



WEST VIRGINIA SECRETARY OF STATE

MAC WARNER

ADMINISTRATIVE LAW DIVISION

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5/10/2018 10:48 AM

Office of West Virginia
Secretary Of State

NOTICE OF PUBLIC COMMENT PERIOD

AGENCY: Senior Services

TITLE-SERIES: 76-03

RULE TYPE: Interpretive Amendment to Existing Rule: Yes Repeal of existing rule: No

RULE NAME: West Virginia State Plan for Aging- Title V

CITE STATUTORY AUTHORITY: WV Code 16-P-1

COMMENTS LIMITED TO:

Written

DATE OF PUBLIC HEARING:

LOCATION OF PUBLIC HEARING:

DATE WRITTEN COMMENT PERIOD ENDS: 06/08/2018 4:00 PM

COMMENTS MAY BE MAILED OR EMAILED TO:

NAME: Commissioner Robert Roswall

ADDRESS: 1900 Kanawha Boulevard East

Charleston, WV 25305

EMAIL: robert.e.roswall@wv.gov

PLEASE INDICATE IF THIS FILING INCLUDES:

RELEVANT FEDERAL STATUTES OR REGULATIONS: No

(IF YES, PLEASE UPLOAD IN THE SUPPORTING DOCUMENTS FIELD)

INCORPORATED BY REFERENCE: No

(IF YES, PLEASE UPLOAD IN THE SUPPORTING DOCUMENTS FIELD)

PROVIDE A BRIEF SUMMARY OF THE CONTENT OF THE RULE:

This is a State Plan for the Title V Senior Community Service Employment (SCSEP) program which is Federally funded with local and match dollars. This program is a 48-month training employment program for seniors who are 55 and older who meet the 125% poverty or below guidelines that are set forth by the Federal Government and are looking to return into the workforce. Also, the plan sets forth States actions to achieve federally required goals and objectives.

SUMMARIZE IN A CLEAR AND CONCISE MANNER CONTENTS OF CHANGES IN THE RULE AND A STATEMENT OF CIRCUMSTANCES REQUIRING THE RULE:

These changes of the Core Performance Measures are Federally required changes by the Department of Labor (DOL). As of the 2016 reauthorization of the Older Americans Act, changes were made to the performance indicators. This reauthorization changes the follow up on three of the current Core Performance Measures and adds a new Core Measure. Core Measures are measurement tools that DOL enacted to ensure that the SCSEP program are being applied properly.

SUMMARIZE IN A CLEAR AND CONCISE MANNER THE OVERALL ECONOMIC IMPACT OF THE PROPOSED RULE:

A. ECONOMIC IMPACT ON REVENUES OF STATE GOVERNMENT:

There is no economic impact on revenues of State Government. Funding remains consistent

B. ECONOMIC IMPACT OF THE RULE ON THE STATE OR ITS RESIDENTS:

There is no economic impact. This is a minor revision requested by the DOL

C. FISCAL NOTE DETAIL:

| Effect of Proposal | Fiscal Year | | |
|-----------------------------|---|---|--|
| | 2018 Increase/Decrease (use "-") | 2019 Increase/Decrease (use "-") | Fiscal Year (Upon Full Implementation) |
| 1. Estimated Total Cost | 0 | 0 | 0 |
| Personal Services | 0 | 0 | 0 |
| Current Expenses | 0 | 0 | 0 |
| Repairs and Alterations | 0 | 0 | 0 |
| Assets | 0 | 0 | 0 |
| Other | 0 | 0 | 0 |
| 2. Estimated Total Revenues | 0 | 0 | 0 |

D. EXPLANATION OF ABOVE ESTIMATES (INCLUDING LONG-RANGE EFFECT):

There is no fiscal note. SCSEP is still dealing with the same Federal and match dollars. This amendment is a Federal Requirement

BY CHOOSING 'YES', I ATTEST THAT THE PREVIOUS STATEMENT IS TRUE AND CORRECT.

Yes

Myisha R Robinson -- By my signature, I certify that I am the person authorized to file legislative rules, in accordance with West Virginia Code §29A-3-11 and §39A-3-2.

76CSR3

TITLE 76
INTERPRETIVE RULE
WEST VIRGINIA BUREAU OF SENIOR SERVICES

SERIES 3
WEST VIRGINIA STATE PLAN FOR AGING PROGRAMS

§76-3-1. General.

1.1. Scope. -- The State Plan for Aging Programs includes all assurances and plans to be conducted by the Bureau of Senior Services under the provisions of the Older Americans Act of 1965, as amended. The Bureau of Senior Services is primarily responsible for the coordination of all the major responsibilities of developing and administering a comprehensive and coordinated system of services and activities for providing a positive impact on the lives of elderly people within the service area.

1.2 Authority. -- W.Va. Code §16-5P-1 et. seq.

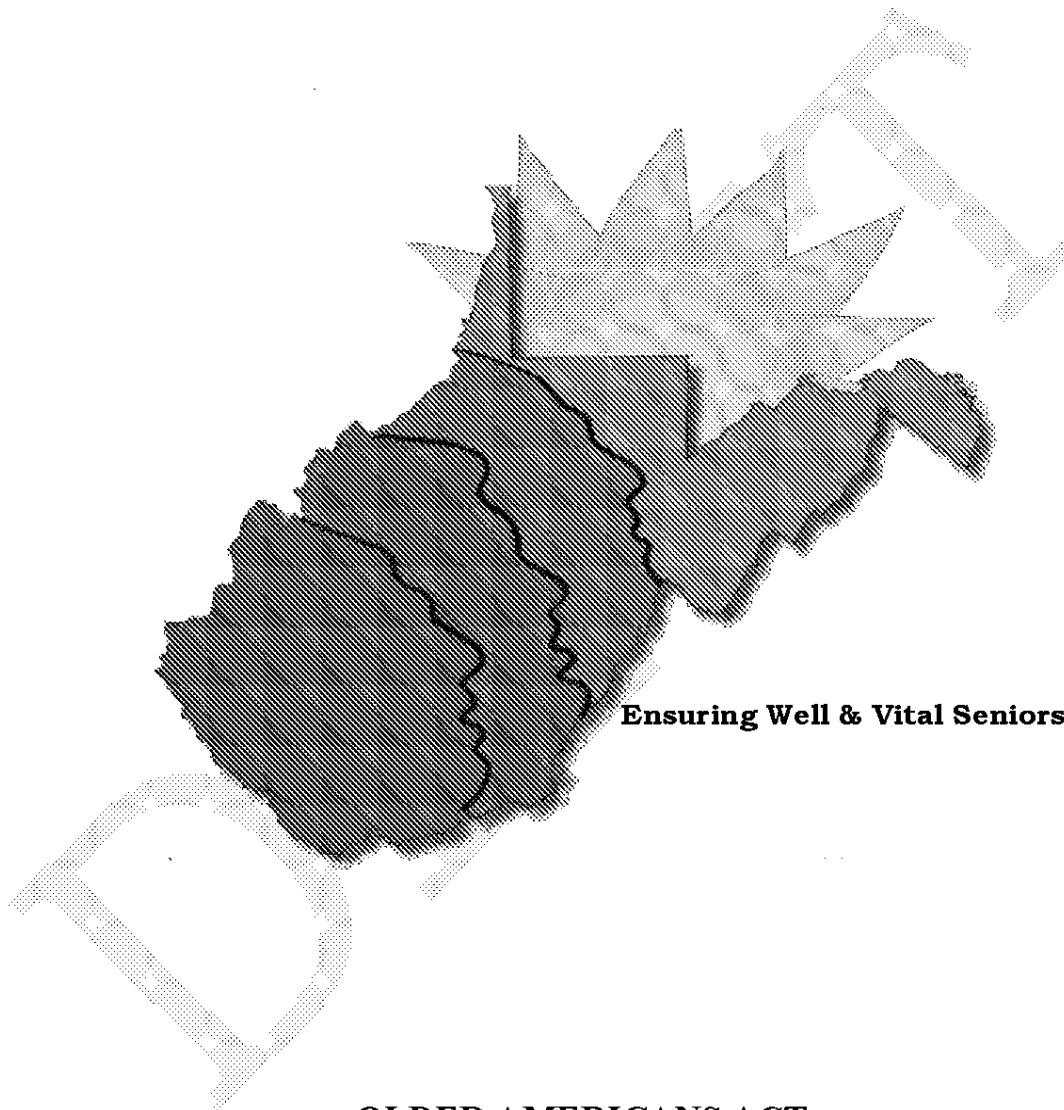
1.3 Filing Date. -- ~~April 4, 2016.~~

1.4 Effective Date. -- ~~May 4, 2016.~~

§76-3-2. Incorporation By Reference.

The West Virginia State Plan for Aging Programs is hereby incorporated by reference as an interpretive rule. This document is available from the Secretary of State's Office or the West Virginia Bureau of Senior Services.

WEST VIRGINIA BUREAU OF SENIOR SERVICES



Ensuring Well & Vital Seniors

OLDER AMERICANS ACT

WEST VIRGINIA STATE PLAN FOR THE SENIOR COMMUNITY SERVICE EMPLOYMENT PROGRAM

PROGRAM YEARS JULY 1, 2016 – JUNE 30, 2020

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WEST VIRGINIA SENIOR COMMUNITY SERVICE EMPLOYMENT PROGRAM

STATE PLAN FOR PROGRAM YEARS JULY 1, 2016 THROUGH JUNE 30, 2020

SECTION 1. Overview of SCSEP and Purpose of the State Plan

On Tuesday, July 22, 2014, President Barack Obama signed the Workforce Innovation and Opportunity Act (WIOA) (P.L. 113-128) into law, formally overhauling and reauthorizing the expired Workforce Investment Act (WIA) of 1998. President Obama signed the WIOA following swift passage and overwhelming bipartisan support for the bill in both the U.S. House of Representatives and the Senate.

The U.S. Department of Labor (USDOL), state workforce agencies, local workforce areas, and other stakeholders continue to implement the changes under WIOA, which became effective July 1, 2015.

The SCSEP also known as Title V, is authorized under the Older Americans Act (OAA) as amended in 2006, and administered by the U.S. Department of Labor, Employment and Training Administration (DOLETA). The DOLETA distributes SCSEP funds to fifteen (15) National SCSEP Grantees and fifty-six (56) State and Territorial Grantees. The National Grantees operate across multiple state jurisdictions and receive 78% of SCSEP funds. State and territorial SCSEP Grantees receive the remaining 22% of SCSEP funds.

SCSEP is the only grant program designed specifically to serve low-income older workers, age fifty-five (55) and older, by providing job training through community-based organizations and government agencies. The goals of the program are to provide community service and to promote self-sufficiency by placing individuals in unsubsidized employment.

Program-eligible older workers must be residents of West Virginia, fifty-five (55) years of age and older, unemployed, with a total family income that does not exceed 125% of the federal poverty guidelines, currently \$14,850 for an individual. Service priority is given to individuals meeting one or more of the following criteria:

- Disabled
- Limited English Proficiency

- Low Literacy Skills
- Reside in a Rural Area
- Veterans or Veterans' Spouses
- Low Employment Prospects
- Failed to Find Employment after using WIOA Services
- Homeless or at Risk of Homelessness
- Minority Individuals
- Poverty Level or Below
- Eligible individuals receive part-time, subsidized job training through community service assignments (CSA) at non-profit organizations or governmental entities.

Eligible individuals receive part-time, subsidized job training through community service assignments (CSA) at non-profit organizations or governmental entities.

The West Virginia Bureau of Senior Services (Bureau) administers the State SCSEP Grantee program, contracting with Preston County Senior Citizens, Inc. to provide SCSEP services to eleven (11) Counties. In addition, two (2) National Grantees provide SCSEP services in West Virginia: Experience Works and the National Council on Aging.

The OAA and federal regulations require the governor of each state to develop a strategic four-year State Plan in collaboration with the national SCSEP grantees, the aging network, and workforce entities operating within their state. Because the Bureau is West Virginia's designated State Unit on Aging (SUA), Governor Earl Ray Tomblin, delegated authority to Mr. Robert E. Roswall, Commissioner, to submit the State Plan on his behalf to the DOLETA.

The SCSEP State Plan must outline a four-year strategy for the statewide provision of community service employment and other authorized activities for eligible individuals under the SCSEP. The four-year strategy must specifically address the following:

(a) The State's long-term strategy for achieving an equitable distribution of SCSEP positions within the State that:

(1) Moves positions from over-served to underserved locations within the State;

(2) Equitably serves rural and urban areas; and

(3) Serves individuals afforded priority for service;

(b) The State's long-term strategy for avoiding disruptions to the program when new Census or other reliable data become available, or when there is over-enrollment for any other reason;

(c) The State's long-term strategy for serving minority older individuals under SCSEP;

(d) Long-term projections for job growth in industries and occupations in the State that may provide employment opportunities for older workers, and how those relate to the types of unsubsidized jobs for which SCSEP participants will be trained, and the types of skill training to be provided;

(e) The State's long-term strategy for engaging employers to develop and promote opportunities for the placement of SCSEP participants in unsubsidized employment;

(f) The State's strategy for continuous improvement in the level of performance for entry into unsubsidized employment, and to achieve, at a minimum, the levels specified in §513(a)(2)(E)(ii) of the Older Americans Act (OAA);

(g) Planned actions to coordinate activities of SCSEP grantees with the activities being carried out in the State under Title I of the WIOA, including plans for using the WIOA One-Stop delivery system and its partners to serve individuals aged fifty-five (55) and older;

(h) Planned actions to coordinate activities of SCSEP grantees with the activities being carried out in the State under other titles of the OAA;

(i) Planned actions to coordinate the SCSEP with other public and private entities and programs that provide services to older Americans, such as community and faith-based organizations, transportation programs, and programs for those with special needs or disabilities;

(j) Planned actions to coordinate the SCSEP with other labor market and job training initiatives;

(kand.

(k) The State's long-term strategy to improve SCSEP services, including planned long term changes to the design of the program within the State, and planned changes in the use of SCSEP grantees and program operators to better achieve the goals of the program; this may include recommendations to the USDOL, as appropriate.

This system is intended to be customer-focused and to help individuals access the tools they need to manage their careers. The system is also intended to help companies find the skilled workers they need to manage, compete, and succeed in business.

The Bureau's OAA State Plan on Aging (October 1, 2012 to September 30 2014), was granted an extension through September 30, 2016. It addresses senior employment in Objective 1.8, which states "Strengthen the ability of older West Virginians in their efforts to continue learning, improve their economic circumstances and support community service organizations by providing seniors with the necessary tools to seek and obtain gainful employment in later life, increasing those employed through Older Americans Act funding (Title V)." This will be accomplished through the following:

- Continue developing strong relationships with key players in the workforce investment arena to enhance employment opportunities through the one-stop job assistance offices

that traditionally target younger age groups;

- Continue to advocate on behalf of seniors seeking employment through public education and marketing strategies on the benefits of employing older West Virginians;
- Work with the national contractors employed by the USDOL;
- Provide technical assistance, support and guidance to the local sub-recipients in order to assure achievement of mandated performance goals;
- Serve as the liaison between workforce investment offices and local, state and national organizations that provide support and assistance to older people seeking to rejoin the workforce; and
- Continue to take an active role on the WV Workforce Investment Council and the Workforce WV Interagency Collaborative Team (ICT).

2018 UPDATES

As of the 2016 reauthorization of the Older Americans Act, changes were made to the performance indicators. This reauthorization changes the follow up on three of the current Core Performance Measures and adds a new Core Measure. Changes are in the following Core Measures:

- Common Measures entered employment
- Common Measures employment retention; and
- Common Measures Average Earnings

And the new Core Performance Measure is Customer Satisfaction.

Strategies for achieving these adjustments will be that both the National and State will continue to follow up with enrollees upon their exit but will follow up quarterly to actively capture information as required by the Core Measures. Follow up dates will be updated, and emphasis will be put more in the beginning of the program to ensure that enrollees, host agencies and employers are aware of the culture. Both State and National Grantees will continue to ensure that enrollees are fully equipped with the necessary tools (i.e., functional resumes, computer literate, functional Workforce profile etc.) to warrant that once employed that employment is sustained. Grantees will continue to adhere to the performance measures that are set forth by the WIOA and will continue to meet the performance goals by the continuance of excellent rapport with Workforce, host agencies and potential employers.

In 2018 the federal poverty guidelines changed to \$15,175 for an individual.

SECTION 2. Involvement of Organizations and Individuals

The Bureau collaborates and partners with countless agencies, both public and private, in

preparing the State Plan. State Plan development is a constant work in progress through a senior and employment and training statewide network. Preparation began after submitting the State Plan Modification in November 2014. As a result of these associations, we have worked together to improve the lives of seniors in our State.

The statewide SCSEP network includes partners from the Workforce Development Board consisting of thirty-nine (39) members who make general recommendations regarding workforce investment in the state to the Governor and Legislature; State Agencies represented on the ICT provide employment and training activities or supportive services; Work Force West Virginia; Four (4) Area Agencies on Aging (AAA); Two (2) National SCSEP Grantees; State Rehabilitation Council; County Aging Providers; and Charleston Job Corps Center consisting of representatives from businesses, civic organizations, educational institutions, elected officials, law enforcement agencies, religious organizations, labor, minority and women's associations, other services providers, Center staff and student representatives. Discussions regarding employment and training are held during monthly and quarterly meetings.

The Grantee actively seeks continued job training opportunities leading to employment available in the local job market. A Memorandum of Understanding with State Level Partners provides employment and training activities with organizations and individuals, through the seven (7) Regional Workforce Development Areas (WDBs). The designated West Virginia State Agencies are Workforce West Virginia; the Council for Community and Technical College Education; the Department of Education; Department of Education and the Arts; the Department of Health and Human Resources; the Department of Military Affairs and Public Safety; and the West Virginia Development Office.

Each agency seeks input through a diverse array of mechanisms, including: surveys, monthly meetings, citizen input, complaint resolution from congressional/state officials, creation of advisory councils, public forums, training programs, and intra-agency workgroups to name a few of the most frequently utilized.

The Bureau and Sub-grantee work in partnership with WorkForce West Virginia, and their State and Regional Workforce offices, to make an individual's training experience worthwhile. Under the auspices of the Department of Commerce, the Bureau of Employment administers West Virginia's Workforce Innovation and Opportunity Act (WIOA) through seven (7) Regional Workforce Development Areas (WDAs) that provide a link between the state and local level. Within the seven (7) Regional WDA's, nineteen (19) comprehensive one-stop centers operate along with eighteen (18) satellites and twenty-three (23) affiliates. In administering the WV WIOA, the centers are operated locally, providing job seekers a one-stop location for employment-related services. Through a partnership with Workforce West Virginia, the Sub-grantee, Preston County Senior Citizens, Inc. is a satellite One Stop Center and offers job seekers access to two computers. A copy of their participation can be viewed in Appendix B.

SECTION 3. Solicitation and Collection of Public Comments

In an effort to generate ideas for developing the SCSEP State Plan, attendance at monthly, quarterly and periodic meetings with the following stakeholders are beneficial:

| | | |
|-------------------------|--|---|
| November 20, 2014 | Monthly ICT Meeting to discuss Workforce Innovation & Opportunity Act | Statewide Agencies |
| December 18, 2014 | Monthly ICT Meeting | Statewide Agencies |
| January 22, 2015 | Monthly ICT Meeting | Statewide Agencies |
| January 23, 2015 | Quarterly Meeting of Job Corps Community Relations Council | State, Community, Business and Educational Representatives |
| February 12, 2015 | Meeting with Sub-Grantee and Staff | Executive Director and SCSEP Coordinator |
| February 25, 2015 | Meeting with Sub-Grantee and Staff | Executive Director and SCSEP Coordinator(s) |
| February 26, 2015 | Monthly ICT Meeting | Statewide Agencies |
| March 26, 2015 | Monthly ICT Meeting | Statewide Agencies |
| April 15, 2015 | Quarterly Workforce Investment Council | State, Community, Business and Educational Representatives |
| May 28, 2015 | Monthly ICT Meeting | Statewide Agencies |
| June 25, 2015 | Monthly ICT Meeting | Statewide Agencies |
| July 15, 2015 | Quarterly Workforce Development Board Meeting | State, Community, Business and Educational Representatives |
| July 17, 2015 | Joint Meeting of Job Corps Community Relations Council and Center Industry Council | State, Community, Business, and Educational Representatives |
| July 23, 2015 | Monthly ICT Meeting | Statewide Agencies |
| July 27, 2015 | Meeting with Sub-Grantee and Staff | Executive Director and SCSEP Coordinator(s) |
| August 27, 2015 | Monthly ICT Meeting | Statewide Agencies |
| September 9, 2015 | Job Corps CRC Executive Board Meeting | State, Community, Business, and Educational Representatives |
| September 15 – 16, 2015 | Annual State Data Center Meeting with US Census Bureau | Statewide Data Affiliates |
| September 24, 2015 | Monthly ICT Meeting | Statewide Agencies |
| October 20, 2015 | State Rehabilitation Council | State, Community, and Business Representatives |
| October 22, 2015 | Monthly ICT Meeting | Statewide Agencies |
| October 28, 2015 | Meeting with Sub-Grantee and Staff | Gary McClanahan, SCSEP Coordinator |

| | | |
|----------------------|---|---|
| October 30, 2015 | Quarterly Workforce Development Board Meeting | State, Community, Business, and Educational Representatives |
| December 2 – 3, 2015 | State Rehabilitation Council | State, Community, and Business Representatives |
| December 17, 2015 | Monthly ICT Meeting | Statewide Agencies |

The Bureau solicited comments on the State Plan from the general public, during a 30-day comment period from March 1, 2016 – March 31, 2016 through the West Virginia Secretary of State’s website. It was also be sent to the fifty-five (55) County Aging Programs, which includes the Sub-grantee; Workforce ICT; the four (4) AAA; and the two (2) National Sponsors (Experience Works and the National Council on Aging), operating within the state.

Copies of the draft state plan will be sent electronically to each of the AAA, the seven (7) Local Workforce Development Boards (LWDBs), all County Aging Programs, and key leadership within state government who are involved in workforce initiatives (Appendix C). The Bureau will also post the plan on their website and face book for review and comment.

SECTION 4. Basic Distribution of SCSEP Positions within the State

a. Location of Positions

According to the Demographic and Housing Estimates, 2010 - 2014 American Community Survey (ACS) 5-Year Data Estimates, there are 582,322 individuals age fifty-five (55) and older in West Virginia. Statewide, 96,283 people meet the eligibility requirements for enrollment in the SCSEP. In the eleven (11) counties covered by the Bureau, there are 25,591 eligible individuals age fifty-five (55) and older who meet the eligibility criteria. From this total, the State has 491 authorized SCSEP positions, with the Bureau sponsoring 100 positions. The remaining 391 positions have been awarded to Experience Works with 114 and the National Council on Aging (NCOA) with 277. See 1st Quarter Report from SCSEPED.org (Attachment D).

In PY 2016, the Bureau will see changes in the Equitable Distribution of their One Hundred (100) Authorized Positions, but will not have an overall change in the number of Authorized Positions. There will be an increase in three (3) of the eleven counties; decrease in five (5); and there will not be a change in three (3) counties. **IIIB**

Experience Works will see a decrease in ten (10) overall Authorized Positions from one hundred and fourteen (114) to one hundred and four in PY16. There will be an increase in three (3) of their eleven (11) counties; decrease in five (5); and three (3) will remain the same.

National Council on Aging will see an increase in Authorized Positions from two hundred and seventy-seven (277) to two hundred and eighty-seven (287) in PY16. There will be an increase in

thirteen (13) of their thirty seven (37) counties; decrease in ten (10); and fourteen (14) will remain the same. (See the following comparison of Authorized Positions for PY15 and PY16).

Comparison of Authorized Positions for PY15 and PY16

WV Bureau of Senior Services (WV BoSS)

| County | PY15 | PY16 | Loss/Gain |
|-------------------|-------------|-------------|------------------|
| Doddridge | 4 | 3 | -1 |
| Harrison | 18 | 16 | -2 |
| Monongalia | 3 | 5 | 2 |
| Preston | 8 | 7 | -1 |
| Taylor | 5 | 5 | 0 |
| Boone | 9 | 8 | -1 |
| Clay | 4 | 4 | 0 |
| Kanawha | 33 | 36 | 3 |
| Putnam | 8 | 8 | 0 |
| Raleigh | 6 | 5 | -1 |
| Wyoming | 2 | 3 | 1 |
| (11) TOTAL | 100 | 100 | 0 |

Experience Works (EW)

| County | PY15 | PY16 | Loss/Gain |
|-------------------|-------------|-------------|------------------|
| Fayette | 15 | 15 | 0 |
| Kanawha | 7 | 8 | 1 |
| Greenbrier | 11 | 12 | 1 |
| McDowell | 13 | 11 | -2 |
| Mercer | 24 | 21 | -3 |
| Monroe | 4 | 4 | 0 |
| Nicholas | 9 | 8 | -1 |
| Pocahontas | 2 | 3 | 1 |
| Raleigh | 18 | 13 | -5 |
| Summers | 7 | 5 | -2 |
| Wyoming | 4 | 4 | 0 |
| (11) TOTAL | 114 | 104 | -10 |

National Council on Aging (NCoA)

| County | PY15 | PY16 | Loss/Gain |
|---------------|-------------|-------------|------------------|
|---------------|-------------|-------------|------------------|

| | | | |
|-------------------|------------|------------|-----------|
| Barbour | 6 | 6 | 0 |
| Berkley | 13 | 16 | 3 |
| Braxton | 6 | 5 | -1 |
| Brooke | 5 | 6 | 1 |
| Cabell | 21 | 25 | 4 |
| Calhoun | 3 | 3 | 0 |
| Gilmer | 3 | 3 | 0 |
| Grant | 4 | 4 | 0 |
| Hampshire | 10 | 13 | 3 |
| Hancock | 6 | 6 | 0 |
| Hardy | 5 | 5 | 0 |
| Jackson | 7 | 7 | 0 |
| Jefferson | 7 | 8 | 1 |
| Lewis | 6 | 4 | -2 |
| Lincoln | 7 | 8 | 1 |
| Logan | 9 | 11 | 2 |
| Marion | 11 | 14 | 3 |
| Marshall | 10 | 7 | -3 |
| Mason | 9 | 7 | -2 |
| Mineral | 8 | 11 | 3 |
| Mingo | 8 | 8 | 0 |
| Monongalia | 9 | 8 | -1 |
| Morgan | 5 | 6 | 1 |
| Ohio | 11 | 12 | 1 |
| Pendleton | 5 | 3 | -2 |
| Pleasants | 2 | 3 | 1 |
| Randolph | 8 | 8 | 0 |
| Ritchie | 4 | 4 | 0 |
| Roane | 6 | 6 | 0 |
| Tucker | 3 | 3 | 0 |
| Tyler | 4 | 3 | -1 |
| Upshur | 10 | 8 | -2 |
| Wayne | 15 | 15 | 0 |
| Webster | 4 | 3 | -1 |
| Wetzel | 6 | 5 | -1 |
| Wirt | 3 | 3 | 0 |
| Wood | 18 | 20 | 2 |
| (37) TOTAL | 277 | 287 | 10 |

There were no discussions held with the national sponsors regarding equitable distribution within the State. The USDOL determined the equitable distribution based upon the large reduction in funding from Program Year 2010 and, the new census information impacted the distribution of authorized positions within each state. Due to the increase in the State Minimum Wage to \$8.75 per hour, the Bureau's 100 authorized positions were modified to eighty-three (83) positions.

