evaluate changed circumstances since original gaps were identified to include workforce, tourism, and transportation
- ✍ Prepare new regional gap assessment
- ✍ Identify project types to address gaps
- ✍ Present to sector leaders for review and amendment
- ✍ Present to full Regional Competitiveness Committee for review and comment
- ✍ Present to Richmond Regional Planning District Commission for action

Finally, Ms. Jo Evans, RRPDC, discussed the application package included in the agenda for Regional Competitiveness Act FY 03 funding. The full application, timeline, and distribution list is to be presented to the full Regional Competitiveness Committee for review and approval.

- ? The Regional Competitiveness Committee met on January 28, 2002. Review and discussion items included:
 - ✍ General Assembly Budget Status
 - ✍ Priorities for FY 03 Applications
 - ✍ Application Distribution
 - ✍ Proposed Process – Economic Competitiveness Plan
 - ✍ Workforce One Presentation
 - ✍ The Retail Institute Progress Report
 - ✍ VDHCD Presentation on Re-qualification

- ? On March 7, 2002, sector leaders of the Richmond Regional Competitiveness Committee met. Items of business included:
 - ✍ Status of Funding for FY 03
 - ✍ Criteria to be used in Evaluation of Applications
 - ✍ Review of Applications
 - ✍ Next Steps in Application Process

- ? A meeting of the entire Richmond Regional Competitiveness Committee was scheduled for April 4, 2002. Due to the significant program changes resulting from legislative action and the resulting uncertainty about program regulations, the committee was suspended by its chairman until further information on the program's future becomes available.

Section 3 Changes in Partnership Bylaws

The Bylaws remain unchanged from those adopted by the Richmond Regional Competitiveness Committee on June 16, 1997.

Section 4 Partnership's Plan for Review and Update of Regional Strategic Plan

The Partnership had been preparing for the request for regional funding for the second five-year period of the competitiveness program. A subcommittee had been established to look at updating the regional economic competitiveness strategic plan. Early work included identifying regional programs and projects that were in place or would be candidates for consideration as new initiatives when the region re-applied for funding for the second five-year program period.

Given the elimination of regional competitiveness funding, and with uncertainty about the program's future requirements, work by the Richmond Regional Partnership has been temporarily suspended.

Section 5 Partnership Members

RICHMOND REGIONAL COMPETITIVENESS COMMITTEE

Roy J. Harrison, Jr., Chairman

Secretary – Richmond Regional PDC, Executive Director

**1. LOCAL GOVERNMENT
SECTOR LEADER - Lane B. Ramsey**

Richmond City

Manager, Dr. Calvin D. Jamison

Mayor, Rudolph C. McCollum, Jr.

Ashland Town

Manager, David S. Whitlow

Mayor, Linwood P. Attkisson

Charles City County

Acting Administrator, Jacqueline Wallace

Board Chair, Gilbert A. Smith

Chesterfield County

Administrator, Lane B. Ramsey

Board Chair, Kelly E. Miller

Goochland County

Administrator, Gregory K. Wolfrey

Board Chair, James W. Eads

Hanover County

Administrator, Richard R. Johnson

Board Chair, John E. Gordon, Jr.

Henrico County

Manager, Virgil R. Hazelett

Board Chair, James B. Donati, Jr.

New Kent County

Acting Administrator, Richard S. Ellyson

Board Chair, W. R. "Ray" Davis, Jr.

Powhatan County

Administrator, Stephen F. Owen (Daniel G. Jones)

Board Chair, Robert R. Cosby

2. EDUCATION

SECTOR LEADER - Dr. S. A. Burnette

Virginia Commonwealth University
Virginia Union University
Randolph-Macon College
University of Richmond
J. Sargeant Reynolds Community College
John Tyler Community College
CAPER - Capital Area Partners for
Educational Reform
Richmond Career Advancement Center
Capital Area Training Consortium
Virginia Council for Private Education

Dr. Eugene P. Trani, President
Dr. Bernard W. Franklin, President
Dr. Roger H. Martin, Provost
Dr. William E. Cooper, President
Dr. S.A. Burnette, President
Dr. Marshall W. Smith, President
Dr. Stewart Roberson, Superintendent,
Hanover County Schools
Donald P. Sandridge, Executive Director
Roslyn D. Key, Executive Director
George McVey, President

3. BUSINESS

SECTOR LEADER – Jim Napier

Greater Richmond Partnership
Greater Richmond Chamber of Commerce
Richmond Association of REALTORS
Metro Business League

Chair, Jim Cherry
Chair, J. Robert Mooney
President, Jim Napier
Chair, John Finn

4. CIVIC GROUP

SECTOR LEADER - Irving B. Taylor

Leadership Metro Richmond
Hope in the Cities
Urban League of Greater Richmond
Metro Richmond Sports Backers
Richmond Arts Council
James River Advisory Council

Chair, Irving B. Taylor
Coordinator, Robert L. Corcoran
Chair, Margo Clarke
President, Ted Hanson
Chair, Dr. Richard Toscan
Chair, Peter B. Cleal

5. CITIZEN

SECTOR LEADER - Fred Pribble

Richmond City	Julien Williams
Ashland Town	David Whitlow
Charles City County	(Vacant)
Chesterfield County	(Vacant)
Goochland County	Fred Pribble
Hanover County	Mark Creery
Henrico County	L. Ray Shadwell, Jr.
New Kent County	Bernard Randolph
Powhatan County	M. Stevens Harris

Section 6 New Activity Review

The following information on WorkForce One in Section 6 was prepared and written exclusively by WorkForce One and the Greater Richmond Chamber of Commerce staff.

A. Title of Project: **WORKFORCE ONE - Fiscal Year 2001-2002**

B. Highlights of Success of Project:

- ? **WORKFORCEWIZARD.ORG** – regional workforce network resource now available on the web, beta testing in process, business service center web site to be launched with marketing program in mid June 2002
- ? **WF1.ORG** – Site revision complete & published
- ? **Manufacturer’s Education Consortium** curriculum standards defined, currently being utilized in Chesterfield and expanding to other localities
 - o MEC brochure created for distribution within high school age students (5,000 copies made initially, 10,000 additional)
 - o MEC brochure currently being designed for Adult students and Spanish speaking population (5,000 of each currently being distributed)
- ? **Health related industry** - identified as “Priority” by Economic Development Representatives within region
 - o Health Related Services IAG - currently being developed to address specific workforce needs
- ? **Community Audit** - Employment challenges of “low-income” population surveyed, phase 1 – demand side of audit complete, phase 2 – supply side of audit currently underway by the Richmond Career Advancement Center
- ? **Virginia Business Leadership Network** - prepared strategic plan to increase awareness of pool of qualified disabled workers, a regional approach to implement the VaBLN statewide has resulted, the Richmond region is serving as the model for the statewide implementation
- ? **Metro Richmond Employment Network** - completed marketing plan & materials to strengthen access of alternative resource pools to job opportunities. Compiled bus route map that identifies all GRTC bus routes and the businesses with address and contact, that are within a 1 mile radius
- ? **TechnoTrain** - 1,240 persons received hands-on exposure & training on the mobile technology lab
- ? **Yes, School Counts** – Circulates “invitations” to businesses to participate
- ? **Education Network** – Enhanced communication with Guidance/Career Counselors to review issues and regional resources through sponsorship of newsletter and conference sessions through The Virginia Career Development Association, VSU, and other educational sources.
- ? **Business Service Center** – Business plan being developed for the Business Service Center, Technology complete and entering beta-testing
- ? **WIB Collaboration** – Plans being developed for regional collaboration with 2 local WIBs & WF1
- ? **Tapestry** - Resource and referral web based technology currently being used by United Way and over 1500 partner agencies, listing over 4500 services to provide resources that will enable the regional workers to maintain employment

Goal I: Facilitate the Expansion of the Pool of Qualified Workers

Objective I.A: Strengthen the critical job skills of the emerging, transitioning and incumbent workforces

Qtr	C. Proposed Benchmarks	D. Actual Accomplishments	E. Problems Encountered	F. Actions Taken to Address Problem
Ongoing	Meet with IAGs on a set quarterly schedule		(Q1) Several conflicts occurred with established schedule. Evaluation of IAG status and organizational structure needed	(Q1) Several meetings were rescheduled or postponed to better accommodate IAGs. Complete evaluation of all IAGs conducted to include meetings with the RRPC; VEC; GRP; VMA; DBA
(Q1-Q2)	IAGs will identify hard/soft skill	(Q1) – Manufacturing IAG complete,		

Qtr	C. Proposed Benchmarks	D. Actual Accomplishments	E. Problems Encountered	F. Actions Taken to Address Problem
	needs within their industries	<p>identification of hard/soft skills with model developed to use as template for other industries. (Q2) The Manufacturing Education Consortium has led the effort for the manufacturing IAG in the identification of hard and soft skill identification. They are working with specific K-12 programs across the region to endorse programs that incorporate identified skills into their program. Discussions and dialog have occurred with the IT group in partnership with the Greater Richmond Technology Council. Dialog has also been established with the Silicon Valley initiative to incorporate best practice research with in the Information Technology Action Group. (Q3) Based on the work of the Manufacturing IAG a Manufacturing Skills Flyer has been develop and will be made available for distribution to the Workforce Investment Board staff , training providers and general public distribution. The main venue for distribution will be a PDF in black and white and in Color on the www.wfl.org website.</p> <p>WORKFORCE ONE hosted an employer panel for a career symposium at Germanna Community College on March 6th. Leaders and representatives from the IAGs communicated skill requirements within their industries to an audience of guidance professionals from across the state. The Information Technology group reviewed a draft of the community audit survey that will be used to identify entry-level positions and career ladders to assist the marginal employee obtain positions that offer “living” wages.</p>		
(Q1-Q3)	IAGs will develop documentation	(Q1) COMPLETE - Report developed with		

Qtr	C. Proposed Benchmarks	D. Actual Accomplishments	E. Problems Encountered	F. Actions Taken to Address Problem
	outlining skill needs and requirements	manufacturing skill requirements defined. (Q2) The Information Technology action group agreed on career fundamentals and common definitions as a start to defining baseline skills in the industry. A draft questionnaire has been developed for distribution to regional technology companies. (Q3) A Manufacturing Skills flier is available on the www.wfl.org website outlining skills needs and requirements. A construction skills flier is in development.		
(Q2-Q4)	IAGs will communicate skill documentation to appropriate entities	(Q1) MEC Brochure development initiated. (Q2) Phone survey was conducted with regional employers to determine from approximately 250 employers challenges and success when employing low-income individuals. A report was drafted to present to the Richmond WIB. Complete results will be communicated in Q3. (Q2) COMPLETE - Skill documentation communicated to k-12 programs through Manuf Educ. Consortium brochure. 5,000 copies were printed and will be distributed. Four separate versions will identify with a k-12 and an adult audience. Spanish translations for both versions are in development. (Q3) 7,000 of each of the four versions of the MEC brochure have been printed and are beginning to be distributed by various organizations to include Richmond City, Virginia Works, Virginia Career Development Association.	(Q1) Some conflicts arose between business and education in reaching agreement on format and audience for brochure	(Q1) Separated education and business representatives into independent meetings to identify each constituents needs. Brought group back together and reached consensus.
Tactic: (I.A.1.b) Create additional IAGs as business and industry needs are identified				
Ongoing	Utilize economic development and business/industry leaders to determine and support the need for additional IAGs	(Q1) COMPLETE - Convened regional economic development partners on August 30 th to explore priorities of need from both an attraction and retention perspective. Scheduled to meet and discuss on a specific sector consensus.		

Qtr	C. Proposed Benchmarks	D. Actual Accomplishments	E. Problems Encountered	F. Actions Taken to Address Problem
		<p>(Q2) Economic development partners agreed on a health services action group to be initiated. Plans are in development for a regional health service executive breakfast that will bring the together Health service CEO's and Presidents to engage in a regional health initiative to address workforce development issues. The Health Services IAG will include biotechnology, assisted living and non-profit and for profit health entities.</p> <p>(Q3) Health Services IAG will be launched on March 28th 2002. Co-sharing leadership responsibility for the Healthcare Action Group are: Lloyd Greene, Ed.D., Senior Vice President of Human Resources, VCU Health Systems; Patricia L. Robertson, Chief Operating Officer, St Mary's Hospital and Vice President of Integrated Care for Bon Secours Richmond; and Maria Roseberry, Vice President of Human Resources, HCA Central Atlantic Division.</p>		
(Q1)	<p>Partner with GRTC to develop a regional IT IAG (Meet to explore initial concerns, formulate plan and timeframe, responsibility assignments, convene the group)</p>	<p>(Q1) COMPLETE - Initial meeting with GRTC Executive director held on September 5 IT IAG meeting held in partnership with GRTC on September 18th. Agreement reached with GRTC for Workforce Development Committee to serve as WF1 IT IAG.</p> <p>(Q2) Convened in November and discussed facilitating the process to engage all community partners. Presented the results of the Anderson study commissioned by the GRTC. Results of the study and the activity of the IT community greatly affected by the events of September 11th. Discussions have been initiated in forming a regional plan for IT.</p> <p>(Q3) The GRTC council recognizes WORKFORCE ONE as the regional facilitator</p>		

Qtr	C. Proposed Benchmarks	D. Actual Accomplishments	E. Problems Encountered	F. Actions Taken to Address Problem
		<p>for the Industry Action group and has pledged to fully support the efforts of Workforce One. An initial discussion on March 11 occurred on how the IT community could support the development of the Workforce Wizards work based learning component. Responsibility assignments have been determined and the group will continue to meet quarterly with task force meetings to be held as needed.</p>		
(Q1)	<p>Meet with the regional Bio-Technology Association to explore need to develop a Bio-Tech IAG (Meet to explore initial concerns,)</p>	<p>(Q1) COMPLETE - Initial meeting with Mark Herzog on September 4th. Local Biotech industry not at a point where they want to start a specific IAG. Meeting with Economic Development representatives to determine area of need for the retention and growth of existing businesses in addition to aligning with the attraction needs of the Greater Richmond Partnership (GRP) (Q2) Continue to collaborate with the Virginia Bio-Technology Association in the development of the Health services Action group. Collaborating with a biotechnology event in February. Assisting as a community partner to communicate activity to participating businesses. (Q3) Participated in the first Biotech after hours held in Richmond on February 12th. The Virginia Biotechnology Executive Director scheduled to attend the kick-off of the executive breakfast at the Jefferson hotel on March 28th.</p>		
(Q3)	<p>Partner with regional health related agencies & associations to develop a health services IAG to include health care providers, health product suppliers, biotech, & other related companies)</p>	<p>(Q3) On March 28th at the Jefferson Hotel in the Flemish room, Workforce One will kick-off a groundbreaking initiative: the formation of first Healthcare Action Group in Virginia and one of the first in the nation. The event will bring together the area's healthcare leaders from the public and private</p>		

Qtr	C. Proposed Benchmarks	D. Actual Accomplishments	E. Problems Encountered	F. Actions Taken to Address Problem
		sectors, including hospitals, assisted living facilities, nursing homes, home health agencies, and government agencies, to begin collectively tackling workforce issues. Co-sharing leadership responsibility for the Healthcare Action Group are: Lloyd Greene, Ed.D., Senior Vice President of Human Resources, VCU Health Systems; Patricia L. Robertson, Chief Operating Officer, St Mary's Hospital and Vice President of Integrated Care for Bon Secours Richmond; and Maria Roseberry, Vice President of Human Resources, HCA Central Atlantic Division. Dr. Greene will outline the success and outcomes of a regional approach to healthcare workforce issues he had in Austin, Texas. The highly successful initiative recently received national acclaim and recognition.		

