

**Opioid Settlement Fund Application****Applicant****OSF-34**

Submitted On: Jul 31, 2024

 Derek Vance  
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 @ dvance@wdbkc.org

**Certification**

**PLEASE CERTIFY THAT YOU HAVE REVIEWED THE  
SCHEDULE A CORE STRATEGIES AND SCHEDULE B-  
APPROVED USES**

Digital Signature

true

Click here for more information.

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pictures/Schedule\\_A-  
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Coordinated\\_Universal\\_Time\).pdf](https://viewpointcloud.blob.core.windows.net/profile-pictures/Schedule_A-Core_Strategies_Mon_Mar_18_2024_14:56:43_GMT+0000_(Coordinated_Universal_Time).pdf))

**Contact Information**

Organization Name

Region III Workforce Development Board of Kanawha  
County

Address

426 Leon Sullivan Way Charleston, WV 25301

Website (if applicable)

www.wdbkc.org

Phone Number

3043445760

Email Address

arichardson@wdbkc.org

Tax ID Type

TIN

Tax ID Number

xxx-xx-5565

**Project Summary**

**Please provide a narrative overview or summary of your  
proposal, including but not limited to the following:**

**1. Brief description of the proposal**

The journey to recovery from substance abuse is complex, often requiring comprehensive support systems to facilitate successful transition and reintegration into society. The opioid epidemic has profoundly affected communities across the United States, and Kanawha County, West Virginia, is no exception. With an increasing number of individuals grappling with addiction and its aftermath, the need for comprehensive supportive services for individuals in recovery is crucial. This proposal seeks to establish a program dedicated to providing tailored wrap-around services to individuals navigating the path of recovery from substance abuse.

**2. Purpose and key anticipated outcomes**

The purpose of this grant proposal is to secure funding for the Workforce Development Board of Kanawha County, WV, to provide an expansion of comprehensive wrap-around supportive and recovery services to 40 individuals impacted by the opioid epidemic. The goal is to address the multifaceted needs of these individuals, including housing, transportation, behavioral health, job placement, training, and childcare, to facilitate their successful reintegration into the workforce and broader community. By offering a holistic support system and addressing critical needs, the program aims to promote sustained recovery, economic self-sufficiency, and improved overall well-being for individuals and families affected by the opioid crisis.

**Key anticipated outcomes for individuals that participate in the program will include:**

- An increase in employment rates
- Improved housing stability
- Greater access to reliable transportation
- Reduced relapse rates
- Successful job placement and training
- Enhanced mental health outcomes
- Increased self-sufficiency
- Positive community impact

### 3. Individuals or communities served

The proposed program will serve persons residing in Kanawha County, WV that are actively engaged in a recovery program or those who have recently completed treatment for opioid addiction.

### 4. Amount of funding requested

250000

### 5. Amount of any bids or cost estimates received to date, if applicable

0

### 6. Amount of matching funds raised or committed by your organization

0

### 7. Source of matching funds raised or committed by your organization

0

### 8. How Opioid Settlement funds, if awarded, will be used

There is a pressing need for expanded support and employment options available to those in recovery. Expanding the capacity of the recovery industry, as well as creating a diverse network of second chance employment opportunities and transitional jobs is crucial to break the cycle of addiction. Kanawha County has been significantly impacted by the opioid epidemic, necessitating focused efforts on employment, training and support services for affected individuals. The opioid crisis has had far-reaching consequences, affecting not only the health and well-being of individuals but also their ability to secure and maintain employment. If awarded, the funding will be used to fill critical gaps in addressing the needs of individuals affected by the opioid epidemic by providing rapid, flexible, and comprehensive supportive services that may not be readily available through other sources.