The Bureau moves positions as the slot allocation changes in accordance with equitable distribution. If an area is over-served, it is brought into equitable distribution with attrition. Therefore, no enrollee currently in the program is terminated, but once the enrollee is placed, the position is not filled in that area. When requested by the National Grantees, we recommend where those positions should be moved.

2018 UPDATE

In 2016 SCSEP held a National Competition. Also, in 2016 there was a decrease in the overall SCSEP funding for both State and National Grantees and due to this budget change the amount of authorized and modified positions changed due to available funding.

| Grantee | 2016 Q4 Authorized Positions | 2016 Q4 Modified Positions | Current # of Authorized Positions | Current # of Modified Positions |
|--------------|------------------------------|----------------------------|-----------------------------------|---------------------------------|
| NCOA | 391 | N/P | 358 | 291 |
| STATE | 100 | 83 | 92 | 75 |

***Information obtained from SCSEPed.org**

N/P- Not provided

Due to these circumstances, West Virginia had a decrease in its National Grantee providers, Experience Works in 2016 departed as a National Grantee Provider. In 2017 West Virginia had one National Grantee National Council on Aging (NCOA). Due to the parting of Experience Works', slot allocations changed. National Grantee NCoA inherited all of the allocated slots of Experience Works. Also due to the rising States' minimum wages, modified positions are affected by this factor.

As a State we want to ensure that we are fully enrolled and to minimize any variance in SCSEP's equitable distribution enrollee count. How we will obtain this goal is by continuing partnership with the local WorkForce and will begin interchanging information amongst National and State

Grantees to fulfill the equitable distribution of all urban and rural counties that are under enrolled.

Comparison of Authorized Positions for PY15 and PY16

National Council on Aging (NCoA)

| <u>County</u> | <u>PY15</u> | <u>PY16</u> | <u>Loss/Gain</u> |
|---------------|-------------|-------------|------------------|
| Barbour | 6 | 6 | 0 |
| Berkley | 13 | 16 | 3 |
| Braxton | 6 | 5 | -1 |
| Brooke | 5 | 6 | 1 |
| Cabell | 21 | 25 | 4 |
| Calhoun | 3 | 3 | 0 |
| Fayette | 15 | 15 | 0 |
| Gilmer | 3 | 3 | 0 |
| Grant | 4 | 4 | 0 |
| Greenbrier | 11 | 12 | 1 |
| Hampshire | 10 | 13 | 3 |
| Hancock | 6 | 6 | 0 |
| Hardy | 5 | 5 | 0 |
| Jackson | 7 | 7 | 0 |
| Jefferson | 7 | 8 | 1 |
| Kanawha | 7 | 8 | 1 |
| Lewis | 6 | 4 | -2 |
| Lincoln | 7 | 8 | 1 |
| Logan | 9 | 11 | 2 |
| Marion | 11 | 14 | 3 |
| Marshall | 10 | 7 | -3 |
| Mason | 9 | 7 | -2 |
| McDowell | 13 | 11 | -2 |
| Mercer | 24 | 21 | -3 |
| Mineral | 8 | 11 | 3 |
| Mingo | 8 | 8 | 0 |
| Monongalia | 9 | 8 | -1 |
| Monroe | 4 | 4 | 0 |
| Morgan | 5 | 6 | 1 |
| Nicholas | 9 | 8 | -1 |
| Ohio | 11 | 12 | 1 |

| | | | |
|---------------------|------------|------------|------------|
| Pendleton | 5 | 3 | -2 |
| Pleasants | 2 | 3 | 1 |
| Pocahontas | 2 | 3 | 1 |
| Raleigh | 18 | 13 | -5 |
| Randolph | 8 | 8 | 0 |
| Ritchie | 4 | 4 | 0 |
| Roane | 6 | 6 | 0 |
| Summers | 7 | 5 | -2 |
| Tucker | 3 | 3 | 0 |
| Tyler | 4 | 3 | -1 |
| Upshur | 10 | 8 | -2 |
| Wayne | 15 | 15 | 0 |
| Webster | 4 | 3 | -1 |
| Wetzel | 6 | 5 | -1 |
| Wirt | 3 | 3 | 0 |
| Wood | 18 | 20 | 2 |
| Wyoming | 4 | 4 | 0 |
| (37) TOTAL | 277 | 287 | 10 |
| * (11) TOTAL | 114 | 104 | -10 |

* green highlighted text represents Experience Works slots

b. Rural and Urban Populations

The U. S. Census Bureau updated the Rural-Urban Commuting Area (RUCA) codes in May 2013 (Appendix E). The State has 1,039 community zip codes with 818 being designated as rural. This figure equals 78.7% of the total, thus designating most of the State rural. In those instances where the RUCA did not contain a zip code, the State utilized Bureau of Census population figures to determine rural and urban status. With the bulk of the State being classified as rural, targeting this population is an ongoing program responsibility. In fact, twenty-eight counties or 51% are classified as being entirely rural with only eight counties or 15% designated entirely urban. The West Virginia 2012 State Health Profile provides a detailed discussion of commonly used definitions of rural and includes maps showing rural and urban comparisons. It can be found at: <http://www.dhhr.wv.gov/publichealthquality/statepublichealthassessment>. The WV BoSS sole Sub-grantee must contend with a lack of personal and private transportation for eligible individuals living in the eight (8) designated rural counties.

Ratio of eligible individuals in each service area to the total eligible population in the State:

Data from the U.S. Census Bureau 2010-2014, ACS 5-Year Estimates, indicates there are 96,283 total West Virginians age fifty-five (55) and older living in poverty. The Bureau's SCSEP has 100 authorized positions to accommodate 25,891 eligible individuals in eleven counties. Based on these figures, the West Virginia SCSEP has one slot for every 259 potentially eligible individuals.

Relative distribution of eligible individuals who reside in rural and urban areas:

Data from the "SPARQ Final Quarterly Progress Report covering July 1, 2014 – June 30, 2015, "Specific Population Groups", shows the percentage of participants served in rural areas as 21% for the Bureau, 42% for NCOA and 72% for Experience Works. Experience Works was awarded slots primarily in rural areas and therefore has the highest percentage of service to rural areas.

Due to the high prevalence of West Virginians living in rural areas, access to transportation services is limited. This is verified by the West Virginia Department of Transportation Website (www.transportation.wv.gov) regarding statewide Metropolitan Planning Organizations (MPO), where transportation is primarily focused in urban areas. Most MPOs are part of a city, county or area regional planning council.

The West Virginia MPOs are:

Brooke-Hancock-Jefferson (BHJ) Metropolitan Planning Commission

Serving Steubenville, Ohio/Weirton, WV (Brooke and Hancock Counties, WV; Jefferson County, Ohio)

Bel-O-Mar Regional Council

Serving Wheeling, Ohio and Marshall Counties, WV; and Belmont County, Ohio

KYOVA Interstate Planning Commission

Serving Huntington, WV; Ironton, Ohio (Cabell and Wayne Counties, WV; Lawrence County, Ohio).

Regional Intergovernmental Council

Serving Charleston Metropolitan Area (Kanawha and Putnam Counties).

Wood-Washington-Wirt (W-W-W) Interstate Planning Commission

Serving Parkersburg, WV, Marietta and Belpre, Ohio (Wood County, WV and Washington County, Ohio)

Morgantown/Monongalia County Transportation Planning Organization

Serving the greater Morgantown area and Monongalia County

Hagerstown / Eastern Panhandle Metropolitan Planning Organization

Serving the three-county region of Berkeley and Jefferson Counties in West Virginia and Washington County, Maryland.

Fayette / Raleigh Metropolitan Planning Organization

Serving the two-county region of Fayette and Raleigh Counties in West Virginia

According to the overall 25,891 eligible participants in the eleven (11) counties assigned to the Bureau, only 15,898 have access to transportation in urban areas. While each of the county aging programs offers transportation to older West Virginians, it is limited primarily to Non-Medical Emergency Transportation (NEMT). The Bureau is continuing to work with these programs to assure SCSEP enrollees have access to transportation.

c. Specific Population Groups

The change in reporting census data has changed from 2000 to 2010 due to the elimination of the long form connected to the decennial census. Previously, the Bureau was able to report on minorities, veterans and disabled individuals living at 125% of the poverty rate. Unfortunately, the only information captured by the 2010 U.S. Census data is for the number of persons living at 125% by age (Appendix F).

According to the West Virginia Development Office, the ACS has been operating for approximately two (2) years and may provide more specific data in the future. Disability data was collected in 2013, but it will be several years before the data will be distributed. The minority population may be seen in Appendix F1. According to the ACS Five Year Estimate for the period covering 2006 – 2010, there are approximately 170,894 veterans in the State of West Virginia as seen in Appendix F2. In estimating the 55+ population with a plus or minus of 2,252 veterans, the numbers would range from 117,543 – 120,682.

It is impossible to determine eligible individuals with limited English proficiency using the 2010 U.S. Census, since the primary focus was on obtaining data on sex, age, and population. As a result, the 2006 – 2010 ACS Five Year Estimates are the primary source of information. A review of Appendix F3 indicates the closest determination of limited English proficiency would be individuals sixty-five (65) years and over. While the data does not address eligibility, it is estimated there are 515 of the 291,162 older adults who either speak English “not well” or “not at all.”

As the SUA, the Bureau defined “Greatest Economic Need” and “Greatest Social Need” in their Client Tracking Dictionary dated October 2011 as the following:

Greatest Social Need (GSN) - The need caused by non-economic factors, which include: Physical and mental disabilities; language barriers; and cultural, social, or geographical isolation, including isolation caused by racial or ethnic status, which restricts the ability of an individual to perform normal daily tasks or threatens the capacity of the individual to live independently. (20 CFR §641.140 Greatest Social Need). The following information was gathered from the Selected

Physical and Mental Disability by Sex, by Age, by Poverty Status for the Civilian Noninstitutionalized Population 5 Years and Over: 2005 – 2007 American Community Survey 3-Years Estimates for all fifty-five (55) West Virginia Counties and Grantees. This is the latest data for the subject matter. The headings for Greatest Social Need are: Total Population (when provided); With a Mental Disability; and With a Disability.

Comparison of Eligible Individuals Having Greatest Social Needs

WV Bureau of Senior Services (WV BoSS) III.F.5

| County | Total Population | With a Mental Disability | With a Physical Disability |
|---------------|-------------------------|---------------------------------|-----------------------------------|
| WV | 1,656,046 | 150,022 | 267,797 |
| Doddridge | N/P | N/P | N/P |
| Harrison | 63,791 | 4,754 | 9,614 |
| Monongalia | 74,094 | 4,111 | 6,313 |
| Preston | 27,232 | 2,622 | 4,318 |
| Taylor | N/P | N/P | N/P |
| Boone | 23,416 | 2,315 | 6,731 |
| Clay | N/P | N/P | N/P |
| Kanawha | 177,510 | 15,148 | 25,673 |
| Putnam | 50,376 | 3,791 | 5,990 |
| Raleigh | 71,078 | 8,302 | 13,306 |
| Wyoming | 22,431 | 3,198 | 5,009 |
| TOTAL | 509,928 | 44,241 | 76,954 |

N/P – Not Provided

Experience Works (EW)

| County | Total Population | With a Mental Disability | With a Physical Disability |
|---------------|-------------------------|---------------------------------|-----------------------------------|
| WV | 1,656,046 | 150,022 | 267,797 |
| Fayette | 41,804 | 4,477 | 8,509 |
| Kanawha | 177,510 | 15,148 | 25,673 |
| Greenbrier | 31,343 | 2,207 | 5,668 |
| McDowell | 21,753 | 3,297 | 6,876 |
| Mercer | 56,876 | 7,903 | 12,164 |
| Monroe | N/P | N/P | N/P |
| Nicholas | 24,475 | 2,925 | 4,678 |
| Pocahontas | N/P | N/P | N/P |
| Raleigh | 71,078 | 8,302 | 13,306 |
| Summers | N/P | N/P | N/P |
| Wyoming | 22,431 | 3,198 | 5,009 |
| TOTAL | 422,918 | 44,561 | 81,883 |

N/P – Not Provided

National Council on Aging (NCoA)

| County | Total Population | With a Mental Disability | With a Physical Disability |
|---------------|-------------------------|---------------------------------|-----------------------------------|
| WV | 1,656,046 | 150,022 | 267,797 |
| Barbour | N/P | N/P | N/P |
| Berkley | 87,794 | 6,016 | 8,658 |
| Braxton | N/P | N/P | N/P |
| Brooke | 21,850 | 1,640 | 2,880 |
| Cabell | 86,087 | 8,791 | 14,669 |
| Calhoun | N/P | N/P | N/P |
| Gilmer | N/P | N/P | N/P |
| Grant | N/P | N/P | N/P |
| Hampshire | 20,748 | 1,479 | 2,650 |
| Hancock | 28,312 | 2,029 | 4,124 |
| Hardy | N/P | N/P | N/P |
| Jackson | 25,896 | 2,341 | 3,711 |
| Jefferson | 44,920 | 1,874 | 4,011 |
| Lewis | N/P | N/P | N/P |
| Lincoln | 20,888 | 2,439 | 4,578 |
| Logan | 32,236 | 3,214 | 9,663 |
| Marion | 52,057 | 3,828 | 7,386 |
| Marshall | 30,977 | 3,233 | 4,531 |
| Mason | 24,058 | 1,900 | 3,895 |
| Mineral | 24,268 | 1,803 | 2,906 |
| Mingo | 24,820 | 4,393 | 7,743 |
| Monongalia | 74,094 | 4,111 | 6,313 |
| Morgan | N/P | N/P | N/P |
| Ohio | 40,529 | 2,688 | 5,159 |
| Pendleton | N/P | N/P | N/P |
| Pleasants | N/P | N/P | N/P |
| Randolph | 24,668 | 1,523 | 4,167 |
| Ritchie | N/P | N/P | N/P |
| Roane | N/P | N/P | N/P |
| Tucker | N/P | N/P | N/P |
| Tyler | N/P | N/P | N/P |
| Upshur | 21,050 | 1,644 | 3,053 |
| Wayne | 39,218 | 4,460 | 8,027 |
| Webster | N/P | N/P | N/P |
| Wetzel | N/P | N/P | N/P |
| Wirt | N/P | N/P | N/P |
| Wood | 80,066 | 8,053 | 11,511 |

TOTAL 804,536 67,459 119,635

N/P – Not Provided

Those elderly individuals having non-economic factors that include physical and mental disabilities, language barriers, and cultural or social isolation including that caused by racial or ethnic status, which restrict ability to perform normal daily tasks or threaten capacity to live independently. An individual would be classified as GSN if he/she is a resident of a long-term care facility, has a disability not fully corrected, or needs assistance to leave the home, **OR** an individual would be classified as GSN if any two of the following factors apply: client is a member of a racial or ethnic minority group, is over 75 years of age, lacks a telephone, has a language/literacy barrier, lives alone, or lacks means of transportation.

2018 UPDATE

Comparison of Eligible Individuals Having Greatest Social Needs

National Council on Aging (NCoA)

| <u>County</u> | <u>Total Population</u> | <u>With a Mental Disability</u> | <u>With a Physical Disability</u> |
|---------------|-------------------------|---------------------------------|-----------------------------------|
| WV | 1,656,046 | 150,022 | 267,797 |
| Barbour | N/P | N/P | N/P |
| Berkley | 87,794 | 6,016 | 8,658 |
| Braxton | N/P | N/P | N/P |
| Brooke | 21,850 | 1,640 | 2,880 |
| Cabell | 86,087 | 8,791 | 14,669 |
| Calhoun | N/P | N/P | N/P |
| Fayette | 41,804 | 4,477 | 8,509 |
| Gilmer | N/P | N/P | N/P |
| Grant | N/P | N/P | N/P |
| Greenbrier | 31,343 | 2,207 | 5,668 |
| Hampshire | 20,748 | 1,479 | 2,650 |
| Hancock | 28,312 | 2,029 | 4,124 |
| Hardy | N/P | N/P | N/P |

| | | | |
|------------|---------|--------|--------|
| Jackson | 25,896 | 2,341 | 3,711 |
| Jefferson | 44,920 | 1,874 | 4,011 |
| Kanawha | 177,510 | 15,148 | 25,679 |
| Lewis | N/P | N/P | N/P |
| Lincoln | 20,888 | 2,439 | 4,578 |
| Logan | 32,236 | 3,214 | 9,663 |
| Marion | 52,057 | 3,828 | 7,386 |
| Marshall | 30,977 | 3,233 | 4,531 |
| Mason | 24,058 | 1,900 | 3,895 |
| McDowell | 21,753 | 3,297 | 6,876 |
| Mercer | 56,876 | 7,903 | 12,164 |
| Mineral | 24,268 | 1,803 | 2,906 |
| Mingo | 24,820 | 4,393 | 7,743 |
| Monongalia | 74,094 | 4,111 | 6,313 |
| Monroe | N/P | N/P | N/P |
| Morgan | N/P | N/P | N/P |
| Nicholas | 24,475 | 2,925 | 4,678 |
| Ohio | 40,529 | 2,688 | 5,159 |
| Pendleton | N/P | N/P | N/P |
| Pleasants | N/P | N/P | N/P |
| Pocahontas | N/P | N/P | N/P |
| Raleigh | 71,078 | 8,302 | 13,306 |
| Randolph | 24,668 | 1,523 | 4,167 |
| Ritchie | N/P | N/P | N/P |
| Roane | N/P | N/P | N/P |
| Summers | N/P | N/P | N/P |
| Tucker | N/P | N/P | N/P |
| Tyler | N/P | N/P | N/P |
| Upshur | | | |

| | | | |
|---------------|----------------|---------------|---------------|
| | 21,050 | 1,644 | 3,053 |
| Wayne | 39,218 | 4,460 | 8,027 |
| Webster | N/P | N/P | N/P |
| Wetzel | N/P | N/P | N/P |
| Wirt | N/P | N/P | N/P |
| Wood | 80,066 | 8,053 | 11,511 |
| Wyoming | 22,431 | 3,198 | 5,009 |
| TOTAL | 804,536 | 67,459 | 119,635 |
| *TOTAL | 422,918 | 44,561 | 81,883 |

* green highlighted text represents Experience Works information

Greatest Economic Need (GEN) - The criteria are based on figures defined by the U.S. Department of Health and Human Services as income level at or below the poverty line. A means test is not to be used to determine greatest economic need. Refer to the current year poverty guidelines (issued every January). The following information was gathered from the Poverty Status in the PAST 12 Months 2010-2014 American Community Survey 5-Year Estimates. The survey only provides Total Estimates of 65+, and not Estimates for Eligible Individuals 55+.

Comparison of Eligible Individuals Having Greatest Economic Need at 125%

WV Bureau of Senior Services (WV BoSS) III.F.2

| County | 125% FPL | Total 65+ | 65+ Below Poverty Level |
|---------------|----------|-----------|-------------------------|
| West Virginia | 423,911 | 302,836 | 28,472 |
| Doddridge | 1,745 | 1,369 | 132 |
| Harrison | 13,728 | 11,398 | 1,025 |
| Monongalia | 25,144 | 10,061 | 746 |
| Preston | 6,104 | 5,308 | 333 |
| Taylor | 4,193 | 2,797 | 349 |
| Boone | 6,399 | 3,620 | 522 |
| Clay | 2,946 | 1,539 | 277 |
| Kanawha | 37,305 | 32,356 | 2,059 |
| Putnam | 7,712 | 8,570 | 480 |
| Raleigh | 16,486 | 12,938 | 943 |
| Wyoming | 6,359 | 3,701 | 303 |

| | | | |
|--------------|----------------|---------------|--------------|
| TOTAL | 185,321 | 93,657 | 7,169 |
|--------------|----------------|---------------|--------------|

Experience Works (EW)

| County | 125% FPL | Total 65+ | 65+ Below Poverty Level |
|---------------|-----------------|------------------|--------------------------------|
| Fayette | 12,275 | 7,811 | 802 |
| Kanawha | 37,305 | 32,356 | 2,059 |
| Greenbrier | 8,666 | 6,925 | 891 |
| McDowell | 8,682 | 3,548 | 616 |
| Mercer | 17,423 | 11,182 | 1,001 |
| Monroe | 3,035 | 2,829 | 236 |
| Nicholas | 6,279 | 4,567 | 625 |
| Pocahontas | 1,982 | 1,750 | 89 |
| Raleigh | 16,486 | 12,938 | 943 |
| Summers | 3,211 | 2,723 | 340 |
| Wyoming | 6,359 | 3,701 | 303 |
| TOTAL | 121,703 | 90,330 | 7,905 |

National Council on Aging (NCoA)

| County | 125% FPL | Total 65+ | 65+ Below Poverty Level |
|---------------|-----------------|------------------|--------------------------------|
| Barbour | 4,163 | 2,893 | 245 |
| Berkley | 20,294 | 13,023 | 801 |
| Braxton | 3,722 | 2,663 | 322 |
| Brooke | 4,482 | 4,655 | 352 |
| Cabell | 26,336 | 15,381 | 1,417 |
| Calhoun | 2,075 | 1,446 | 227 |
| Gilmer | 2,285 | 1,186 | 207 |
| Grant | 2,438 | 2,265 | 257 |
| Hampshire | 6,307 | 4,124 | 819 |
| Hancock | 6,070 | 5,674 | 328 |
| Hardy | 3,549 | 2,492 | 259 |
| Jackson | 7,165 | 5,196 | 422 |
| Jefferson | 9,224 | 6,924 | 488 |
| Lewis | 4,261 | 2,952 | 306 |
| Lincoln | 6,854 | 3,389 | 508 |
| Logan | 9,033 | 5,624 | 483 |
| Marion | 11,740 | 9,559 | 753 |
| Marshall | 6,815 | 5,848 | 386 |
| Mason | 6,441 | 4,761 | 421 |
| Mineral | 6,725 | 4,968 | 759 |

| | | | |
|--------------|----------------|----------------|---------------|
| Mingo | 7,686 | 3,767 | 462 |
| Monongalia | 25,144 | 10,061 | 746 |
| Morgan | 3,457 | 3,283 | 326 |
| Ohio | 9,121 | 7,824 | 792 |
| Pendleton | 1,870 | 1,666 | 306 |
| Pleasants | 1,577 | 1,217 | 67 |
| Randolph | 5,796 | 5,191 | 489 |
| Ritchie | 2,610 | 1,891 | 270 |
| Roane | 4,499 | 2,647 | 381 |
| Tucker | 1,594 | 1,450 | 230 |
| Tyler | 1,879 | 1,686 | 163 |
| Upshur | 6,224 | 4,139 | 513 |
| Wayne | 10,926 | 7,166 | 995 |
| Webster | 2,793 | 1,714 | 195 |
| Wetzel | 4,135 | 3,259 | 422 |
| Wirt | 1,220 | 979 | 68 |
| Wood | 18,961 | 14,942 | 1,264 |
| TOTAL | 259,471 | 177,905 | 17,449 |

In terms of targeting the priority population subgroups, both the Bureau and the Sub-grantee have years of experience and practice targeting the most in-need populations. Since the inception of the OAA, both the Bureau and the fifty-five (55) County Aging Programs have been required to target specific populations by demographic imperatives based on their representation within a given geographical area. Although data and research documents are limited for the fifty-five and older population, the Bureau has maintained the number and percentages of people who are at least sixty years of age and older who are:

- Female/Male
- Frail
- Have a disability
- Have limited English proficiency or low literacy skills
- Reside in a rural area
- Veterans
- High nutrition risk
- Represent a minority population
- Are low income
- Are single or married
- Have transportation
- Live alone

2018 Update

Comparison of Eligible Individuals Having Greatest Economic Need at 125%

National Council on Aging (NCoA)

| County | 125% FPL | Total 65+ | 65+ Below Poverty Level |
|------------|----------|-----------|-------------------------|
| Barbour | 4,163 | 2,893 | 245 |
| Berkley | 20,294 | 13,023 | 801 |
| Braxton | 3,722 | 2,663 | 322 |
| Brooke | 4,482 | 4,655 | 352 |
| Cabell | 26,336 | 15,381 | 1,417 |
| Calhoun | 2,075 | 1,446 | 227 |
| Fayette | 12,275 | 7,811 | 802 |
| Gilmer | 2,285 | 1,186 | 207 |
| Grant | 2,438 | 2,265 | 257 |
| Greenbrier | 8,666 | 6,925 | 891 |
| Hampshire | 6,307 | 4,124 | 819 |
| Hancock | 6,070 | 5,674 | 328 |
| Hardy | 3,549 | 2,492 | 259 |
| Jackson | 7,165 | 5,196 | 422 |
| Jefferson | 9,224 | 6,924 | 488 |
| Kanawha | 37,305 | 32,356 | 2,059 |
| Lewis | 4,261 | 2,952 | 306 |
| Lincoln | 6,854 | 3,389 | 508 |
| Logan | 9,033 | 5,624 | 483 |
| Marion | 11,740 | 9,559 | 753 |
| Marshall | 6,815 | 5,848 | 386 |
| Mason | 6,441 | 4,761 | 421 |
| McDowell | 8,682 | 3,548 | 616 |
| Mercer | 17,423 | 11,182 | 1,001 |
| Mineral | 6,725 | 4,968 | 759 |
| Mingo | 7,686 | 3,767 | 462 |
| Monongalia | 25,144 | 10,061 | 746 |
| Monroe | 3,035 | 2,829 | 236 |
| Morgan | 3,457 | 3,283 | 326 |
| Nicholas | 6,279 | 4,567 | 625 |
| Ohio | 9,121 | 7,824 | 792 |

| | | | |
|------------|---------|---------|--------|
| Pendleton | 1,870 | 1,666 | 306 |
| Pleasants | 1,577 | 1,217 | 67 |
| Pocahontas | 1,982 | 1,750 | 89 |
| Raleigh | 16,486 | 12,938 | 943 |
| Randolph | 5,796 | 5,191 | 489 |
| Ritchie | 2,610 | 1,891 | 270 |
| Roane | 4,499 | 2,647 | 281 |
| Summers | 3,211 | 2,723 | 340 |
| Tucker | 1,594 | 1,450 | 230 |
| Tyler | 1,879 | 1,686 | 163 |
| Upshur | 6,224 | 4,139 | 513 |
| Wayne | 10,926 | 7,166 | 995 |
| Webster | 2,793 | 1,714 | 195 |
| Wetzel | 4,135 | 3,259 | 422 |
| Wirt | 1,220 | 979 | 68 |
| Wood | 18,961 | 14,942 | 1,264 |
| Wyoming | 6,359 | 3,701 | 303 |
| TOTAL | 259,471 | 177,905 | 17,449 |
| TOTAL | 121,703 | 90,330 | 7,905 |

* green highlighted text represents inherited data from Experience Works

• **Household Language by Household Limited English Speaking
Status: 2010-2014 American Community Survey 5-Year Estimates
III.F.4**

- According to the “Survey” there are 742,359 Households in West Virginia. Only 718,224 speak English only. The remaining 24,135 households speak a variety of languages that include: Spanish (SP); Other Indo-European (I/E); Asian and Pacific Island (A/P); and a category listed as Other (O) Languages.