Goal I: Facilitate the Expansion of the Pool of Qualified Workers

Objective I.B: Enhance employer recruitment, assessment and training processes

Qtr	C. Proposed Benchmarks	D. Actual Accomplishments	E. Problems Encountered	F. Action Taken to Address Problems

Tactic: (1.B.1.a) Facilitate and support apprenticeship committee to enhance existing regional programs

Ongoing	Partner with regional, state and federal agencies to explore and expand current apprenticeship opportunities in the region (Convene meetings, formulate proposals and timeframes, communicate proposals, encourage implementation)	(00/01 Q4) WF1 continues to work through the Apprenticeship Committee to develop new initiatives for the purpose of marketing existing programs and to develop new programs. Working with DOE we will look at apprenticeships versus certification programs. (Q1) COMPLETE - Meeting determined	Q4-Apprenticeships generally have not worked well over the past several years do to the time limits necessary to complete programs. Marketing apprenticeships continues to be a problem.	Q4-Discussions continue among members of the IAG to determine how we can assist apprenticeship programs succeed. We are bringing DOE to the table to get their input into apprenticeships versus certifications.
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Qtr	C. Proposed Benchmarks	D. Actual Accomplishments	E. Problems Encountered	F. Action Taken to Address Problems
		<p>to be bi-annually. Chair elected for this ad-hoc committee that will work to support regional apprenticeship initiatives in a cooperative manner and exchange best practices between local, state, and federal programs.</p> <p>(Q2) Mission and goal revised for the committee. Will convene as an ad-hoc committee to encourage regional dialog of best practice information and to collaboratively support apprenticeship activities throughout the region.</p> <p>(Q3) Scheduled to meet on April 17th</p>		
(Q3 – Q4)	<p>Assist committee in efforts to expand marketing tools for the dissemination of apprenticeship information</p>	<p>(Q2) Apprenticeship information will be accessible by community partners in an updated web site. Registered Apprenticeship marketing tools disseminated at industry events.</p> <p>(Q3) Developed proposal to promote apprenticeship opportunities through the use of the WF1 website as a central point to access information on all local, state, and federal opportunities. The group is currently submitting information and text to be compiled and developed into the website.</p>		
<p>Tactic: (I.B.1.b) Facilitate and support Corrections CAG to identify options for transitioning ex-offenders into the workforce</p>				
(Q1)	<p>Strengthen CAG membership to include cross section of corrections employment /training professionals</p>	<p>(Q1) COMPLETE- The general committee of the Corrections CAG is comprised of 36 professionals both public and private that assist the transition of the ex-offender population to employment. There are representatives from a variety of support agencies and programs. The committee is always open to new members that provide a valuable resource and will continue to</p>		

Qtr	C. Proposed Benchmarks	D. Actual Accomplishments	E. Problems Encountered	F. Action Taken to Address Problems
		encourage appropriate participation.		
(Q1-Q2)	Research best practices models	(Q1) COMPLETED an in-depth evaluation and assessment of the St Bride’s Correctional Facility Vocation Transition Model. The newly formed Business Advisory Group is modeled after the one from St. Bride’s. will continue to evaluate other programs for best practice ideas		
	Assist in action plan development	(00/01 Q4) Each subcommittee has met twice to define projects and set timelines. Entire committee met and has set a target date of late September for business focus group meetings for needs assessment and awareness training. (Q1) The action plan for the Juvenile Issues subcommittee will be completed by the end of November. The Education subcommittee will complete its plan by early December. (Q2) The action plan for the Juvenile subcommittee will be complete in February. The education subcommittee has been folded into the Business Advisory Committee, which is still working on their action plan to be completed by February. (Q3) COMPLETE		
Ongoing	Facilitate subcommittee meetings	(Q1) The Juvenile Issues sub committee has met 3 times, the Educ. subcommittee has met twice and the Steering committee has met 3 times to work on their respective action plans. An additional subcommittee – Business Advisory Group – has been formed to help guide the outreach efforts to other businesses and has met twice in September. A special task force was formed in late July to facilitate the application for a \$ 3.5m Federal Dept. of		

Qtr	C. Proposed Benchmarks	D. Actual Accomplishments	E. Problems Encountered	F. Action Taken to Address Problems
		<p>Labor Juvenile Re-Entry Transition Grant. This committee was comprised of 22 representatives of public and private agencies, spearheaded by the Richmond Workforce Investment Board, their Youth Council, Dept. of Juvenile Justice, Offender Aid and Restoration and Workforce One. This is the first time that such a regional partnership has been formed to apply for a grant.</p> <p>(Q2) All sub committees continue to meet on a monthly basis or as needed depending on the project. The Juvenile Re-Entry Transition grant subcommittee was informed that the State review committee did not forward their grant application to the Dept. of Labor for consideration. Subsequently, they were informed by the Dept. of Labor that the grant application was rescinded and there will be a new application in Feb 2002. The subcommittee has called 3 meetings to take a proactive approach in preparation for the new application.</p> <p>(Q3) Subcommittees met on an as needed basis. The primary focus this quarter has been on the Grants subcommittee. The Dept of Labor sent an RFP in late January for the Serious Violent Offender reentry grant. This grant is “taking the place” of the Juvenile Reentry Transition Grant that the committee worked on in Fall 2001. The Grant committee has held 2 meetings to explore their options. One of these meetings has been with the City of Richmond and the Richmond Workforce</p>		

Qtr	C. Proposed Benchmarks	D. Actual Accomplishments	E. Problems Encountered	F. Action Taken to Address Problems
		Investment Board.		
(Q4) - ongoing	Facilitate interaction between targeted employers and CAG membership			
(00/01 Q4 - Q1)	Formalize Gateway Manufacturing IAG	<i>(00/01 Q3-Q4) - THE GATEWAY IAG MET TO DISCUSS ISSUES REGARDING WORKKEYS AND HOW TO EFFECTIVELY START BROADENING THE PROGRAM TO ADDITIONAL MANUFACTURERS. THE COMMITTEE WILL MEET OVER THE NEXT FEW MONTHS TO REFINE THEIR PROGRAM AND BEGIN THE PROCEDURE TO INCORPORATE ADDITIONAL MANUFACTURERS. Q4-THE GATEWAY COMMITTEE CONTINUES TO MEET TO DEFINE THE WORKKEYS ASSESSMENT PROCESS AND TO PREPARE THE PRESENTATION TO SMALLER MANUFACTURERS. THE COMMITTEE FEELS THAT 3 MEETING WILL BE NECESSARY OVER THE SUMMER WITH ACT TO PREPARE (Q1) COMPLETE - GATEWAY IS FORMALLY A SUB COMMITTEE OF THE FULL MANUFACTURING IAG</i>		
Ongoing	Gateway IAG meets quarterly	(Q2) COMPLETE – Chair appointed, Committee refocused goals and guided BSC development to include details of assessment process		
(Q4)	Support expansion of assessment tool to additional regional manufacturers	(01/02 Q3) The Gateway team has also made contact with other regional manufacturers that are currently using Work Keys to identify exactly how and what modules are being used and to gauge interest in participating on the Gateway team. The Gateway Manufacturers have begun to plan for a presentation/training event to		

Qtr	C. Proposed Benchmarks	D. Actual Accomplishments	E. Problems Encountered	F. Action Taken to Address Problems
		bring more awareness on the use of Work Keys as a common assessment tool. The Gateway team plans to invite members of the Human Resource community.		
(00/01 Q4)	Complete the distribution of Construction Trades Image brochure	(00/01 Q4) Construction Trades image brochure is complete and has been distributed.		
(Q1– Q4)	Partner with Greater Richmond Technology Council (GRTC) to assist in the development of a regional IT image campaign (Meet to explore initial concepts (Q3) , formulate plan and time frame (Q3), responsibility assignments (Q3), select consultant (Q4), develop campaign strategy (Q4), develop campaign materials and displays (Q4 – 02/03 Q1), implement campaign ('02/'03 & beyond)	(00/01 Q4) - Partnering with the Greater Richmond Technology Council's IAG we will asses need & assist in the development of image materials for our regions IT training and job opportunities. (Q1) Partnership with GRTC explored. Convened a joint meeting with the GRTC Workforce Development Committee on September 18 th . (Q2) Initial discussions determined that the goal of a marketing effort would be to attract/lure candidates from northern Virginia to capitalize on the status of the economy.		
(Q1– Q4)	Partner with the Bio-Technology Association of Virginia to assist in the development of a regional	(00/01 Q4) Partnering with the Bio-Tech Association we will form a Bio-Tech IAG to assess the need for an image campaign.		

Qtr	C. Proposed Benchmarks	D. Actual Accomplishments	E. Problems Encountered	F. Action Taken to Address Problems
	biotechnology image campaign (Meet to explore initial concepts (Q1), formulate plan and timeframe (Q1), responsibility assignments (Q1), select consultant (Q2), develop campaign strategy (Q2-Q3), develop campaign materials and displays (Q2-Q3), implement campaign (Q3 and beyond)	(Q1) COMPLETE - Initial meeting held with Bio-Technology Executive Director. (Q2) Participating as a community partner to help market biotechnology events. Bio-Tech association chooses not to develop regional IAG focused on Bio-Tech. Will participate with Health Services IAG currently in development.		
(Q4 & beyond)	Explore future for health services IAG imaging campaign as needs are identified (Meet to explore initial concepts (Q4) formulate plan and timeframe (Q4), responsibility assignments (Q4), select consultant (02/03 Q1), develop campaign strategy (02/03 Q1-Q2), develop campaign materials & displays (02/03 Q2-Q3), implement campaign (02/03 Q3 – beyond)			
Tactic: (I.B.1.e) Support use of tools such as WorkKeys for workplace readiness assessments				
(00/01 Q4)	Utilize tools such as Workforce Wizard, WorkKeys, (ongoing) see goal II Objective B Strategy 1A	<i>(00/01 Q4) PM IS CONTINUING TO INDICATE THEY WILL MEET WITH ACT TO DISCUSS THE USE OF WORKKEYS.</i>		00/01Q4) PM is having ongoing discussions with ACT in order to work out possible procedure and concerns PM has in using WorkKeys. (00/01 Q4) WF1 will continue to work with Infineon on WorkKeys project through the Gateway IAG.
(00/01 Q4 - Q1-Q3)	Explore opportunities to assist VA Community College System and regional community colleges with marketing plan for WorkKeys	<i>(00/01 Q4) GATEWAY MANUFACTURERS CONTINUE THEIR DISCUSSION OF MARKETING TOOLS AND WILL MEET WITH ACT TO REVIEW MATERIALS BEING DEVELOPED BY ACT FOR THIS PURPOSE. (Q1) EXEC. DIRECTOR MET WITH VICE-CHANCELLOR, WORKFORCE DEVELOPMENT VCC. DISCUSSED VCC</i>	(00/01 Q4) The Gateway IAG has agreed to the expansion of WorkKeys among regional manufacturers, but wishes to meet further to determine the dialog and procedure for doing so.	(00/01 Q4) Meetings have been set for the Gateway Group and ACT to determine the procedure to move the program forward to other manufacturers in the region

Qtr	C. Proposed Benchmarks	D. Actual Accomplishments	E. Problems Encountered	F. Action Taken to Address Problems
		<p><i>INITIATIVE TO ESTABLISH OFFICIAL WORKKEYS CENTERS AT VARIOUS CC LOCATIONS THROUGHOUT THE STATE.</i></p> <p><i>(Q3) WORKKEYS COMPONENT INCORPORATED INTO THE BSC TECHNOLOGY (WORKFORCE WIZARD WFW). COMMUNITY COLLEGES AND OTHER TESTING AGENCIES CAN POST WORKKEYS TESTING EVENTS AND TRAINING ON THE WFW.</i></p>		
(Q3 – Q4)	<p>Explore skills assessments used by other industry, assist in development of common assessment development as necessary for multiple industries</p>			
<p>Tactic: (I.B.1.f) Support the efforts of the Business Leadership Network (BLN) to increase workforce and marketplace diversity by including individuals with disabilities (this is the BLN’s mission statement)</p>				
(Q1-Q4)	<p>Assist in the creation of a marketing program for business to increase awareness of accommodations necessary for disabled workers (Meet to explore initial concepts (Q1).)</p>	<p>(Q1) COMPLETE – Strategic Plan has been drafted during 3 full day work sessions. Plan is currently undergoing timeline implementation process, which should be completed in Q2. Marketing strategy has been drafted but full implementation will be finalized in Q2.</p> <p>(Q2) Strategic Plan timeline is still in draft phase but monthly meetings held to continue timeline mapping. Expect completion in Q3.</p>	<p>(Q2) Strategic Plan still in draft phase because some key committee members were unable to attend scheduled meetings and approve draft components</p>	<p>(Q2) All committee members agreed to set firm deadline for document to be completed by Feb. 28.</p>
(Q1-Q4)	<p>Assist in the development of the statewide infrastructure for the VABLN. In Q1-Q2, a draft of the strategic plan was developed. Q3 – finalize strategic plan. Format operating plan (timeline and implementation), Q4 – Comprise budget, incorporate strategic plan, operating, plan, budget and</p>	<p>(Q3) Strategic plan in final draft form – expect full steering committee to approve at April meeting</p>		

Qtr	C. Proposed Benchmarks	D. Actual Accomplishments	E. Problems Encountered	F. Action Taken to Address Problems
	organizational chart into formal operating guidelines.			
(Q2)	Facilitate and support WorkKeys assessment tool and methods for testing individuals with disabilities and other special needs	(Q2) COMPLETE - A meeting was held with Jerry Miller, the Act rep and DeeDee Batten, Dept of Rehabilitative Services WorkKeys job profiler. They are working on a case-by-case basis to insure WorkKeys testing is made accessible to those candidates who need special accommodations. DeeDee Batten will also join the Gateway Project sub committee of the Manufacturing IAG since they use WorkKeys exclusively for their testing.	Q1 – Unable to convene the original members of the ad hoc committee that met to discuss this issue. Biggest hurdle is the participation of the ACT regional rep who resides in Fredericksburg.	Q1- Will continue to attempt to convene a meeting and report on progress.
Tactic: (I.B.1.g) Assist in coordination and expansion of MREN to strengthen access of alternative resource pools to job opportunities				
(Q1-Q4)	Assist in the coordination of monthly business meetings (Secure <u>business</u> sites for meetings, E mail meeting notices, Send <u>business</u> presenters info. packages)	(Q1) – Secured one business site for 1st quarter meeting. All others held at DRS regional office. Performed all the administrative functions. (Q2) – One meeting this quarter was held at a business site. All others held at DRS regional office (Q3) Coordinated 3 monthly meetings. January’s meeting had 4 business presenters, February’s meeting had 2, and March’s had 5. A total of 11 job opportunities were shared. During the 3 rd quarter 87 business shared their job leads with the network through its job board	Q1- Have encountered some difficulty in presenting at business sites because many do not have a facility to hold 50+ people.	Q1- Will continue to target employers who have appropriate meeting facilities.
Ongoing	Utilize IAG and general Chamber membership to increase the number of business presentations at monthly meetings	(Q1), - The marketing plan that was completed outlines specific Chamber targets throughout the year, which will be reported on as they occur. IAG plan is being developed and will be completed in Q2. (Q2) The MREN is scheduled to have a display booth in the Business After Hours programs for Jan., April, and June. Each		