### 9. Which Core Strategies or approved uses will be met

#### Schedule A - Core Strategies

#### E. Expansion of Warm Hand-Off Programs and Recovery Services

- 1. Expand services such as on-call teams to begin MAT in hospital emergency departments:** WDBKC will use available resources and leverage partnerships with local organizations and agencies such as the Quick Response Team (QRT). This approach ensures that individuals who present with opioid use disorder receive immediate care, thereby improving their chances of recovery and reducing the likelihood of overdose.
- 2. Expand warm hand-off services to transition to recovery services:** WDBKC will facilitate warm hand-offs by directly connecting individuals from one service provider to another. This will ensure that individuals receive seamless, continuous support during their transition to recovery services, improving their chances of sustained recovery and long-term well-being.
- 3. Broaden scope of recovery services to include co-occurring SUD or mental health conditions:** Through collaboration with mental health agencies, SUD treatment providers, healthcare organizations and community-based organizations, WDBKC can assist individuals with these unique challenges and provide integrated and comprehensive care.
- 4. Provide comprehensive wrap-around services to individuals in recovery including housing, transportation, job placement/training, and childcare:** Through our partnerships within the Kanawha County American Job Center network, WDBKC will create a robust support system to provide wrap-around services that empowers individuals in recovery to rebuild their lives and contribute positively to their communities.

**Schedule B – Approved Uses****B. Support People in Treatment and Recovery**

1. Provide comprehensive wrap-around services to individuals with OUD and any co-occurring SUD/MH conditions, including housing, transportation, education, job placement, job training, or childcare.
2. Provide a full continuum of care of treatment and recovery services for OUD and any co-occurring SUD/MH conditions, including supportive housing, peer support services and counseling, case management, and connections to community-based services.
3. Provide counseling, peer-support, recovery case management and residential treatment with access to medications for those who need it to persons with OUD and any co-occurring SUD/MH conditions.
4. Provide access to housing for people with OUD and any co-occurring SUD/MH conditions, including supportive housing, recovery housing, housing assistance programs, training for housing providers, or recovery housing programs that allow or integrate FDA-approved medication with other support services.
5. Provide community support services, including social and legal services, to assist in deinstitutionalizing persons with OUD and any co-occurring SUD/MH conditions.
7. Provide or support transportation to treatment or recovery programs or services for persons with OUD and any co-occurring SUD/MH conditions.
8. Provide employment training or educational services for persons in treatment for or recovery from OUD and any co-occurring SUD/MH conditions.
9. Identify successful recovery programs such as physician, pilot, and college recovery programs, and provide support and technical assistance to increase the number and capacity of high-quality programs to help those in recovery.
10. Engage and support non-profits, faith-based communities, and community coalitions to support, house, and train people in treatment and recovery and to support family members in their efforts to support the person with OUD in the family.
14. Create and/or support recovery high schools.

10. How long it will take you to complete the project if awarded funding

12 Months

**Proposal Details**

1. Please describe the problem or need which your project seeks to address

Kanawha County faces significant challenges due to the opioid epidemic, including high rates of addiction, unemployment, homelessness, and strained social services. Despite efforts to combat the opioid epidemic, many individuals lack access to essential services that can facilitate their recovery journey. Without comprehensive support, these individuals face increased barriers to employment, stable housing, and overall well-being, perpetuating the cycle of addiction. The proposed program will offer a continuum of support services tailored to the unique needs of each participant.

2. Please provide the details regarding the design and strategy of your proposal

**Design and Strategy:** This model was designed to be comprehensive, personalized and supportive, ensuring that participants receive the necessary services to aid their recovery and employment goals.

**Outreach:**

1. Conduct targeted outreach efforts in communities affected by the crisis, including areas with high unemployment rates or significant economic disruption.

2. Collaborate with local organizations, faith-based groups, community centers, and grassroots initiatives to raise awareness about program opportunities and reach individuals in need.
3. Leverage existing networks and partnerships with workforce development agencies, government entities, nonprofit organizations, and community-based service providers to identify and refer eligible participants.
4. Engage with case managers, social workers, and other frontline professionals who work directly with individuals impacted by the opioid epidemic to facilitate referrals and enrollment.
5. Use a variety of channels to disseminate information, including social media platforms, local newspapers, radio announcements, flyers, and community bulletin boards.
6. Host information sessions, orientation workshops, and recruitment events to provide prospective participants with an overview of program requirements, expectations, and benefits.
7. Develop targeted digital marketing campaigns, social media posts, and online advertisements to promote program opportunities and drive traffic to enrollment portals or informational websites.
8. Collaborate with employers to develop work experience opportunities, internships, and apprenticeships that align with program objectives and provide valuable training and employment pathways for participants.