- WV Bureau of Senior Services (WV BoSS)

• WV English SP Ltd I/E Ltd A/P Ltd O
• Ltd

- Doddridge 2,679 34 0 45 0 0 0 3 3

| | | | | | | | | | |
|----------------|----------------|--------------|------------|--------------|------------|--------------|------------|------------|------------|
| • Harrison | 26,584 | 520 | 41 | 419 | 18 | 156 | 42 | 76 | |
| 41 | | | | | | | | | |
| • Monongalia | 34,263 | 671 | 68 | 864 | 62 | 689 | 156 | 370 | |
| 66 | | | | | | | | | |
| • Preston | 12,445 | 53 | 0 | 90 | 7 | 17 | 8 | 5 | 0 |
| • Taylor | 6,576 | 131 | 0 | 57 | 0 | 30 | 0 | 7 | |
| 0 | | | | | | | | | |
| • Boone | 9,499 | 70 | 11 | 20 | 0 | 2 | 0 | 11 | |
| 0 | | | | | | | | | |
| • Clay | 3,433 | 11 | 0 | 42 | 0 | 0 | 0 | 0 | |
| 0 | | | | | | | | | |
| • Kanawha | 80,286 | 683 | 49 | 846 | 48 | 520 | 73 | 196 | |
| 16 | | | | | | | | | |
| • Putnam | 20,876 | 241 | 0 | 168 | 0 | 113 | 0 | 55 | |
| 0 | | | | | | | | | |
| • Raleigh | 29,687 | 724 | 117 | 545 | 113 | 142 | 31 | 66 | |
| 0 | | | | | | | | | |
| • Wyoming | 9,097 | 92 | 0 | 12 | 0 | 0 | 0 | 0 | |
| 0 | | | | | | | | | |
| • TOTAL | 235,425 | 3,230 | 286 | 3,108 | 248 | 1,669 | 310 | 789 | 126 |

• **Experience Works (EW)**

| • WV | English | SP | Ltd | I/E | Ltd | A/P | Ltd | O |
|--------------|---------|-----|-----|-----|-----|-----|-----|-----|
| <u>Ltd</u> | | | | | | | | |
| • Fayette | 16,896 | 434 | 14 | 193 | 15 | 14 | 4 | 29 |
| 0 | | | | | | | | |
| • Kanawha | 80,286 | 683 | 49 | 846 | 48 | 520 | 73 | 196 |
| 16 | | | | | | | | |
| • Greenbrier | 14,970 | 146 | 59 | 62 | 7 | 59 | 16 | 9 |
| 0 | | | | | | | | |
| • McDowell | 8,314 | 2 | 0 | 49 | 0 | 21 | 0 | 0 |
| 0 | | | | | | | | |
| • Mercer | 24,419 | 593 | 85 | 346 | 20 | 139 | 11 | 93 |
| 95 | | | | | | | | |
| • Monroe | 5,648 | 10 | 0 | 51 | 0 | 0 | 0 | 0 |
| • Nicholas | 10,950 | 68 | 0 | 15 | 0 | 13 | 0 | 0 |
| • Pocahontas | 3,661 | 28 | 0 | 30 | 0 | 0 | 0 | 0 |
| 0 | | | | | | | | |
| • Raleigh | 29,687 | 724 | 117 | 545 | 113 | 142 | 31 | 66 |
| 0 | | | | | | | | |
| • Summers | 5,454 | 64 | 0 | 24 | 0 | 9 | 0 | 9 |
| 0 | | | | | | | | |

- Wyoming 9,097 92 0 12 0 0 0 0 0
- TOTAL 209,382 2,844 324 2,173 203 917 135 402**

-
-

National Council on Aging (NCoA)

-

| WV | English | SP | Ltd | I/E | Ltd | A/P | Ltd | O |
|------------|----------------|-----------|------------|------------|------------|------------|------------|----------|
| Ltd | | | | | | | | |

-

| | | | | | | | | | |
|-----------|--------|--------|-----|-----|-----|-----|-----|-----|-----|
| Barbour | 6,080 | 47 | 0 | 29 | 0 | 23 | 0 | 00 | 0 |
| Berkley | 38,079 | 1,374 | 257 | 679 | 25 | 336 | 11 | 146 | 0 |
| Braxton | 5,591 | 28 | 0 | 17 | 0 | 16 | 4 | 0 | 0 |
| Brooke | | 9,795 | 44 | 0 | 212 | 0 | 27 | 0 | 8 |
| 0 | | | | | | | | | |
| Cabell | | 38,654 | 476 | 91 | 479 | 0 | 447 | 138 | 164 |
| 0 | | | | | | | | | |
| Calhoun | 3,026 | 54 | 1 | 25 | 0 | 7 | 5 | 0 | 5 |
| Gilmer | | 2,597 | 24 | 9 | 14 | 0 | 10 | 0 | 0 |
| 0 | | | | | | | | | |
| Grant | | 4,076 | 98 | 18 | 74 | 2 | 0 | 0 | 8 |
| 0 | | | | | | | | | |
| Hampshire | 10,412 | 104 | 9 | 100 | 12 | 12 | 0 | 0 | 0 |
| Hancock | 12,565 | 155 | 23 | 209 | 0 | 26 | 14 | 15 | 8 |
| Hardy | | 4,733 | 252 | 32 | 94 | 7 | 47 | 16 | 43 |
| 43 | | | | | | | | | |
| Jackson | 11,079 | 49 | 0 | 114 | 0 | 0 | 0 | 0 | 0 |
| Jefferson | 18,574 | 768 | 82 | 433 | 12 | 297 | 45 | 54 | 0 |
| Lewis | | 6,358 | 34 | 0 | 37 | 9 | 26 | 4 | 21 |
| 0 | | | | | | | | | |
| Lincoln | 8,008 | 81 | 0 | 15 | 0 | 24 | 13 | 0 | 0 |
| Logan | | 14,262 | 127 | 0 | 23 | 1 | 28 | 16 | 4 |
| 0 | | | | | | | | | |
| Marion | | 21,948 | 274 | 49 | 285 | 0 | 50 | 0 | 39 |
| 0 | | | | | | | | | |
| Marshall | 13,437 | 183 | 19 | 116 | 6 | 99 | 0 | 12 | 0 |
| Mason | | 10,532 | 74 | 0 | 90 | 38 | 31 | 0 | 2 |
| 0 | | | | | | | | | |
| Mineral | 10,963 | 80 | 5 | 61 | 13 | 36 | 0 | 8 | 0 |
| Mingo | | 10,672 | 146 | 28 | 8 | 0 | 10 | 0 | 0 |
| 0 | | | | | | | | | |

| | | | | | | | | |
|--------------|---------|-------|-----|-------|-----|-------|-----|-------|
| • Monongalia | 34,263 | 671 | 68 | 864 | 62 | 689 | 156 | 370 |
| 66 | | | | | | | | |
| • Morgan | 7,073 | 188 | 1 | 48 | 1 | 49 | 2 | 0 |
| 0 | | | | | | | | |
| • Ohio | 17,842 | 277 | 10 | 355 | 0 | 87 | 33 | 21 |
| 0 | | | | | | | | |
| • Pendleton | 3,153 | 27 | 0 | 4 | 0 | 0 | 15 | 0 |
| 0 | | | | | | | | |
| • Pleasants | 2,769 | 23 | 5 | 30 | 0 | 0 | 0 | 0 |
| 0 | | | | | | | | |
| • Randolph | 11,099 | 114 | 21 | 39 | 0 | 93 | 93 | 6 |
| 0 | | | | | | | | |
| • Ritchie | 3,963 | 48 | 0 | 11 | 0 | 1 | 0 | 0 |
| 0 | | | | | | | | |
| • Roane | 5,783 | 77 | 4 | 26 | 0 | 2 | 0 | 14 |
| 0 | | | | | | | | |
| • Tucker | 2,938 | 14 | 0 | 12 | 0 | 5 | 5 | 0 |
| 0 | | | | | | | | |
| • Tyler | 3,677 | 39 | 0 | 31 | 4 | 3 | 0 | 0 |
| 0 | | | | | | | | |
| • Upshur | 8,805 | 67 | 9 | 53 | 0 | 9 | 0 | 3 |
| 0 | | | | | | | | |
| • Wayne | 16,428 | 185 | 0 | 49 | 0 | 56 | 17 | 39 |
| 0 | | | | | | | | |
| • Webster | 3,798 | 21 | 0 | 25 | 0 | 0 | 10 | 0 |
| 0 | | | | | | | | |
| • Wetzel | 6,617 | 46 | 0 | 9 | 0 | 62 | 6 | 0 |
| 0 | | | | | | | | |
| • Wirt | 2,387 | 38 | 0 | 0 | 0 | 0 | 0 | 0 |
| 0 | | | | | | | | |
| • Wood | 35,064 | 413 | 6 | 248 | 0 | 170 | 60 | 5 |
| 0 | | | | | | | | |
| • TOTAL | 517,100 | 6,720 | 747 | 4,918 | 192 | 2,778 | 638 | 1,007 |
| 512 | | | | | | | | |

Service to “Priority of Service” Populations
SPARQ Final Quarterly Progress Report
July 1, 2014 – June 30, 2015

| Priority of Service Characteristics | WV Bureau (State Grantee) | National Council on Aging (NCoA) | Experience Works (EW) |
|--|----------------------------------|---|------------------------------|
| Disabled | 25% | 18% | 21% |

| | | | |
|---|------|-----|-----|
| | | | |
| Limited English Proficiency or | 0% | 0% | 0% |
| Low Literacy Skills | 25% | 6% | 10% |
| Reside in Rural Area | 21% | 42% | 72% |
| Veterans or Veterans' Spouses | 24% | 13% | 17% |
| Low Employment Prospects | 100% | 94% | 93% |
| Failed to Find Employment after using WIA Services | 0% | 90% | 10% |
| Homeless or at Risk of Homelessness | 5% | 30% | 47% |
| Minority Individuals | 28% | 9% | 31% |
| Poverty Level or Below | 92% | 88% | 82% |

The Bureau continues to seek minority representation in all of its available programs. The four Area Agencies on Aging, as well as the fifty-five County Aging Directors are encouraged to extend outreach efforts to the minority communities. While the statewide minority population represents approximately 3.2% of the total statewide population, minority representation in SCSEP exceeds the State's population. According to the 2010-2014 American Community Survey 5-Year Estimates, only eighteen (18) of West Virginia's fifty-five counties (55) have minorities at/or below the 125% FPL. The ACS does not provide for age 55+, instead we have to look at those eligible individuals 65 years and older. The following chart provides an overview of the counties under each respective Grantee:

Relative Distribution of Eligible Individuals Living in an Urban or Rural Area and Who are Minorities III.F.1 & III.F.3

WV Bureau of Senior Services (WV BoSS)

| County | Urban/Rural | Minority Individuals |
|---------------|--------------------|-----------------------------|
| Doddridge | Rural | 0 |
| Harrison | Rural | 1,954 |
| Monongalia | Urban | 6,336 |
| Preston | Rural | 0 |
| Taylor | Rural | 0 |
| Boone | Rural | 0 |
| Clay | Rural | 0 |
| Kanawha | Urban | 10,089 |
| Putnam | Urban | 1,200 |
| Raleigh | Rural | 6,870 |
| Wyoming | Rural | 0 |
| TOTAL | | 41,327 |

Experience Works (EW)

| County | Urban/Rural | Minority Individuals |
|---------------|--------------------|-----------------------------|
| Fayette | Rural | 2,242 |
| Kanawha | Urban | 20,748 |
| Greenbrier | Rural | 1,038 |
| McDowell | Rural | 1,609 |
| Mercer | Rural | 4,063 |
| Monroe | Rural | 0 |
| Nicholas | Rural | 0 |
| Pocahontas | Rural | 0 |
| Raleigh | Rural | 6,870 |
| Summers | Rural | 0 |
| Wyoming | Rural | 0 |
| TOTAL | | 36,570 |

National Council on Aging (NCoA)

| County | Urban/Rural | Minority Individuals |
|---------------|--------------------|-----------------------------|
| Barbour | Rural | 0 |
| Berkley | Urban | 9,846 |
| Braxton | Rural | 0 |
| Brooke | Urban | 0 |

| | | |
|--------------|-------|---------------|
| Cabell | Urban | 5,478 |
| Calhoun | Rural | 0 |
| Gilmer | Rural | 0 |
| Grant | Rural | 0 |
| Hampshire | Rural | 0 |
| Hancock | Rural | 0 |
| Hardy | Rural | 0 |
| Jackson | Rural | 229 |
| Jefferson | Rural | 4,908 |
| Lewis | Rural | 0 |
| Lincoln | Urban | 0 |
| Logan | Rural | 10,521 |
| Marion | Rural | 2,175 |
| Marshall | Urban | 0 |
| Mason | Rural | 0 |
| Mineral | Rural | 0 |
| Mingo | Rural | 6,321 |
| Monongalia | Urban | 6,336 |
| Morgan | Urban | 0 |
| Ohio | Urban | 1,986 |
| Pendleton | Rural | 0 |
| Pleasants | Urban | 0 |
| Randolph | Rural | 0 |
| Ritchie | Rural | 0 |
| Roane | Rural | 0 |
| Tucker | Rural | 0 |
| Tyler | Rural | 0 |
| Upshur | Rural | 0 |
| Wayne | Urban | 277 |
| Webster | Rural | 0 |
| Wetzel | Rural | 0 |
| Wirt | Urban | 0 |
| Wood | Urban | 1,748 |
| TOTAL | | 49,825 |

Utilizing cooperative arrangements with the local One-Stop Centers and the Workforce Investment Areas, the Sub-grantee maintains county and local data in regard to seniors' ability to find employment with the One-Stop Centers or the conditions that determine employment prospects.

Equally important to the priority targeting of SCSEP participants is the relationship between the Title V Sub-grantee and its board of directors. The board is required to be composed of

representatives of its counties and areas. As such, this relationship with its board allows the Sub-grantee the ability to access diverse groups that can increase enrollment. Specific examples of the board of directors' representatives include key leaders from the business community, religious groups, civic organizations, educational programs, social service agencies and older people themselves. Due to the wide variety of programs and activities that are conducted by other units of the Sub-grantee, the SCSEP directors have an intrinsic resource that can serve as both a program marketer and educator.

Locally, the Sub-grantee works closely with a variety of programs and groups to educate and encourage recruitment. In addition to position openings being listed at the one-stop centers, the Sub-grantee:

- a) Communicates with current and past host agencies for potential referrals;
- b) Provides literature and talks at local church and civic groups;
- c) Works closely with the county health and human resource centers;
- d) Participates in senior educational seminars;
- e) Works with local and regional veteran organizations and groups;
- f) Utilizes local media outlets for advertising;
- g) Places literature and posters at locations frequently accessed by older people such as medical facilities, grocers, governmental offices, and recreational facilities; and
- h) Actively participates in various chambers of commerce and other civic groups.

The Bureau requires the Sub-grantee to be responsible for the direct recruitment and selection of the SCSEP participants. In regard to recruitment, the role of the Bureau is three-fold:

- a) Provide technical assistance and support information that will enable the Sub-grantee to better target priority participants;
- b) Serve as a mediator/facilitator to enhance the working relationship between the Sub-grantee and the Workforce Investment Areas, their specific One-Stop Centers, and human/social service organizations that maintain both a local and statewide presence; and
- c) Enhance monitoring and management oversight for the purpose of either exceeding or minimally achieving the goals outlined by the OAA and the USDOL's Education and Training Administration.

2018 UPDATE

Relative Distribution of Eligible Individuals Living in an Urban or Rural Area and Who are Minorities III.F.1 & III.F.3

NCoA

County

Urban/Rural

Minority Individuals

| | | |
|------------|-------|--------|
| Barbour | Rural | 0 |
| Berkley | Urban | 9,846 |
| Braxton | Rural | 0 |
| Brooke | Urban | 0 |
| Cabell | Urban | 5,478 |
| Calhoun | Rural | 0 |
| Fayette | Rural | 2,242 |
| Gilmer | Rural | 0 |
| Grant | Rural | 0 |
| Greenbrier | Rural | 1,038 |
| Hampshire | Rural | 0 |
| Hancock | Rural | 0 |
| Hardy | Rural | 0 |
| Jackson | Rural | 229 |
| Jefferson | Rural | 4,908 |
| Kanawha | Urban | 20,748 |
| Lewis | Rural | 0 |
| Lincoln | Urban | 0 |
| Logan | Rural | 10,521 |
| Marion | Rural | 2,175 |
| Marshall | Urban | 0 |
| Mason | Rural | 0 |
| McDowell | Rural | 1,609 |
| Mercer | Rural | 4,063 |
| Mineral | Rural | 0 |
| Mingo | Rural | 6,321 |
| Monongalia | Urban | 6,336 |
| Monroe | Rural | 0 |
| Morgan | Urban | 0 |
| Nicholas | Rural | 0 |
| Ohio | Urban | 1,986 |
| Pendleton | Rural | 0 |
| Pleasants | Urban | 0 |
| Pocahontas | Rural | 0 |
| Raleigh | Rural | 6,870 |
| Randolph | Rural | 0 |
| Ritchie | Rural | 0 |
| Roane | Rural | 0 |
| Summers | Rural | 0 |
| Tucker | Rural | 0 |

| | | |
|---------|-------|--------|
| Tyler | Rural | 0 |
| Upshur | Rural | 0 |
| Wayne | Urban | 277 |
| Webster | Rural | 0 |
| Wetzel | Rural | 0 |
| Wirt | Urban | 0 |
| Wood | Urban | 1,748 |
| Wyoming | Rural | 0 |
| TOTAL | | 49,825 |
| TOTAL | | 36,570 |

* green highlighted text represents inherited data from Experience Works

SECTION 5. Supporting Employment Opportunities for Participants

The State unemployment rate for 2014 recorded an average unemployment rate of 5.0%. Counties with unemployment rates below 5.0 include Doddridge (4.9), Pendleton (4.7), Jefferson (4.5), and Monongalia (4.4). Several counties reported extremely high unemployment rates. Counties with rates above 10% were: Wetzel (10.3), Logan (10.3), Clay (10.6), Mingo (11.8), and McDowell (12.9).

Attempting to improve West Virginia's economy and labor force market, the statewide partnership for the Workforce Development Initiative has divided the state into seven distinct regions, referred to as Workforce Development Areas (WDA). The Bureau of Senior Services Senior Community Services Program operates in eleven of the fifty-five counties that are located in five of the seven regions. This represents an eligible population of 25,891, or 27% of the 96,283 statewide eligible participants. As SCSEP participants are required to register with the local workforce office, they have access to employment opportunities in West Virginia's expanding job market.

West Virginia's Sub-grantee has found that even though the backgrounds of SCSEP participants are diverse, marketable skills may be absent, especially technology skills. Many SCSEP participants face significant barriers to employment. These include outdated or non-existent work histories such that individuals are unable to obtain employment; limited education; low reading levels; lack of basic computer literacy; and general lack of communication skills including customer service skills. Frequently participants have multiple needs ranging from housing and transportation to other health needs that must be addressed prior to or while enrolled in the program. Health problems prevent some individuals from engaging in occupations for which they were trained earlier in life. Many are interested in part-time employment to supplement social security income.

Within each of these regions the top five types of business fields are related to coal mining, lumber, natural gas production, chemicals and petroleum development. The remaining major

industries are agriculture in nature with a primary focus on livestock, poultry, produce, and dairy farming. Excluding support work, all of these industries primarily target a long term employed workforce capable of maintaining high levels of physical activity with extensive hours of employment. While the agricultural industries may appeal to a select few of potential SCSEP trainees, WDA projections through the year 2022 demonstrate many other lines of work that do not require multiple degrees or excessive hours of employment.

The annual Economic Review for West Virginia is prepared by the Research, Information and Analysis Division of WorkForce West Virginia. The 2014 edition delivers a detailed appraisal of the economies of the state and its seven workforce development areas. The following information is derived from multiple surveys covering various aspects of the economy, and can be utilized by those responsible for public policy, economic development, education, job training and career counseling. Data in the Economic Review are revised frequently, and are accessible on the Division’s web site: www.workforcewv.org/lmi.

The following lists of occupations are considered to be in high demand and would provide employment opportunities for older workers with short to moderate term on the job training. There are significant amounts of annual openings and growth are expected. Police Officers were excluded from the following lists due to age restrictions.