Qtr	C. Proposed Benchmarks	D. Actual Accomplishments	E. Problems Encountered	F. Action Taken to Address Problems
		event typically draw about 400 businesses (Q3) Participated in February Business After Hours and solicited 5 possible business presenters for monthly meetings		
(Q1)	Assist in the development of marketing materials and plan (Meet to explore initial concept, formulate work plan, time frame, and responsibility assignments; determine which Chamber mailings to utilize; develop marketing strategy; design logo; redesign fact sheet and display board; implement campaign)	(Q1) COMPLETE – Marketing plan and timeline has been completed and implementation has begun. Logo has been designed and is being utilized as well as letterhead. Flyer has been re-designed.		
(Q1-Q4)	Continue to research best practices	(Q1) The MREN is seen as a model for the state and has consequently been highlighted at various conferences: The Society for Human Resources State Conference and National Workplace Forum. Will continue to evaluate other programs for best practices		
(Q3)	Explore using components of MREN in Business Service Center concept planning (See III.A.2.b)	(Q3) Met with the chair of the MREN steering committee, WF1 executive Director, and manager for BSC to discuss options on how to integrate MREN into the BSC. Will develop a plan and report in Q4		
Tactic: (1.B.1.h) Facilitate and support military-to-work opportunities within the region.				
(Q1-Q3)	Facilitate meeting(s) of the military-to-work	(00/01 Q4) Continue to explore the opportunities to partner with the military for military to work programs and to promote our region. Q4-Met with representatives from the Army's PAYS (Partnership Army Youth Services) met with WF1 to discuss the Army's interest in partnering with our regions corporations to provide jobs for transitioning and reserve recruits. Head of the PAYs program will meet with area		

Qtr	C. Proposed Benchmarks	D. Actual Accomplishments	E. Problems Encountered	F. Action Taken to Address Problems
		<p>representatives in July to introduce this program (Q1) COMPLETE - Hosted the Program Manager (Colonel Robert A Qualls) Partnership for Youth Success and his staff. 54 regional employers attended to include a group of fortune 100 companies on 7/20</p>		

Tactic: (I.B.1.j.) Facilitate and assist the Virginia Hispanic Chamber of Commerce workforce committee to increase the pool of qualified Spanish speaking workers

Qtr	C. Proposed Benchmarks	D. Actual Accomplishments	E. Problems Encountered	F. Action Taken to Address Problems
(Q2 – Ongoing)	Serve as chair of the Employment & Empowerment Committee of the VHCC	<i>(Q3) COMPLETE, co-chair leadership with Hester Dorer from Philip Morris.</i>		
(Q3)	Assist in planning resource center for employers and candidates	<i>(Q3) Convened meeting with Leadership Metro Richmond Task Force designated to develop an implementation plan for the resource center. Opened dialogue with VHCC regarding partnering with the BSC/WFW to provide the resource centers on-line services with a shared revenue model.</i>		
(Q4)	Assist in action plan by providing guidance and advice			
Tactic: (I.B.1.k.) Facilitate the recruitment and retention of entry level child care providers				
(Q2)	Partner with United Way to facilitate the Early Child Development Coalition Recruitment and Retention Committee	(Q2) COMPLETE – WF1 Senior Manager – Community Initiatives named as chair of the recruitment and retention committee		
(Q3)	Advise and assist the contractor (Memorial Child Guidance Center) in the development and implementation of the recruitment and retention elements of the Child Care Now project.	(Q3) COMPLETE - all elements of the Child Care Now plan have been implemented		
Tactic: (1.B.1.l.) Support the United Way to strengthen the employment and training services provided to the homeless population transitioning into the workplace				

Qtr	C. Proposed Benchmarks	D. Actual Accomplishments	E. Problems Encountered	F. Action Taken to Address Problems
<i>Ongoing</i>	Monitor contractor progress with work plan timeline and intervene when non-compliance is observed	(Q3) Monthly meetings held with Child Care Now program director and recruitment and retention committee to get updates. 12 people have been trained and 3 have found full time employment thus far		
<i>(Q2-Q4)</i>	Serve as program monitor for assigned agency who provides employment and training services to the homeless and is applying for United Way funding	(Q2) Assigned to the Urban League employment and training program. Held first meeting with Executive Director and Employment Coordinator to go over United Way's logic model and outcomes report. (Q3) Conducted 2 monitoring reports		
<i>(Q2-Q4)</i>	Monitor adherence to United Way's logic model and outcomes report and advise Council of program's progress and any non-compliance issues.	(Q2) Reported to Council at monthly meeting the statistics given by the Urban League. July 00 – October 01 81 individuals or 71% of the 113 customers served were hired into full or part time employment. (Q3) Reported to Homeless Action Council that an additional 24 homeless clients were served, 11 of which have found full time permanent employment		
<i>(Q2-Q4)</i>	Provide guidance to assigned agency to assist them in enhancing their program services and their reporting methods.	(Q2) Invited employment coordinator to participate in the Metro Richmond Employment Network to broaden the job placement activities/ networking opportunities. Also recommended that hired statistics be broken down to include retention rate after 30, 60, 90 days and 120 days as well as capturing what other supportive services they were referred to. (Q3) Reviewed retention reporting system that was initiated last quarter. Recommended some additional information be added to the United Ways quarterly Outcome Report so that employment figures for the homeless customers served		

Qtr	C. Proposed Benchmarks	D. Actual Accomplishments	E. Problems Encountered	F. Action Taken to Address Problems
		were more clearly defined.		
Strategy: (I.B.2) Explore methods to expand community access to training				
Tactic: (I.B.2.a) Facilitate the evaluation and support of manufacturing training programs throughout the regional school jurisdictions				
(Q1)	Develop a Manufacturers Education Consortium (MEC) to track and expand existing and future training programs throughout the region with emphasis on skill sets required by manufacturers	(00/01 Q4) Partner with VA Dept. of Education to explore these K-12 programs for use in adult education formats. (00/01 Q4) Report developed, Manufacturing Education Consortium (MEC) organized, this component of the strategic plan is complete. The two community colleges in the region agreed to collaborate to develop a common curriculum to meet the skill requirements identified by the mfgs (Q1) COMPLETE - MEC formed as sub-committee of Manufacturing IAG. (Q2) Appointed a chair to the MEC. The MEC review board was formalized to oversee the endorsement process for manufacturing training programs in the Community college and K-12 arena.		
(Q1)	MEC develops criteria of support for training programs, which may	(00/01 Q4) After careful review of the Clover Hill APS program. Manufacturers		

Qtr	C. Proposed Benchmarks	D. Actual Accomplishments	E. Problems Encountered	F. Action Taken to Address Problems
	include guaranteed interview/assessment for certificate holders from programs approved and supported by MEC	have produced a curriculum that will set the standard requirements for entry level positions and will assist graduates from these programs find available jobs and/or continued education towards a manufacturing career (Q1) COMPLETE - Endorsement statement adopted/approved by committee.		
(Q1-Q4)	Establish agreement for tracking success of training program graduates	(Q1) COMPLETE - Advisory Committee participants determined from Manufacturing IAG members (Q2) Discussing the process among the business and education partners.		
(Q1-Q3)	Facilitate meetings on training programs in the K-12 school system and the community colleges	(Q1) COMPLETE - Met with Dr. Neils Brooks on October 10 th to explore matching the skill standards determined by the Manufacturers Education Consortium translated into education competencies and task lists. Meeting with Chesterfield Technical Center representative on September 21 st for an update on the manufacturing curriculum in Chesterfield County. Richmond City, Hanover, Henrico, and Prince George County Schools are organizing members of the Manufacturers Education Consortium. (Q2) Coordinated a presentation to the Community Colleges in the region to communicate available resources. State coordinator presented in December and encouraged the Manufacturing group to lead efforts for a national certification in manufacturing. Determined next steps for the process and community partners that need to participate. Presented at the Virginia Career Development Association		

Qtr	C. Proposed Benchmarks	D. Actual Accomplishments	E. Problems Encountered	F. Action Taken to Address Problems
		to communicate available state resources to guidance professionals in the region and across the commonwealth. Presented at local Richmond area counselors' organizations with materials from the WF1 initiatives.		
(Q1-Q4)	Explore training opportunities for adult education programs utilizing manufacturer training programs in the adult education and community college systems	(Q1) COMPLETE - Initial conversations held with Chesterfield county on adding manufacturing programs to the adult education schedule. MEC committee actively seeking partnerships with the community college system. Both regional Community Colleges are organizing members of the Manufacturers Education Consortium. (Q2) Supported the expansion of endorsed manufacturing programs to the Richmond City Technical Center. Coordinating a meeting with the principal and lead teachers in the program. (Q3) Community Colleges are submitting an application for endorsement of a community college curriculum that meets the needs on the Manufacturing Industry		
(Q2-Q4)	Support MEC in the development of strategies to expand and modify training programs	(Q2) MEC committee has meet regularly to address the expansion of training programs so that modifications could be made to meet the needs of the manufacturers in the region. Efforts have been concentrated on the brochure development to encourage diverse candidates from the total student population. An emphasis on diversity in race and gender has been determined that aligns with new department of state guidance.		
Tactic: (I.B.2.b) In partnership with JSRCC and Verizon, form task force to explore training pilot using TechnoTrain				
(00/01	Develop key sponsors with	(00/01 Q4) Verizon Foundation grant		

Qtr	C. Proposed Benchmarks	D. Actual Accomplishments	E. Problems Encountered	F. Action Taken to Address Problems
Q4)	\$125,000 support (Q2 2000-01)	approved and first payment delivered (\$62,500) (Q3) 2 nd payment from Verizon Foundation grant (\$62,500)		
(Q1-Q2)	Form task force to explore a training pilot in an inner city or rural area	(00/01 Q4) Several meetings held with WF1, Verizon, JSRCC, and representative from Barton Heights to explore an IT pilot training program in an inner city community. (Q1) – COMPLETE - One meeting of the newly formed oversight committee was held to discuss options for utilizing the TechnoTrain. Another meeting is scheduled for Q2 where definitive timelines and roles/responsibilities will be established. In September, A multi-media training was held at the Peter Paul Development Center in Church Hill. Ten young persons attended the series of classes, ages 13 – 15. Training was also conducted at Infineon Technologies, William Byrd House, Cary Street Watermelon Festival, 2 nd Street Festival, GRTC Technology Summit, Catholic Diocese of Richmond. A total of 1,240 persons received hands-on exposure & training on the mobile technology lab.		
(Q3 – ongoing)	Serve on TechnoTrain steering committee to conduct oversight and assist in selecting outreach projects for communities that experience computer illiteracy	(00/01 Q4) Collaborative agreement between WF1, Verizon, and JSRCC formalized and signed. Review Committee formed - WF1 a member. Quarterly reporting timeline established. Collaborated with Richmond and Capital Area WIBs to funding for all workforce populations through partnership with WF1 IAGs (Q3) Three meetings held in January to		

Qtr	C. Proposed Benchmarks	D. Actual Accomplishments	E. Problems Encountered	F. Action Taken to Address Problems
		prepare for the PR event where Verizon awarded the second check of 62,500 to WF1 and JSRCC to operate the Technotrain. The Technotrain did a project with the Grafton school – a facility for young adults with special needs. Twenty-four students were served in a 5-week session.		
(Q3 – Ongoing)	Assist in compiling calendar of events to project TechnoTrain scheduling for entire year focusing on outreach to communities that experience computer illiteracy .	(Q3) Met once to draft an outline for future quarterly meetings to discuss outreach projects. Another meeting scheduled in early April to finalize		

Goal II: Identify and Communicate the Needs of the Business Community

Objective II.A: Develop a strong relationship between the business and education/training providers

Qtr	C. Proposed Benchmarks	D. Actual Accomplishments	E. Problems Encountered	F. Actions Taken to Address Problems
<p>Strategy: (II.A.1) Utilize the Leadership Council & IAGs to streamline communications among businesses and between business & education/training providers</p>				
<p>Tactic: (II.A.1.a) Continue to engage Leadership Council to accomplish high-level interaction between business and education/training communities and to provide oversight and direction for WF1 initiatives</p>				
(Q1-Q4)	<p>Convene quarterly meetings of entire Leadership Council</p>	<p>(Q1) COMPLETE – Meeting held Aug 1st (Q2) COMPLETE – Meeting held Nov. 7th (Q3) COMPLETE – Meeting held March 5th – Attended by 53 business & education leaders, & community partners</p>		
(Q1-Q4)	<p>Address high priority workforce development issues</p>	<p>(Q1) COMPLETE – Business & industry issues & solutions reviewed, LC offered guidance on specific services of business service center. See enclosed agenda & minutes. (Q2) COMPLETE – MEC & IAG activity reviewed, LC gave input on goals of business service center and approved BSC progress. See enclosed agenda & minutes. (Q3) COMPLETE – Draft of Business plan for BSC reviewed & approved, strategic planning for 02-03 complete with input from Council members</p>		
(Q1-Q4)	<p>Convene periodic meetings of Council development subcommittee (representing a diverse group of human resources, economic development and business leaders) to review membership structure of Council</p>	<p>(Q1) COMPLETE – Subcommittee meeting held, membership reviewed – members added from bus & education community as well as process for nominating 2 college students (Q2) COMPLETE – Subcommittee meeting held Oct 17, membership reviewed, 3 business members suggested, 2 confirmed, 2 community officials suggested both yet to be confirmed. 2 New LC Member orientation sessions held, attended by 16 members. Sessions were rated as very informative.</p>		

Qtr	C. Proposed Benchmarks	D. Actual Accomplishments	E. Problems Encountered	F. Actions Taken to Address Problems
		(Q3) Next Meeting Scheduled for Q4		
Tactic: (II.A.1.b) Appoint training and community service providers, educators, and guidance counselors to IAGs				
Ongoing	Appoint training and community service providers, educators and guidance counselors to IAGs			
Tactic: (II.A.1.c) Encourage IAGs to develop action agendas that model best practices				
(Q1-Q4)	As specific issues arise, encourage the IAG to explore regional, state and national workforce best practices and to incorporate those practices in their plans and strategies	(Q1) COMPLETE –Collaborated with COWS (Center for Wisconsin Strategy) for best practice in Manufacturing regarding curriculum development & skills assessment (Q2) COMPLETE - Best practices		

Qtr	C. Proposed Benchmarks	D. Actual Accomplishments	E. Problems Encountered	F. Actions Taken to Address Problems
		<p>information incorporated into the identification of skills within the Technology industry. Aligned with Department of Labor representatives as a technical assistant. San Diego and Silicon Valley relationships have been facilitated. Various resources have been requested from multiple initiatives to share with manufacturing and skilled trades sectors.</p> <p>(Q3) Co-sharing leadership responsibility for the Healthcare Action Group are: Lloyd Greene, Ed.D., Senior Vice President of Human Resources, VCU Health Systems; Patricia L. Robertson, Chief Operating Officer, St Mary’s Hospital and Vice President of Integrated Care for Bon Secours Richmond; and Maria Roseberry, Vice President of Human Resources, HCA Central Atlantic Division. Dr. Greene will outline the success and outcomes of a regional approach to healthcare workforce issues in Austin, Texas at the March 28th event at the Jefferson hotel. The highly successful initiative recently received national acclaim and recognition.</p>		
<p>Tactic: (II.A.1.d) Facilitate partnering efforts between schools & businesses to develop and implement the “Yes, School Counts” program, as requested by divisions</p>				
(Q1-Q4)	<p>Participate on planning committees when appropriate</p>	<p>(00/01 Q3) WF1 convened a meeting of the Education Committee Chairs in March to discuss the feasibility of approaching the Yes School Counts program as regional project. Hanover, Henrico, and Chesterfield Chairs and committee representatives attended. Each county was very interested in the program, but each county and school jurisdiction is at different levels of readiness. Thus, the consensus was that</p>		<p>(Q3) Participated in planning meetings with Chesterfield Business Education Committee to recruit businesses to request student resumes strategy developed to include committee members to recruit businesses who hire high school students. WF1 to present to CBC on value of Yes School Counts program to</p>