#### **Individualized Comprehensive and Needs Assessment:**

Following the intake process established by the Kanawha County American Job Center, individuals will undergo a comprehensive assessment which will identify their strengths, weaknesses, and barriers to employment.

#### **Case Management Services:**

Each individual will be assigned a career planner to assist with goal-planning, barrier reduction, linkage to resources and opportunities, as well as supportive services to assist with career and training goals. After identifying the participant's needs a training plan will be developed so that coordination of services may be provided through partner agencies. Participants will also be provided with a highly immersive and interactive experience through Virtual Reality (VR) headsets allowing them to explore various career paths in a realistic and engaging environment. This process will help individuals gain insights into different professions, understand job requirements, and make informed career decisions.

#### **Service Coordination:**

A clear process for resource allocation and collaboration will be established to maximize the impact of the program and better support the program participants in accessing employment opportunities and rebuilding their careers. Partners will effectively align resources to achieve common goals and maximize the impact of their collaborative efforts.

#### **Employment and Training:**

1. Partner with local colleges, vocational schools, and training providers to identify individuals interested in gaining skills and experience in demand occupations.
2. Collaborate with employers to develop work experience opportunities, internships, and apprenticeships that align with program objectives and provide valuable training and employment pathways for participants.

#### **3. Please provide your project timeline**

The project is planned for a 12-month period which will include the following components:

1. Planning and Preparation
2. Outreach
3. Program Implementation

#### **4. Please provide your project's total proposed budget.**

**Personnel (Administrative / Program Staff) - \$34,764.40**

Executive Director - \$1,680.00

Program Director – \$3,980.40

Fiscal Director - \$3,852.00

Bookkeeper – \$2,782.00

Career Planner - \$22,470.00

**Fringe Benefits - \$13,719.79**

**Supplies - \$1,515.81**

**Training Related Costs - \$200,000.00**

**Supportive Services - \$1,000.00 x 40 participants**

**Career Exploration VR Headsets - \$2,000.00 x 10 headsets**

**Employment / Training Costs - \$3,500 x 40 participants**

**5. Please list any partners in this proposal, and the partner's role and your relationship with them.**

Through the Workforce Innovation and Opportunity Act (WIOA), the Region III Workforce Development Board of Kanawha County is charged with creating a workforce development system that meets the current and future needs of the business community as well as those individuals seeking employment. This system is designed to support the economic growth of the region by ensuring that individuals have access to the education, training, and resources needed to secure and retain employment. A key responsibility is to coordinate and forge relationships with a wide range of partners including educational institutions, training providers, community-based organizations, employers, and government agencies. The following agencies are a part of the Kanawha County American Job Center's network of partners.

**Charleston-Kanawha Housing Authority – Offers available and affordable housing.**

**Community Bridge - Provides support for individuals with disabilities but also offers clothing assistance to those in need within the community. Through their clothing assistance program, they distribute donated clothing items to individuals and families facing financial hardship. This initiative aims to promote dignity, self-esteem, and basic needs fulfillment for community members experiencing economic challenges.**

**Community Growth Behavioral Health – Offers therapy and counseling services for behavioral health and substance use disorders.**

**EnAct Community Action - Operates the Community Development Block Grant (CDBG) program which is a federal grant program administered by the U.S. Department of Housing and Urban Development (HUD). It provides funding to states, cities, and counties to support community development activities such as affordable housing, infrastructure improvements, and economic development projects. CDBG grants aim to benefit low- to moderate-income individuals and neighborhoods, addressing various community needs and promoting long-term sustainable growth.**