**Demand Occupations 2012-2022
Workforce Development Area 1**

| TITLE | JOB TRAINING/HIGH SCHOOL OR EQUIVALENT |
|---|--|
| Social and Human Service Assistants | Short-term on-the-job training/HS |
| Psychiatric Aides | Short-term on-the-job training/HS |
| Security Guards | Short-term on-the-job training/HS |
| Tree Trimmers and Pruners | Short-term on-the-job training/HS |
| Billing and Posting Clerks | Short-term on-the-job training/HS |
| Customer Service Representatives | Short-term on-the-job training/HS |
| Receptionists and Information Clerks | Short-term on-the-job training/HS |
| Secretaries and Administrative Assistants, Except Legal Secretaries | Short-term on-the-job training/HS |
| Office Clerks, General | Short-term on-the-job training/HS |

| | |
|--|-----------------------------------|
| Sewing Machine Setters, Operators, and Tenders | Short-term on-the-job training/HS |
|--|-----------------------------------|

**Demand Occupations 2012-2022
Workforce Development Area 2**

| TITLE | TRAINING/EDUCATION REQUIRED |
|---|--------------------------------------|
| Substance Abuse and Behavioral Disorder Counselors | Moderate-term on-the-job training/HS |
| Social and Human Service Assistants | Short-term on-the-job training/HS |
| Pharmacy Technicians | Moderate-term on-the-job training/HS |
| Psychiatric Aides | Short-term on-the-job training/HS |
| Medical Assistants | Moderate-term on-the-job training/HS |
| Correctional Officers and Jailers | Moderate-term on-the-job training/HS |
| Security Guards | Short-term on-the-job training/HS |
| First Line Supervisors of Food Preparation and Workers | Not Applicable/HS |
| First Line Supervisors of Housekeeping and Janitorial Workers | Not Applicable/HS |
| Maintenance and Repair Workers, General | Moderate-term on-the-job training |

**Demand Occupations 2012-2022
Workforce Development Area 3**

| TITLE | TRAINING/EDUCATION LEVEL |
|----------------------|--------------------------------------|
| Pharmacy Technicians | Moderate-term on-the-job training/HS |

| | |
|---|--------------------------------------|
| Medical Assistants | Moderate-term on-the-job training/HS |
| Correctional Officers and Jailers | Moderate-term on-the-job training/HS |
| Security Guards | Short-term on-the-job training/HS |
| First Line Supervisors of Food Preparation and Workers | Not Applicable/HS |
| Insurance Sales Agents | Moderate-term on-the-job training/HS |
| First Line Supervisors of Office and Administrative Support | Not Applicable/HS |
| Bill and Account Supervisors | Moderate-term on-the-job training/HS |
| Billing and Posting Clerks | Short-term on-the-job training/HS |
| Bookkeeping, Accounting and Auditing Clerks | Moderate-term on-the-job training/HS |

**Demand Occupations 2012-2022
Workforce Development Area 4**

| TITLE | TRAINING/EDUCATION LEVEL |
|---|--------------------------------------|
| Social and Human Service Assistants | Short-term on-the-job training/HS |
| Pharmacy Technicians | Moderate-term on-the-job training/HS |
| Opticians, Dispensing | Long-term on-the-job training/HS |
| Medical Assistants | Moderate-term on-the-job training/HS |
| Correctional Officers and Jailers | Moderate-term on-the-job training/HS |
| Security Guards | Short-term on-the-job training/HS |
| First Line Supervisors of Food Preparation and Workers | Not Applicable/HS |
| First Line Supervisors of Office and Administrative Support | Not Applicable/HS |

| | |
|---|--------------------------------------|
| Billing and Posting Clerks | Short-term on-the-job training/HS |
| Bookkeeping, Accounting and Auditing Clerks | Moderate-term on-the-job training/HS |

**Demand Occupations 2012-2022
Workforce Development Area 5**

| TITLE | TRAINING/EDUCATION LEVEL |
|---|--------------------------------------|
| Substance Abuse and Behavioral Disorder Counselors | Moderate-term on-the-job training/HS |
| Pharmacy Technicians | Moderate-term on-the-job training/HS |
| Physical Therapist Aides | Moderate-term on-the-job training/HS |
| Medical Assistants | Moderate-term on-the-job training/HS |
| Correctional Officers and Jailers | Moderate-term on-the-job training/HS |
| Security Guards | Short-term on-the-job training/HS |
| First Line Supervisors of Food Preparation and Workers | Not Applicable/HS |
| Gaming Dealers | Moderate-term on-the-job training/HS |
| First Line Supervisors of Office and Administrative Support | Not Applicable/HS |
| Billing and Posting Clerks | Short-term on-the-job training/HS |

**Demand Occupations 2012-2022
Workforce Development Area 6**

| TITLE | TRAINING/EDUCATION LEVEL |
|-----------------------------------|--------------------------------------|
| Surveying and Mapping Technicians | Moderate-term on-the-job training/HS |

| | |
|---|--------------------------------------|
| Social and Human Service Assistants | Short-term on-the-job training/HS |
| Coaches and Scouts | Long-term on-the-job training/HS |
| Pharmacy Technicians | Moderate-term on-the-job training/HS |
| Opticians, Dispensing | Long-term on-the-job training/HS |
| Psychiatric Aides | Short-term on-the-job training/HS |
| Physical Therapist Aides | Moderate-term on-the-job training/HS |
| Medical Assistants | Moderate-term on-the-job training/HS |
| Correctional Officers and Jailers | Moderate-term on-the-job training/HS |
| Security Guards | Short-term on-the-job training/HS |
| First Line Supervisors of Food Preparation and Workers | Not Applicable/HS |
| First Line Supervisors of Housekeeping and Janitorial Workers | Not Applicable/HS |
| First Line Supervisors of Office and Administrative Support | Not Applicable/HS |

**Demand Occupations 2012-2022
Workforce Development Area 7**

| TITLE | TRAINING/EDUCATION LEVEL |
|--|--------------------------------------|
| Coaches and Scouts | Long-term on-the-job training/HS |
| Pharmacy Technicians | Moderate-term on-the-job training/HS |
| Medical Assistants | Moderate-term on-the-job training/HS |
| Correctional Officers and Jailers | Moderate-term on-the-job training/HS |
| Security Guards | Short-term on-the-job training/HS |
| First Line Supervisors of Food Preparation and Workers | Not Applicable/HS |

| | |
|---|--------------------------------------|
| Billing and Posting Clerks | Short-term on-the-job training/HS |
| Bookkeeping, Accounting and Auditing Clerks | Moderate-term on-the-job training/HS |
| Court, Municipal, and License Clerks | Moderate-term on-the-job training/HS |
| Customer Service Representatives | Short-term on-the-job training/HS |

The Honorable Governor Earl Ray Tomblin

The Honorable Earl Ray Tomblin, Governor of the State of West Virginia made it his mission to “strengthen and grow West Virginia’s workforce to meet the long-term needs of business and industry operating here.” In a column dated December 29, 2015, ‘Governor Tomblin Looks Back on 2015’ He addressed ‘**TRAINING A SKILLED WORKFORCE FOR JOBS OF TODAY AND TOMORROW.**’

Governor Tomblin stated,

“For years, the West Virginia Workforce Planning Council has operated behind the scenes, but we have a great story to tell and it’s time we start telling it,” Gov. Tomblin said. “The Workforce Summit highlighted the significant progress we’ve made with folks from across the state to expand workforce training and education programs, giving West Virginians the best opportunities to develop the skills they need to achieve success in high-demand fields. These efforts are guaranteed to help us develop the workforce that companies operating here need.”

Since becoming Governor in 2011, workforce development has been one of Governor Tomblin’s top priorities. In conjunction with the West Virginia Workforce Planning Council, Governor Tomblin hosted the state’s first Workforce Summit, a comprehensive review of the state’s workforce development efforts for education, business and industry leaders across the state.

In October, Gov. Tomblin also announced an additional \$7.6 million in federal funding from the U.S. Department of Labor to help coal miners affected by layoffs and mine closures take advantage of job training and career services for new careers, if that’s a choice they wish to make. This grant funding provides tuition assistance – up to \$5,000 – for classroom and online skills training, supports 25 on-the-job training positions and provides meal, travel and child care allowances for both miners and their families.

The Sub-grantee

To ensure CSAs are providing the skills that meet the needs of the enrollee and employer, the Sub-grantee targets providing host agencies that have a diverse array of positions. Once the Individual Employee Plan (IEP) has been completed, the Sub-grantee is able to target a host agency that

matches the needs of both the host agency and future employer while providing the enrollee with training that will allow the enrollee to pursue a job he or she enjoys.

In order to provide the necessary training to older workers in meeting the demands of the workforce, the Sub-grantee, with assistance of the Bureau, determines the methods and resources to be used for training. Training will also be arranged for enrollees that help them increase their level of expertise, with particular emphasis on computer skills, reading skills and math skills. Additionally, the Sub-grantee will work with their Workforce Investment Area staff to target SCSEP enrollees for those long range growth positions.

SECTION 6. Description of locations where SCSEP projects are most needed.

The latest West Virginia Data – County Emphasis from the West Virginia Department of Commerce, was released on December 22, 2015. It states West Virginia's not seasonally adjusted unemployment rate remained at 5.6% in November 2015. Unemployment rates climbed in thirty (30) counties, declined in sixteen (16) counties, and were unchanged in nine (9) counties

Counties experiencing poverty rates above 10% were: McDowell 10.3%; Logan 10.8%, Calhoun 11.3%; and Mingo 12.0%

SECTION 7. Increasing Participant Placement in Unsubsidized Employment and Employer Outreach

Community service assignments are based on two major components: the participant's assessment and the identification of learning opportunities within community service host agencies. This responsibility lies primarily with the Bureau's Sub-grantee who conducts both the assessment and the IEP. Ongoing steps taken to move program participants into unsubsidized placement initially target the host agency to hire the enrollee as one of its regular staff. At the same time, the Sub-grantee looks at the private sector to make certain that opportunities for the enrollee will not be limited to one agency. The partnership with Workforce West Virginia allows a greater pool of resources in meeting this goal. It is our expectation to meet these goals by continuing with the following efforts:

- a) Increasing monitoring to ensure goals are being obtained;
- b) Developing an improved process targeting host agencies that are willing to employ enrollees as regular staff;
- c) Maintaining the requirements contained within the Sub-grantee's notification of grant award for increased accountability;
- d) Increasing awareness to the private sector who may ultimately become a major employer of previous SCSEP enrollees; and
- e) Continuing to strengthen relations between the one-stop centers and the Sub-grantee.

Since the Bureau only has one Sub-grantee, we have increased program monitoring to minimize any non-compliance issues. We also encourage the Sub-grantee to take advantage of training opportunities with the one stop centers.

SECTION 8. Community Service Needs

The Bureau relies exclusively on the Sub-grantee to determine community service needs. Between the Sub-grantee's advisory council, its board of directors, involvement from the WDBs, and the role of the Area Agency on Aging in assisting in determining regional needs, the Sub-grantee is uniquely positioned to target the most in need. With local workforce areas targeting their funding on demand occupations, the Bureau's Sub-grantee also takes into account those demand occupations that will interest SCSEP participants and still meet a local need. As an integral part of the county's social service network, the Sub-grantee works with many of the other non-profit organizations on a regular basis.

The Sub-grantee utilizes the WV Department of Health and Human Resources 186 page "Children and Families Resource Guide," to assist participants with needed services and referrals. A log of those referrals is maintained in the participants file folder. The subject areas are:

Information and Referral Sources; Advocacy; Children's Health; Disability; Disease and Illness; Domestic Violence; Educational; Employment; Family Planning; Financial; Food/Nutritional; Health; Health Care and Insurance; Housing; Legal; Mental Health; Military and Veteran's; Seniors; Substance Abuse; Supports; Transportation; Utility Assistance; and Women's Health.

The most common and universal community service needs of participants are housing assistance, transportation assistance, food, utility support, and temporary financial assistance. Other concerns of our participant population are health concerns, financial difficulties, loneliness, lack of jobs, fear of identity theft, and caring for family members including children and grandchildren.

Community service needs and organizations to meet those needs vary throughout the state. Participants are connected to community resources that will address barriers and basic unmet needs, as listed in the "Children and Families Resource Guide," Participants are referred to groups that meet community service needs such as AAA, food banks, Salvation Army, Red Cross, United Way, Legal Aid Society, Senior Centers, food stamp offices, free clinics, adult education and literacy programs, community colleges, one-stop partners, and community action agencies. The sub-grantee is very resourceful in linking SCSEP participants to those organizations to meet the specific needs of each participant.

While the Sub-grantee continually seeks new host agencies, it has maintained a long and extended relationship with many of its host agencies. As the lead agencies charged with providing OAA services along with many other senior care programs, the Sub-grantee attempts to match the enrollees to those agencies uniquely skilled in working with older people. By

targeting aging providers, the Sub-grantee has access to a wide variety of jobs, encompassing such fields as clerical/office, transportation, healthcare, food preparation, custodial, instructors, manufacturing, and the oil and gas industry. The Sub-grantee also targets agencies in which it already maintains some form of partnership.

Utilizing the “Melissa DATA” system that tracks nonprofit organizations on a county by county basis, the Sub-grantee is able to verify the accuracy of the county’s unmet need by determining growth and decline of non-profit organizations. In order of priority, the Sub-grantee targets county aging programs, county/municipal government offices, youth service organizations, shelters, libraries and other entities that maintain enough staff to potentially offer a position.

Recruitment of host agencies is an ongoing daily function. The Sub-grantee relies on television and newspaper marketing as its primary approach to reach both potential enrollees and host agencies. The Sub-grantee also provides information to each of the non-profit organizations that are contained within either the Melissa DATA system or the Secretary of State’s office, which maintains the registration of all social service agencies that rely on contributions or public funding.

SECTION 9. Coordination with Other Programs, Initiatives and Entities

The Bureau is a member of the ICT, which is comprised of leadership representing workforce target groups. One of the primary goals of this group is to enhance communications, resource sharing and program standardization.

Additionally, the Bureau sits on the WV Workforce Development Board, which is comprised of key players within the workforce arena including legislators, members of the Governor’s Cabinet, labor leaders and corporate representatives. The main purpose of this group is to approach the system-based issues that require changes in law or formal regulations pertaining to workforce initiatives.

At the sub sponsor level, the relationship between both the Local Workforce Development Boards (LWDBs) and the one-stop centers varies across the State. While most maintain a positive and cooperative relationship, the limited funding at the one-stop centers encourages some local leaders to see older people as a secondary audience. Even with limited success in some parts of the State, the current Sub-grantee makes certain that both applicants and enrollees actively participate in the opportunities offered by their one-stop centers.

The Bureau will encourage and improve coordination in areas that consider “older people” as a secondary audience through the following planned actions:

Planned actions to coordinate activities of SCSEP grantees with WIA Title I programs, including plans for using the one-stop delivery system and its partners to serve individuals 55 and older:

- The Bureau will continue active participation on Workforce Development Boards (WDBs) and other local networking groups in an effort to educate WIA partners on the needs of seniors and the SCSEP population.
- As a mandatory one-stop partner, WIOA requires SCSEP grantees to enter into a memorandum of understanding (MOU) with LWDBs describing how services will be provided. The Bureau will continue these efforts.
- SCSEP participants will continue to be referred to local one-stop career centers throughout their respective service areas. We will continue to educate participants regarding the availability of comprehensive workforce development-related activities provided by one-stop centers, including updating interviewing skills, resume preparation, and job placement services, and strongly encourage participants to avail themselves of these services.
- When possible, the SCSEP Project Director will represent the Title V Program on each of the local WIBs. The cooperation of the grantee on local boards will improve coordination between workforce agencies.

Planned actions to coordinate activities of SCSEP grantees with activities being carried out in the state under other titles of the OAA:

Since the Bureau also administers other titles of the OAA through contractual agreements with its statewide network of AAAs, it is in a position to coordinate the activities of the OAA with SCSEP. The Bureau will continue these coordination efforts and will ensure that West Virginia's SCSEP national grantees are aware of AAA activities and initiatives through e-mail notifications.

The Bureau will continue to reach out to AAAs to offer them the opportunity to become host agencies for SCSEP participants. In addition, referrals will be made to nutrition programs, transportation services, health and wellness programs, caregiver support programs and services, and other programs offered through other titles of the OAA. SCSEP participants and other older workers will be directed to one of the local information and referral hotlines, when these workers are seeking services or information.

The grantee will become more involved with AAAs in their respective areas by sharing local job market information, making cross-referrals, taking advantage of speaking opportunities, increasing contact with case managers, exchanging support services information, and increasing information sharing that is mutually beneficial.

Planned actions to coordinate SCSEP with other private and public entities and programs that provide services to older Americans, such as community and faith-based organizations, transportation programs, and programs for those with special needs or disabilities

The Bureau will coordinate with career centers, vocational rehabilitation services organizations, and other members of the local disability community regarding activities, resources, and services for seniors with disabilities.

Participation in meetings, as appropriate, with senior service providers, both public and private, will develop partnerships and collaboration in an effort to more effectively and efficiently serve our participants through coordinated service delivery.

Coordination with local service providers and community stakeholders will be necessary to assess needs and develop solutions for local transportation services.

We will network with area faith-based organizations to conduct outreach to SCSEP-eligible individuals.

If assistance is needed for training and employment services with the deaf and hard of hearing, interpreters and other communication access services will be scheduled.

Other partnerships include organizations providing assistance with subsidized housing, healthcare and medical services, legal aid, food, personal and financial counseling, interviewing, and clothing.

Planned actions to coordinate with other labor market and job training initiatives:

The Bureau will increase advocacy roles with partner programs on behalf of the SCSEP population and seek opportunities to jointly serve SCSEP participants.

The grantee will seek job training opportunities leading to jobs available in the local labor market and offered by community colleges, technology centers, non-profit organizations, adult education programs, and other training institutions.

Actions to ensure that SCSEP is an active partner in the one-stop delivery system and steps the state will take to encourage and improve coordination with the one-stop delivery system

The Bureau will seek opportunities to have one-stop centers serve as host agencies, participate in local planning activities with all mandated partners, develop effective MOUs, and exchange information that is beneficial to all.

The Bureau will encourage one-stop career centers to include all SCSEP grantees operating in the local area in regular partner meetings to improve coordination with the one-stop delivery system.

SCSEP participant openings will be listed with one-stop career centers. Co-enrollment in WIA will be encouraged to participants seeking full-time employment.

Guidance will be requested from one-stop career centers on relevant skills required by local employers.

Where applicable, the Bureau will attend LWDA Board meetings regularly in the service area.

The Bureau uses local labor market information and staff information to identify occupations and industries with most promise for older job seekers, employers that are hiring or will soon be hiring, and employers moving to the local area, and finally;

The Bureau will refer participants who are ineligible for SCSEP to the closest career center for job search assistance.

Each county across the State has at least one career and technical school that also provides adult educational programs. The Sub-grantee relies heavily on the adult education centers as its primary source to access needed services that will enhance the employability of older people.

The Bureau and its Sub-grantee have found that one of the most effective mechanisms to ensure employment placement compatibility with the regional economy is to effectively communicate and work in partnership with Workforce Investment Area staff. This approach allows the Sub-grantee to utilize the skills and knowledge base of the workforce community without having to duplicate work already accomplished by another entity.

Part of the WV Workforce State Plan and the ICT is committed to the vision of:

- Assisting individuals in obtaining employment that leads to self-sufficiency;
- Providing employers with access to qualified and appropriately skilled employees;
- Maintaining effective programs and services that are delivered through a seamless and integrated delivery system;
- Maintaining a system that continually improves; and
- Developing (through collaboration with partners) a process to eliminate duplication of services.

As a mandated partner with WorkForce West Virginia, the Bureau works toward improving all workforce investment initiatives adopted by the State. This strong relationship also provides access to other key players involved in improving the employability of West Virginians. In an effort to reduce duplication of resources, the Bureau is able to access other workforce groups such as the Department of Health and Human Resources, the WV Vocational Rehabilitation Center, the State's Community and Technical Colleges, the U.S. Department of Housing and Urban Development and the Adult Basic Education System through participation in the WV ICT. At the local level, the Sub-grantee maintains a similar relationship with the local One-Stop Center and the Adult Basic Education Center. The Sub-grantee and the state agencies operate through completed MOU.

As the designated State Unit on Aging, the Bureau is intricately involved with all agencies that provide services to older West Virginians. Collectively, the listing of providers noted in Section 2 coordinates services to over 50,000 seniors from across the State. For the OAA program the Bureau maintains contracts with each of the fifty-five (55) County Aging Programs, three (3) specific Nutrition Providers, four (4) AAA and two (2) Legal Service Providers. In regard to the Bureau's home care programs, forty-six (46) provide direct service (in addition to the county aging programs) and twenty-three (23) organizations provide comprehensive case management. Other statewide programs targeted to West Virginia's senior population are provided by the county aging programs as one-stop centers for senior citizens.

The Bureau does not maintain any leveraged resources for the Title V program. The Sub-grantee utilizes various services and training programs offered through the one-stop centers but does not track the financial costs in an effort to reduce the accounting burden from the Workforce Investment Areas. A similar approach is maintained in regard to obtaining donated goods, such as work shoes, eyeglasses and dental work that assist enrollees in obtaining work. Most businesses that provide such support do not want the added burden of tracking their donations.

2018 Update

Due to encountering budget cuts in the Title V program the Bureau and Sub-grantee maintains leverage resources and tracks them on a quarterly basis to report to DOL.

SECTION 10. Avoidance of Disruption in Service

According to the 2010 – 2014 ACS Five Year Estimates, approximately 30%, or 562,229, of West Virginian's total population (1,853,881) are age fifty-five and older (55+). Traditionally, the older Appalachian population does not migrate unless health conditions require relocation to family members.

Population projections indicate at least seventy West Virginians will reach age sixty (60) each day. Additionally, the current population maintains the highest median age in the country, with the in-migration and out-migration expected to remain minimal.

Both of these factors translate to a workforce with the same profile, which leaves businesses to speculate where they will find highly trained employees. Vocational schools and community and technical colleges are working to address the training needs of high school graduates. In order for the labor market to meet the high demand for proficient, well-trained workers, the current workforce must continually be re-trained with new skills.

While the Bureau administers all OAA funds across West Virginia and distributes those funds based upon a funding formula, it recognizes the need to shift financing and enrollee positions slowly. This will prevent an undue burden on program administrators or the targeted population. The Bureau will reinforce relationships with the national sponsors by advising them of Senior Center contacts and services in their sponsorship counties.

Equitable distribution considerations will be factored into all decisions regarding over-enrollment. They will be made only after consultation with the two national sponsors that share the Title V program with the Bureau. In addition to monitoring program enrollments, the Bureau of Senior Services will continue to adhere to all USDOL Department of Labor advisories and notifications. The *Avoidance of Disruption in Service* goes hand in hand with Section 11. Improvement of SCSEP Services.

SECTION 11. Improvement of SCSEP Services

The following West Virginia Equitable Distribution Report was submitted to the USDOL:

The Equitable Distribution (ED) State Report form 8705A shows the number of authorized positions by county as determined by the Census data and the number of enrollments by county as determined by the data in SPARQ. The state report should include all grantees that operate in a particular state. The tables in SCSEPED provide various calculations of the variance between the authorized position and the number of current enrollments by county. Please use the table from SCSEPED.org to fill out the values below and use those calculations to answer the two questions about the variance: What is its significance; and what, if any, actions the grantees will take to come into better compliance with the equitable distribution requirements. Submit the completed report to your FPO with a copy to grants.SCSEPdocs@dol.gov.

State:

I. Summary of Variance

| | Number of Counties | Percent of All Counties | Average Percentage of Variance |
|--|--------------------|-------------------------|--------------------------------|
| Under-service | 31 | 56.4% | 43.8% |
| Over-service | 19 | 34.5% | 82.1% |
| Combined Total Under- and Over-service | 50 | 90.9% | 55.8% |

II. Discussion: reasons for and significance of the variance

The West Virginia Bureau of Senior Services:

The Bureau is under-enrolled in Boone, Harrison, Putnam, Raleigh, Taylor and Doddridge counties. These counties are located in rural areas for the most part, where businesses are sparse.

Clay is the only county that has met their obligation. The Bureau is under enrolled in Harrison County due to a lack of applicants. Flyers have been posted at the library, which is a host agency, and left information about the program at all of our sites. Our active host agencies in that area are also screening applicants for positions at their facilities. Potential applicants have

also been screened out, though few and far between, because they are over income, do not want to lose their unemployment benefits or are already employed and looking for supplemental income.

Under-enrollment in Boone, Putnam and Raleigh counties can be attributed to a lack of applicants who meet the income guidelines. Travel is also an issue when dealing with these areas, as it can be cost-prohibitive to travel large distances from home to reach their host agency.

Coordinators have been working closely with the Family Resource Network (FRN) in Doddridge County. Although there is interest from host agencies, it is a general consensus that the area lacks eligible applicants. Flyers have been posted in the library, senior center, community center and FRN. There is an employer by the name of Miracle Meadows that recently closed near the area, as a result, the Bureau has seen an increase in applicants, however, most are ineligible at this time due to income.

Experience Works (EW):

Under served counties – Employment and Training Coordinator Amanda Williams-Jha reports that her biggest obstacle in McDowell County (underserved by 6) seems to be getting people to follow through with enrollment. She has had interest there but getting people to actually submit their income information or other documentation has been difficult. Others are over income or don't want to work and aren't interested when they find out the details of the program (it may be too few hours or minimum wage that has been the deterrent). Mercer County (underserved by 6) has proved to be an easier county to recruit and enroll but has more turn over so it remains a challenge to keep enrollment numbers up since ED is 24. In Monroe County, staff sees little interest there and those who do call are generally over income.

Over served counties -- Variance in Kanawha and Pocahontas Counties is due to demand and the number of qualified participants coming forth (4 participants over served each). Nicholas County also had increased demand from participants and host agencies (over served by 2).

The National Council on Aging (NCoA):

Attached is the NCOA report for counties with a +/- 10 variance. States such as Pennsylvania and California also use the +/-10 variance so we felt it was appropriate to use it in this case as well.

Cabell - Placing participants into jobs did not occur as quickly as anticipated while enrollments were continuing, resulting in higher enrollment. Projected date of compliance is June 30, 2015.

Ohio - Placing participants into jobs did not occur as quickly as anticipated while enrollments were continuing, resulting in higher enrollment. Projected date of compliance is June 30, 2015.

Pendleton - Placing participants into jobs did not occur as quickly as anticipated while enrollments were continuing, resulting in higher enrollment. Projected date of compliance is June 30, 2015.

Wayne - Placing participants into jobs did not occur as quickly as anticipated while enrollments were continuing, resulting in higher enrollment. Projected date of compliance is June 30, 2015.

2018 Update

The West Virginia Bureau of Senior Services

In 2018 the following counties are tremendously under enrolled: Boone, Doddridge, Monongalia, Raleigh and Taylor. Being that these current counties are rural, accessibility plays a major role in acquiring enrollees who not only have transportation but also meet the poverty guidelines. Also rural areas have less host agency options.

One of the ways that the Bureau will work trying to alleviate these under enrolled slots will be by working more closely with Workforce in these areas and also collaborating with senior centers to inform them of the program and acquire enrollees. Also we will work on looking at current host agencies in these under enrolled areas and look into obtaining new ones.

Experince Works

As of 2016 they are no longer a National Grantee

NCOA

As of 2016 the NCoA acquired all of the slots from National Grantee Experience Works had. Similar to the Bureau, NCOA is experiencing issues with obtaining qualified enrollees due to transportation and or locating of reputable host agencies. As a result, NCOA and the West Virginia Bureau of Senior Services will work cohesively together and develop a MOU to minimize variances.

III. Plan to improve statewide ED during program year

[Please explain your plans to reduce the variance in your state during the program year.]

The West Virginia Bureau of Senior Services:

The coordinators are meeting regularly with local FRN's to introduce/re-introduce Title V to the community by educating potential applicants and host agencies. Agency information is also routinely being placed in libraries, senior centers and community gathering places focusing on seniors.

Experience Works (EW):

Expand and strengthen our relationships with Workforce by attending WIB and committee meetings and posting job orders in underserved counties.

Increase involvement during community activities such as booths at county fairs or local events that offer new opportunities to recruit participants through word of mouth.

Attend interagency group meetings, council on aging, or other local resources that offer an exchange of information, spread the word about our services, learn more about referral services we can offer our participants, and to recruit new host agencies training sites. That may include the following:

Local VFW, American Legion or similar veterans/veteran's groups

Ministerial associations and churches

Housing Authorities

Refugee organizations

Community Action

Literacy and Adult Education

SCSEP participants

Host Agencies

Libraries

News media (human interest stories, PSAs, free and/or classified ads)

Health Departments

Social Service Agencies such as Food Stamp offices

Public Bulletin Boards

Attend civic club meetings such as Kiwanis, Rotary, or other organizations to make presentation to increase recruitment of participants, employment opportunities, and champions of services to older workers.