Qtr	C. Proposed Benchmarks	D. Actual Accomplishments	E. Problems Encountered	F. Actions Taken to Address Problems
		<p>each jurisdiction would pursue the program at their own pace and they would communicate with one another via WF1 who would send email updates and convene meetings a couple times per year for them to meet together.</p> <p>(Q1) COMPLETE – Executive Director participated Chesterfield Bus. Council Education Committee Meeting. Met with Richmond Business Council, Education Committee to review process for implementing YSC.</p>		<p>the City of Richmond & Henrico Superintendents. City of Richmond interested in adopting. Henrico has own programs it plans to continue.</p>
(Q2-Q4)	<p>Assist with marketing and web support (existing site)</p>	<p>(Q2) Yes, School Counts (YSC) pages re-written for WF1.org site revision. Letter sent to Chesterfield Business Council members encouraging businesses to request YSC resumes from student workers.</p>		
(Q3-Q4)	<p>Convene annual meeting of appropriate parties (if needed) to encourage efficiencies and some level of consistency across programs (Need for meeting to be determined in Q3)</p>			<p>Scheduled to speak at April Meeting</p>
<p>Strategy: (II.A.2) Strengthen communication channels with the education/ training community across all jurisdictions</p>				
<p>Tactic: (II.A.2.a) Explore the need to develop a high-level, strategic education and training entity</p>				
(Q1)	<p>Meet individually with school superintendents and community college presidents to discuss how WF1 can partner with them to enhance workforce development initiatives</p>	<p>(Q1) – Individual meetings with Stewart Roberson of Hanover, Margaret Meara of Powhatan, Mark Edwards of Henrico and Marshall Smith of John Tyler, Dr. Bud Burnett of J. Sgt Reynolds, Janet Crawley of Charles City, Billy Cannaday of Chesterfield, Fred Williamson of J. Sarg. Community College, Reviewed goals and upcoming initiatives with an emphasis on cooperation and partnership with education community. Received input from schools</p>		<p>(Q3) Individual meetings held with Mark Edwards, Roy Geiger, & Albert Williams. Identified key areas of interest and collaboration opportunities</p>

Qtr	C. Proposed Benchmarks	D. Actual Accomplishments	E. Problems Encountered	F. Actions Taken to Address Problems
		<p>on workforce issues from education and employer perspective.</p> <p>(Q3) Individual meetings with Dr. William Boshier of VCU Public Policy, Superintendent of Richmond City Public Schools, Superintendent of Henrico Public Schools. Stewart Roberson of Hanover will serve on LC & Executive Committee as Education Chair for remainder of this year and 02/03.</p>		
(Q2)	Based on findings from individual meetings, develop proposal for enhanced collaboration and partnering with the education community	(Q3) Priorities identified by the jurisdictions include the review of Yes, School Counts and technology that will link opportunities and students throughout the region.	(Q2) Meetings will all superintendents not completed.	(Q2) Proposal will be developed upon completion of meeting scheduled for January and early Feb.
(Q2-Q3)	Obtain Leadership Council approval and implement proposal	(Q3) Stewart Roberson of Hanover will serve on LC & Executive Committee as Education Chair for remainder of this year and 02/03. Leadership Council considered & approved the direction of the integration of educational opportunities within the jurisdictions on an ongoing basis.		
Tactic: (II.A.2.b) Develop relationships with existing guidance counselor networks to provide career information to share with parents, students and teachers				
(Q1)	Identify guidance counselor networks that currently exist (Identify networks, collect contact information, establish contacts)	(Q1) COMPLETE - Identified the Richmond Area Counselors Association. Collected contact information and scheduled to meet in Q2		
(Q1-Q4)	Participate in CAPER monthly meetings and quarterly joint CAPER/PEER meetings	(Q1) COMPLETE – Executive Director met w/CAPER & PEER Reps, has joined boards for each consortium, and agreed to meet on quarterly basis. (Q2) Ex. Dir attended joint quarterly meeting. Gave update on WF1 activities and accomplishments, inviting schools to participate in IAGs at committee level. (Q3) Workforce One presented at the 2002		

Qtr	C. Proposed Benchmarks	D. Actual Accomplishments	E. Problems Encountered	F. Actions Taken to Address Problems
		Counselors Workshop on February 18, 2002 demonstrating and discussing the use of web-based career planning tools.		
(Q1-Q2)	Design strategies with networks to meet their needs for business- and industry-related information	(Q1) – Exec. Director sits on Board for GRBEP, and established relationship with Exec. Dir. of GRBEP to assist with education communication and inclusion in Business Service Center development. (Q2) Strategies developed with Richmond Area Counselors Association to serve as the regional resource for industry related information. Coordinated a panel of employers to speak for the Career Development symposium in March. Developed an alliance with The Virginia Career Development Association, an association of statewide career professionals. Served as a resource to the Virginia State University Career Planning and Placement Center as a facilitator to a section of a workshop series.		
(Q1-Q4)	Facilitate the flow of, or directly provide, business and industry information through this network as needed.	(Q2) COMPLETE. Informational presentation, material, and submissions to publications for distribution.		
Tactic: (II.A.2.c) Develop an effective networking communication system with the education and training community to address technical, vocational and other training needs				
(Q1-Q4)	Continue to identify key contact personnel with education and training institutions and include in WF1database.	(Q1) COMPLETE – Stewart Roberson, Superintendent of Hanover identified as 02-03 Education Consortium Chair, currently serving as Sub-Chair (Q2) Agreed to include and identify WIB approved training provider in BSC database.		
(Q1-Q4)	As specific issues arise, form ad hoc work groups or ask key contacts to work with IAGs to	(Q1) COMPLETE – Appropriate educational reps identified and involved with Manufacturers Education Consortium.		

Qtr	C. Proposed Benchmarks	D. Actual Accomplishments	E. Problems Encountered	F. Actions Taken to Address Problems
	address the issues.	Representatives from Chesterfield, Hanover, Henrico, City of Richmond, JTCC, & JSRCC joined MEC sub-committee.		
(Q1-Q4)	Send established WF1 communiqués to education and training communities according to III.B.1.a of the WF1 strategic plan 2001-2002	(Q1) COMPLETE – Summer edition newsletter. (Q2) COMPLETE - Fall edition newsletter distributed. (Q3) COMPLETE - Winter edition newsletter distributed.		

Goal II: Identify and Communicate the Needs of the Business Community

Objective II.B: Coordinate opportunities for the business community to serve as a resource for curriculum development and teacher support

Qtr	C. Proposed Benchmarks	D. Actual Accomplishments	E. Problems Encountered	F. Actions Taken to Address Problems
Strategy: (II.B.1) Coordinate resources and opportunities for educators to enhance their understanding of evolving needs of the business community				
Tactic: (II.B.1.a) Provide training in SOL-related economic education for teachers in partnership with the VCU Center for Economic Development				
(Q1)	Meet with appropriate school personnel to determine the level of financial support from local divisions	(Q1) – Discussed with VCU reps status of course development.	(Q1) - Director of Education left WF1 and was not replaced.	(Q1) Relationships with GRBEP and CAPER/PEER consortiums, and appointed education representatives to IAGs to address education community.
(Q2)	Host luncheon meeting with approximately 50 key school personnel to discuss proposed revision to course			
(Q3)	Revise and promote course			
(Q4)	Based upon financial support from school divisions, course offered to teachers		(Q2) REVISION NOTES: Funding support unlikely from school divisions at this time. This tactic will more than likely be eliminated from 02/03 plan.	At the time of revisions, definite actions were not made due to clarification from VCU rep. Prior to the start of 02/03, definitive action either advancing or eliminating this tactic will be made.
Tactic: (II.B.1.b) Support the Greater Richmond Business Education Partnership in efforts to increase technology skills of teachers				
Jan 2001 - March 2001	Expansion of Part 1 and implementation of Part 2 (Q3 2000-01)	(00/01Q4) 30 Science teachers have been selected to participate in the summer session. First group of teachers have submitted lesson plans to be posted on the GRBEP web page for access by other area teachers. WF1 provided seed money to help GRBEP establish legal entity to operate.		
(Q1-Q4)	Participate in 4 GRBEP board meetings, one per quarter, to provide information, insight and collaboration toward reaching the program's goals	(Q1) COMPLETE – Executive Director participated in meetings (Q2) COMPLETE - Exec. Director participated in meeting in Dec.		
Tactic: (II.B.1.c) Support and help expand established partnerships between employers and teachers to increase teachers' knowledge of career and skill demands of business and industry				

Qtr	C. Proposed Benchmarks	D. Actual Accomplishments	E. Problems Encountered	F. Actions Taken to Address Problems
(Q2)	Meet with education leaders of CAPER, PEER, GRBEP, Ambassadors Program and other teacher skill development groups to determine level of WF1 involvement needed	(00/01 Q4) - COMPLETE – funding for work place ethics conference provided. Conference held with additional presentations given by keynote speaker at several area schools. (Q1) – Met with leaders of CAPER, PEER, & GRBEP to review potential partnering opportunities. (Q2) COMPLETE Met with Leaders & agreed to ongoing participation at board level for all three organizations, to sponsor financially GRBEP public education event and to continue to look for partnership opportunity with CAPER/PEER sponsorship. Agreed to not duplicate efforts of these organizations by creating another education committee through WF1.		
(Q2)	Develop a plan for partnering based upon needs and value-added by WF1 participation			
(Q2-Q4)	Implement plan as needed			

Goal III: Improve Access to Workforce Information, Services and

Opportunities

Objective III.A: Provide business, community, government and education sectors with resources and opportunities to link and communicate more effectively

Qtr	C. Proposed Benchmarks	D. Actual Accomplishments	E. Problems Encountered	F. Actions Taken to Address Problems
<p>Strategy: (III.A.1) Provide the Greater Richmond region with cutting edge technologies to ensure the efficient and effective delivery of workforce information, services and opportunities</p>				
<p>Tactic: (III.A.1.a) Work with employers and community partners to pilot technology to enhance available resources</p>				
(00/01 Q4)	<p>Assess current Visionlink web technology (NextStep) to determine if needs of employers & community will be met sufficiently</p>	<p>(Q4) Assessment to be conducted through series of focus groups. HR focus group will be reconvened once VL addresses feedback from case management group</p>	<p>Q4 - Vendor has not addressed incompatibility issues outlined in report sent to them in March and discussed via phone and in person in early May.</p>	<p>Q4- VL will develop a timeline to address corrective action needed. Q4 - Reported problems with vendor at Leadership Council meeting in March. WF1 asked to hold further focus groups to discuss Visionlink software as it relates to Business Service Center concept/needs. Four (4) focus groups were held in late April, early May. At May Leadership Council meeting, findings of focus groups were reported, and approval to conduct further technology research and development was granted. A contractor was hired to evaluate our current software and research other options. Planning sessions with the Greater Richmond Technology Council and the Greater Richmond Business and Education Partnership are underway to help assist in the research and development phase.</p>
(Q1)	<p>Develop a paper and electronic training manual for businesses</p>	<p>(Q1) Needs of employers and community reps are reassessed through multiple</p>	<p>(Q1) Visionlink products command excessive labor to</p>	<p>(Q1) Considering an interface to work w/VL software or</p>

Qtr	C. Proposed Benchmarks	D. Actual Accomplishments	E. Problems Encountered	F. Actions Taken to Address Problems
		<p>focus groups. Conducted 15 focus groups comprised of educational, government, elected officials, economic development professionals, small and large business stakeholders. Pilot of Vision Link's(VL) NextStep placed on hold due to needs identified by business that will not be met with web-based tool. Assessment of VL's NextStep or other product to be conducted in Q2 along with plan of action to meet needs through the development of a business service center.</p> <p>(Q2) Training will be performed in single sessions with groups of individuals from the same company present. Upon completion of the various types of groups a paper manual will be developed if needed. Help files have been incorporated into the web site.</p>	<p>use with limited results.</p> <p>Q2) Since the http://www.workforcewizard.org/ site is new and has been developed there is no training manual. Input is needed by training companies, individuals, business users, and staffing companies to fully develop a training manual. The system is designed to so friendly as to require minimal support (. </p>	<p>development of other software. Joint Development Committee formed of business, community, & educational reps along with technology experts to study defined needs and possible solutions. Plan of Action to be developed in Q2.</p> <p>(Q2) Business and educational being trained during the week of 1/28. By conducting instructional training sessions we will have enough knowledge to develop a training manual that addresses any cloudy issues.</p>
(Q2)	<p>Develop an electronic and printed copy of a <u>System Functions and Requirements Document</u> which outlines the functionality of the system.</p>	<p>(Q2) Completed first draft of Phase 1 <u>System Functions and Requirements Document</u>.</p>	<p>(Q2) Final documentation will be completed when Phase 1 functions and system have been completed.</p>	<p>(Q2) Each function was identified and mapped to ensure user friendliness and desired outcome.</p>
(Q3)	<p>Develop a Tractability Document to identify each system function as they map to the system functions and requirements document.</p>	<p>(Q2) Complete</p>		
(Q3)	<p>Recruit and train business pilot partners on existing workforce job placement system</p>	<p>(Q3) Identified pilot businesses from Leadership Council that have select employment needs. Conducting training programs for each business prior to entering into the pilot program.</p>		<p>(Q3) Will offer pilot opportunities exclusively to Leadership Council only, until technology proves solid.</p>
(Q3)	<p>Recruit and train community pilot partner(s) on existing workforce</p>	<p>(Q2) Met with VEC and DRS to discuss technology and feasibility of populating</p>	<p>VEC hesitant in allowing Workforce Wizard to</p>	<p>(Q3) Will continue to be proactive with VEC and work at</p>

Qtr	C. Proposed Benchmarks	D. Actual Accomplishments	E. Problems Encountered	F. Actions Taken to Address Problems
	job placement system	data captured by BSC participants into VEC and Metro Employment Network (Q3) Conducting training program for both community partners and associated individuals on usage of Workforce Wizard	populate MACC site with data. All resources are being focused on rolling out MACC, no commitment or timeframe can be shared until MACC has successfully been introduced.	their schedule to form data populating tools for cross population of data. We will also search for spider tools that enable cross population of job posting boards.
(Q3)	Coordinate and implement pilot project	(Q2) Training scheduled with MREN, and United Way agencies.		
(Q4)	Evaluate pilot project with business and community partners			
(Q4)	Incorporate <i>pilot findings</i> into technology implementation plan			
Tactic: (III.A.1.b) Work with business and education communities to pilot technology to enhance available resources				
(Q3)	Explore method to simplify the use of WBL within schools, formulate solution	(Q3) Scheduled 4/1/02 with Greater Richmond Business/Educational Partnership	(Q2) Many of the schools would like to participate in an internship program, however the problem is that the school representatives do not seem to have the time needed to coordinate between the students, employers, and parents. (Q3) GRBEP has suspended operation except for the Educators in Industry summer program.	(Q2) Have the Richmond Business and Educational Partnership be the “Resource Manager” for all intern type opportunities. The Resource Manager would facilitate the placement of the student and communicate with the business, school, and individual. (Q3) Established commitment from CAPER/PEER coordinators to assist with final development of the WBL portion of the system to be completed in Q4.
(Q4)	Develop a process to validate a K-12 Work Based Learning Opportunity			
(Q4)	Secure a school to pilot			
(Q4)	Identify and recruit local businesses to participate			
(Q4)	Train school personnel			
(Q4)	Complete student/parent			

Qtr	C. Proposed Benchmarks	D. Actual Accomplishments	E. Problems Encountered	F. Actions Taken to Address Problems
	handbook			
(Q4)	Input student profiles			
(Q1 Yr 02/03)	Students select opportunities			
(Q1 Yr 02/03)	Train businesses			
(Q1 Yr 02/03)	Conduct pilot			
(Q1-Q2 Yr 02/03)	Evaluate pilot			
Tactic: (III.A.1.c) Work with United Way to institute a pilot using Tapestry				
(Q1)	Assist in completion of customization package	(00/01 Q4) Implementation timeline complete. (Q1) COMPLETE - United Way representatives work with systems operator to customize software.		
(Q2)	Assist in training United Way end user staff	(Q2) IN PROGRESS – Providing ongoing training and technical support until April, 2002 with VISIONLINK trained analysis certified in newest version of TAPESTRY		
(Q2)	Assist in coordination and implementation of pilot project	(Q2) COMPLETE – Resource and referral web based technology currently being used by United Way and over 1500 agencies, listing over 4500 services.	(Q2) Unable to merge all access databases into one web-based system.	(Q2) Overcame technical challenge by identifying each version of database and in which version each database was saved. Brought each database to a common version/level so each could be merged into one master.
(Q3)	Evaluate pilot project with United Way, agency partners and WF1	(Q3) Evaluation being conducted to be completed in Q4.		
(Q3-Q4)	Incorporate pilot findings into technology implementation plan			
(Q3 – Q4)	Assign the license agreement of ‘Tapestry’ to United Way for continue use	(Q3) IN PROGRESS – United Way representative met with WF1 staff to discuss elements of transfer agreement.		
(Q3)	Link United Way Tapestry web site to Workforce Wizard	(Q3) Created link for Tapestry but will wait to incorporate until pilot has been recognized as successful.		