**First Choice Services - A nonprofit organization that specializes in crisis intervention and behavioral health support. They operate the National Suicide Prevention Lifeline and provide 24/7 crisis intervention services, including counseling and referrals for individuals in emotional distress. First Choice Services also offers training and education programs to promote mental health awareness as well as an array of services including but not limited to addiction, health insurance, depression, mental health, suicide prevention, and emergency needs.**

**Human Resource Development Foundation (HRDF) - A nonprofit organization dedicated to workforce development and community empowerment. HRDF offers a variety of programs and services aimed at providing job training, education, and employment opportunities to individuals and families in need. Through partnerships with local businesses, government agencies, and community organizations, HRDF strives to address economic challenges and promote sustainable growth in the Charleston area.**

**Jobs and Hope WV - A state program in West Virginia aimed at combating substance use disorders and supporting individuals in recovery through workforce training and employment opportunities. The program provides job training, education, and employment placement assistance to individuals in recovery, helping them rebuild their lives and reintegrate into society. By addressing the intersection of addiction and unemployment, Jobs and Hope WV seeks to reduce recidivism rates, improve community well-being, and promote long-term recovery.**

**JP Morgan Chase Bank – Provides financial literacy, budgeting, money wellness and credit improvement workshops.**

**Legal Aid WV – Provides legal information and representation, to help children, families, and individuals escape abuse, overcome barriers to employment and housing, and receive the education and health care they need.**

**Libera - Offers comprehensive support services to young girls who are survivors of domestic violence and sexual assault. They provide crisis intervention, emergency shelter, counseling, and legal advocacy to help individuals heal and regain control of their lives. Libera also conducts community education programs and collaborates with local partners to raise awareness and prevent future instances of interpersonal violence.**

**Mountain State Educational Services Cooperative - Provides Adult Education services in West Virginia that encompasses a range of programs aimed at helping adults improve their basic skills, earn a high school diploma or equivalency, and prepare for further education or employment opportunities. These programs often offer classes in subjects like reading, writing, math, and English language learning, tailored to the individual needs and goals of adult learners. Through adult education, individuals can enhance their skills, expand their career options, and achieve greater personal and professional success.**

**Mustard Seed Counseling and Behavioral Health Services, LLC - A West Virginia-based domestic limited liability company specializing in therapy and behavioral health services. They offer counseling and support for individuals facing various mental health challenges, including depression, anxiety, trauma, and addiction. With a focus on holistic care and personalized treatment plans, Mustard Seed aims to empower clients to achieve improved mental well-being and overall quality of life.**

**Our Future WV - A nonprofit organization based in West Virginia, dedicated to advancing progressive policies and advocating for social and economic justice in the state. They focus on issues such as healthcare, education, environmental protection, and economic development, striving to create a more equitable and sustainable future for all West Virginians. Through grassroots organizing, coalition building, and policy advocacy, Our Future WV works to empower communities and amplify the voices of marginalized populations in shaping public policy.**

**Partnership of African American Churches (PAAC) - A licensed Mental Health and Substance Misuse Disorder Provider. PAAC provides services through its Infinite Pathways Prevention, Treatment Supports, Recovery, and Wellness Centers.**

**Recovery Link Kanawha, LLC – Through compassionate, evidence-based services, they provide support, education, and resources needed to empower individuals and families affected by substance abuse.**

**Senior Works – HRDF operates the Senior Community Service Employment Program in Charleston, WV, which provides job training and placement assistance to low-income individuals aged 55 and older. Participants gain valuable skills through part-time community service assignments at local nonprofits and public agencies while also receiving supportive services and job search assistance. SCSEP aims to enhance economic security for older adults and promote their continued engagement in the workforce.**

**WorkForce WV - The state's workforce development agency, responsible for connecting job seekers with employers and administering unemployment benefits. They provide a range of services including job placement assistance, career counseling, training programs, and resources for businesses. Through their efforts, WorkForce WV aims to support economic growth, address workforce challenges and facilitate employment opportunities.**