Attend chambers of commerce or economic development meetings and functions to increase employment opportunities and awareness of senior issues.

Stay in touch with local elected officials and the movers and shakers to make them aware of SCSEP services.

The National Council on Aging (NCoA):

Training on increasing job placements will be provided to staff. The focus will be on placing those already enrolled rather than adding new enrollments.

2018 UPDATE

Due to Experience Works no longer being a National Grantee, the Bureau and the NCoA will work cohesively to maintain a low variance sharing different approaches to ensure the continued

success of the program and participants. Currently working on getting the department leads together to put together a comprehensive plan on what the process will be for under and over enrolled counties.

SECTION 12. Administrative

The WV Bureau is a Cabinet-Level Agency. The Commissioner of the Bureau reports directly to the Governor of the State of West Virginia. Designated as the SUA, the Bureau manages all OAA funds in addition to a variety of State funded programs such as: Medicaid – The Operating Agency for Title XIX Aged and Disabled Waiver and Personal Care Program, Medicare – State Health Assistance Program (SHIP), federal grant programs, and private foundation funding. During the 2014 fiscal year, the Bureau was charged with managing and directing \$76.9 million in state funds and \$14.5 million in federal funding.

General oversight of the SCSEP is provided by the Deputy Commissioner of the Bureau. The current State Title V Manager employed by the Bureau has over thirty years of public and community experience, and assumed authority of SCSEP in July 2010. The SCSEP Manager reports directly to the Deputy Commissioner and is assigned responsibility for guiding, monitoring, and evaluating all employment programs relating to older West Virginians.

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The SCSEP Manager is a graduate of West Virginia Institute of Technology and West Virginia University's Eberly College of Arts and Sciences. He earned a Bachelor of Science in Industrial Relations and Labor Studies with Minors in Economics and Political Science, and a Master of Legal Studies Degree, serving as the key contact on employment issues.

The SCSEP Manager is a graduate of West Virginia Institute of Technology and West Virginia University's Eberly College of Arts and Sciences. He earned a Bachelor of Science in Industrial Relations and Labor Studies with Minors in Economics and Political Science, and a Master of Legal Studies Degree, serving as the key contact on employment issues.

The Manager's responsibilities are:

- a) Manage the SCSEP grant;
- b) Directs technical assistance;
- c) Issues guidelines;
- d) Communicates changes shared by the USDOLs Employment & Training Administration;

- e) Represents older people on other state employment committees and councils;
- f) Works with the sub-recipients to update policy, orientation, and related operational manuals;
- g) Monitors state legislative issues that deal with employment, and:
- h) Monitors and provides compliance oversight to the sub-recipients to assure maximum utilization of available funding.

The Deputy Commissioner is a graduate of the University of Maryland, College Park and the Simmons School of Management. Earning a B.A. in Communications and a specialty MBA in the Program for Developing Managers Intensive. The Deputy Commissioner's role is to provide oversight and review of the program in the following manner

The Deputy Commissioner is a graduate of the University of Maryland, College Park and the Simmons School of Management. Earning a B.A. in Communications and a specialty MBA in the Program for Developing Managers Intensive. The Deputy Commissioner's role is to provide oversight and review of the program in the following manner:

- a) Reviewing the State Plan and yearly Grants for clarity and consistence in objectives and goals;
- b) Provides comment for strengthening criteria to achieve desired outcomes;
- c) Assist in the development of the State Plan, and;
- d) Assist Agency and Sub-grantees with any collateral material necessary in support of the plan.

The Bureau's Accountant assumes responsibility for financial management of the program.

The Accountant is responsible for:

- a) Providing fiscal monitoring of the sub-recipientsrecipient's programs;
- b) Assisting in the development of the state plan and financial draw-downs;
- c) Preparing the notification of grant awards;
- d) Compiling quarterly financial status reports;
- e) Performing grant close out procedures, and;
- f) Assisting the director of financial operations in required audits.

The Bureau's Accountant was employed within the past year, and is responsible for Title V fiscal operations. A small portion of support staff time provides assistance in maintaining programmatic records, assisting in the development and updates of various manuals and reports, and helping to support marketing and publication relation endeavors.

| PERSONNEL | % OF TIME | MONTHLY WAGE |
|----------------------------|------------------|---------------------|
| Program Manager | 83.33% | \$ 4,110.00 |
| Deputy Commissioner | 4.00% | \$ 6,833.00 |
| Accountant III | 8.00% | \$ 3,755.00 |
| Secretary | 4.00% | \$ 2,978.00 |

2018 UPDATES

Due to a budget reduction, the agency administration reduced the direct cost to the program and covered more leveraged resources to alleviate any further budget reduction to the SCSEP program.

General oversight of the SCSEP is provided by the Commissioner of the Bureau. The current State Title V Manager employed by the Bureau has experience in public, community outreach, state government and assumed authority of SCSEP in November 2017. The SCSEP Manager reports directly to the Commissioner and is assigned responsibility for guiding, monitoring, and evaluating all employment programs relating to older West Virginians.

The SCSEP Manager is a graduate of West Virginia State University, Institute, WV earning a Bachelor of Science in Communications, and a Master of Business Administration with a Minor in Human Resources from Marshall University, Huntington, WV.

The Manager's responsibilities are:

- a) Manage the SCSEP grant;
- b) Directs technical assistance;
- c) Issues guidelines;
- d) Communicates changes shared by the USDOLs Employment & Training Administration;
- e) Represents older people on other state employment committees and councils;
- f) Works with the sub-recipients to update policy, orientation, and related operational manuals;
- g) Monitors state legislative issues that deal with employment, and;
- h) Monitors and provides compliance oversight to the sub-recipients to assure maximum

utilization of available funding.

The Commissioner is a graduate of Marshall University, Huntington, WV

Earning a B.A. in Political Science and Sociology and a M.A. in Political Science, Post graduate studies in and Social Statistics from the University of Akron Graduate School, Akron, Ohio. The Commissioner's role is to provide oversight and review of the program in the following manner:

- a) Reviewing the State Plan and yearly Grants for clarity and consistence in objectives and goals;
- b) Provides comment for strengthening criteria to achieve desired outcomes;
- c) Assist in the development of the State Plan, and;
- d) Assist Agency and Sub-grantees with any collateral material necessary in support of the plan.

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- c) Preparing the notification of grant awards;
- d) Compiling quarterly financial status reports;
- e) Performing grant close out procedures, and;
- f) Assisting the director of financial operations in required audits.

| PERSONNEL | % OF TIME | MONTHLY WAGE |
|------------------------|------------------|---------------------|
| Program Manager | 80.0% | \$ 4,120.00 |
| Accountant III | 5.00% | \$ 3,825.00 |

Section 13. Policies:

Recruitment: Billboards were recently introduced to expand the awareness of SCSEP. In the past, television commercials were used to target particular counties. Running advertisements on

billboards captures a larger share of the population, who have priority of service. Advertisements have also been placed in senior service newsletters.

Income Eligibility: The Sub-grantee uses the income definitions and income inclusions and exclusions for determining and documenting SCSEP eligibility as described in Training and Employment Guidance Letter (TEGL) 12-06. Income is computed using either the 6 month annualized method or the annual method, whichever benefits the participant.

Participants are recertified at least once within a 12-month period. The Sub-grantee begins collecting documentation in January of each year. If a participant is determined ineligible, they are immediately referred to a Workforce One Stop. All eligibility records are maintained by the Sub-grantee at their main office in locked cabinets.

Orientation:

Participant

The Sub-grantee provides orientation to its participants including information on: grantee goals and objectives, community service employment assignments, training opportunities, available supportive services, the availability of a free physical examination, participant rights and responsibilities.

Each participant is provided a handbook detailing all program rules and regulations at the time of their eligibility determination. The orientation includes the requirement to notify the program when the participant accepts unsubsidized employment, and emphasizes that SCSEP is a temporary job training program and is not a part-time job.

Host Agency

The Sub-grantee provides orientation for its host agencies including information on: Sub-grantee, policies and procedures, SCSEP goals and objectives, role of supervisors, evaluation of participant progress, provision of safe working environment, annual monitoring and safety assessment, documentation requirements, termination policies and grievance procedures.

Host agency reviews on program requirements and expectations are conducted at least annually. To ensure that the Host Agency is in compliance with Maintenance of Effort (MOE) requirements, the Sub-grantee requires a signed Agreement regarding:

- It does not reduce the number of employment opportunities or vacancies that would otherwise be available to individuals not participating in the program;
- It does not result in the displacement of currently employed workers (including partial displacement, such as a reduction in the hours of non-overtime work, wages, or employment benefits);

- It does not impair existing contracts or result in the substitution of federal funds for other funds in connection with work that would otherwise be performed, and finally;
- It does not assign or continue to assign any eligible individual to perform the same work or substantially the same work as that performed by any other individual who is on layoff.

Durational Limits:

Bureau SCSEP Durational Limit Policy Implementation Process for Individuals

Purpose

To ensure exit transition activities for the final months should an enrollee's participation end due to the 48-month durational limit. Enrollees are informed of the 48-month durational limitation of SCSEP enrollment upon orientation. In addition, enrollees are informed both verbally and in writing at least annually prior to their individual 48-month durational limit date. Emphasis is placed enrollees leaving the program to due to unsubsidized employment as the primary goal.

Objectives

Six months prior to the durational limit the enrollee's employability strengths and weaknesses will be reassessed. Data will be compiled through a review of previous monitoring, host agency supervisor evaluations and enrollee self-assessment. Host Agencies will be assessed for their intention and ability to hire the enrollee prior to their exit date.

An IEP specifically addressing transitional activities will be developed with the enrollee. The IEP will contain at a minimum an escalated job readiness and job search component; an assessment and review of community-based resources to supplement basic needs; referral as appropriate to other employment programs and volunteer activities; and development of their monthly budget without SCSEP income.

All enrollees are provided with 30-days written notice of their final work day, the purpose of the termination, a letter of reference, a reminder to contact program staff should they gain unsubsidized employment, and a detail of resources specific to their area.

The Division of Adult Services' Older Worker Unit approved the revised Individual Durational Limit policy as part of the PY 2011 Grant:

The West Virginia Bureau of Senior Services will implement a new statutory individual participant durational limit of 48 months without the possibility of extensions. This means that

no participants will be offered an extension beyond the 48-month time limit for participation in SCSEP. This new policy will take effect on or after November 1, 2011.

Assessments:

Enrollees are interviewed according to the Employability Assessment tool. Their skills, work history, talents, job aptitudes, readiness, training needs, supportive services, occupational preferences, and potential for transition to unsubsidized employment are determined. The assessment information is used to determine the most appropriate CSA for participants. Participants are assessed at least 2 times per 12 month period.

Individual Employment Plan (IEP):

The IEP is completed within a day of the participant's assessment. It establishes an initial goal of unsubsidized employment for all participants. The Community Service Assignment (CSA) is related to the participant's goals listed in the IEP. When necessary, the Sub-grantee will use the IEP as the basis for determining when, if appropriate, to rotate participants within a CSA or to other CSAs, to acquire the skills necessary to obtain unsubsidized employment. The IEP is updated as frequently as the assessment.

Community Service Assignments:

The Sub-grantee selects host agencies that are designated 501(c) (3) organizations or public agencies through the West Virginia University Listserv, word of mouth, and advertising. The participant's initial assignment is based on the assessment done at the time of enrollment. Standard procedures are in place for assuring adequate supervision of participants at the host agencies.

Participants and host agencies are monitored every quarter, to ensure procedures are in place to provide safe and healthy working conditions. A safety evaluation of the host agency work area is conducted annually, and is documented with a checklist. All participants at host agencies are provided training assignment descriptions.

Training:

The SCSEP Coordinator works with the host agency supervisor to develop the training assignment description (similar to a job description) for each position. Participants will spend twenty hours a week involved in real-life training activities. These hours include training time at the assigned site, and, possibly, other needed learning activities such as computer classes, quarterly meetings, employer based training, resume writing and understanding how one-stop employment centers function. The training assignment description, like the IEP, may only be updated with the support of the SCSEP coordinator, participant, and host agency supervisor. Participants are also co-enrolled in WIOA services to provide a greater range of employment opportunities.

Supportive Services:

SCSEP participants receive supportive services that have included, but not limited to: physical support such as eyeglasses and shoes; Educational support for special training, and referrals to the WV Department of Health and Human Resources. The Grantee also established criteria to determine when participants will get supportive services, including after obtaining unsubsidized employment. A follow up is done for 16 months after the participant accepts unsubsidized employment.

Termination:

Participant Involuntary Termination Policy

There are six (6) reasons a participant may be involuntarily terminated from the Senior Community Employment Program (SCSEP). The reasons are listed below along with an explanation. This Termination Policy will be followed fairly and equitably when involuntarily terminating participants. Participants will not be terminated based on age; there is no upper age limit for participation in the SCSEP. Except as noted below in the case of serious violations, participants will receive progressive discipline and an opportunity for corrective action before a formal termination notice is issued. In all cases, participants will receive a 30 day termination letter notifying them of the date of exit, the reason for the termination, and the right to appeal under West Virginia Bureau of Senior Services' grievance procedure. A copy of the grievance procedure will be attached to the termination letter. Participants will receive both a copy and a verbal explanation of the Involuntary Termination Policy during orientation. This policy is based on the Older Americans Act Amendments of 2006 and the SCSEP Final Rule, effective on October 1, 2010.

Types of Involuntary Terminations

A participant can be involuntarily terminated from the SCSEP for six (6) reasons. The reasons are:

- 1) Knowingly providing false information in the eligibility process;
- 2) Being incorrectly determined eligible at enrollment or the annual recertification;
- 3) Being determined no longer eligible at recertification;
- 4) Reaching the maximum 48 months enrollment limit;
- 5) Becoming employed during enrollment; or
- 6) For cause, including refusing to accept a reasonable number of job offers or referrals to unsubsidized employment based on the IEP (with no extenuating circumstances hindering the participant from moving to unsubsidized employment)

Termination Due to Knowingly Providing False Information in the Eligibility Process

A participant may be terminated for fraudulent actions, such as intentionally providing inaccurate information to qualify for the SCSEP. If this occurs, the participant will be placed on

Leave without Pay immediately, and a thirty (30) day notification of termination will be sent to the participant.

Termination Due to Being Incorrectly Determined Eligible

A participant will be terminated if found ineligible for participation in the SCSEP either after enrollment or after the annual recertification through no fault of the participant. A participant may be enrolled or deemed eligible for continued enrollment based on an error in determining program eligibility, e.g. income may be recorded or calculated inaccurately. When this occurs, the participant will be notified regarding the error and immediately sent a thirty (30) day notification of termination letter. The participant will be able to continue participating in the program until the date of exit as noted in the letter.

Termination Due to No Longer Being Eligible

Annually, or more frequently if there is a substantial change in circumstances, each participant is recertified to determine if he or she continues to be eligible for participation. During the recertification, a participant may be determined no longer eligible due to a change in eligibility criteria such as income, family of one due to a change in disability status, employment status, and number of household members. The participant will be notified and immediately sent a thirty (30) day notification of termination letter. The participant will be able to continue participating in the program until the date of exit as noted in the letter.

Termination Due to Forty-Eight (48) Month Participation Limitation

A participant will be terminated when he or she meets the forty-eight (48) month maximum participation date. The participant will be sent a 30 day30-day notification of termination letter thirty (30) days before the fortyh-eight (48) month maximum participation date. The participant will be able to continue participating in the program until the date of exit as noted in the letter.

Termination Due to Becoming Employed During Enrollment

To qualify for enrollment in the SCSEP, a participant has to be unemployed; all participants are informed that they may not be employed while participating in the program and that they must notify the program representative immediately upon becoming employed. A participant who is discovered to be employed while enrolled without having notified the program of the employment will be terminated from the program. If this occurs, the participant will be placed on Leave without Pay immediately, and a thirty (30) day notification of termination will be sent to the participant.

Termination for Cause

There are several reasons to terminate a participant “for-cause.” When warranted, a participant may be terminated for certain behaviors and/or conduct. The following are specific reasons; however, other similar reasons that demonstrate willful misconduct or an intentional disregard of program rules may cause involuntary termination:

IEP related reasons: Refusing to accept a reasonable number of job offers or referrals to unsubsidized employment or for not complying with the IEP. A participant may be subject to

disciplinary action up to and including termination when he or she refuses a total of three job offers and/or referrals to job openings and/or to follow through with objectives to achieve goals that are based on the IEP. If the participant fails, without good cause, to cooperate fully with Bureau sub-contractor staff to accomplish the goals of his or her service strategy, an IEP-related termination “for-cause” may be in order. Examples of lack of cooperation with Bureau sub-contractor staff to accomplish IEP service strategies may include but are not limited to the following when provided for in the participant’s IEP:

- Refusing to search for a job
- Sabotaging a job interview, for example, a participant tells the interviewer that he or she is not interested in the job or tells the interviewer that he or she is not qualified.
- Refusing or not participating fully in training opportunities
- Refusing to transfer to a new community service training assignment
- Refusing to register at the WorkForce West Virginia One-Stop/Job Service
- Refusing to take advantage of WIA opportunities
- Refusing to accept or lack of follow-through in obtaining supportive services that will enhance the participant’s ability to participate in a CSA consistent with the IEP
- Refusing to cooperate with other IEP-related referrals
- Refusal to cooperate with the assessment or IEP process, e.g., refusing to participate in completing the assessment and training development plan

Non-IEP related reasons:

- Refusal to cooperate in recertifying eligibility, for example, refusing to provide required documentation to determine continued eligibility or refusing to attend or be available for the recertification appointment.
- Failure or refusal to perform assigned duties, e.g., refusing without good cause to do assignments that are part of the training description and required to increase skills and knowledge.
- Falsification of official records, such as timesheets, for example, intentionally signing the signature of the host agency supervisor on a timesheet or other official document, or including hours on a time sheet that are not accurate.
- Intentional disclosure of confidential or private information obtained from the host agency, grantee, or local project, for example, informing others of information that is supposed to be kept private or confidential.
- Frequent tardiness or unauthorized absences, including reporting to the assignment late or not reporting to the assignment and not informing the supervisor. Generally, three instances of absence without good cause or without proper notice may warrant termination.
- Insubordination, defined as intentionally refusing to carry out the direction or instructions of a host agency supervisor or Bureau sub-contractor staff member, provided there were no extenuating circumstances and the directions or instructions were reasonable.
- Workplace harassment or discrimination on the basis of sex, race, color, religion, national origin, age, marital status, or disability.
- Obscene, abusive, harassing, or threatening language or behavior

- Physical violence or intentional destruction of property, for example, being violent and threatening to or carrying out threats that physically harm individuals or property
- Theft, meaning illegal taking or withholding the property of another without permission
- Causing an imminent threat to health or safety of self or others
- Non-compliance with drug and alcohol free policy, which prohibits participants from consuming, selling, purchasing, manufacturing, distributing, possessing or using any illegal or non-prescribed drug or from being under the influence of alcohol and or drugs while performing their host agency assignment or while carrying out objectives required by the IEP. Legally prescribed medications are excluded if they do not affect the participant's ability to perform his or her duties or protect the safety of the participant or others.
- Exceeding approved Leave without Pay by failing to return from an approved break by the required date without due notice or good cause

Participant Corrective Action and Warning

A participant will be given an opportunity to correct his or her behavior or conduct, or his or her failure to comply with the IEP requirements, except in cases involving serious harm or imminent threat to health, safety, property, etc. At any point, if a participant makes positive efforts or the participant's lack of action is justified, corrective action will be discontinued. The following steps for corrective action will be taken:

Step 1: First Formal Warning

If a participant displays behavior or conduct outlined in the reasons for "for-cause" terminations or refuses to comply with the IEP requirements, the participant will be given a verbal warning and counseled to correct his or her actions. Absent extenuating circumstances, the participant will be informed in writing by the Project Director of the requirement to correct his or her behavior or conduct.

Step 2: Second Formal Warning

When a participant for a second time displays behaviors or conduct outlined in the reasons for "for-cause" terminations or refuses to comply with the IEP requirements, the participant will be verbally warned and counseled to correct his or her actions. Absent extenuating circumstances, the Project Director will send the participant a written warning that he or she has thirty (30) days from the date of the letter to correct his or her behavior or conduct. In the case of an IEP violation, the participant may be directed to complete specific IEP-related tasks. The written warning will include a statement that failure to make improvement or complete the IEP-related tasks will result in termination.

Step 3: Notice of Termination

When a participant does not make improvement in his or her actions or for a third time displays behavior or conduct outlined in the reasons for "for-cause"

terminations, the Project Director will send the participant a letter notifying the participant that he or she will be exited thirty (30) days from the date of the letter.

For example, Mrs. Short's training goal is to become computer literate in preparation for a clerical position. The Coordinator/Job Developer identified a CSA at the library but the participant refused it because she wouldn't have her own cubicle (she would be in an open area) so she turned down that opportunity. Next, the Coordinator/Job Developer identified a training site in a school, but the participant turned down that opportunity. Finally, the Coordinator/Job Developer tried the local museum, and the participant refused the training assignment at the museum, too. The Coordinator/Job Developer spoke with the participant, and she had no legitimate reason for refusing the training offered at various assignments. After the first refusal, the Coordinator/Job Developer asked the Project Director to send the participant the first written warning letter. The Project Director sent her the second warning letter stating that she risked being terminated if she continued to fail to follow her IEP or to take corrective action. When Ms. Short turned down a third assignment and there was no extenuating circumstance, the Project Director sent a 30-day notification of termination letter.

For-Cause Terminations that Require Immediate Removal from Host Agency and Leave without Pay Pending Termination

When a participant's violation of Bureau policy is of a serious nature, immediate action to remove the participant from the host agency may be required. In this case, the participant will be placed on leave without pay and a written thirty (30) day notice of termination sent. Examples of circumstances warranting immediate removal from the host agency and leave without pay include, but are not limited to:

- Gross misconduct such as violating Bureau's Drug and Alcohol Policy or intentionally endangering the lives of themselves or others
- Violence, including but not limited to physical or extreme verbal violence at the training site

Participant Voluntary Termination

Should you make a decision to leave the SCSEP prior to finding unsubsidized employment, you are expected to give a two week notice to both your host agency supervisor and the SCSEP coordinator. Leaving the program without advance notice could prevent you from utilizing the SCSEP in the future should you still have allowable time in the program.

If the reason you are thinking about leaving the program is due to problems at your work-training site, report them immediately to your SCSEP coordinator. She or he will investigate the problem and work at rectifying the situation or transfer you to another host agency until a more compatible arrangement can be made. As a last resort, your SCSEP may put you on "Administrative Leave" while a suitable worksite is found that matches your training needs. Should your SCSEP coordinator have to place you on administrative leave you will not receive

pay during this period. In most cases, your SCSEP sponsor will temporarily assign you to work directly in their office until your SCSEP coordinator can find another appropriate host agency.

The host agency supervisor has the right to prohibit you from returning to their agency without any advance notice. In cases of this nature, the SCSEP coordinator will investigate the situation, request a written statement from the supervisor that describes what transpired and determine if the situation can be resolved. Unless circumstances warrant the SCSEP coordinator exiting you from the SCSEP, she/he will work to find you another host agency assignment.

In those instances where you have found unsubsidized employment and plan on leaving the SCSEP, you still need to give your SCSEP coordinator notice as soon as possible. You will also be required to provide similar information to your host agency supervisor should they not be the agency that hired you.

Documentation and continuing follow-up of how your job is progressing is an important component of the SCSEP. Your willingness to provide the SCSEP coordinator with your wage and work history will help determine their effectiveness in managing the program.

Complaints and Grievances:

SENIOR COMMUNITY SERVICE EMPLOYMENT PROGRAM GRIEVANCE PROCEDURES

The steps that are required for an enrollee to follow when making a complaint are:

- 1 Discuss the matter with the program coordinator as an informal method to resolve the matter.

- 2 Should an enrollee not be satisfied with the results from the informal meeting with the program coordinator, the enrollee may initiate the grievance procedure by filing a formal written complaint with the Executive Director of the sub-recipient organization (Level 1 with supporting documentation). Complaints shall be filed within five days of the date the aggrieved party became aware of or should have become aware of the causes of such grievances. The Executive Director will document receipt of complaint and issue a written decision within two weeks. *Complaints alleging discrimination in violation of civil rights laws (i.e., discrimination on the basis of race, color, national origin, age, disability, creed, sex or political affiliation) must be filed with Director, Civil Rights Center, U.S. Department of Labor, Room N-4123, 200 Constitution Avenue, N.W., Washington, DC 20210.*

3

Should the enrollee not be satisfied with the results of the Executive Director's ruling, the enrollee may request a hearing with the sub-recipients' Board of Directors' Grievance Committee Chairperson (Level 2 with supporting documentation). The request shall be made in writing within five business days of notice of the Executive Director's ruling. The Board of Directors' Grievance Committee Chairperson will document receipt of complaint and issue a written decision within 10 working days.

4

Should the Board of Directors not adequately address the enrollee's complaint, the enrollee may request a hearing with the WV Bureau of Senior Services Commissioner (Level 3 with supporting documentation).

An enrollee wishing to request a hearing with the Commissioner of the Bureau must submit a written request for a hearing within ten working days after receipt of the of the ruling. Within the next ten working days, the Bureau will contact all parties of the appeal in order to establish a time and place for the hearing and provide written notice to all parties. The Commissioner may choose to hold the hearing in person, at the sub-recipient's office, offices of the Bureau of Senior Services or by conference call.

The Bureau will select a qualified, trained hearing board composed of a representative of the Bureau's Council on Aging, the Commissioner or Deputy Commissioner, and one staff person. The hearing committee shall conduct a full and fair hearing permitting both parties to present their case by oral and/or documentary evidence, to submit rebuttal evidence, and to conduct such examination and cross examination as may be required for a full and true disclosure of all facts bearing on the issues. The Commissioner will then provide a written ruling within fifteen working days of the hearing.