Qtr	C. Proposed Benchmarks	D. Actual Accomplishments	E. Problems Encountered	F. Actions Taken to Address Problems
Tactic: (III.A.1.d) Assess, analyze and promote interactive web-based labor market research tool				
(Q1)	Research additional system capabilities with vendor and other locales using the tool	<p>(00/01 Q4) Continued research and development of a labor market web based system is necessary in relation to the menu of services offered by Business Service Center once more clearly defined. Q4 Met with ERISS representative to discuss options for continuing the use of their labor market tool.</p> <p>(Q1) Researched Tidewater communities using ERISS, held meeting of potential regional / statewide partners to explore possible sharing of resources & best practice ideas, other outcomes of collaborative meeting of '64 Corridor' group under consideration, use of ERISS discontinued in Tidewater due to expense.</p> <p>Have established that the data copulated by ERISS is outdated and Workforce Wizard should not provide that quality data.</p>	<p>(00/01 Q4) From meeting with ERISS rep, WF1 learned that there were 2 options to continue the use of the ERISS labor market product: 1) New survey completed within the next six months of the end of current contract (May 2001) at a cost of approx. \$140,000. We had planned to do the survey in the budget year 2002-2003 not 2001-2002 or 2) six month extension of contract without a new survey, predicated on WF1 decision of whether to continue using ERISS made within 3 months.</p> <p>(Q1) Data becomes outdated within 6 months, especially with economy changing with up/down cycles. Cost prohibitive and time restrictive to re-survey as often as needed.</p>	<p>(00/01 Q4) Contracted for six-month extension of ERISS labor market tool. During this time, WF1 will research more cost effective products.</p> <p>(Q1) Will initially work to put survey out to RFP. Long-range plans are to secure survey data from IAGs/CAGs.</p>
(Q2)	Develop user survey to identify end users and extent of usage	(Q1) COMPLETE --List of business and employers by area; -Salary Information by Industry, Relevant Occupation; -Industry Demand; -Industry Supply, Hiring difficulties, Best Practices; Employment Growth	(Q1) Different types of businesses and stakeholders wanted different types of information	(Q1) Conducted 15 focus groups comprised of educational, government, elected officials, economic development professionals, small and large business

Qtr	C. Proposed Benchmarks	D. Actual Accomplishments	E. Problems Encountered	F. Actions Taken to Address Problems
				<p>stakeholders. Data will be analyzed further when options for labor market information tool are considered.</p>
(Q3)	<p>Research existing statistical data and provide as resource to the BSC for the interim period until final labor market tool is implemented</p>	<p>(Q3) Met with Christine Chmura, Ph.D. to identify options for an interim and final Labor Market data tool. Established that a system can be built, but would still contain only older labor market data. Continue to seek alternative best practice models.</p>		
(Q4)	<p>Develop and update the survey reflecting current economic developments</p>			
(Q3)	<p>Develop a system that ensures the labor market data is relevant and accurate</p>	<p>(Q3) Explored further relationship with ERISS. ERISS's cost is inflexible in both obtaining data as well as presenting the data.</p>	<p>(Q3) Events of 9/11 show that labor market data can be come obsolete due to environmental events, not simply attributed to time. Not only does the data need to reflect accurate data, the means to collect the data needs to be timely and the process cost effective. It is very conceivable to conduct surveys semi-annually. Our current relationship with ERISS, with a budgetary cost of \$150K/survey would make that process cost prohibitive.</p>	<p>(Q3) Meet with Dr. Christine Chmura to determine best practice model and approach to capture data accurate to population of the Greater Richmond Region. (Q3) Providing Labor Market Data can be divided into two groups, gathering or surveying for the data and that data residing in a database, and then mining the data, presenting it in a usable form. We feel that if we can use a model to constantly present the data in a usable form, we can then constantly input updated data into the</p>

Qtr	C. Proposed Benchmarks	D. Actual Accomplishments	E. Problems Encountered	F. Actions Taken to Address Problems
				database realizing a cost to solely obtain the data, representing a significant cost savings.
(Q4)	Develop marketing plan focused on full system capabilities and user survey results for inclusion of needed elements in the BSC marketing plan	(Q1) Marketing plan of business service center which will incorporate “Dissemination of workforce information”, scheduled to be complete by 2/28/02 (Q2) IN PROGRESS – Meeting with GRCC Marketing team to put together a comprehensive marketing RFP. Scheduled to be complete by 2/1/02 (Q3) Marketing RFP conducted with Charles Ryan Associates selected to develop the comprehensive marketing plan and launch the marketing strategy.		
(Q2-Q3)	Assess additional training needs of end users and deliver as appropriate	(Q2) IN PROGRESS – establishing schedule to deliver business user training. (Q3) Individual business training and Education training continue to be scheduled and conducted.		
(Q3)	Develop “how to” brochure/manual for end users	(Q2) IN PROGRESS – Preliminary manual has been written for website use, and is being revised to reflect updates and changes.		
(Q4/Q1 ‘02/03)	Present user survey results to Leadership Council for feasibility decisions on new labor market survey for Q1			
(Q1-Q2 FY ‘02/03)	Begin labor market survey planning process			
(Q1-Q2 FY ‘02/03)	Contract for labor market survey and finalize parameters and timelines			

Tactic: (III.A.1.f) Continue to maintain and improve WF1 web site

Qtr	C. Proposed Benchmarks	D. Actual Accomplishments	E. Problems Encountered	F. Actions Taken to Address Problems
Ongoing	Continually evaluate and update content of web site, Add pages as needed	(00/01 Q4) Site design is being developed by Digitallinc with an estimated finish date of mid August 01. Hits on website rose considerably (approx. 8-10,000) with the marketing of the site address on GRTC buses. (Q1) In process of complete revision of current website, site map complete, home page comp complete, text near completion with Yes School Counts pages in process (Q2) Revised site was published in late December 01. (Q3) Calendar & other information updated as needed.	(00/01 Q4) Delay with writing content and design process due to revision of WF1 marketing materials and interim report. It is important to coordinate similar language and design with site and marketing materials. (Q1) – Contracted writer had challenge in capturing content with tone & message necessary. Timeline was compromised.	(00/01 Q4) Content of marketing materials is near completion and will be utilized in web site as well as new design. (Q1) - WF Staff completed text with editing assistance of Chamber marketing staff. Launch of new site due next quarter.
Ongoing	Revise design/site layout as needed	(Q3) No design layout re-design identified at this time.		
Tactic: (III.A.1.g) Inform business leaders and other partners on availability and use of workforce technologies -				
Ongoing	Provide stakeholders with technology updates through IAG, CAG, LC, education leadership and other meetings	(Q1) COMPLETE - 8/01 Leadership Council Meeting (Q2) COMPLETE – 11/7 Leadership Council Meeting, Gateway Meeting (Q2) Communication material in development (Q3) Technology demonstrated for many stakeholders groups (Leadership Council, Gateway, community reps, etc.) with very positive reviews & quality input, a RFP for marketing firm for marketing plan of action in process for public		
Ongoing	Include updates on technology developments in established WF1 and Chamber communications	(Q1) COMPLETE - Summer edition WF1 Newsletter and monthly GRCC Board of Directors update (Q2) COMPLETE – Fall edition WF1 newsletter and monthly GRCC Board of Directors update		

Qtr	C. Proposed Benchmarks	D. Actual Accomplishments	E. Problems Encountered	F. Actions Taken to Address Problems
		(Q3) COMPLETE – Spring edition WF1 Newsletter in process with mailed date of April scheduled, & monthly GRCC Board of Directors update		
(Q3 –Ongoing)	Include key stakeholders in pilot projects	(Q3) COMPLETE - Leadership Council Members trained in 2 separate sessions, and businesses such as Dominion, SunTrust, HRH, Quantum Resources are participating in pilot. Other businesses being added frequently.		
	Provide business leaders and partners with hands-on experiences as technologies evolve	(Q3) COMPLETE – Technology training held for LC and several individual businesses to encourage use & understanding of resources available online		

Strategy: (III.A.2) Provide streamlined regional clearinghouse for workforce information

Tactic: (III.A.2.a) Link to and support the efforts of the local Workforce Investment Board(s)

	Enhance regional collaboration through active membership on WIBs (ongoing)	(Q1) COMPLETE – Executive Director participates w/Richmond City WIB & sub-committees, Correction CAG also collaborates with area WIBs in grant application process (Q2) COMPLETE – WF1 Exec Director met with local WIB representatives to begin to formulate collaboration plans (Q) COMPLETE – Executive Director continues to work with Richmond, Capital Area and Crater WIBs on dislocated worker collaboration model. Survey distributed to the RHRMA membership to determine impact of the economic downturn and Sept. 11 on hirings and layoffs. Elected to Executive Committee of the Richmond WIB, and Marketing Committee.	(Q3) Crater WIB reluctant to commit to collaboration model due to other priorities and small staff to coordinate any efforts.	(Q3) Richmond and Capital Area WIB to continue to work through challenges of the model
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Qtr	C. Proposed Benchmarks	D. Actual Accomplishments	E. Problems Encountered	F. Actions Taken to Address Problems
	Continue to have WIB Chairs as members of Leadership Council	(Q1) COMPLETE - Added Chairs of local WIBs to Leadership Council through ex-officio positions including Crater WIB Chair, added administrative personnel to LC also, including Crater WIB chair		
Tactic: (III.A.2.b) Examine concept of a Business Service Center to establish a single point of contact for businesses				
(Q1)	Research existing business service centers, evaluate findings and develop framework for a Richmond model	(Q1) COMPLETE – Communicated with multiple cities using Vision Link products and other cities using other resources, Unable to find an entity that would be similar to the BSC – Fee For Service Model		
(Q1-Q2)	Develop preliminary business plan	<p>(Q1) Needs of employers and community reps are reassessed through multiple focus groups. Conducted 15 focus groups comprised of educational, government, elected officials, economic development professionals, small & large business stakeholders. Identified top three needs perceived by various stakeholders in the area where a “Business Service Center” could furnish the services to satisfy the needs.</p> <p>Beginning to identify gaps between the technology purchased, in-house and the technology needed to deliver identified services.</p> <p>Assembled process to map each BSC function so as to include it in the technology</p> <p>(Q2) IN PROGRESS – MH West and Company is facilitating a series of meetings with a Steering Committee</p>	(Q1) Found that volunteers could not maintain attendance consistency to properly plan process and procedures within the BSC. Need top executives to be involved in the development of a strategic business plan – additional expertise, and to ensure crucial elements are not omitted.	(Q1) Formed Joint Development Committee to map and develop each function of the BSC, as perceived by vendors and customers. Steering Committee has been assembled with top executives and companies. Intend to contract with MH West to facilitate meeting with the steering committee and strategic marketing plan

Qtr	C. Proposed Benchmarks	D. Actual Accomplishments	E. Problems Encountered	F. Actions Taken to Address Problems
		tasked to assemble a strategic business plan reflecting the new web technology. Meetings scheduled each week 1/8/02 – 2/19/02 (Q3) Completed first draft of the Business Plan. Enlisted the assistance of Mike Leonard, Executive Director, Small Business Development Center, to develop the pro-forma financial portion of the business plan.		
(Q2-Q3)	Obtain Leadership Council approval to proceed	(Q1) Presented BSC Updated Plan to Leadership Council on 11/8/01. (Q3) Presented business plan to Leadership Council on March 5, 2002 and received approval to proceed.	(Q3) Had several questions about the sales model in the pro-forma for the business plan.	(Q3) Agreed to convene a group to address questions in the pro-forma. March 14, 2002, met with Chuck McCabe, Larry Lions and Mike Leonard to review and revise pro-forma for sales model. Additional upgrades and clarification to the pro-forma were also developed and incorporated into the plan.
(Q3-Q4)	Finalize business plan	(Q2) SCHEDULED 2/23/02 (Q3) Continued to revise and seek stakeholder input for the plan. Final Plan to be completed Q4 to incorporate marketing plan.	With the implementation of new technology a new updated business plan needs to be created with the participation of community/business/education stakeholders	Steering Committee has been composed of business leaders representing corporate banking, marketing, training, HR, education, government, technology, and economic development.
(Q4)	Develop implementation plan and timeline	(Q2) Scheduled to present to Executive Committee 2/13/02		
(Q4)	Develop measurable achievement benchmarks to determine the level of success of the BSC			
Tactic: (III.A.2.c) Expand and promote WF1 Speakers' Bureau				
(Q1)	Outline criteria for Speakers' Bureau membership and engagements	(Q1) – RFP process completed for new PR consultant who is currently formulating messaging. Will complete	(Q2) Delay of completion due to late meeting with new PR consultant.	(Q2) Firm deadline for Q3

Qtr	C. Proposed Benchmarks	D. Actual Accomplishments	E. Problems Encountered	F. Actions Taken to Address Problems
		Q2 (Q2) – Met with Pr consultant late in Q2 and messaging is being compiled. Will complete in Q3 (Q3) Completed presentation material.		
(Q3)	Utilize material from messaging focus group to develop a “standardized” PowerPoint presentation	(Q1) Have scheduled a meeting with new PR consultant and will draft PPT presentation in Q2. (Q2) – Held 2 meetings with PR consultant on PPT presentation. Completion in Q3 (Q3) COMPLETE - PPT presentation	(Q2) see above	(Q2) See above
(Q3-Q4)	Identify and train additional speakers from education, business and community partner groups	(Q2) Have developed a preliminary list of participants. Will wait until PPT presentation is complete to finalize. (Q3) Training for speakers tentatively scheduled for April		
Q4	Develop marketing plan to promote speakers’ bureau and launch	(Q2) Have developed a plan draft and will finalize after completion of PPT presentation.		
Ongoing	Identify and schedule appropriate speaking engagement	(Q2) Preliminary list of engagements drafted. Will schedule after completion of PPT presentation		

Tactic: **(III.A.2.d) Strengthen partnerships with organizations promoting the Richmond region to (1) identify existing and planned communication mechanisms where workforce development information can be incorporated and (2) provide workforce development information to support economic development efforts**