**WV Division of Rehabilitation Services - Provides a range of services, including vocational assessment, job training, assistive technology, and job placement assistance tailored to each individual's needs and goals. Through personalized support and resources, DRS aims to empower people with disabilities to maximize their potential and participate fully in the workforce and community.**

**6. Please identify the anticipated leadership of the proposal and upload/attach their resume(s) or CVs**

**Experience and Skills of Andy Richardson, Executive Director**

## **Campbell Flannery, PC. (2023-present) Of Counsel**

Licensed in West Virginia as both an attorney and an insurance agent, Andy brings over 40 years of experience to Campbell Flannery clients as a former in-house lawyer and business executive in the insurance claims administration field. His extensive experience in business transactions and insurance positions Campbell Flannery to serve clients in a variety of unique ways, whether in risk management

and insurance contract analysis; assessment of needs for development of in-house documents for employer; or other legal services.

## **SmartCasualtyClaims/HealthSmart Casualty Claims Solutions/Wells Fargo Disability Management/Acordia Employers Service (and predecessors) (1998-2023)**

### **Senior Vice President**

Responsibilities included profit center management; negotiation of contracts; development of new products, including captives and group programs; relations with workers' compensation insurance carriers; development of workers' compensation managed care programs; management of relationships with medical and pharmaceutical managed care organizations; promotion of selling workers' compensation administrative services to insurance brokerage sales offices throughout the United States; budget development; personnel decisions; assistance with workers' compensation and other insurance products to customers and brokerage staff. Intimate working relationships with self-insured and insured employers, carriers, sales staff, and regulators.

## **Reed Brothers, LLC (1997-1998)**

### **Executive Vice President**

In-house executive and legal service for family-owned natural gas exploration business in the Appalachian Basin. Successful revision of insurance program, initiation of fee escalation clause in Joint Operating Agreements for well services to over 300 gas wells, and strengthen relations with the Oil and Gas Division of the West Virginia Department of Environmental Protection.

## **WV Bureau of Employment Programs (1989-1997)**

### **Commissioner**

During the administration of Governor Gaston Caperton, served as West Virginia's first cabinet-level Commissioner of the Bureau of Employment Programs. Responsible for West Virginia's Workers' Compensation, Unemployment Compensation and Job Training systems, and Job Services offices. This agency had over 1300 employees, 22 locations, and approximately \$800 million annual responsibility. Some of my major accomplishments during my tenure include:

- Elimination of the Unemployment Compensation debt incurred during the recession of the early 1980s.
- Initiated a Career Services Center model and innovative training program to meet emerging employment needs in such areas as avionics repairs in the Clarksburg/Fairmont area and home nursing services in southern West Virginia.

- In partnership with the United States Department of Labor and various Senate and Congressional Committees, crafted a redesign of the national employment and training system, ultimately enacted as the Workforce Investment Act.
- A complete overhaul of the workers' compensation system which resulted in The Workers' Compensation Fund receiving its first clean audit opinion in the program's 80-year history. The clean audit opinion led to an upgrade in the Bond Rating for West Virginia's State Government for the first time in 20 years.
- Implemented the state's first ever safety and loss prevention initiatives, alternative underwriting options, and stronger accounting practices. These efforts established the groundwork that led to privatization of the workers' compensation system in West Virginia.

## **McDonough Caperton Insurance Group (1985-1989)**

**General Counsel, Director of Administration, and Director of Compensation Programs were concurrent roles while serving in this organization, a predecessor to Wells Fargo Insurance Services.**

Various responsibilities included drafting ERISA-compliant Plan Documents, negotiating contracts, oversight of building and grounds, profit center management of third-party administration activities, and executive and legislative relations, including licensing in multiple states. West Virginia Department of Employment Security (1983-1985)

## **Attorney and Acting Commissioner**

In this job, expertise was developed in Unemployment Compensation, the public Job Service system, Trade Act retraining and compensation caused by trade policies, Labor and Economic Research, and other work associated with the workforce. Responsibilities included handling policy and procedure development, procurement and contract issues, personnel issues, appeals of unemployment issues, legislative drafting, legislative relations, and federal-state relations. In 1985, during the gubernatorial transition, at age 27, appointed Acting Employment Security Commissioner by Governor Rockefeller, serving two months, ensuring a smooth transition until Governor Moore's appointee could be seated. During this transitional time, engaged in the unique experience of arguing a Supreme Court case while also serving as Employment Security Commissioner.