The Commissioner's decision is final, but if the complainant believes that the Bureau did not follow its grievance procedures or that violations of Federal regulations exist which are not resolved within sixty (60) days under the grantee's procedures, complainant may file the Chief, Division of Adult Services, Employment and Training Administration, U.S Department of Labor, 200 Constitution Avenue, N.W., Washington, DC 20210.

SECTION 14. SCSEP ASSURANCES

The West Virginia State Plan is submitted as a Stand Alone Plan, and actively seeks advice and recommendations from our Partners representing:

- Representatives of the State and area agencies on aging;
- State and local boards under WIOA;

- Public and private nonprofit agencies and organizations providing employment services, including each grantee operating a SCSEP project within the State, except as provided under section 506(a)(3) of OAA and 20 CFR 641.320(b);
- Social service organizations providing services to older individuals;
- Grantees under Title III of OAA;
- Affected Communities;
- Unemployed older individuals;
- Community-based organizations serving older individuals;
- Business organizations; and
- Labor organizations.

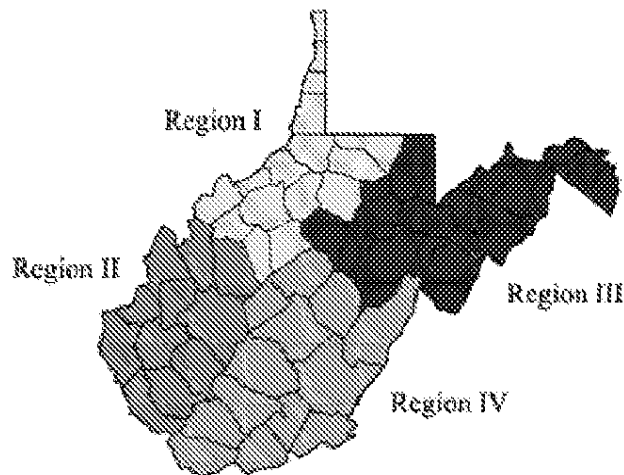
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APPENDICES

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West Virginia Area Agencies on Aging

West Virginia's four Area Agencies on Aging (AAAs) are part of a nationwide network of organizations created by the Older Americans Act for the purpose of developing a comprehensive and coordinated plan that assures seniors have access to needed services and programs. The AAAs contract with county aging providers (senior centers) for the provision of meals, transportation, and other services. They also monitor the providers for programmatic and fiscal compliance.



Region I Northwestern AAA- Lynn Williams Dipasquale, Executive Director

Counties Served: Brooke, Calhoun, Doddridge, Gilmer, Hancock, Harrison, Marion, Marshall, Monongalia, Ohio, Pleasants, Ritchie, Tyler, Wetzel, Wirt, Wood

Region II Metro AAA – Brenda Landers, Executive Director

Counties Served: Boone, Cabell, Jackson, Kanawha, Lincoln, Logan, Mason, Mingo, Putnam, Roane, Wayne


Region III Upper Potomac AAA – Scott Gossard, Executive Director


Counties Served: Barbour, Berkeley, Grant, Hampshire, Hardy, Jefferson, Lewis, Mineral, Morgan, Pendleton, Preston, Randolph, Taylor, Tucker, Upshur


Region IV Appalachian AAA – Ramona McNeely-Stanley, Executive Director


Counties Served: Braxton, Clay, Fayette, Greenbrier, McDowell, Mercer, Monroe, Nicholas, Pocahontas, Raleigh, Summers, Webster, Wyoming

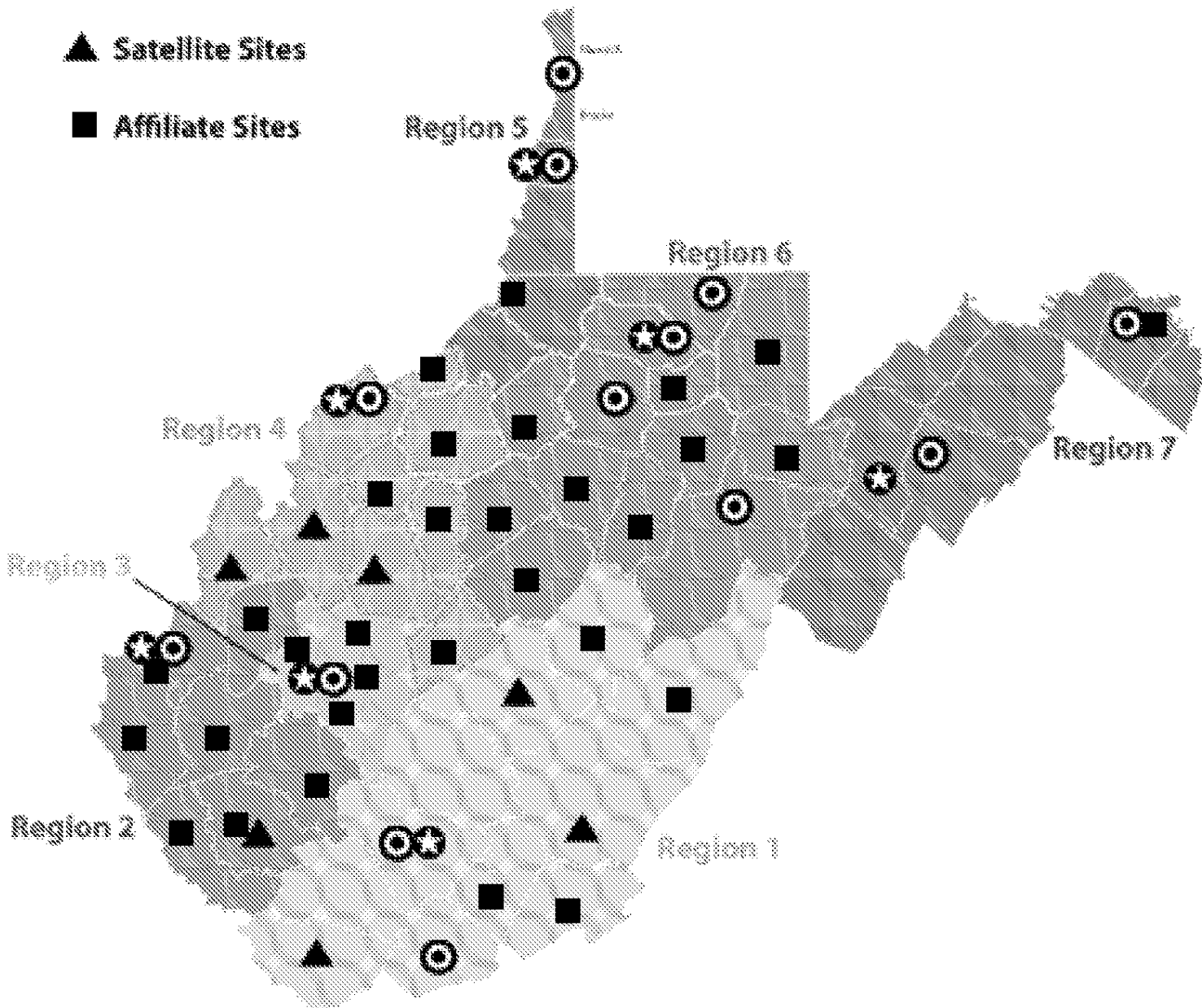
WorkForce West Virginia Map

 **WorkForce Investment Boards (WIBs)**
Administrative Offices

 **Comprehensive Career Centers**

 **Satellite Sites**

 **Affiliate Sites**










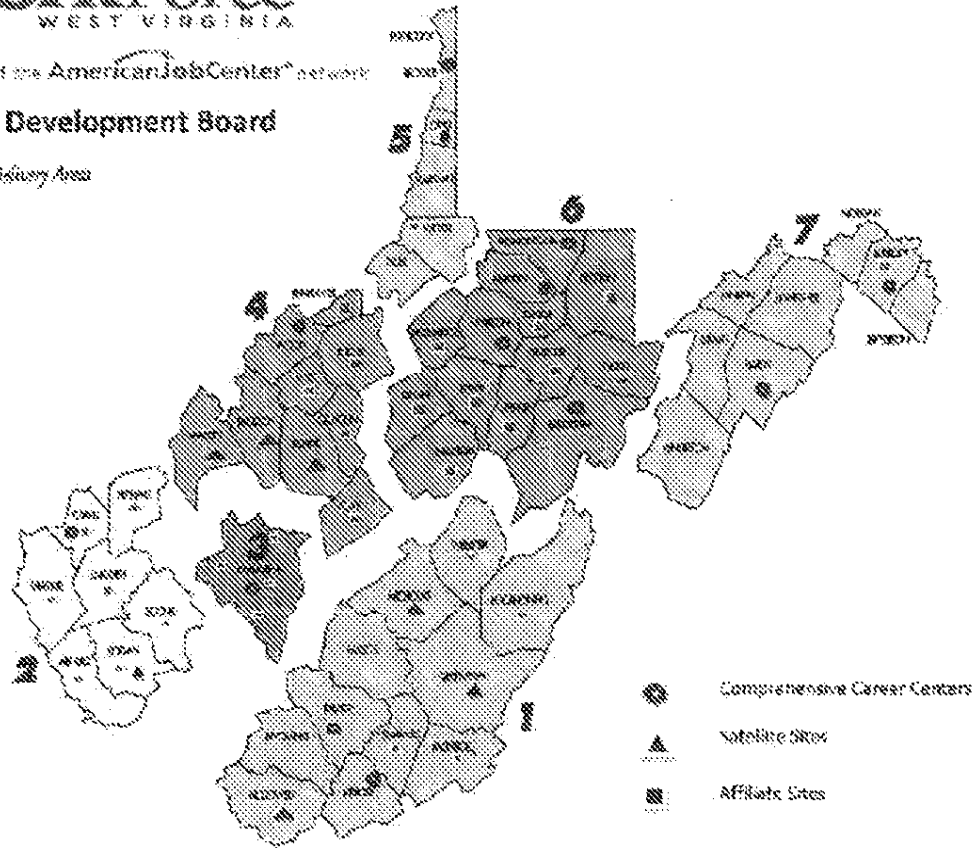
WorkForce WEST VIRGINIA

A proud partner of the American Job Center® network

Workforce Development Board

Regional Service Delivery Area

-  Region 1
-  Region 2
-  Region 3
-  Region 4
-  Region 5
-  Region 6
-  Region 7



Letters of Support

DRAFT

Senior Monongalians, Inc.

**P. O. Box 653
Morgantown, WV 26507-0653
(304) 296-9812**

March 7, 2016

Robert E. Roswall, Commissioner
WV Bureau of Senior Services
1900 Kanawha Boulevard East
Charleston, WV 25305-0150

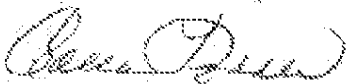
Dear Commissioner:

It is my pleasure to write a letter in support of the Senior Community Service Employment Program. Senior Monongalians has been a host agency for this program for many years.

The program has been beneficial to senior participants, our agency and the community. Many of the workers have learned new skills that have helped them find other jobs after their time in the program had ended. In addition, the workers bring experience with them that has been valuable to our agency.

I fully support this important program for seniors and our agency will continue to participate by employing these individuals. We are very grateful to have this program available to us.

Sincerely,



Calleen Liddle
Executive Director



Kanawha Valley Senior Services, Inc.
2428 Kanawha Boulevard, East
Charleston, WV 25311
(304)348-0707 * Fax (304) 348-6432

Paulette Justice
Executive Director

March 7, 2013

Commissioner Robert E. Rowell
West Virginia Bureau of Senior Services, Inc.
1900 Kanawha Boulevard, East
Charleston, WV 25305-0180

I am writing in support of the WV State Plan for the Senior Community Service Employment Program. We have actively sought TTA Volunteers for many years and have overall been very pleased with the people who have been assigned to Kanawha Valley Senior Services, Inc.

We currently have trainees and are also pleased with the support given to us from Pinson County Senior Citizens, Inc., Kingwood, WV.

KVSS supports the continuation of this great program and look forward to staying involved in years to come.

Sincerely,

Paulette Justice
Executive Director
Kanawha Valley Senior Services, Inc.

PENDING

DRAFT

Appendix D

Public Comments

PENDING None Received

DRAFT

Appendix E

**West Virginia SCSEP Equitable Distribution Plan
 Enrollee Positions by Sponsor and County
 Program Year 2015
 1st Quarter**

| County | WV AP | WV E | WV V | EW AP | EW E | EW V | NCOA AP | NCOA E | NCOA V |
|---------|-------|------|------|-------|------|------|------------|-----------|-----------|
| Barbour | | | | | | | 6 | 8 | 2 |

| | | | | | | | | | |
|------------|----|----|-----|----|----|----|----|----|----|
| Berkeley | | | | | | | 13 | 6 | -7 |
| Boone | 9 | 3 | -6 | | | | 0 | 2 | 2 |
| Braxton | | | | | | | 6 | 8 | 2 |
| Brooke | | | | | | | 5 | 1 | -4 |
| Cabell | | | | | | | 21 | 34 | 13 |
| Calhoun | | | | | | | 3 | 6 | 3 |
| Clay | 4 | 3 | -1 | | | | | | |
| Doddridge | 4 | 0 | -4 | | | | | | |
| Fayette | | | | 15 | 15 | 0 | 0 | 1 | 1 |
| Gilmer | | | | | | | 3 | 8 | 5 |
| Grant | | | | | | | 4 | 12 | 8 |
| Greenbrier | | | | 11 | 9 | -2 | | | |
| Hampshire | | | | | | | 10 | 12 | 2 |
| Hancock | | | | | | | 6 | 14 | 8 |
| Hardy | | | | | | | 5 | 17 | 12 |
| Harrison | 18 | 7 | -11 | | | | | | |
| Jackson | | | | | | | 7 | 6 | -1 |
| Jefferson | | | | | | | 7 | 1 | -6 |
| Kanawha | 33 | 43 | 10 | 7 | 16 | 9 | | | |
| Lewis | | | | | | | 6 | 4 | -2 |
| Lincoln | | | | | | | 7 | 3 | -4 |
| Logan | | | | | | | 9 | 7 | -2 |
| McDowell | | | | 13 | 11 | -2 | | | |
| Marion | | | | | | | 11 | 3 | -8 |
| Marshall | | | | | | | 10 | 5 | -5 |
| Mason | | | | | | | 9 | 5 | -4 |
| Mercer | | | | 24 | 23 | -1 | | | |
| Mineral | | | | | | | 8 | 3 | -5 |
| Mingo | | | | | | | 8 | 0 | -8 |
| Monongalia | 3 | 2 | -1 | | | | 9 | 3 | -6 |
| Monroe | | | | 4 | 2 | -2 | | | |
| Morgan | | | | | | | 5 | 0 | 5 |
| Nicholas | | | | 9 | 9 | 0 | | | |
| Ohio | | | | | | | 11 | 31 | 20 |
| Pendleton | | | | | | | 5 | 19 | 14 |
| Pleasants | | | | | | | 2 | 0 | -2 |
| Pocahontas | | | | 2 | 6 | 4 | | | |
| Preston | 8 | 18 | 10 | | | | | | |
| Putnam | 8 | 1 | -7 | | | | | | |
| Raleigh | 6 | 1 | -5 | 18 | 15 | -3 | | | |
| Randolph | | | | | | | 8 | 4 | -4 |
| Ritchie | | | | | | | 4 | 1 | -3 |
| Roane | | | | | | | 6 | 2 | -4 |

| | | | | | | | | | |
|--------------|------------|-----------|-----------|------------|------------|----------|------------|------------|-----------|
| Summers | | | | 7 | 7 | 0 | | | |
| Taylor | 5 | 2 | -3 | | | | | | |
| Tucker | | | | | | | 3 | 5 | 2 |
| Tyler | | | | | | | 4 | 1 | -3 |
| Upshur | | | | | | | 10 | 5 | -5 |
| Wayne | | | | | | | 15 | 10 | -5 |
| Webster | | | | | | | 4 | 9 | 5 |
| Wetzel | | | | | | | 6 | 4 | -2 |
| Wirt | | | | | | | 3 | 0 | -3 |
| Wood | | | | | | | 18 | 36 | 18 |
| Wyoming | 2 | 2 | 0 | 4 | 5 | 1 | | | |
| TOTAL | 100 | 82 | -8 | 114 | 119 | 5 | 277 | 297 | 20 |

Appendix F

WV Counties & Communities by Rural/Urban Designation

| County | Community | Zip Code | RUCA |
|---------------|------------------|-----------------|-------------|
| Barbour | Century | 26201 | Rural |
| Barbour | Volga | 26238 | Rural |
| Barbour | Belington | 26250 | Rural |

| | | | |
|----------|----------------|-------|-------|
| Barbour | Junior | 26275 | Rural |
| Barbour | Brownton | 26334 | Rural |
| Barbour | Galloway | 26349 | Rural |
| Barbour | Kasson | 26405 | Rural |
| Barbour | Moatsville | 26405 | Rural |
| Barbour | Philippi | 26416 | Rural |
| | | | |
| Berkeley | Martinsburg | 25401 | Urban |
| Berkeley | Bunker Hill | 25413 | Rural |
| Berkeley | Falling Waters | 25419 | Urban |
| Berkeley | Gerrardstown | 25420 | Urban |
| Berkeley | Glengary | 25421 | Urban |
| Berkeley | Jones Springs | 25427 | Urban |
| Berkeley | Cherry Run | 25427 | Urban |
| Berkeley | Hedgesville | 25427 | Urban |
| Berkeley | Inwood | 25428 | Urban |
| Berkeley | Ridgeway | 25440 | Urban |
| | | | |
| Boone | Ashford | 25009 | Rural |
| Boone | Bald Knob | 25010 | Rural |
| Boone | Bim | 25021 | Rural |
| Boone | Bloomingrose | 25024 | Urban |
| Boone | Bob White | 25028 | Rural |
| Boone | Comfort | 25049 | Urban |
| Boone | Costa | 25051 | Rural |
| Boone | Danville | 25053 | Rural |
| Boone | Gordon | 25093 | Rural |
| Boone | Hewett | 25108 | Rural |
| Boone | Ramage | 25114 | Rural |
| Boone | Jeffrey | 25114 | Rural |
| Boone | Madison | 25130 | Rural |
| Boone | Nellis | 25142 | Rural |
| Boone | Orgas | 25148 | Urban |
| Boone | Ottawa | 25149 | Rural |
| Boone | Peytona | 25154 | Rural |
| Boone | Racine | 25165 | Rural |
| Boone | Ridgeview | 25169 | Rural |
| Boone | Prenter | 25181 | Rural |
| Boone | Seth | 25181 | Rural |
| Boone | Sylvester | 25193 | Urban |
| Boone | Turtle Creek | 25203 | Rural |
| Boone | Twilight | 25204 | Rural |
| Boone | Bandytown | 25204 | Rural |
| Boone | Uneeda | 25205 | Rural |

| | | | |
|---------|-----------------|-------|-------|
| Boone | Van | 25206 | Rural |
| Boone | Wharton | 25208 | Rural |
| Boone | Barrett | 25208 | Rural |
| Boone | Garrison | 25209 | Urban |
| Boone | Whitesville | 25209 | Urban |
| Boone | Julian | 25529 | Urban |
| Boone | Morrisvale | 25565 | Urban |
| Boone | Foster | 25801 | Rural |
| Braxton | Burnsville | 26335 | Rural |
| Braxton | Gem | 26335 | Rural |
| Braxton | Sutton | 26601 | Rural |
| Braxton | Herold | 26601 | Rural |
| Braxton | Newville | 26601 | Rural |
| Braxton | Centralia | 26612 | Rural |
| Braxton | Copen | 26615 | Rural |
| Braxton | Elmira | 26618 | Rural |
| Braxton | Riffle | 26619 | Rural |
| Braxton | Exchange | 26619 | Rural |
| Braxton | Corley | 26621 | Rural |
| Braxton | Flatwoods | 26621 | Rural |
| Braxton | Clem | 26623 | Rural |
| Braxton | Frametown | 26623 | Rural |
| Braxton | Glendon | 26623 | Rural |
| Braxton | Gassaway | 26624 | Rural |
| Braxton | Heaters | 26627 | Rural |
| Braxton | Little Birch | 26629 | Rural |
| Braxton | Tesla | 26629 | Rural |
| Braxton | Napier | 26631 | Rural |
| Braxton | Falls Mill | 26631 | Rural |
| Braxton | Strange Creek | 26639 | Rural |
| Braxton | Wilsie | 26641 | Rural |
| Brooke | Beech Bottom | 26030 | Urban |
| Brooke | Bethany | 26032 | Urban |
| Brooke | Colliers | 26035 | Urban |
| Brooke | Follansbee | 26037 | Urban |
| Brooke | Short Creek | 26058 | Urban |
| Brooke | Wellsburg | 26070 | Urban |
| Brooke | Windsor Heights | 26075 | Urban |
| Cabell | Barboursville | 25504 | Urban |
| Cabell | Culloden | 25510 | Urban |
| Cabell | Lesage | 25537 | Urban |
| Cabell | Milton | 25541 | Urban |

| | | | |
|-----------|--------------|-------|-------|
| Cabell | Ona | 25545 | Urban |
| Cabell | Salt Rock | 25559 | Urban |
| Cabell | Huntington | 25704 | Urban |
| Calhoun | Arnoldsburg | 25234 | Rural |
| Calhoun | Chloe | 25235 | Rural |
| Calhoun | Millstone | 25261 | Rural |
| Calhoun | Orma | 25268 | Rural |
| Calhoun | Minnora | 25268 | Rural |
| Calhoun | Five Forks | 26136 | Rural |
| Calhoun | Big Bend | 26136 | Rural |
| Calhoun | Nobe | 26137 | Rural |
| Calhoun | Big Springs | 26137 | Rural |
| Calhoun | Grantsville | 26147 | Rural |
| Calhoun | Mount Zion | 26151 | Rural |
| Clay | Bentree | 25018 | Rural |
| Clay | Fola | 25019 | Rural |
| Clay | Bickmore | 25019 | Rural |
| Clay | Bomont | 25030 | Rural |
| Clay | Clay | 25043 | Rural |
| Clay | Duck | 25063 | Rural |
| Clay | Glen | 25088 | Rural |
| Clay | Indore | 25111 | Rural |
| Clay | Ivydale | 25113 | Rural |
| Clay | Big Otter | 25113 | Rural |
| Clay | Lizemore | 25125 | Rural |
| Clay | Maysel | 25133 | Rural |
| Clay | Nebo | 25141 | Rural |
| Clay | Ovapa | 25150 | Rural |
| Clay | Prociuous | 25164 | Rural |
| Clay | Pigeon | 25164 | Rural |
| Clay | Widen | 25211 | Rural |
| Clay | Floe | 25235 | Rural |
| Clay | Valley Fork | 25283 | Rural |
| Clay | Wallback | 25285 | Rural |
| Clay | Dille | 26617 | Rural |
| Doddridge | Blandville | 26328 | Rural |
| Doddridge | Center Point | 26339 | Rural |
| Doddridge | New Milton | 26411 | Rural |
| Doddridge | Greenwood | 26415 | Rural |
| Doddridge | Smithburg | 26436 | Rural |
| Doddridge | West Union | 26456 | Rural |

| | | | |
|---------|------------------|-------|-------|
| Fayette | Alloy | 25002 | Rural |
| Fayette | Boomer | 25031 | Urban |
| Fayette | Cannelton | 25036 | Urban |
| Fayette | Charlton Heights | 25040 | Rural |
| Fayette | Deep Water | 25057 | Rural |
| Fayette | Mahan | 25083 | Urban |
| Fayette | Gauley Bridge | 25085 | Urban |
| Fayette | Glen Ferris | 25090 | Urban |
| Fayette | Kanawha Falls | 25115 | Rural |
| Fayette | Kimberly | 25118 | Rural |
| Fayette | Kincaid | 25119 | Rural |
| Fayette | Montgomery | 25136 | Urban |
| Fayette | Mount Carbon | 25139 | Rural |
| Fayette | Page | 25152 | Rural |
| Fayette | Powellton | 25161 | Rural |
| Fayette | Robson | 25173 | Rural |
| Fayette | Beards Fork | 25173 | Rural |
| Fayette | Longacre | 25186 | Rural |
| Fayette | Smithers | 25186 | Rural |
| Fayette | Ansted | 25812 | Rural |
| Fayette | Danese | 25831 | Rural |
| Fayette | Maplewood | 25831 | Rural |
| Fayette | Clifftop | 25831 | Rural |
| Fayette | Dothan | 25833 | Rural |
| Fayette | Edmond | 25837 | Rural |
| Fayette | Fayetteville | 25840 | Rural |
| Fayette | Cunard | 25840 | Rural |
| Fayette | Glen Jean | 25846 | Rural |
| Fayette | Hico | 25854 | Rural |
| Fayette | Hilltop | 25855 | Rural |
| Fayette | Kilsyth | 25859 | Rural |
| Fayette | Lansing | 25862 | Rural |
| Fayette | Lawton | 25864 | Rural |
| Fayette | Layland | 25864 | Rural |
| Fayette | Lochgelly | 25866 | Rural |
| Fayette | Lookout | 25868 | Rural |
| Fayette | Minden | 25879 | Rural |
| Fayette | Mount Hope | 25880 | Rural |
| Fayette | Oak Hill | 25901 | Rural |
| Fayette | Harvey | 25901 | Rural |
| Fayette | Pax | 25904 | Rural |
| Fayette | Prince | 25907 | Rural |
| Fayette | Ramsey | 25912 | Rural |