(Q1)	Identify existing and planned communication mechanisms of organizations promoting the Greater Richmond region (through telephone interviews, meetings, Internet searches and other methods)	(00/01 Q4) Economic Development partners from the 7 surrounding counties, City of Richmond and Greater Richmond Partnership will be meeting in early July to discuss Business Service Center Concept and proposed menu of services (Q1) – Working with economic development officials throughout the region to identify needs and potential solutions, developing marketing material		
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Qtr	C. Proposed Benchmarks	D. Actual Accomplishments	E. Problems Encountered	F. Actions Taken to Address Problems
		that will clearly communicate the benefits of WF1 within our region (Q3) Submitted article information to the Greater Richmond Partnership on WF1 activities to be included in quarterly newsletter and annual report.		
(Q2)	Analyze communications to identify areas where incorporation of workforce development information would enhance the value and benefit of the communication	(Q2) Marketing & communications material currently being developed		
(Q3)	Formulate proposals for incorporation of information	(Q2) Distribution to be determined		
(Q3-Q4)	Initiate efforts with organizations to incorporate information	(Q2) Distribution to be determined		
Tactic: (III.A.2.e) Support the publishing and distribution of the community indicators information/report				
(Q1)	Assess current community indicators (CIR) to determine if development of additional indicators would provide useful and necessary information, not currently available from other sources, on workforce development	(00/01 Q4) GRCC staff has conducted research of similar reports offered by other states and cities in an effort to improve the 01-02 report for the Richmond region. CIR Focus groups is being convened to review content and usage for next year (Q1) COMPLETE – Focus group formed and met to evaluate current CIR and reporting/grading and print format, Outcome stated CIR need to be more accessible (web based), additional workforce indicators to be added		
(Q1-Q2)	Assess alternatives, costs and benefits of courses of action and determine if additional actions will be taken	(Q2) COMPLETE - Several options for collecting data were considered. Collecting original sample data proved to be cost & time prohibitive. Selecting alternative of using data available to form informative indicators for this current		

Qtr	C. Proposed Benchmarks	D. Actual Accomplishments	E. Problems Encountered	F. Actions Taken to Address Problems
(Q4)	Publish and distribute community indicator reports to stakeholders	year. (00/01 Q4) - Community Indicators report distributed to the Local Elected Officials, Richmond/Chesterfield Border Task Group, WF1 Leadership Council, Greater Richmond Partnership, 3R Business Forum, Youth Matter Board Members, GRCC Board Members, Inner City Visit Attendees, United Way Board, staff & other partner agencies (01/02 Q3) 2002 Report to be distributed in Summer/Fall 2002 via web technology		

Goal III: Improve Access to Workforce Information, Services and Opportunities

Objective III.B: Communicate regional workforce development initiatives and activities

Qtr	C. Proposed Benchmarks	D. Actual Accomplishments	E. Problems Encountered	F. Actions Taken to Address Problems
Strategy: (III.B.1) Employ varied techniques to communicate with partners and others regarding workforce development initiatives and activities				
Tactic: (III.B.1.a) Communicate with WF1 constituencies through annual report, newsletter, executive summary, and other documents				
Ongoing	Update newsletter and publish quarterly	(Q1) COMPLETE – Summer issue written, produced & distributed – approx. 5K copies, Fall issue currently in process (Q2) COMPLETE – Fall issue written, produced & distributed – approx. 5K copies, Winter issue currently in process (Q3) COMPLETE – Winter issue written, produced & distributed – approx. 5K copies, Spring issue currently in process		
(Q3)	Assess and revise Annual Report format and issue report	(Q3) Will begin in Q4		
Ongoing	Develop formal media communications plan to ensure	(Q1) – Media consultant selected and beginning orientation process to WF1	(Q3) The article published in Inside Business had numerous	(Q3) A strong letter to the editor of Inside Business was written

Qtr	C. Proposed Benchmarks	D. Actual Accomplishments	E. Problems Encountered	F. Actions Taken to Address Problems
	important workforce development issues receive attention and coverage (engage consultant (Q1), develop strategy and materials (Q1), incorporate strategy into daily WF1 operations)	project & needs, consultant developing plans w/staff to meet with local publication reporters in an effort to build relationships to communicate work force issues & create greater awareness, currently developing marketing materials including press kit for initiative (Q3) Media Consultant scheduled meetings with “Inside Business,” Richmond Times Dispatch, technology editor, and Richmond Magazine editor to secure support for coverage of an update article on the progress and accomplishments of WF1. Inside Business agreed to write a positive article on the current progress of WF1.	factual errors and the article in general conveyed a negative tone.	requesting correction of the many factual errors in the article. Letter was sent to all key stakeholders outlining the corrected information and dissatisfaction with the publication and the lack of integrity of the article.
Tactic: (III.C.1.b) Participate in planning with workforce partners for activities during Workforce Development Week				
(Q1)	Begin developing plans for Workforce Development Week and coordinating with partners	(Q1) – Workforce Development “Week” concept revised by other partners – JTCC & Va. Works – to exclude the time frame of “week” to a broader less defined time	(Q1) Emphasis on WF Development Week dissolved by other collaborative partners	(Q1) Working w/media rep to communicate workforce issues to media more frequent basis.
(Q2)	Execute plans for Workforce Development Week	(Q1) COMPLETE - WF1 participated in broader time frame that included the production of work place video shown in multiple school localities		
(Q2)	Contract with marketing communications consultant to produce and/or coordinate Workforce Development week communications materials	(Q1) WF1 media consultant working with staff to highlight work force issues to reporters in a broader time frame (Q2) Exec Director met with McGregor Mc RTD technology editor and representative of Clear Channel Communications		
(Q4)	Begin planning for 2002-03			
Tactic: (III.B.1.c) Explore with appropriate partners implementation of WorkPlace #1/ All Star Awards program				
(Q2)	Facilitate discussions with potential partners to determine interest in serving as chief sponsor(s)	(Q1) COMPLETE – Presented a proposal to Richmond Society for Human Resources Management to explore their interest.		

Qtr	C. Proposed Benchmarks	D. Actual Accomplishments	E. Problems Encountered	F. Actions Taken to Address Problems
(Q2)	If chief sponsor identified, determine appropriate support role for WF1	(Q2) COMPLETE - Richmond Society for Human Resources Management has accepted our proposal to oversee the Workplace One award. Staff will be on the planning committee to assist with the transition.		

A. Title of Project RIC Expansion				
B. Highlights of Success of Project:				
Quarter	C. Proposed Benchmark(s)	D. Actual Accomplishment(s)	E. Problems Encountered	F. Actions Taken to Address Problems
FY 01 Quarter 4 (April 1, 2001 to June 30, 2001)	1. Complete construction for Huntsman Rd. 2. Complete construction for T/W U. 3. Complete construction for apron C.	1. Complete construction for Huntsman Rd. 2. Complete construction for T/W U. 3. Complete construction for apron C		
FY 02 Quarter 1 (July 1, 2001 to September 30, 2001)	1. Complete design ATCT. 2. Complete construction for SMF	1. Complete design ATCT. 2. n/a	2. Weather	
FY 02 Quarter 2 (October 1, 2001 to December 31, 2001)	1. Complete construction for Eubank Parking Lot. 2. Complete design for Comm Rm / Equip. 3. Start Design of Sec Widening	1. Complete construction for Eubank Parking Lot. 2. Complete design for Comm Rm / Equip. 3. Start Design of Sec Widening		
FY 02 Quarter 3 (January 1, 2002 to March 31, 2002)	1. Complete construction for Rental Car Garage. 2. Start construction for T/W A South 3. Complete design for Terminal Furniture. 4. Start Design Flyover Roadway 5. Complete Loop Roadway 6. Start ATCT construction 7. Start construction for Comm Rm / Equip	1. Complete construction for Rental Car Garage. 2. Start construction for T/W A South 3. Complete design for Terminal Furniture 4. n/a 5. n/a 6. n/a 7. Start construction for Comm Rm / Equip	4. Waiting on FAA Grant 5. Waiting on Signage 6. Weather	
G. RCP Funds Committed or Expended for this Project	\$0			
H. Other Funds Committed or Expended for this Project				

A. Title of Project YOUTH MATTERS				
B. Highlights of Success of Project: Continued successful expansion of facilities at RIC.				
Quarter	C. Proposed Benchmark(s)	D. Actual Accomplishment(s)	E. Problems Encountered	F. Actions Taken to Address Problems
FY 01 Quarter 4 (April 1, 2001 to June 30, 2001)	<ul style="list-style-type: none"> ? Hold 2nd 3R Campaign Training Summit to provide best practice training to providers. ? Establish Early Care Coalition. ? Provide in-school tutorial remediation to 500 children. ? Assess Capacity Building needs of partners. ? Finalize requirements for advocacy campaign. ? Launch NCDS fundraising Campaign 	<ul style="list-style-type: none"> ? 3R Campaign Summit postponed til October of 2001 ? Early Child Care Coalition established in collaboration with Action Alliance and Success By 6. Over 100 members including non-profit and for-profit providers. ? Served 550 children in 16 schools in Richmond, Chest, Henrico. ? Capacity assessments completed for all after-school partners (YMCA, Richmond Recreation and Parks, Boys and Girls Clubs). Training designed for Rec and Parks Partners. Boys and Girls Clubs to implement own training . ? Completed RFP. Held Interviews with 3 applicants. ? Partners For Youth Fundraising Campaign launched with a goal of 3 million over 3 years. 	Initial concern re: possible problem with for profit and non-profit providers in same coalition.	Strategic planning and goal setting identified common ground and focused work on issues of concern to all providers.
FY 01 Quarter 1 (July 1, 2001 to September 30, 2001)	<ul style="list-style-type: none"> ? Launch communications campaign ? Report Evaluation Results from in-school tutorial program (ARCH) ? Finalize 4-year update and grant resubmission to RWJ Foundation 	<ul style="list-style-type: none"> ? Communications Campaign designed and launched September 10. ? Served 550 children. 80% improved one or more grade levels. Data and overview provided to each school system ? Update and resubmission presented 9/15. 	September 11 th disaster postponed full campaign launch.	Campaign fully implemented by October 1.
FY 01 Quarter 2 (October 1, 2001 to December 31, 2001)	<ul style="list-style-type: none"> ? PFY fundraising campaign to reach 50% mark. ? Advocacy contract awarded and plan developed. ? Hold rescheduled 3R training summit ? Recruit 500 children for in-school tutoring (ARCH). 	<ul style="list-style-type: none"> ? PFY campaign reached on 25% of goal. Kick off held at Barksdale ? Advocacy contract awarded to Williams Mullen. Plan completed and approved. ? Summit held at Lucille Brown Middle school with 250 participants ? 500 children recruited 	State budget deficit required adjustment of plan's original goals.	Plan adjusted to focus on retaining funds for existing Healthy Families Partners.

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FY02 Quarter 3 (January 1, 2002 to March 31, 2002)	<ul style="list-style-type: none"> ? Implement Advocacy Plan ? Secure funds to initiate quality improvements in early care. ? Finalize Partners For Youth fundraising campaign with commitment of 3 mill over 3 years. 	<ul style="list-style-type: none"> ? Advocacy plan implemented. Focus: retain funding for healthy fams partners. Achieved goal of retaining funds eliminated for healthy families. ? Secured 1.8 mil grant to provide TEACH scholarships and assist centers in accreditation. ? Campaign finalized with 50% of goal reached. 	Slow economy and vague messaging were problems in fundraising campaign.	Fundraising campaign continuation by chamber and YM staff. Messaging refocused and refined by Communications consultants.
G. RCP Funds Committed or Expended for this Project	0			
H. Other Funds Committed or Expended for this Project	\$1,321,472.22			

A. Title of Project Richmond Centre Expansion				
B. Highlights of Success of Project:				
Quarter	C. Proposed Benchmark(s)	D. Actual Accomplishment(s)	E. Problems Encountered	F. Actions Taken to Address Problems
FY 01 Quarter 4 (April 1, 2001 to June 30, 2001)		Pre-completion of the ballroom: hosted Delta Sigma Theta, Technology Student Association. Garage opened.		
FY 02 Quarter 1 (July 1, 2001 to September 30, 2001)		Closed Richmond Centre. Moved activities to new ballroom complex. CVB and building management offices open. Exhibition Hall under construction.		
FY 02 Quarter 2 (October 1, 2001 to December 31, 2001)		Continue finishing touches on ballroom, while hosting activities. Continue construction on Visitors Center, Exhibition Hall.		
FY 02 Quarter 3 (January 1, 2002 to March 31, 2002)		Ballroom activity steady. Continue construction on Visitors Center & Exhibition Hall.		
G. RCP Funds Committed or Expended for this Project	\$0			
H. Other Funds Committed or Expended for this Project				

A. Title of Project GREAT				
B. Highlights of Success of Project:				
Quarter	C. Proposed Benchmark(s)	D. Actual Accomplishment(s)	E. Problems Encountered	F. Actions Taken to Address Problems
FY 01 Quarter 4 (April 1, 2001 to June 30, 2001)	1. Assess, enroll, place participants in jobs 2. Follow-up; provide transp. options 3. Communicate with SS and businesses 4. Promote program to add'l businesses 5. Evaluate program	For the Quarter enrolled 101 people, made 64 placements and placed a total of 1,431 individuals since beginning of program. Continued contacting business, and conducting monthly meetings with DSS to evaluate program	We are working w/ harder to serve and fewer referrals	Meetings to improve and strengthen placement
FY 02 Quarter 1 (July 1, 2001 to September 30, 2001)	6. Assess, enroll, place participants in jobs 7. Follow-up; provide transp. options 8. Communicate with SS and businesses 9. Promote program to add'l businesses 10. Evaluate program	For the Quarter enrolled 154 people, made 88 placements and placed a total of 1,501 individuals since beginning of program. Continued contacting business, and conducting monthly meetings with DSS to evaluate program		
FY 02 Quarter 2 (October 1, 2001 to December 31, 2001)	11. Assess, enroll, place participants in jobs 12. Follow-up; provide transp. options 13. Communicate with SS and businesses 14. Promote program to add'l businesses 15. Evaluate program	For the Quarter enrolled 121 people, made 58 placements and placed a total of 1,544 individuals since beginning of program. Continued contacting business, and conducting monthly meetings with DSS to evaluate program	Fewer referrals and economy affecting placements...fewer jobs and more competitive	More aggressive response
FY 02 Quarter 3 (January 1, 2002 to March 31, 2002)	16. Assess, enroll, place participants in jobs 17. Follow-up; provide transp. options 18. Communicate with SS and businesses 19. Promote program to add'l businesses 20. Evaluate program	For the Quarter enrolled 156 people, made 55 placements and placed a total of 1,592 individuals since beginning of program. Continued contacting business, and conducting monthly meetings with DSS to evaluate program	More referrals, but economy is making it more difficult	More aggressive
G. RCP Funds Committed or Expended for this Project	\$0			
H. Other Funds Committed or Expended for this Project				

A. Title of Project Eastern Virginia Airports System Study				
B. Highlights of Success of Project:				
Quarter	C. Proposed Benchmark(s)	D. Actual Accomplishment(s)	E. Problems Encountered	F. Actions Taken to Address Problems
FY 00 Quarter 4 (April 1, 2000 to June 30, 2000)		Project Completed.		
FY 01 Quarter 1 (July 1, 2000 to September 30, 2000)				
FY 01 Quarter 2 (October 1, 2000 to December 31, 2000)				
FY 01 Quarter 3 (January 1, 2001 to March 31, 2001)				
G. RCP Funds Committed or Expended for this Project	\$0			
H. Other Funds Committed or Expended for this Project				

Section 7 Completed Projects

1. Completed Projects

If any of your projects have been completed, please submit a completion summary that includes the following:

- ? Summary of the project and its outcomes
- ? How the project addressed regional issues that were part of your RCP Qualification Submittal
- ? Next Steps (What will happen as a consequence or follow up to the project?)
- ? Does the project show a success of the regional partnership? Does it illustrate a new way of doing business in your region? If so, explain.

The Eastern Virginia Airport System Study (EVASS) was an analysis designed to identify a system of airports to address air transportation needs in the year 2030 and beyond. Activities/projects included describing alternative systems, selecting the preferred airport system, identifying alternative search areas, then evaluating and selecting the preferred option. Evaluations incorporated influences such as economic impact, jobs created, and surrounding infrastructure. Projects were all completed with public review as well as state and planning district commission input.

EVASS findings provided guidance for enhancing the efficiency and competitiveness of air transportation in the region and will contribute to the economic vitality of the Commonwealth.

While the intended project has been completed, the next step remains to be establishing an agency/champion which will have oversight in completing the formal site selection and the environmental impact study.