## **Office of the Kanawha County Prosecutor (1982)**

### **Assistant Prosecuting Attorney**

First job after law school, after an internship at the Office of the Kanawha County Prosecuting Attorney while still a law student. Responsibilities included handling prosecutions of people charged with a variety of major and minor crimes, as well as a variety of administrative hearings.



## Professional

Wells Fargo Insurance Services Million Dollar Club, Producer Council, and Executive Council Chair,  
Wells Fargo Insurance Services Workers' Compensation Industry Group Fellow, West Virginia Bar  
Foundation Licenses in West Virginia – attorney; insurance agent (all major lines)

**Member** – various committees regarding workers' compensation, self-insurance, unemployment  
compensation, and risk management Presenter at various state and national conferences on workers'  
compensation legal and claims management issues

Civic Charleston Coliseum & Convention Center Board of Directors, 2010 – 2012; 2018 – present  
Vice Chair, 2018-present

Charleston Regatta Commission, Vice President, 2022-present

Charleston City Council – Citywide Member At-Large, 2011 – 2019. Served on Planning Committee,  
Parks and Recreation Committee, and Facility Committee

South Charleston City Council 1987-1988 Finance Committee (Chair), Street Committee Chair, and  
Parks and Recreation Committee

Presented Key to the City of Charleston by Mayor Goodwin, August 2022

West Virginia Consolidated Public Retirement Board, 2009 – 2016

Instructor, West Virginia University Eberly College of Arts and Sciences Political Science  
Department, Political Science 321, West Virginia Government and Politics, 2011 – 2017

Distinguished Graduate, WVU Political Science Department, 2009 Recipient

Wells Fargo Insurance Services W.G. Caperton Award for Community Service, 2007

WVU Political Science Department Advisory Board, 1997-2008

WVU Eberly College of Arts and Sciences Advisory Board, 2005-2011

WVU College of Law – Visiting Committee 2007-2016

Alumni Association 2001-present (Chair)

Development Council, 2001-2004 (Chair, 2004)

WVU College of Law – Dean Search Committee, 1981-1982; 2007-2008; 2014-2015

South Charleston Area Development Corporation Board of Directors, 1987-2001

Leadership West Virginia – Board of Directors, 2000-2006

Alumni Association Board 2014 - 2022

Member and Officer - Private Industry Council of West Virginia, 1989-97

Boy Scouts of America Buckskin Council Troop 195 – Committee Chair, 1995 – 2022

Faith In Action of the Greater Kanawha Valley, founding Board Member, 2013 – 2020; 2021-2023;  
Chair, 2017 - 2018

Christ Church United Methodist – Trustee Chair; Staff-Parish Relations Chair; Athletic Director; and  
Basketball Coach

## Skills

Extensive management, visioning, marketing, sales, and leadership experience in insurance, government, and nonprofit organizations

Extensive experience in Financial Goal-Setting, Budget development, Profit/Loss sheet management, and acquisition initiatives

Capable of managing a busy organization, with multi-location personnel, as well as a high diversity of responsibilities, needs, and constituencies

Aggressive success in sales management, sales, marketing, product development, and customer service utilizing active listening and problem resolution § Relationship management with regulators and carriers related to workers' compensation third party administrator compliance, including development of claims management guidelines, SAS-70, Type II (now SOC-1) compliance, and other core proficiencies