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|---------|----------------|-------|-------|
| Fayette | Redstar | 25914 | Rural |
| Fayette | Scarbro | 25917 | Rural |
| Fayette | Summerlee | 25931 | Rural |
| Fayette | Thurmond | 25936 | Rural |
| Fayette | Victor | 25938 | Rural |
| Fayette | Winona | 25942 | Rural |
| Fayette | Meadow Bridge | 25976 | Rural |
| Fayette | Spring Dale | 25986 | Rural |
| Fayette | Jodie | 26674 | Rural |
| Fayette | Nallen | 26680 | Rural |
| Gilmer | Lockney | 25258 | Rural |
| Gilmer | Normantown | 25267 | Rural |
| Gilmer | Letter Gap | 25267 | Rural |
| Gilmer | Stumptown | 25267 | Rural |
| Gilmer | Tanner | 26137 | Rural |
| Gilmer | Coxs Mills | 26342 | Rural |
| Gilmer | Gilmer | 26350 | Rural |
| Gilmer | Baldwin | 26351 | Rural |
| Gilmer | Glenville | 26351 | Rural |
| Gilmer | Newberne | 26362 | Rural |
| Gilmer | Linn | 26384 | Rural |
| Gilmer | Sand Fork | 26430 | Rural |
| Gilmer | Stouts Mills | 26430 | Rural |
| Gilmer | Troy | 26443 | Rural |
| Gilmer | Flower | 26611 | Rural |
| Gilmer | Cedarville | 26611 | Rural |
| Gilmer | Perkins | 26634 | Rural |
| Gilmer | Rosedale | 26636 | Rural |
| Gilmer | Shock | 26638 | Rural |
| Grant | Bayard | 26707 | Rural |
| Grant | Wilson | 26707 | Rural |
| Grant | Gormanian | 26720 | Rural |
| Grant | Scherr | 26726 | Rural |
| Grant | Lahmansville | 26731 | Rural |
| Grant | Medley | 26734 | Rural |
| Grant | Mount Storm | 26739 | Rural |
| Grant | Maysville | 26833 | Rural |
| Grant | Arthur | 26847 | Rural |
| Grant | Dorcas | 26847 | Rural |
| Grant | Landes Station | 26847 | Rural |
| Grant | Petersburg | 26847 | Rural |
| Grant | Cabins | 26855 | Rural |

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|--------------------|-----------------------|-------|-------|
| Greenbrier | Lewisburg | 24901 | Rural |
| Greenbrier | Fairlea | 24902 | Rural |
| Greenbrier, Monroe | Alderson | 24910 | Rural |
| Greenbrier | Dawson | 24910 | Rural |
| Greenbrier | Asbury | 24916 | Rural |
| Greenbrier | Auto | 24917 | Rural |
| Greenbrier | Caldwell | 24925 | Rural |
| Greenbrier | Clintonville | 24931 | Rural |
| Greenbrier | Crawley | 24931 | Rural |
| Greenbrier | Fort Spring | 24936 | Rural |
| Greenbrier | Anthony | 24938 | Rural |
| Greenbrier | Frankford | 24938 | Rural |
| Greenbrier | Friars Hill | 24938 | Rural |
| Greenbrier | Grassy Meadows | 24943 | Rural |
| Greenbrier | Kieffer | 24950 | Rural |
| Greenbrier | Maxwelton | 24957 | Rural |
| Greenbrier | Meadow Bluff | 24958 | Rural |
| Greenbrier | Neola | 24961 | Rural |
| Greenbrier | Renick | 24966 | Rural |
| Greenbrier | Ronceverte | 24970 | Rural |
| Greenbrier | Smoot | 24977 | Rural |
| Greenbrier | White Sulphur Springs | 24986 | Rural |
| Greenbrier | Williamsburg | 24991 | Rural |
| Greenbrier | Trout | 24991 | Rural |
| Greenbrier | Charmco | 25958 | Rural |
| Greenbrier | Crichton | 25961 | Rural |
| Greenbrier | Rainelle | 25962 | Rural |
| Greenbrier | Hines | 25967 | Rural |
| Greenbrier | Leslie | 25972 | Rural |
| Greenbrier | Marfrance | 25981 | Rural |
| Greenbrier | Quinwood | 25981 | Rural |
| Greenbrier | Kessler | 25984 | Rural |
| Greenbrier | Rupert | 25984 | Rural |
| Greenbrier | Russellville | 26680 | Rural |
| Hampshire | Levels | 25431 | Rural |
| Hampshire | Points | 25437 | Rural |
| Hampshire | Slanesville | 25444 | Urban |
| Hampshire | Augusta | 26704 | Urban |
| Hampshire | Capon Bridge | 26711 | Urban |
| Hampshire | Delray | 26714 | Urban |
| Hampshire | Green Spring | 26722 | Rural |
| Hampshire | Rio | 26755 | Rural |

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|-----------|----------------|-------|-------|
| Hampshire | Three Churches | 26757 | Rural |
| Hampshire | Romney | 26757 | Rural |
| Hampshire | Shanks | 26761 | Rural |
| Hampshire | Springfield | 26763 | Rural |
| Hampshire | High View | 26808 | Urban |
| Hampshire | Bloomery | 26817 | Urban |
| Hampshire | Capon Springs | 26823 | Urban |
| Hampshire | Junction | 26824 | Rural |
| Hampshire | Yellow Spring | 26865 | Urban |
| Hampshire | Lehew | 26865 | Urban |
| Hampshire | Purgitsville | 26852 | Rural |
| | | | |
| Hancock | Chester | 26034 | Rural |
| Hancock | New Cumberland | 26047 | Urban |
| Hancock | Newell | 26050 | Rural |
| Hancock | New Manchester | 26056 | Rural |
| Hancock | Weirton | 26062 | Urban |
| | | | |
| Hardy | Baker | 26801 | Rural |
| Hardy | Lost River | 26810 | Rural |
| Hardy | Lost City | 26810 | Rural |
| Hardy | Mathias | 26812 | Rural |
| Hardy | Fisher | 26818 | Rural |
| Hardy | Rig | 26836 | Rural |
| Hardy | Moorefield | 26836 | Rural |
| Hardy | Milam | 26838 | Rural |
| Hardy | Old Fields | 26845 | Rural |
| Hardy | Wardensville | 26851 | Rural |

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|----------|---------------|-------|-------|
| Harrison | Clarksburg | 26301 | Rural |
| Harrison | Dawmont | 26301 | Rural |
| Harrison | Anmoore | 26323 | Rural |
| Harrison | Bridgeport | 26330 | Rural |
| Harrison | Bristol | 26332 | Rural |
| Harrison | Gypsy | 26361 | Rural |
| Harrison | Haywood | 26366 | Rural |
| Harrison | Hepzibah | 26369 | Rural |
| Harrison | Industrial | 26375 | Rural |
| Harrison | Lost Creek | 26385 | Rural |
| Harrison | McWhorter | 26385 | Rural |
| Harrison | Lumberport | 26386 | Rural |
| Harrison | Meadowbrook | 26404 | Rural |
| Harrison | Mount Clare | 26408 | Rural |
| Harrison | Reynoldsville | 26422 | Rural |
| Harrison | Salem | 26426 | Rural |
| Harrison | Shinnston | 26431 | Rural |
| Harrison | Spelter | 26438 | Rural |
| Harrison | Wallace | 26448 | Rural |
| Harrison | West Milford | 26451 | Rural |
| Harrison | Wyatt | 26463 | Rural |
| Harrison | Enterprise | 26568 | Rural |
| | | | |
| Jackson | Advent | 25231 | Urban |
| Jackson | Cottageville | 25239 | Rural |
| Jackson | Evans | 25241 | Rural |
| Jackson | Gay | 25244 | Urban |
| Jackson | Rock Castle | 25245 | Urban |
| Jackson | Given | 25245 | Urban |
| Jackson | Kenna | 25248 | Urban |
| Jackson | Romance | 25248 | Urban |
| Jackson | Kentuck | 25248 | Urban |
| Jackson | Duncan | 25252 | Rural |
| Jackson | Leroy | 25252 | Rural |
| Jackson | Liverpool | 25252 | Rural |
| Jackson | Millwood | 25262 | Rural |
| Jackson | Mount Alto | 25264 | Rural |
| Jackson | Ripley | 25271 | Rural |
| Jackson | Sandyville | 25275 | Rural |
| Jackson | Statts Mills | 25279 | Urban |
| Jackson | Murraysville | 26164 | Rural |
| Jackson | Ravenswood | 26164 | Rural |
| Jackson | Sherman | 26173 | Rural |

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|-----------|---------------------|-------|-------|
| Jefferson | Bakerton | 25410 | Rural |
| Jefferson | Charles Town | 25414 | Urban |
| Jefferson | Halltown | 25423 | Rural |
| Jefferson | Harpers Ferry | 25425 | Urban |
| Jefferson | Middleway | 25430 | Rural |
| Jefferson | Kearneysville | 25430 | Rural |
| Jefferson | Millville | 25432 | Urban |
| Jefferson | Ranson | 25438 | Rural |
| Jefferson | Rippon | 25441 | Rural |
| Jefferson | Shenandoah Junction | 25442 | Rural |
| Jefferson | Shepherdstown | 25443 | Rural |
| Jefferson | Summit Point | 25446 | Urban |
| Kanawha | Alum Creek | 25003 | Urban |
| Kanawha | Diamond | 25015 | Urban |
| Kanawha | Belle | 25015 | Urban |
| Kanawha | Shrewsbury | 25015 | Urban |
| Kanawha | Blount | 25025 | Urban |
| Kanawha | Blue Creek | 25026 | Urban |
| Kanawha | Cabin Creek | 25035 | Urban |
| Kanawha | Burnwell | 25038 | Rural |
| Kanawha | Cedar Grove | 25039 | Urban |
| Kanawha | Clendenin | 25045 | Urban |
| Kanawha | Quick | 25045 | Urban |
| Kanawha | Corton | 25045 | Urban |
| Kanawha | Dawes | 25054 | Urban |
| Kanawha | Drybranch | 25061 | Urban |
| Kanawha | Dunbar | 25064 | Urban |
| Kanawha | Crown Hill | 25067 | Urban |
| Kanawha | East Bank | 25067 | Urban |
| Kanawha | Elkview | 25071 | Urban |
| Kanawha | Eskdale | 25075 | Urban |
| Kanawha | Kayford | 25075 | Urban |
| Kanawha | Decota | 25075 | Urban |
| Kanawha | Carbon | 25075 | Urban |
| Kanawha | Falling Rock | 25079 | Urban |
| Kanawha | Gallagher | 25083 | Urban |
| Kanawha | Whittaker | 25083 | Urban |
| Kanawha | Glasgow | 25086 | Urban |
| Kanawha | Handley | 25102 | Urban |
| Kanawha | Hansford | 25103 | Urban |
| Kanawha | Hemshaw | 25107 | Urban |
| Kanawha | Hugheston | 25110 | Urban |
| Kanawha | Institute | 25112 | Urban |

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|-----------------|------------------|-------|-------|
| Kanawha | Leewood | 25122 | Urban |
| Kanawha | London | 25126 | Urban |
| Kanawha | Mammoth | 25132 | Urban |
| Kanawha | Miami | 25134 | Urban |
| Kanawha, Putnam | Nitro | 25143 | Urban |
| Kanawha | Ohley | 25147 | Urban |
| Kanawha | Pinch | 25156 | Urban |
| Kanawha | Pond Gap | 25160 | Urban |
| Kanawha | Pratt | 25162 | Urban |
| Kanawha | Saint Albans | 25177 | Urban |
| Kanawha | Jefferson | 25177 | Urban |
| Kanawha | Sharon | 25182 | Urban |
| Kanawha | Tad | 25201 | Urban |
| Kanawha | Tornado | 25202 | Urban |
| Kanawha | Winifrede | 25214 | Urban |
| Kanawha | Charleston | 25301 | Urban |
| Kanawha | Big Chimney | 25302 | Urban |
| Kanawha | South Charleston | 25303 | Urban |
| Kanawha | Malden | 25306 | Urban |
| Kanawha | Spring Hill | 25309 | Urban |
| Kanawha | Cross Lanes | 25356 | Urban |
| Kanawha | Sissonville | 25360 | Urban |
| Kanawha | Marmet | 25365 | Urban |
| Kanawha | Frame | 25701 | Urban |
| Lewis | Vadis | 26321 | Rural |
| Lewis | Alum Bridge | 26321 | Rural |
| Lewis | Camden | 26338 | Rural |
| Lewis | Crawford | 26343 | Rural |
| Lewis | Horner | 26372 | Rural |
| Lewis | Wildcat | 26376 | Rural |
| Lewis | Ireland | 26376 | Rural |
| Lewis | Jane Lew | 26378 | Rural |
| Lewis | Orlando | 26412 | Rural |
| Lewis | Roanoke | 26447 | Rural |
| Lewis | Walkersville | 26447 | Rural |
| Lewis | Valley Chapel | 26452 | Rural |
| Lewis | Weston | 26452 | Rural |
| Lincoln | Alkol | 25501 | Urban |
| Lincoln | Palermo | 25506 | Urban |
| Lincoln | Branchland | 25506 | Urban |
| Lincoln | Sias | 25506 | Urban |
| Lincoln | Griffithsville | 25521 | Urban |

| | | | |
|---------|---------------|-------|-------|
| Lincoln | Sweetland | 25523 | Rural |
| Lincoln | Hamlin | 25523 | Rural |
| Lincoln | Harts | 25524 | Rural |
| Lincoln | Leet | 25524 | Rural |
| Lincoln | Ferrellsburg | 25524 | Rural |
| Lincoln | Midkiff | 25540 | Urban |
| Lincoln | Myra | 25544 | Rural |
| Lincoln | Ranger | 25557 | Urban |
| Lincoln | Sod | 25564 | Urban |
| Lincoln | Spurlockville | 25565 | Urban |
| Lincoln | Sumerco | 25567 | Urban |
| Lincoln | West Hamlin | 25571 | Urban |
| Lincoln | Woodville | 25572 | Urban |
| Lincoln | Yawkey | 25573 | Urban |
| Logan | Blair | 25022 | Rural |
| Logan | Clothier | 25047 | Rural |
| Logan | Ethel | 25076 | Rural |
| Logan | Lake | 25121 | Rural |
| Logan | Sharples | 25183 | Rural |
| Logan | Big Creek | 25505 | Rural |
| Logan | Chapmanville | 25508 | Rural |
| Logan | Shively | 25508 | Rural |
| Logan | Pecks Mill | 25547 | Rural |
| Logan | West Logan | 25601 | Rural |
| Logan | Logan | 25601 | Rural |
| Logan | Accorville | 25606 | Rural |
| Logan | Robinette | 25607 | Rural |
| Logan | Amherstdale | 25607 | Rural |
| Logan | Baisden | 25608 | Rural |
| Logan | Bruno | 25611 | Rural |
| Logan | Chauncey | 25612 | Rural |
| Logan | Cora | 25614 | Rural |
| Logan | Davin | 25617 | Rural |
| Logan | Henlawson | 25624 | Rural |
| Logan | Holden | 25625 | Rural |
| Logan | Kistler | 25628 | Rural |
| Logan | Lorado | 25630 | Rural |
| Logan | Earling | 25632 | Rural |
| Logan | Lyburn | 25632 | Rural |
| Logan | Mallory | 25634 | Rural |
| Logan | Landville | 25635 | Rural |
| Logan | Hunt | 25635 | Rural |
| Logan | Man | 25635 | Rural |

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|----------|-----------------|-------|-------|
| Logan | Monaville | 25636 | Rural |
| Logan | Mount Gay | 25637 | Rural |
| Logan | Barnabus | 25638 | Rural |
| Logan | Omar | 25638 | Rural |
| Logan | Peach Creek | 25639 | Rural |
| Logan | Sarah Ann | 25644 | Rural |
| Logan | Stirrat | 25645 | Rural |
| Logan | McConnell | 25646 | Rural |
| Logan | Stollings | 25646 | Rural |
| Logan | Switzer | 25647 | Rural |
| Logan | Verdunville | 25649 | Rural |
| Logan | Emmett | 25650 | Rural |
| Logan | Whitman | 25652 | Rural |
| Logan | Wilkinson | 25653 | Rural |
| Logan | Dehue | 25654 | Rural |
| Logan | Yolyn | 25654 | Rural |
| Marion | Jordan | 26554 | Rural |
| Marion | Fairmont | 26554 | Rural |
| Marion | Monongah | 26554 | Rural |
| Marion | Pleasant Valley | 26554 | Rural |
| Marion | Barrackville | 26559 | Rural |
| Marion | Baxter | 26560 | Rural |
| Marion | Carolina | 26563 | Rural |
| Marion | Colfax | 26566 | Rural |
| Marion | Fairview | 26570 | Rural |
| Marion | Farmington | 26571 | Rural |
| Marion | Four States | 26572 | Rural |
| Marion | Grant Town | 26574 | Rural |
| Marion | Idamay | 26576 | Rural |
| Marion | Kingmount | 26578 | Rural |
| Marion | Mannington | 26582 | Rural |
| Marion | Metz | 26585 | Rural |
| Marion | Montana Mines | 26586 | Rural |
| Marion | Rachel | 26587 | Rural |
| Marion | Rivesville | 26588 | Rural |
| Marion | Worthington | 26591 | Rural |
| Marshall | Benwood | 26031 | Urban |
| Marshall | Cameron | 26033 | Urban |
| Marshall | Dallas | 26036 | Urban |
| Marshall | Glen Dale | 26038 | Urban |
| Marshall | Glen Easton | 26039 | Urban |

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| Marshall | McMechen | 26040 | Urban |
| Marshall | Moundsville | 26041 | Urban |
| Mason | Grimms Landing | 25095 | Rural |
| Mason | Henderson | 25106 | Rural |
| Mason | Arbuckle | 25123 | Rural |
| Mason | Leon | 25123 | Rural |
| Mason | Southside | 25187 | Rural |
| Mason | Hartford | 25247 | Rural |
| Mason | Lakin | 25250 | Rural |
| Mason | Letart | 25253 | Rural |
| Mason | Mason | 25260 | Rural |
| Mason | Clifton | 25260 | Rural |
| Mason | New Haven | 25265 | Rural |
| Mason | West Columbia | 25287 | Rural |
| Mason | Apple Grove | 25502 | Rural |
| Mason | Ashton | 25503 | Rural |
| Mason | Gallipolis Ferry | 25515 | Rural |
| Mason | Glenwood | 25520 | Rural |
| Mason | Point Pleasant | 25550 | Rural |
| McDowell | Welch | 24801 | Rural |
| McDowell | Superior | 24801 | Rural |
| McDowell | Anawalt | 24808 | Rural |
| McDowell | Avondale | 24811 | Rural |
| McDowell | Bartley | 24813 | Rural |
| McDowell | Valls creek | 24815 | Rural |
| McDowell | Berwind | 24815 | Rural |
| McDowell | Big Sandy | 24816 | Rural |
| McDowell | Bradshaw | 24817 | Rural |
| McDowell | Canebrake | 24819 | Rural |
| McDowell | Capels | 24820 | Rural |
| McDowell | Caretta | 24821 | Rural |
| McDowell | Coalwood | 24824 | Rural |
| McDowell | Crumpler | 24825 | Rural |
| McDowell | Cucumber | 24826 | Rural |
| McDowell | Asco | 24828 | Rural |
| McDowell | Davy | 24828 | Rural |
| McDowell | Eckman | 24829 | Rural |
| McDowell | Filbert | 24830 | Rural |
| McDowell | Elbert | 24830 | Rural |
| McDowell | Elkorn | 24831 | Rural |
| McDowell | English | 24832 | Rural |
| McDowell | Gary | 24836 | Rural |

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|----------|--------------|-------|-------|
| McDowell | Havaco | 24841 | Rural |
| McDowell | Hemphill | 24842 | Rural |
| McDowell | Hensley | 24843 | Rural |
| McDowell | Iaeger | 24844 | Rural |
| McDowell | Isaban | 24846 | Rural |
| McDowell | Jenkinjones | 24848 | Rural |
| McDowell | Jolo | 24850 | Rural |
| McDowell | Keystone | 24852 | Rural |
| McDowell | Vivian | 24853 | Rural |
| McDowell | Kimball | 24853 | Rural |
| McDowell | Kyle | 24855 | Rural |
| McDowell | Leckie | 24856 | Rural |
| McDowell | Maybeury | 24861 | Rural |
| McDowell | Mohawk | 24862 | Rural |
| McDowell | Newhall | 24866 | Rural |
| McDowell | McDowell | 24868 | Rural |
| McDowell | Northfork | 24868 | Rural |
| McDowell | Algoma | 24868 | Rural |
| McDowell | Pageton | 24871 | Rural |
| McDowell | Panther | 24872 | Rural |
| McDowell | Paynesville | 24873 | Rural |
| McDowell | Powhatan | 24877 | Rural |
| McDowell | Premier | 24878 | Rural |
| McDowell | Raysal | 24879 | Rural |
| McDowell | Roderfield | 24881 | Rural |
| McDowell | Skygusty | 24883 | Rural |
| McDowell | Squire | 24884 | Rural |
| McDowell | Switchback | 24887 | Rural |
| McDowell | Thorpe | 24888 | Rural |
| McDowell | Twin Branch | 24889 | Rural |
| McDowell | War | 24892 | Rural |
| McDowell | Warriormine | 24894 | Rural |
| McDowell | Wilcoe | 24895 | Rural |
| McDowell | Gilliam | 24897 | Rural |
| McDowell | Worth | 24897 | Rural |
| McDowell | Yukon | 24899 | Rural |
| Mercer | Green Valley | 24701 | Rural |
| Mercer | Bluefield | 24701 | Urban |
| Mercer | Bluewell | 24701 | Rural |
| Mercer | Athens | 24712 | Rural |
| Mercer | Beeson | 24714 | Rural |
| Mercer | Bramwell | 24715 | Rural |
| Mercer | Coaldale | 24724 | Rural |

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|---------|-----------------|-------|-------|
| Mercer | Freeman | 24724 | Rural |
| Mercer | Hiawatha | 24729 | Rural |
| Mercer | Kegley | 24731 | Rural |
| Mercer | Kellysville | 24732 | Rural |
| Mercer | Lashmeet | 24733 | Rural |
| Mercer | Dott | 24736 | Rural |
| Mercer | Matoaka | 24736 | Rural |
| Mercer | Montcalm | 24737 | Rural |
| Mercer | Nemours | 24738 | Rural |
| Mercer | Oakvale | 24739 | Rural |
| Mercer | Princeton | 24740 | Urban |
| Mercer | Elgood | 24740 | Rural |
| Mercer | Duhrig | 24747 | Rural |
| Mercer | Rock | 24747 | Rural |
| Mercer | McComas | 24747 | Rural |
| Mercer | Wolfe | 24751 | Rural |
| Mercer | Camp Creek | 25820 | Rural |
| Mercer | Flat Top | 25841 | Rural |
| Mercer | Spanishburg | 25922 | Rural |
| Mercer | Lerona | 25971 | Rural |
| Mineral | Burlington | 26710 | Rural |
| Mineral | Elk Garden | 26717 | Rural |
| Mineral | Fort Ashby | 26719 | Rural |
| Mineral | Short Gap | 26726 | Rural |
| Mineral | Keyser | 26727 | Urban |
| Mineral | New Creek | 26743 | Rural |
| Mineral | Piedmont | 26750 | Rural |
| Mineral | Ridgeley | 26753 | Rural |
| Mineral | Patterson Creek | 26753 | Rural |
| Mineral | Wiley Ford | 26767 | Rural |
| Mingo | Justice | 24851 | Rural |
| Mingo | Gilbert | 25261 | Rural |
| Mingo | Hampden | 25623 | Rural |
| Mingo | Verner | 25650 | Rural |
| Mingo | Wharncliffe | 25651 | Rural |
| Mingo | Williamson | 25661 | Rural |
| Mingo | Sprigg | 25661 | Rural |
| Mingo | Borderland | 25665 | Rural |
| Mingo | Breeden | 25666 | Rural |
| Mingo | Chattaroy | 25667 | Rural |
| Mingo | Delbarton | 25670 | Rural |
| Mingo | Myrtle | 25670 | Rural |