The EVASS was successful in that it determined that a two-airport system would provide the Commonwealth with greater benefits. The system would include RIC and a new airport located in southeastern Virginia. The system provides:

- ? A consolidated market, resulting in improved non-stop air service and a greater ability to attract international service.
- ? A reduction in total trip time resulting from improved air service.
- ? Economic impacts resulting in nearly 75 percent more jobs, increased economic activity, and tax revenues.
- ? A strategic plan for future consideration.

Section 8 Revised Benchmarks

Project Name: RIC Expansion		
Overall Desired Outcome(s) for the Project:		
Quarter	Proposed Benchmark(s)	Anticipated Outcome(s) (Why we are doing this.)
April 2002 – June 2002	<ol style="list-style-type: none"> 1. Start Design of Water Sys Improvements 2. Start construction for ATCT 3. Complete construction for Loop Roads 4. Complete design for Security Widening 5. Start Security Asses Study 6. Start Conc Furnishings 7. Design T/W F&T 	
July 2002 – September 2002	<ol style="list-style-type: none"> 8. Complete construction for Public Garage 9. Complete Security Asses Study 10. Start construction for Security Widening 11. Complete FIS 12. Complete Conc Furnishings 13. Construct T/W F&T 14. Complete Conc Exp. 	
October 2002 – December 2002	<ol style="list-style-type: none"> 15. Complete Design of Water Sys Improvements 16. Complete construction Conc Exp 17. Start construction for Conc. Rehab 18. Complete construction for T/W A 19. Start construction for Elevated Roadway 	
January 2003 – March 2003	<ol style="list-style-type: none"> 20. Complete design for Terminal 	
April 2003 – June 2003	<ol style="list-style-type: none"> 21. Complete construction for Comm Rm / Equip 22. Start construction for Water Sys Improvements 23. Start construction Flyover Roadway 	
July 2003 – September 2003		
October 2003 – December 2003	<ol style="list-style-type: none"> 24. Complete construction for Conc. Rehab 25. Start construction for Terminal 	
January 2004 – March 2004		

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Project Name: Youth Matters		
Overall Desired Outcome(s) for the Project: Ensure that by 2010, all third grade students in Richmond, Chesterfield and Henrico County are reading at grade level.		
Quarter	Proposed Benchmark(s)	Anticipated Outcome(s) (Why we are doing this.)
April 2002 – June 2002	<ul style="list-style-type: none"> ? Host local colloquium training for Homevisitor providers ? Launch 2nd phase of communications campaign ? Initiate long term planning for sustainability ? Recruit 20 local participants for RWJ Inter City Leadership Visit to Chicago 	<ul style="list-style-type: none"> ? Homevisitor Local Colloquium and training was held with 250 providers in attendance. ? Phase 2 of campaign launched with focus on TV spots, group presentations, recruitment of speakers bureau ? Long Term Planning Committee initiated (Bosher, Flohr, Hamrick, Dunn, Johnson, Crump, King, etc.) ? 18 participants attended Chicago ICLV
July 2002 – September 2002	<ul style="list-style-type: none"> ? Prep for 2002-03 General Assembly Session ? Present Sustainability Plan to Board ? Submit Fundraising Campaign Update to contributors ? Transfer funding responsibility for ARCH tutoring program to schools 	<ul style="list-style-type: none"> ? Plan developed and approved for 2002-03 General Assembly session ? Sustainability draft plan submitted to board. Approved preliminarily. ? Fundraising campaign update submitted to contributors. Investors to attend a full report out breakfast in October. ? Richmond and Henrico County schools have assumed funding for ARCH tutoring program
October 2002 – December 2002	<ul style="list-style-type: none"> ? Incorporate partner strategies into YM legislative package ? Host 3R Reading Summit ? Host Investors report out session ? Finalize financial plan to support sustainability ? Implement first phase of PASS oversight initiative 	
January 2003 – March 2003	<ul style="list-style-type: none"> ? Implement advocacy plan ? Implement 2nd phase of PASS oversight initiative ? Design homevisitor/family literacy training plan with partners ? Increase number of accredited centers 	

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	? Provide TEACH training scholarships	
April 2003 – June 2003	? Implement capacity building training among all in and out of school partners ? Implement capacity assessments among home visitor providers ? Establish and implement teacher training curriculum with VCU/VUU	
July 2003 – September 2003	? Establish and implement teacher training curriculum with VCU/VUU ? Implement 3 rd phase of PASS init.	
October 2003 – December 2003	? Secure funds for sustainability ? Implement 4 th phase of PASS init.	
January 2004 – March 2004	? Implement 5 th phase of PASS init. ? Support assessments of all school-based and external reading support programs. ? Revise strategic plan ? Implement advocacy plan for General Assembly and Federal legislature	

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Project Name: Richmond Centre Expansion		
Overall Desired Outcome(s) for the Project:		
Quarter	Proposed Benchmark(s)	Anticipated Outcome(s) (Why we are doing this.)
April 2002 – June 2002	Visitor Center opens at 3 rd & Clay Streets. Parking for Visitor Center is complete. Work continues on historic houses at 3 rd & Leigh Streets. Exhibition Hall construction continues.	
July 2002 – September 2002	Work continues on Exhibition Hall. Work concluding on Marshall & Fifth Streets.	
October 2002 – December 2002	Marshall Street reopens. Building construction complete on December 20, 2002.	
January 2003 – March 2003	Entire complex accessible to public. Grand Opening in February.	
April 2003 – June 2003		
July 2003 – September 2003		
October 2003 – December 2003		
January 2004 – March 2004		

Project Name: Greater Richmond Employment Assistance Team (GREAT)		
Overall Desired Outcome(s) for the Project:		
Quarter	Proposed Benchmark(s)	Anticipated Outcome(s) (Why we are doing this.)
April 2002 – June 2002	1650 total placed and contract concluded	To assist the welfare population to become employed
July 2002 – September 2002		
October 2002 – December 2002		
January 2003 – March 2003		
April 2003 – June 2003		
July 2003 – September 2003		
October 2003 – December 2003		
January 2003 – March 2003		

✍ Please complete a separate chart for each of your projects.

Section 9 Existing Projects Highlights

Convention and Visitors Bureau

Completion of the Richmond Convention and Visitors Bureau slated for 2003 is on schedule as expected. The Grand Ballroom and meeting space is now open. The exhibit space—180,000 sq. ft.—can be divided into four separate spaces. Thirty-two meeting rooms occupy additional space, totaling 50,000 sq. ft.

Included in the center are VIP suites, a café, 20 dedicated truck booths and separate service corridors to all meeting rooms.

The Business Center will draw additional interests, as it will be equipped with on-site copying/faxing facilities, word-processing services, graphics, printing, and binding services, equipment rental, and individual work areas in summer 2003.

Two parking decks complement the center, and an enclosed skywalk connects the convention center to the Marriott Hotel.

Biotech Research Park

The Virginia Bio-Technology Research Park currently has six buildings, totaling over 300,000 square feet of research, laboratory and office space. This represents a total investment of over \$75 million and will result in an employment base of over 850 individuals. This represents less than 18 percent of the total developable area of the Park.

Greater Richmond Partnership, Inc.

The Greater Richmond Partnership, Inc. will complete eight years of operation on June 30, 2002. Good progress has been made on new five-year goals (July 1, 1999-June 30, 2004) to assist 200 new and expanding companies, including 40 new foreign affiliated firms, and to create 50,000 new jobs and \$2 billion in investment.

New and Expanding Firms

Companies announcing new facilities in CY 2001 included VIMCO Inc., which will manufacture motorized and manual window treatments in Hanover County. Graybar Electric announced an \$8 million distribution center for their electrical and communications products in Henrico County. Rotary Corporation, one of the world's largest suppliers of parts and accessories for the outdoor power equipment industry, chose Chesterfield County for its \$1 million Mid-Atlantic distribution center. Custom Pac, Inc. will employ 60 at a new center in the City of Richmond for sorting, quality

control, and repackaging of tomatoes and other seasonal produce for distribution to Mid-Atlantic and Northeast markets.

Area firms that announced major expansion projects during 2001 included Dupont, Honeywell, Alfa Laval, Wella Manufacturing of Virginia, Maruchan Virginia, Trigon Healthcare, and Wachovia Securities.

In the first Quarter of 2002, Danaher announced a new facility in the area, consolidating operations from several other locations. Eagle Teleservices, Gregory Poole Equipment, AERC.com, and Pacific Beverage Company also planned new facilities.

New Regional Brand and Partnership Logo

“Historic Richmond Region: Easy to Love” is the region’s new brand, which will be used to market the area by the Greater Richmond Partnership and eight other regional organizations that participated in the branding process.

In conjunction with the new brand, this spring the Greater Richmond Partnership adopted a new logo and look for its marketing program. The logo uses new colors and typography and provides a new image that emphasizes the web address. The new logo is the organization’s URL, grpva.com, emphasizing the Partnership’s move toward more electronic marketing and directing clients to the web site for the latest regional information.

Capital Area Partners for Education Reform (CAPER)

- ? The CAPER Steering Committee, comprised of representatives from Richmond area school divisions and J. Sargeant Reynolds Community College, meets monthly to discuss items of mutual interest related to elevating the academic and skill levels of students K-14. Dual enrollment courses, both academic and career/technical, are offered in all area school divisions, allowing students to gain college credits while still in high school.
- ? In partnership with the Greater Richmond Business-Education Partnership, 34 educators spent two weeks visiting local businesses and returned to write SOL-related lesson plans in summer 2001. Thirty educators will participate for one week in July 2002.
- ? 100 high school students representing 25 area high schools attended the "Ethics For Life" Forum in spring 2001. They returned in October 2001 to develop plans to address an ethical issue in their school. They returned May 20, 2002 to present their accomplishments and discuss school violence prevention. Curriculum supplied by "Project Respect," "Don't Laugh At Me" was used to further explore ways of preventing school violence.

- ? To carry ethics to a new level, we have begun discussions with Va. Works and local business owners to explore the possibility of sponsoring a regional business-education ethics forum in the fall 2002 for business leaders, educators, and students. The goal would be to define and commit to a regional ethical standard that would enhance Richmond's economic development.
- ? 95 counselors from area middle and high schools attended the annual CAPER/PEER Counselors Workshop with information related to Tech Prep Curriculum, regional workforce needs, WORKFORCE ONE technology tools, and Work Keys.
- ? CAPER provides funds for area teachers to take advanced level courses and/or receive industry certifications at J. Sargeant Reynolds.
- ? In August of 2001, the CAPER and PEER Tech Prep Consortia co-sponsored "Biotechnology Bonanza, a week-long summer camp for 54 middle school students to introduce them to the possibilities that exist for careers in the biotech field. CAPER and PEER coordinators received the "Biotechnology Educator of the Year" award from the Virginia Biotechnology Association for their efforts with this camp. The camp will again be sponsored for 60 area middle-schoolers in August 2002.
- ? As an adjunct activity to the Biotech Camp, J. Sargeant Reynolds submitted and received an Eisenhower Grant that will bring 20 area educators to JSRCC in June 2002 for training and laboratory experiences related to biotechnology. 10 of these educators will then serve as camp coaches in August.
- ? School divisions have applied for mini-grants totaling over \$9,000 to fund career-related activities in their individual schools.
- ? CAPER partners with Virginia Works to sponsor activities during Workforce Development week each fall.
- ? CAPER is partnering with Dominion Virginia Power for the implementation of PowerStart to recruit high school students to careers in the energy field.

Capital Area Training Consortium

The Capital Area Training Consortium and the Capital Area Workforce Investment Board now support the delivery of all services mandated by the Workforce Investment Act and have begun to address the broader community issues related to employment, employer needs, and existing community resources.

The Capital Area Workforce Investment Board has developed an ambitious strategic plan that is intended to address continuous improvement of the one-stop delivery system and greater responsiveness to businesses in the region. The Board has also continued to move the system toward collaborative approaches and strategies that cut across WIA boundaries in an effort to consolidate efforts in the Richmond, Capital, and Crater Workforce Investment Board areas. Efforts to develop joint grants, joint program initiatives, and joint marketing are underway.

A Youth Council is in place to address the workforce development needs of youth in the region and the one-stop partnership team has begun to develop common practices and approaches in service delivery across the region, including Richmond and Crater.

The Capital Area Workforce Investment Board has established small business as its focus and has incorporated in its strategic plan several initiatives to support and respond to their needs for trained workers. In addition to the small business strategies, the Board has also focused its attention on meeting labor market skill shortages in the health care and technology industries. Efforts to encourage youth and other job seekers who are willing to pursue training are included in the one-stop efforts, while staff also sits on various planning committees affiliated with Workforce One's Industry Action Groups related to these industries.

Community Colleges

J. Sargeant Reynolds serves over 30,000 community college students in the counties of Goochland, Hanover, Henrico, Louisa, Powhatan, and the city of Richmond offering two-year associate degree courses and occupational training in programs such as Arts and Sciences, Health and Medical Technologies, Public Services, Information Processing and Office Systems Technologies, Business and Financial Management and Marketing Technologies, Engineering and Industrial Technologies, and Agricultural and Mechanical Technologies. The college, with credit and non-credit courses, is a three-campus, four-center institution and the third largest college in the 23-college Virginia Community College System.

J. Sargeant Reynolds houses the Institute for Workforce Development (IWD). IWD exists to meet the organizational development needs, including training of business, industry, government, and professional organizations in support of economic development and community enrichment in the Greater Richmond area.

The JSRCC Institute for Workforce Development (IWD) maintains training centers located throughout the region and is the custodian of the Verizon Technotrain, a two-year grant funded program by Verizon, in partnership with Workforce One and J. Sargeant Reynolds Community College. The Verizon Technotrain offers a state-of-the-art mobile computer training and presentation lab.

The Institute is organized in six Centers, each of which addresses a specific set of needs. Collectively, through a series of both open enrollment and contracted course offerings, consulting and related services, the Institute addresses every phase of operating and managing a successful enterprise from start-up through continuous improvement and keeping on top of ever-changing technology.

John Tyler Community College, a two-year, public institution, serves primarily the residents of the cities of Colonial Heights, Hopewell, and Petersburg and the counties of

Amelia, Charles City, Chesterfield, Dinwiddie, Prince George, Surry, and Sussex. JTCC offers instruction and substantive learning to prepare individuals for employment, for advanced collegiate education, and for personal enrichment. The college is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award associate degrees in Applied Sciences as well as certificates and career studies certificates for those looking to gain knowledge and skills to use in the work place and in personal business activities, such as home computing. To accommodate its students, JTCC also offers a number of classes in its Distance Education program—a selection of classes that make use of the Internet and other extended learning opportunities in the areas of Art, Business, Economics, English, and Psychology, to list a few.

Technological courses in both community colleges have increased annually, in order to address high-tech industry developing in the area.

Governor's School

The Governor's School for Government and International Studies is a regional effort, which develops Central Virginia's gifted students' understanding of world cultures and languages. It employs a rigorous and accelerated college preparatory program emphasizing government, international studies, science, mathematics, foreign language, and literature.

The “new” Maggie L. Walker Governor's School for Government and International Studies has been open for one year and has demonstrated considerable successes. The Governor's School has recruited partnerships with area colleges, universities, organizations, and clubs. Opportunities include mentors for student research projects, access to university/college libraries and resources, seminars, presentations, and 23 dual credit courses taught at GSGIS without cost to students.

Virginia Commonwealth University, Virginia Union University, and GSGIS have established a university-school partnership, while J. Sargeant Reynolds Community College offers Dual Enrollment in American Sign Language.

VCU Engineering School

Virginia Commonwealth University School of Engineering has been in collaboration with the university and the industrial community. This is reflected in its curriculum, in the industrial experience students will have available, in the inclusion of business courses in the engineering curriculum, and in the recruitment of faculty with industrial experience. In addition to student internships in industry and faculty consulting, the School of Engineering has been engaged in detailed technical exchanges with area technological businesses. Industry engineers are also working with the school's faculty to teach courses and engage in joint research projects. The school continues to recruit faculty who will be engaged in research and economic development activities as well as teaching. With a

faculty of 48 to date, the school has received over \$2.5 million in research funding and has over \$16 million worth of research proposals under review by funding agencies.