Expertise in legislative drafting, development of regulations, advocacy, and substantive knowledge in workers' compensation, unemployment compensation, and related employment programs

Effective in working with Congress, state legislatures, regulators, interest groups, and community organizations WV Conference of the United Methodist Church, Board of Pensions, 2021 – present

Strong communication skills in speaking, writing, proofreading, grammar, and developing social network media Frequent presenter in continuing legal education seminars on topics associated with workers compensation law and trends, and unemployment compensation law and trends

Quick study, effective trouble-shooter/problem-solver

**7. Please describe your plan for sustainability of the project or initiative after the grant award has been exhausted**

After the initial grant funding has been exhausted, our plan is to continuously apply for federal and state grants focused on substance use disorder (SUD) recovery, workforce development, mental health, and related areas. We will also continue to seek partnerships with agencies interested in supporting workforce development and recovery initiatives.

## Organization Information

**1. Please provide your organization's mission statement.**

Our mission is to provide individuals access to training and educational opportunities to obtain sustainable employment that leads to a livable wage and to provide employers with a skilled workforce.

**2. Describe the history of your organization, tell us about your current programs and activities**

The Region III Workforce Investment Board of Kanawha County dba Workforce Development Board of Kanawha County (WDBKC) is one of seven Local Workforce Development Boards (LWDB) in West Virginia. It is a private, non-profit 501 (c)(3) organization charged with creating a workforce development system that meets the current and future needs of the business community, as well as those individuals' seeking employment through the use of federal funding. The WDBKC has been in operation since forming as Private Industry Council under the Training Partnership Act (JTPA) in the mid-1980s and has continued operations under the Workforce Investment Act of 1998 and the Workforce Innovation and Opportunity Act (WIOA). The WDB's main role is to direct federal, state, and local funding to workforce development programs that serve job seekers and employers in Kanawha County based on published research and the needs of their regional economy. WDB-KC also oversees the One-Stop Career Centers, where job seekers can receive employment information, find out about career development training opportunities and connect to various programs in their area. The

implementing law was replaced by the Workforce Innovation and Opportunity Act in 2014 that is designed to strengthen and improve our nation's public workforce system and help get Americans, including youth and those with significant barriers to employment, into high-quality jobs and careers and help employers hire and retain skilled workers.

Tell us about your current programs and activities:

The WDB-KC currently operates and provides eligibility and case management services for the following 7 programs:

- A. WIOA Adult Program:** Workforce services for eligible adults are available through one of the six core programs authorized by Workforce Innovation and Opportunity Act (WIOA). The Adult program serves individuals and helps employers meet their workforce needs. It enables workers to obtain good jobs by providing them with job search assistance and training opportunities.
- B. WIOA Dislocated Worker Program (DW):** The Dislocated Worker program is designed to help workers get back to work as quickly as possible and overcome barriers to employment. When individuals become dislocated workers as a result of job loss, mass layoffs, global trade dynamics, or transitions in economic sectors, the Dislocated Worker program provides services to assist them in re-entering the workforce. Services for dislocated workers are integrated and provided through a national network of American Job Centers (AJCs). The AJCs provide significant resources to states to implement workforce education, training, and employment programs and help displaced workers.
- C. WIOA Youth Program:** A comprehensive youth employment program for serving eligible youth, ages 14-24, who face barriers to education, training, and employment.
- D. Business Services:** This program assists local employers with finding the talent they need to succeed and grow. Employers can access a wide variety of services and tools to assist them with recruiting, hiring, wage reimbursements and other workforce needs.
- E. Summer Youth Employment Program:** Approximately 60 youth will be given the opportunity to gain valuable work experience through this 8-week program. The youth will also participate in career exploration, financial literacy, career readiness and academic enrichment activities.
- F. UniCare Health Plan of WV Partnership:** Through a partnership with UniCare, the Minority Youth (MY) Career Academy was launched October 2023 with the aim of providing minority youth with valuable career exploration opportunities, mentorship, and resources to help them make informed decisions about their future careers.
- G. Supplemental Nutrition Assistance Program (SNAP) Employment & Training:** This program helps SNAP participants gain skills, training, or work experience to increase their ability to obtain regular employment that leads to economic self-sufficiency.