Math and Science Center

The Mathematics and Science Center staff consists of approximately 25 full-time employees and approximately 103 part-time employees, many of who work in the various Saturday and summer programs. In 1989, a group of concerned citizens in the Richmond First Club established the Mathematics and Science Center Foundation as a 501(c) (3) organization for the purpose of increasing awareness and raising funds for capital projects and implementation of new cutting-edge programs for teachers and students.

The Mathematics and Science Center delivers educational programs that lead and support K-12 school districts in developing all students' math and science skills. Students, teachers, and parents learn in the Center's uniquely designed, award-winning classrooms, in regular school classrooms equipped with loaned materials, visiting Center staff, on campus, and at a variety of locations throughout the community. Annually, approximately 200,000 students, teachers, and parents are challenged and inspired to achieve the science and math skills essential for the 21st century, including those found in national standards and in Virginia's SOLs.

Located in a former elementary school, the Mathematics and Science Center is the oldest example of regional partnership in the Metro Richmond area, serving for 35 years.

Highlights for the year include:

- ? The Center taught 136,107 students, with 27,821 taught in the Center's designed facilities and 108,286 taught in regular school classrooms. Over 136,000 participants received 197,763 contact hours of instruction.
- ? Forty-four new classroom lessons were added including 16 new biological and earth science lessons, seven new physical science lessons, and 21 new mathematics lessons.
- ? Third graders programmed a robot to make various geometric shapes and patterns.
- ? Provided courses on the use of global positioning systems, geographic information systems, and image processing in the sciences.
- ? Calculator and computer technology courses were offered through summer courses and weekday lessons.
- ? In the new student course, *Age of Light*, students learned about holography, telecommunications, and fiber optics.
- ? A multiyear initiative to implement web-based lessons that link mathematics, science, and technology began in June 2001.

In addition, professional development included the following highlights:

- ? The Center taught teachers through 50 different workshops, field experiences, and graduate courses. More than 1,550 teachers received 19,267 contact hours of instruction.
- ? A multiyear sequential training program for teachers pursuing middle school mathematics or Algebra I Add-On endorsements was implemented.
- ? Major teacher institutes were held on global positioning and geographic information systems, imaging, modern light-based scientific instruments, probability and statistics, geometry, creation of web-based lessons, and the mathematical requirements of modern workplaces.
- ? The Center partnered with Virginia colleges and universities on two major grants funded by the National Science Foundation.

Richmond Regional Planning District Commission

Highlights of the Richmond Regional PDC's service to its nine member governments include:

- 1.) Providing support to the U.S. Bureau of the Census and serving as a lead agency to local governments for the Bureau's Local Update of Census Addresses (LUCA) and Participant Statistical Areas Program (PSAP) programs.
- 2.) Providing staff support for the region's urban and rural transportation planning needs.
- 3.) Serving as the region's Street Name Clearinghouse by working with developers and member governments to ensure consistency and accuracy in street naming conventions.
- 4.) Creating the PDC as the regional forum for emergency response planning.
- 5.) Continuing the development and maintenance of regional geographic information on public and private transportation features, natural resources, land uses, and census regions, and providing mapping support for transportation, land use, and comprehensive planning.
- 6.) Working with member governments and lead organizations to update the overall regional strategic plan and the strategic plan for economic development.
- 7.) Maintaining the RRPDC as the regional forum for environmental initiatives, particularly as related to the Chesapeake Bay.
- 8.) Downtown parking study to address parking concerns in an adjacent and residential neighborhood.

Regional Transportation Planning (MPO)

The Richmond Area Metropolitan Planning Organization (MPO) is the federally designated regional transportation organization that serves as a forum for cooperative

transportation decision making by state and local governments and regional transportation and planning agencies. The MPO's major plan and program activities are the Long-Range Transportation Plan (LRTP), the Congestion Management System (CMS), and the Transportation Improvement Plan (TIP).

The LRTP serves as the framework and initial step in developing the region's network of transportation facilities and services. The LRTP uses a balanced, multimodal approach (i.e., automobiles, buses, car and vanpools, light and commuter rail, bicycles, congestion and transportation demand management, trucks and rail cargo, etc.) to address the region's long-term (20 years) projected travel needs, and provides for the consideration of impacts on the natural and human environment. Projects proposed in the LRTP must be within projected levels of available financial resources and must also meet federal air quality and planning requirements. Highway and public transportation projects and programs must be consistent with the MPO's final adopted LRTP in order to be eligible for federal aid funds. The MPO recently completed work *Destinations 2023, A Citizen's Guide to the Long-Range Transportation Plan*, which provides a reader-friendly summary of the 2023 Richmond Area MPO Long-Range Transportation Plan. Also adopted by the MPO were the *Transportation Operator's Inventory* and the *Richmond Regional Intermodal Summary*. The *Transportation Operator's Inventory* provides information on private, private non-profit, and social service agency operators working in and serving the greater Richmond area. The *Richmond Regional Intermodal Transportation Study* examines the potential for an intermodal freight center in the Richmond/Tri-Cities area, provides a comprehensive analysis of the region's freight transportation network, and provides recommendations to enhance freight movement.

The MPO maintains and periodically updates the Transportation Improvement Program (TIP). The TIP is a staged, multimodal program of projects for which federal aid highway and transit funds have been allocated and scheduled for allocation. The TIP also provides information on the allocation of state and local funds and private funded projects.

At its April 11, 2002 meeting, the MPO adopted the FY 03 Unified Work Program (UWP). The UWP presents the MPO's program of work activities for the upcoming fiscal year, including background information, end products, work elements, participating agencies, staff and financial allocations, funding sources, and schedule for each work activity.

The MPO also annually selects and advises the Commonwealth Transportation Board (CTB) of the region's priority transportation projects. At the MPO's March 14, 2002 meeting, the MPO voted to adopt the following as the region's top five priority transportation projects (ranked in priority order):

Greater Richmond Transit Company (GRTC)

The GRTC provides local and express bus service to the City of Richmond, Henrico County, and portions of Chesterfield County. GRTC also provides a locally termed jobs bus which links urban core workers with suburban worksites.

At the July 12, 2001 MPO meeting, action was taken to accept the GRTC Comprehensive Operations Analysis (COA) and Regional Public Transportation Study (RPTS). The COA provides a comprehensive review of GRTC's routes, services, and operational performance, and provides recommendations on transit route modifications, expansions, and service improvements. The RPTS provides recommendations to improve GRTC's overall operation through organizational changes.

Central Virginia Waste Management Authority

The Central Virginia Waste Management Authority (CVWMA), a public service authority formed in 1990, coordinates recycling and waste management services for thirteen area jurisdictions in the central Virginia region. In 2001, the CVWMA implemented a comprehensive educational campaign about household hazardous wastes with a grant obtained through the Virginia Litter Control and Recycling Fund. A brochure educating residents about household hazardous wastes was created and distributed throughout the community. A partnership with WWBT-12 further emphasized the dangers of and alternatives to common hazardous household products. Safe disposal of these products were provided to residents through curbside collection in the fall of 2001 and a multi-jurisdictional collection at the Diamond in Richmond in April 2002. The CVWMA Curbside Recycling Program, the largest of its kind in Virginia, made recycling easier for residents by changing to single stream collection of commingled materials in October 2001. Publicity about the new program included a TV commercial that won two national awards for the local advertising agency that developed the new program's campaign.

Water Supplies

The localities in central Virginia continue to take actions to improve the regional water supply system.

Henrico County is constructing a \$170 M drinking water supply project scheduled to be in operation by January 1, 2003. The key components include a water intake structure on the James River, five miles of water transmission piping, 55 million gallons per day (mgd) water treatment plant, and six miles of treated water transmission piping which connects to the existing water distribution system. Henrico County will continue to

purchase up to 35 mgd of treated water from the City of Richmond after the water supply project is completed. Henrico supplies water to both Goochland and Hanover counties.

Hanover County's water system consists of 14 potable water wells, two water treatment plants, and five water-pumping stations. The water transmission and distribution system is comprised of approximately 300 miles of water lines ranging in size from two to 30 inches in diameter. The system includes approximately 5.7 million gallons of water storage.

The Doswell Water Plant is rated at 4.0 mgd and was constructed in 1974 and upgraded in 1991. It provides water service to major customers located in the Doswell service area, including the Bear Island Paper Company, Doswell Limited Partnership electric generation facility, Paramount's Kings Dominion amusement park, and provides supplemental water to the Suburban Service Area. The South Anna Water Plant, although not currently used, is rated at 2.0 mgd and was constructed in the early 1960s. When in operation, it serves the Ashland area. Additional water supply is provided by the City of Richmond and Henrico County which serve the Suburban Service Area and the Route 33 area, respectively. The Rural systems operated by the county are Georgetown, Diane Ridge, Oakhill Estates, Strawhorn, Sinclair Manor, Pearsons Corner, and Taylor House.

In the fiscal year ended June 30, 2001, the system delivered an average of 7.5 mgd of water. Approximately 40 percent of that water was produced by Hanover facilities, 53percent was purchased from the City of Richmond, and 7 percent was purchased from Henrico County.

Wastewater Treatment Services

Henrico County is constructing a \$140 M addition to the county's wastewater treatment facility. Construction began in March 1998 and will be completed by June 2004. The addition to the treatment plant will increase the capacity from 45 mgd to 75 mgd. Also included in the project is construction of a 3.5-mile pipeline from the treatment plant to the James River. The Henrico treatment system also serves areas of Goochland and Hanover counties as well as areas of the City of Richmond.

Hanover County's wastewater system consists of three wastewater treatment plants and 36 wastewater pumping stations. The wastewater collection system is comprised of approximately 280 miles of gravity sewers. The Doswell Wastewater Treatment Plant is rated at 1.0 mgd and serves the Doswell area. Ashland is served by the 2.0 mgd Ashland Wastewater Treatment Plant, which was placed in service in 1992, and the Hanover Courthouse area is served by the Courthouse Wastewater Treatment Plant which has a 1978 in-service date. The majority of wastewater generated in the Suburban Service Area is pumped by the Beaverdam Creek Wastewater Pump Station (5.4 mgd average capacity) to the Henrico County wastewater system where it is treated.

Currently under construction is the new Totopotomoy Wastewater Treatment Plant. The plant, slated to open in early 2003, will be rated at 5.0 mgd. Initially a portion of the Beaverdam Creek Service area will be diverted to the plant and the plant will serve future development in the Beaverdam Creek and Totopotomoy areas as well.

In the fiscal year ended June 30, 2001 the system was responsible for the collection of an average of 4.4 mgd of sewage of which 32 percent was treated by the county and 68 percent was treated by Henrico.

The Goochland County Board of Supervisors directed that a plan be developed to create a service district (the Tuckahoe Creek Service District) in the Eastern Growth Management Area of the county. The principal purpose of such a District would be to provide a funding vehicle for the provision of water and sewer service to a large area of the county that is currently not being served.

In order for the service district's lines and collection/distribution systems to be operational they must be connected to a water source and a sewage treatment provider. The county does not own any water and sewage treatment plants and must purchase capacities from Henrico County and the City of Richmond. Henrico will be the source of water and Richmond will provide wastewater treatment.

Fish Passage Project

This was a collaborative effort between Henrico County and the City of Richmond to provide fish passages along five dams on the James River to allow shad and herring to migrate upstream as far as Lynchburg. The last passage was completed in February 1999 at Boshers' Dam, finalizing this task. The project will have positive commercial and tourist benefits on the region.

Biologists have been very encouraged by the number and variety of fish species using the fish way. The Department of Game and Inland Fisheries continues to coordinate the project and obtain several federal grants. For 2001, highlights included the cooler-than-average water temperatures, delaying the beginning of the anadromous fish runs, but fish are moving through the fish way.

James River Advisory Council

The James River Advisory Council (JRAC) serves as a forum for the diverse interests along the James River in Central Virginia and communicates with public officials regarding issues and challenges facing the river and its resources. The Advisory Council's vision is to be a united community supporting and promoting the James River as a common resource and preserving its health, beauty, heritage, economic vitality, and recreational value. JRAC has had a year of exciting opportunities. The various

committees have been actively working through programs and activities to enhance the visibility of JRAC and the awareness of the river. The Advisory Council has been working to further refine the focus and develop a strategic plan for the organization. The strategic plan is scheduled to be implemented in 2002. James River Days, a colorful guide and map, has grown to become a premier venue for water and other activities in the Richmond metro area. Sponsor involvement has increased, along with the number of programs being offered. There were 43 new programs, including the African Americans on the River series, partially funded by a grant from the Virginia Tourism Corporation and sponsored by JRAC, the Black History Museum, and the Richmond Metro Convention and Visitors Bureau. JRAC had a good response to the James River Regional Cleanup with over 500 volunteers and many partnerships with an added site in Charles City County. In December 2001, the James River Parade of Lights was a success with 18 boaters and over 6000 viewers at five sites, including an additional site in the City of Richmond. JRAC appreciates the continued regional support and looks forward to another rewarding year.

Section 10 Success Story

Workforce One - Preparing America's Best Workforce

WORKFORCE ONE (WFI) has continued its work with Greater Richmond's business, education, and community partners to identify opportunities to improve the workforce development system to ensure a skilled workforce capable of meeting the needs of the region's businesses. Some of the exciting successes for the 2000 - 2001 year include:

- **Gateway Manufacturers Assessment Project** - The Gateway Manufacturers team met monthly to finalize the gateway process and incorporate the Workforce Wizard as its delivery tool. The Gateway team has also made contact with other regional manufacturers that are currently using Work Keys to identify exactly how and what modules are being used and to gauge interest in participating on the Gateway team.

The Gateway Manufacturers have begun to plan for a presentation/training event to bring more awareness on the use of Work Keys as a common assessment tool and plans to invite members of the Human Resource community.

- **Workforce Wizard** – In the fall of 2001, WorkForce One set out to upgrade the plan for a fee for service Business Service Center. The WorkForce Wizard—the product of this exercise—is a web site designed to maximize business training budgets, direct job candidates to required testing and hiring events, allow business to post open position, and allow applicants to post their resumes, thereby shortening and streamlining hiring and training processes

- **Verizon TechnoTrain** – The Verizon TechnoTrain is a mobile technology lab capable of setting up on site to provide custom technical training that reaches out to educators, businesses, and community agencies to expand technology education within our region. As a tool to bridge the digital divide and bring access to technology, Workforce One, J. Sargeant Reynolds Community College, and Verizon have hit the road to provide education and workforce development in the field of Information Technology. Its configuration currently consists of:

- ? 11 student workstations
- ? Pentium III 800 MHz
- ? High resolution monitors with optional touch-screen technology
- ? 32 MB AGP Video Cards-flat panel
- ? 256MB of RAM
- ? 20GB hard drives
- ? 1 instructor's workstation
- ? 100 Mhz Ethernet LAN system

- ? Pentium III LAN server.
- ? Internet connection via Modem, ISDN, DSL, or company Ethernet LAN
- ? Support for most operating systems and application software packages

• **Exploring the Workplace** - In partnership with the VCU Center for Economic Development, this six-class certificate series offers teachers college credit, certification points, and skills information on one of the WF1 business round tables.

Appendix

If any projects have been added, eliminated, or replaced by another project, please describe this in the Appendix. New projects need to be described in the detail required for the original application (including issue area, relationship to scoring criteria in Appendix B of the RCP Request for Qualification, and quarterly and annual benchmarks for the next five years). Eliminating or replacing a project will require re-scoring by DHCD staff to determine continued eligibility.

Please attach any other revisions or updates to the strategic plan.

No revisions or updates to be reported.