3. List any federal, state, local or private grant awards or funding received in the last three years and the current status of those funds. If your organization has previously received funds from Kanawha County, please list the amount, nature of the project(s) and current status of the funding and project(s).

**Grant:** Kanawha County Commission - American Rescue Plan Act

**Award:** \$100,000.00

**Project:** To establish a One-Stop Career Center, known as the American Job Center. This funding was used to help with shared space expenses of this move including building signage, furnishings, telecommunications installation, public computer lab, and the cost of the move itself.

**Status:** Completed

**Grant:** Workforce Innovation and Opportunity Act – WorkForce WV / US Department of Labor

**Status:** Current Funding

**Grant:** Minority Youth Career Academy – UniCare Health Plan of WV

**Status:** Current Funding

**Grant:** SNAP Employment & Training – West Virginia Department of Human Services

**Status: Current Funding****4. Please list your Owner(s), Board of Directors, senior staff members, or other key members of your organization:**

Aaron Alexander – Board Chair  
 Ellen Maxwell Hoffman – Vice Chair  
 Tim Morris – Treasurer  
 Michael Crown - Secretary  
 Andy Richardson – Executive Director  
 Michele Painter – Fiscal Director  
 Tamara Lee – Program Director  
 Nita Shafer – Accounting Manager / Bookkeeper  
 Derek Vance – Office Manager / Outreach & Special Projects

**5. Please list the staff involved with this project and describe their roles and responsibilities:**

Andy Richardson, Executive Director: Administration and oversight  
 Michele Painter, Fiscal Director: Maintain accurate and complete financial records and reporting.  
 Tamara Lee, Program Director: Provide programmatic monitoring, performance, and technical assistance.  
 Nita Shafer – Accounting Manager / Bookkeeper: Accounts payable/receivable and financial data entry.  
 Career Planner – Assist participants with goal-planning, barrier reduction, linkage to resources and opportunities, as well as supportive services to assist with career and training goals.

**6. Please upload/attach the following financial documents, if applicable:**

Cash flow statement for applicant's most recent fiscal year

3645

Two years of audited financial statements

3646

Current operating budget

3647

If the applicant has not been audited, please include an unaudited balance sheet and income statement as prepared by the applicant

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**7. If you have made an application for funding for this project from other sources (city, state, private or non-profit organizations) please list the same here.**

N/A

**8. Please describe three significant accomplishments of your organization within the last three years**

Youth Systems Building Academy (YSBA) – Region III Workforce Development Board of Kanawha County was one of 9 regions in the country selected by the US Department of Labor to participate in the national Youth Systems Building Academy. Through the Academy, our team of partners, including HRDF, BridgeValley Community & Technical College, Adult Education, and Division of Rehabilitation Services, will be engaged in initiating systems, program, and/or policy improvements for serving youth in Kanawha County.

Minority Youth (MY) Career Academy – The Minority Youth (MY) Career Academy was launched October 2023 with the aim of providing minority youth with valuable career exploration opportunities, mentorship, and resources to help them make informed decisions about their future careers.

Kanawha County American Job Center (KCAJC) –American Job Centers bring numerous benefits to job seekers, employers, and the community. By providing centralized access to comprehensive employment services, fostering collaboration among partners, and addressing diverse needs. In 2022, the Kanawha County American Job Center was established, now housing 14 agencies with a total of 8,536 visitors.

## **Supplementary Information**

**1. Please enter contact information (name, email, and phone) for at least one third-party reference.**

**Stephanie Ahart, Executive Director - Human Resource Development Foundation - 304-342-2078 ext 1018 -  
sahart@hrdtwv.org**

**2. Please include any supplementary information or  
documentation (such as letters of support, newspaper articles,  
etc) which you feel will be essential to the County's review.**

**3648**