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|--------------------|-----------------|-------|-------|
| Mingo | Dingess | 25671 | Rural |
| Mingo | Edgerton | 25672 | Rural |
| Mingo | Kermit | 25674 | Rural |
| Mingo | Lenore | 25676 | Rural |
| Mingo | Blackberry City | 25678 | Rural |
| Mingo | Lobata | 25678 | Rural |
| Mingo | Matewan | 25678 | Rural |
| Mingo | Meador | 25682 | Rural |
| Mingo | Naugatuck | 25685 | Rural |
| Mingo | Newtown | 25686 | Rural |
| Mingo | Nolan | 25687 | Rural |
| Mingo | North Matewan | 25688 | Rural |
| Mingo | Ragland | 25690 | Rural |
| Mingo | Rawl | 25691 | Rural |
| Mingo | Red Jacket | 25692 | Rural |
| Mingo | Thacker | 25694 | Rural |
| Mingo | Varney | 25696 | Rural |
| Mingo | Vulcan | 25697 | Rural |
| Monongalia | Westover | 26502 | Urban |
| Monongalia | Star City | 26504 | Urban |
| Monongalia | Morgantown | 26505 | Urban |
| Monongalia | Little Falls | 26508 | Urban |
| Monongalia | Blacksville | 26521 | Urban |
| Monongalia | Booth | 26522 | Rural |
| Monongalia | Cassville | 26527 | Urban |
| Monongalia | Core | 26529 | Urban |
| Monongalia | Dellslow | 26531 | Urban |
| Monongalia | Everettville | 26533 | Rural |
| Monongalia | Granville | 26534 | Urban |
| Monongalia | Maidsville | 26541 | Urban |
| Monongalia | Osage | 26543 | Urban |
| Monongalia | Pentress | 26544 | Urban |
| Monongalia | Pursglove | 26546 | Urban |
| Monongalia | Wadestown | 26589 | Rural |
| Monongalia | Wana | 26590 | Urban |
| Monroe, Greenbrier | Alderson | 24910 | Rural |
| Monroe | Ballard | 24918 | Rural |
| Monroe | Gap Mills | 24941 | Rural |
| Monroe | Sweet Springs | 24941 | Rural |
| Monroe | Glance | 24942 | Rural |
| Monroe | Greenville | 24945 | Rural |
| Monroe | Lindside | 24951 | Rural |

| | | | |
|----------|---------------------|-------|-------|
| Monroe | Peterstown | 24963 | Rural |
| Monroe | Bozoo | 24963 | Rural |
| Monroe | Secondcreek | 24974 | Rural |
| Monroe | Sinks Grove | 24976 | Rural |
| Monroe | Pickaway | 24976 | Rural |
| Monroe | Sarton | 24983 | Rural |
| Monroe | Willow Bend | 24983 | Rural |
| Monroe | Union | 24983 | Rural |
| Monroe | Waiteville | 24984 | Rural |
| Monroe | Wayside | 24985 | Rural |
| Monroe | Wolfcreek | 24993 | Rural |
| Morgan | Berkley Springs | 25411 | Urban |
| Morgan | Unger | 25411 | Urban |
| Morgan | Hancock | 25411 | Urban |
| Morgan | Great Cacapon | 25422 | Rural |
| Morgan | Paw Paw | 25434 | Rural |
| Nicholas | Dixie | 25059 | Rural |
| Nicholas | Fenwick | 26202 | Rural |
| Nicholas | Craigsville | 26205 | Rural |
| Nicholas | Cottle | 26205 | Rural |
| Nicholas | Richwood | 26261 | Rural |
| Nicholas | Birch River | 26610 | Rural |
| Nicholas | Summersville | 26651 | Urban |
| Nicholas | Belva | 26656 | Rural |
| Nicholas | Calvin | 26660 | Rural |
| Nicholas | Canvas | 26662 | Rural |
| Nicholas | Drennen | 26667 | Rural |
| Nicholas | Gilboa | 26671 | Rural |
| Nicholas | Keslers Cross Lanes | 26675 | Rural |
| Nicholas | Leivasy | 26676 | Rural |
| Nicholas | Mount Lookout | 26678 | Rural |
| Nicholas | Mount Nebo | 26679 | Rural |
| Nicholas | Runa | 26679 | Rural |
| Nicholas | Richwood | 26261 | Rural |
| Nicholas | Birch River | 26610 | Rural |
| Nicholas | Summersville | 26651 | Urban |
| Nicholas | Belva | 26656 | Rural |
| Nicholas | Calvin | 26660 | Rural |
| Nicholas | Canvas | 26662 | Rural |
| Nicholas | Drennen | 26667 | Rural |
| Nicholas | Gilboa | 26671 | Rural |
| Nicholas | Keslers Cross Lanes | 26675 | Rural |

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|------------|---------------|-------|-------|
| Nicholas | Leivasy | 26676 | Rural |
| Nicholas | Mount Lookout | 26678 | Rural |
| Nicholas | Mount Nebo | 26679 | Rural |
| Nicholas | Nettie | 26681 | Rural |
| Nicholas | Pool | 26684 | Rural |
| Nicholas | Swiss | 26690 | Rural |
| Nicholas | Tioga | 26691 | Rural |
| Nicholas | Swiss | 26690 | Rural |
| Nicholas | Tioga | 26691 | Rural |
| Ohio | Warwood | 26003 | Urban |
| Ohio | Wheeling | 26003 | Urban |
| Ohio | Elm Grove | 26003 | Urban |
| Ohio | Triadelphia | 26059 | Urban |
| Ohio | Valley Grove | 26060 | Urban |
| Ohio | West Liberty | 26074 | Urban |
| Pendleton | Bradywine | 26802 | Rural |
| Pendleton | Circleville | 26804 | Rural |
| Pendleton | Fort Seybert | 26806 | Rural |
| Pendleton | Franklin | 26807 | Rural |
| Pendleton | Riverton | 26814 | Rural |
| Pendleton | Moyers | 26815 | Rural |
| Pendleton | Sugar Grove | 26815 | Rural |
| Pendleton | Upper Tract | 26866 | Rural |
| Pendleton | Seneca Rocks | 26884 | Rural |
| Pendleton | Onego | 26886 | Rural |
| Pleasants | Belmont | 26134 | Urban |
| Pleasants | Eureka | 26134 | Urban |
| Pleasants | Willow Island | 26134 | Urban |
| Pleasants | Saint Marys | 26170 | Urban |
| Pocahontas | Arbovale | 24915 | Rural |
| Pocahontas | Barlow | 24920 | Rural |
| Pocahontas | Buckeye | 24924 | Rural |
| Pocahontas | Stony Bottom | 24927 | Rural |
| Pocahontas | Cass | 24927 | Rural |
| Pocahontas | Dunmore | 24934 | Rural |
| Pocahontas | Green Bank | 24944 | Rural |
| Pocahontas | Mill Point | 24946 | Rural |
| Pocahontas | Hillsboro | 24946 | Rural |
| Pocahontas | Droop | 24946 | Rural |
| Pocahontas | Seebert | 24946 | Rural |

| | | | |
|-----------------|-------------------|-------|-------|
| Pocahontas | Marlinton | 24954 | Rural |
| Pocahontas | Minnehaha Springs | 24954 | Rural |
| Pocahontas | Snowshoe | 26209 | Rural |
| Pocahontas | Durbin | 26264 | Rural |
| Pocahontas | Slatyfork | 26291 | Rural |
| Preston | Independence | 26374 | Urban |
| Preston | Newburg | 26410 | Rural |
| Preston | Manheim | 26425 | Rural |
| Preston | Rowlesburg | 26425 | Rural |
| Preston | Tunnelton | 26444 | Rural |
| Preston | Albright | 26519 | Urban |
| Preston | Arthurdale | 26520 | Urban |
| Preston | Bretz | 26524 | Urban |
| Preston | Brandonville | 26525 | Urban |
| Preston | Bruceeton Mills | 26525 | Urban |
| Preston | Cuzzart | 26525 | Urban |
| Preston | Hazelton | 26535 | Rural |
| Preston | Kingwood | 26537 | Urban |
| Preston | Cascade | 26542 | Urban |
| Preston | Masontown | 26542 | Urban |
| Preston | Reedsville | 26547 | Urban |
| Preston | Amboy | 26705 | Rural |
| Preston | Aurora | 26705 | Rural |
| Preston | Eglon | 26716 | Rural |
| Preston | Horse Shoe Run | 26719 | Rural |
| Preston | Terra Alta | 26764 | Rural |
| Preston | Corinth | 26764 | Rural |
| Preston | Hopemont | 26764 | Rural |
| Putnam | Bancroft | 25011 | Urban |
| Putnam | Buffalo | 25033 | Urban |
| Putnam | Eleanor | 25070 | Urban |
| Putnam | Hometown | 25109 | Urban |
| Putnam | Robertsburg | 25123 | Rural |
| Putnam | Liberty | 25124 | Urban |
| Putnam, Kanawha | Nitro | 25143 | Urban |
| Putnam | Lanham | 25159 | Urban |
| Putnam | Poca | 25159 | Urban |
| Putnam | Red House | 25168 | Urban |
| Putnam | Winfield | 25213 | Urban |
| Putnam | Hurricane | 25526 | Urban |
| Putnam | Scott Depot | 25560 | Urban |
| Putnam | Teays | 25569 | Urban |

| | | | |
|---------|----------------|-------|-------|
| Putnam | Frazier Bottom | 25802 | Rural |
| Raleigh | Ameagle | 25004 | Rural |
| Raleigh | Arnett | 25007 | Rural |
| Raleigh | Artie | 25008 | Rural |
| Raleigh | Clear Creek | 25044 | Rural |
| Raleigh | Colcord | 25048 | Rural |
| Raleigh | Dorothy | 25060 | Rural |
| Raleigh | Dry Creek | 25062 | Rural |
| Raleigh | Stickney | 25140 | Rural |
| Raleigh | Sundial | 25140 | Rural |
| Raleigh | Naoma | 25140 | Rural |
| Raleigh | Montcoal | 25140 | Rural |
| Raleigh | Rock Creek | 25174 | Rural |
| Raleigh | Saxon | 25180 | Rural |
| Raleigh | Packsville | 25209 | Urban |
| Raleigh | Cranberry | 25801 | Rural |
| Raleigh | Beckley | 25801 | Rural |
| Raleigh | Beaver | 25813 | Rural |
| Raleigh | Blue Jay | 25816 | Rural |
| Raleigh | Bolt | 25817 | Rural |
| Raleigh | Bradley | 25818 | Rural |
| Raleigh | Coal City | 25823 | Rural |
| Raleigh | Whitby | 25823 | Rural |
| Raleigh | Cool Ridge | 25825 | Rural |
| Raleigh | Crab Orchard | 25827 | Rural |
| Raleigh | Daniels | 25832 | Rural |
| Raleigh | Eccles | 25836 | Rural |
| Raleigh | Fairdale | 25839 | Rural |
| Raleigh | Ghent | 25843 | Rural |
| Raleigh | Glen Daniel | 25844 | Rural |
| Raleigh | Sullivan | 25847 | Rural |
| Raleigh | Glen Morgan | 25847 | Rural |
| Raleigh | Glen White | 25849 | Rural |
| Raleigh | Harper | 25851 | Rural |
| Raleigh | Helen | 25853 | Rural |
| Raleigh | Jonben | 25856 | Rural |
| Raleigh | Josephine | 25857 | Rural |
| Raleigh | Lanark | 25860 | Rural |
| Raleigh | Lester | 25865 | Rural |
| Raleigh | Mabscott | 25871 | Rural |
| Raleigh | MacArthur | 25873 | Rural |
| Raleigh | Midway | 25878 | Rural |
| Raleigh | Pemberton | 25878 | Rural |

| | | | |
|----------|--------------|-------|-------|
| Raleigh | Odd | 25902 | Rural |
| Raleigh | Piney View | 25906 | Rural |
| Raleigh | Winding Gulf | 25908 | Rural |
| Raleigh | Princewick | 25908 | Rural |
| Raleigh | Prosperity | 25909 | Rural |
| Raleigh | Raleigh | 25911 | Rural |
| Raleigh | Mead | 25915 | Rural |
| Raleigh | Rhodell | 25915 | Rural |
| Raleigh | East Gulf | 25915 | Rural |
| Raleigh | Shady Spring | 25918 | Rural |
| Raleigh | Abraham | 25918 | Rural |
| Raleigh | Skelton | 25919 | Rural |
| Raleigh | Slab Fork | 25920 | Rural |
| Raleigh | Sophia | 25921 | Rural |
| Raleigh | Mcalpin | 25921 | Rural |
| Raleigh | Tams | 25921 | Rural |
| Raleigh | Sprague | 25926 | Rural |
| Raleigh | Stanaford | 25927 | Rural |
| Raleigh | Surveyor | 25932 | Rural |
| Raleigh | Terry | 25934 | Rural |
| Raleigh | White Oak | 25989 | Rural |
| Randolph | Helvetia | 26224 | Rural |
| Randolph | Pickens | 26230 | Rural |
| Randolph | Elkins | 26241 | Rural |
| Randolph | Beverly | 26253 | Rural |
| Randolph | Bowden | 26254 | Rural |
| Randolph | Wymer | 26254 | Rural |
| Randolph | Coalton | 26257 | Rural |
| Randolph | Dailey | 26259 | Rural |
| Randolph | Dryfork | 26263 | Rural |
| Randolph | Ellamore | 26267 | Rural |
| Randolph | Glady | 26268 | Rural |
| Randolph | Harman | 26270 | Rural |
| Randolph | Huttonsville | 26273 | Rural |
| Randolph | Kerens | 26276 | Rural |
| Randolph | Mabie | 26278 | Rural |
| Randolph | Mill Creek | 26280 | Rural |
| Randolph | Monterville | 26282 | Rural |
| Randolph | Montrose | 26283 | Rural |
| Randolph | Norton | 26285 | Rural |
| Randolph | Valley Bend | 26293 | Rural |
| Randolph | Mingo | 26294 | Rural |
| Randolph | Valley Head | 26294 | Rural |

| | | | |
|----------|-----------------------|-------|-------|
| Randolph | Job | 26296 | Rural |
| Randolph | Whitmer | 26296 | Rural |
| Ritchie | MacFarlan | 26148 | Urban |
| Ritchie | Petroleum | 26161 | Urban |
| Ritchie | Smithville | 26178 | Urban |
| Ritchie | Auburn | 26325 | Rural |
| Ritchie | Berea | 26327 | Rural |
| Ritchie | Cairo | 26337 | Urban |
| Ritchie | Highland | 26346 | Rural |
| Ritchie | Ellenboro | 26346 | Rural |
| Ritchie | Hazelgreen | 26362 | Rural |
| Ritchie | Harrisville | 26362 | Rural |
| Ritchie | Mahone | 26362 | Rural |
| Ritchie | Mountain | 26407 | Rural |
| Ritchie | Pennsboro | 26415 | Rural |
| Ritchie | Toll Gate | 26415 | Rural |
| Ritchie | Pullman | 26421 | Rural |
| Roane | Amma | 25005 | Rural |
| Roane | Clio | 25046 | Rural |
| Roane | Gandeeville | 25243 | Rural |
| Roane | Harmony | 25243 | Rural |
| Roane | Left Hand | 25251 | Rural |
| Roane | Linden | 25256 | Rural |
| Roane | Looneyville | 25259 | Rural |
| Roane | Newton | 25266 | Rural |
| Roane | Uler | 25266 | Rural |
| Roane | Reedy | 25270 | Rural |
| Roane | Spencer | 25276 | Rural |
| Roane | Tariff | 25281 | Rural |
| Roane | Walton | 25286 | Rural |
| Summers | Ballangee | 24919 | Rural |
| Summers | Forest Hill | 24935 | Rural |
| Summers | Indian Mills | 24935 | Rural |
| Summers | Pence Springs | 24962 | Rural |
| Summers | Talcott | 24981 | Rural |
| Summers | Brooks | 25951 | Rural |
| Summers | Hinton | 25951 | Rural |
| Summers | Elton | 25965 | Rural |
| Summers | Green Sulphur Springs | 25966 | Rural |
| Summers | Jumping Branch | 25969 | Rural |
| Summers | Streeter | 25969 | Rural |

| | | | |
|---------|--------------|-------|-------|
| Summers | Lockbridge | 25973 | Rural |
| Summers | Meadow Creek | 25977 | Rural |
| Summers | Nimitz | 25978 | Rural |
| Summers | Pipstem | 25979 | Rural |
| Summers | Sandstone | 25985 | Rural |
| Summers | True | 25988 | Rural |
| | | | |
| Taylor | Wendel | 26347 | Rural |
| Taylor | Flemington | 26347 | Rural |
| Taylor | Grafton | 26354 | Rural |
| Taylor | Rosemont | 26424 | Rural |
| Taylor | Simpson | 26435 | Rural |
| Taylor | Thornton | 26440 | Rural |
| | | | |
| Tucker | Davis | 26260 | Rural |
| Tucker | Hambleton | 26269 | Rural |
| Tucker | Hendricks | 26271 | Rural |
| Tucker | Parsons | 26287 | Rural |
| Tucker | Saint George | 26287 | Rural |
| Tucker | Red Creek | 26289 | Rural |
| Tucker | Thomas | 26292 | Rural |
| | | | |
| Tyler | Bens Run | 26135 | Rural |
| Tyler | Friendly | 26146 | Rural |
| Tyler | Wick | 26149 | Rural |
| Tyler | Middlebourne | 26149 | Rural |
| Tyler | Sistersville | 26175 | Rural |
| Tyler | Alma | 26320 | Rural |
| Tyler | Wilbur | 26320 | Rural |
| Tyler | Alvy | 26377 | Rural |
| Tyler | Lima | 26377 | Rural |
| Tyler | Shirley | 26434 | Rural |
| | | | |
| Upshur | Tennerton | 26201 | Rural |
| Upshur | Buckhannon | 26201 | Rural |
| Upshur | Adrian | 26210 | Rural |
| Upshur | Cleveland | 26215 | Rural |
| Upshur | French Creek | 26218 | Rural |
| Upshur | Alexander | 26218 | Rural |
| Upshur | Frenchton | 26219 | Rural |
| Upshur | Kanawha Head | 26228 | Rural |
| Upshur | Lorentz | 26229 | Rural |
| Upshur | Rock Cave | 26234 | Rural |
| Upshur | Selbyville | 26236 | Rural |

| | | | |
|---------|------------------|-------|-------|
| Upshur | Tallmansville | 26237 | Rural |
| Wayne | Ceredo | 25507 | Urban |
| Wayne | Dunlow | 25511 | Urban |
| Wayne | East Lynn | 25512 | Urban |
| Wayne | Fort Gay | 25514 | Urban |
| Wayne | Genoa | 25517 | Rural |
| Wayne | Radnor | 25517 | Rural |
| Wayne | Glenhayes | 25519 | Rural |
| Wayne | Kenova | 25530 | Urban |
| Wayne | Cove Gap | 25534 | Rural |
| Wayne | Kiahsville | 25534 | Rural |
| Wayne | Lavalette | 25535 | Urban |
| Wayne | Prichard | 25555 | Urban |
| Wayne | Shoals | 25562 | Urban |
| Wayne | Wayne | 25570 | Urban |
| Wayne | Crum | 25669 | Rural |
| Wayne | Wilsondale | 25699 | Rural |
| Webster | Erbacon | 26203 | Rural |
| Webster | Boggs | 26206 | Rural |
| Webster | Gauley Mills | 26208 | Rural |
| Webster | Camden On Gauley | 26208 | Rural |
| Webster | Diana | 26217 | Rural |
| Webster | Replete | 26222 | Rural |
| Webster | Hacker Valley | 26222 | Rural |
| Webster | Upperglade | 26266 | Rural |
| Webster | Curtin | 26288 | Rural |
| Webster | Webster Springs | 26288 | Rural |
| Webster | Parcoal | 26288 | Rural |
| Webster | Bergoo | 26298 | Rural |
| Webster | Cowen | 26206 | Rural |
| Wetzel | Proctor | 26055 | Urban |
| Wetzel | New Martinsville | 26155 | Rural |
| Wetzel | Paden City | 26159 | Rural |
| Wetzel | Porters Falls | 26162 | Rural |
| Wetzel | Reader | 26167 | Rural |
| Wetzel | Burnt House | 26178 | Urban |
| Wetzel | Wileyville | 26186 | Rural |
| Wetzel | Folsom | 26348 | Rural |
| Wetzel | Jacksonburg | 26377 | Rural |
| Wetzel | Hastings | 26419 | Rural |
| Wetzel | Pine Grove | 26419 | Rural |

| | | | |
|---------|-------------------|-------|-------|
| Wetzel | Smithfield | 26437 | Rural |
| Wetzel | Big Run | 26561 | Rural |
| Wetzel | Coburn | 26562 | Rural |
| Wetzel | Burton | 26562 | Rural |
| Wetzel | Hundred | 26575 | Rural |
| Wetzel | Knob Fork | 26581 | Rural |
| Wetzel | Littleton | 26581 | Rural |
| Wirt | Brohard | 26138 | Urban |
| Wirt | Creston | 26141 | Rural |
| Wirt | Elizabeth | 26143 | Urban |
| Wirt | Munday | 26152 | Urban |
| Wirt | Palestine | 26160 | Urban |
| Wood | Fort Neal | 26101 | Urban |
| Wood | Parkersburg | 26101 | Urban |
| Wood | North Parkersburg | 26104 | Urban |
| Wood | Vienna | 26105 | Urban |
| Wood | Belleville | 26133 | Urban |
| Wood | Davisville | 26142 | Urban |
| Wood | Mineralwells | 26150 | Urban |
| Wood | Rockport | 26169 | Urban |
| Wood | Walker | 26180 | Urban |
| Wood | Washington | 26181 | Urban |
| Wood | New England | 26181 | Urban |
| Wood | Waverly | 26184 | Urban |
| Wood | Williamstown | 26187 | Urban |
| Wyoming | Bud | 24716 | Rural |
| Wyoming | Covel | 24719 | Rural |
| Wyoming | Herndon | 24726 | Rural |
| Wyoming | Ikes Fork | 24745 | Rural |
| Wyoming | Brenton | 24818 | Rural |
| Wyoming | Clear Fork | 24822 | Rural |
| Wyoming | Coal Mountain | 24823 | Rural |
| Wyoming | Cyclone | 24827 | Rural |
| Wyoming | Fanrock | 24834 | Rural |
| Wyoming | Hanover | 24839 | Rural |
| Wyoming | Itmann | 24847 | Rural |
| Wyoming | Jesse | 24849 | Rural |
| Wyoming | Kopperston | 24854 | Rural |
| Wyoming | Lynco | 24857 | Rural |
| Wyoming | Marianna | 24859 | Rural |
| Wyoming | Matheny | 24860 | Rural |

| | | | |
|---------|----------------|-------|-------|
| Wyoming | New Richmond | 24867 | Rural |
| Wyoming | North Spring | 24869 | Rural |
| Wyoming | Oceana | 24870 | Rural |
| Wyoming | Pineville | 24874 | Rural |
| Wyoming | Rock View | 24880 | Rural |
| Wyoming | Simon | 24882 | Rural |
| Wyoming | Wolf Pen | 24896 | Rural |
| Wyoming | Wyoming | 24898 | Rural |
| Wyoming | Allen Junction | 25810 | Rural |
| Wyoming | Amigo | 25811 | Rural |
| Wyoming | Corinne | 25826 | Rural |
| Wyoming | Glen Fork | 25845 | Rural |
| Wyoming | Glen Rogers | 25848 | Rural |
| Wyoming | Maben | 25870 | Rural |
| Wyoming | McGraws | 25875 | Rural |
| Wyoming | Saulsville | 25876 | Rural |
| Wyoming | Mullens | 25882 | Rural |
| Wyoming | Ravencliff | 25913 | Rural |
| Wyoming | Sabine | 25916 | Rural |
| Wyoming | Stephenson | 25928 | Rural |
| Wyoming | Wyco | 25943 | Rural |

SOURCE: The Rural-Urban Commuting Area Codes have been updated using data from the 2000 Census. RUCA codes are based on the same theoretical concepts used by the Office of Management & Budget to define county level metropolitan and micropolitan areas. The codes utilized to determine rurality are based on the commuting area to an urban area or cluster.

| Targeted Population Need Profile for West Virginia | | | | | | | | | |
|--|----------------|--------------|-----------------|----------------|--------------|-----------------|----------------|--------------|-----------------|
| At Or Below 125% of the US Poverty Level (ACS, 2010-2014) | | | | | | | | | |
| Geography | AGE 55+ | Total | % of 55+ | AGE 65+ | Total | % of 65+ | AGE 75+ | Total | % of 75+ |
| West Virginia | 47,228 | 268,775 | 17.6% | 25,206 | 174,345 | 14.5% | 23,849 | 128,491 | 18.6% |
| Barbour | 594 | 2,311 | 25.7% | 257 | 1,710 | 15.0% | 239 | 1,183 | 20.2% |
| Berkeley | 1,659 | 13,583 | 12.2% | 754 | 8,102 | 9.3% | 692 | 4,921 | 14.1% |
| Boone | 811 | 3,824 | 21.2% | 429 | 2,154 | 19.9% | 401 | 1,466 | 27.4% |
| Braxton | 445 | 2,261 | 19.7% | 271 | 1,591 | 17.0% | 298 | 1,072 | 27.8% |
| Brooke | 489 | 3,848 | 12.7% | 221 | 2,440 | 9.1% | 467 | 2,215 | 21.1% |
| Cabell | 2,571 | 12,570 | 20.5% | 1,123 | 8,319 | 13.5% | 1,234 | 7,062 | 17.5% |
| Calhoun | 263 | 1,252 | 21.0% | 190 | 823 | 23.1% | 142 | 623 | 22.8% |
| Clay | 385 | 1,362 | 28.3% | 256 | 918 | 27.9% | 142 | 621 | 22.9% |
| Doddridge | 281 | 1,273 | 22.1% | 118 | 853 | 13.8% | 109 | 516 | 21.1% |
| Fayette | 1,459 | 6,997 | 20.9% | 686 | 4,366 | 15.7% | 828 | 3,445 | 24.0% |
| Gilmer | 181 | 921 | 19.7% | 137 | 673 | 20.4% | 139 | 513 | 27.1% |
| Grant | 285 | 1,757 | 16.2% | 235 | 1,404 | 16.7% | 205 | 861 | 23.8% |
| Greenbrier | 1,002 | 5,527 | 18.1% | 782 | 4,031 | 19.4% | 665 | 2,894 | 23.0% |
| Hampshire | 1,086 | 3,671 | 29.6% | 876 | 2,582 | 33.9% | 525 | 1,542 | 34.0% |
| Hancock | 598 | 4,818 | 12.4% | 229 | 2,977 | 7.7% | 341 | 2,697 | 12.6% |
| Hardy | 435 | 2,021 | 21.5% | 262 | 1,537 | 17.0% | 280 | 955 | 29.3% |
| Harrison | 1,491 | 10,004 | 14.9% | 819 | 6,412 | 12.8% | 923 | 4,986 | 18.5% |
| Jackson | 624 | 4,006 | 15.6% | 346 | 2,831 | 12.2% | 418 | 2,365 | 17.7% |
| Jefferson | 963 | 7,174 | 13.4% | 443 | 4,452 | 10.0% | 250 | 2,472 | 10.1% |
| Kanawha | 4,601 | 29,235 | 15.7% | 2,047 | 17,782 | 11.5% | 1,918 | 14,574 | 13.2% |
| Lewis | 271 | 2,392 | 11.3% | 329 | 1,728 | 19.0% | 269 | 1,224 | 22.0% |
| Lincoln | 870 | 3,204 | 27.2% | 396 | 2,056 | 19.3% | 317 | 1,333 | 23.8% |
| Logan | 1,307 | 5,946 | 22.0% | 435 | 3,354 | 13.0% | 319 | 2,270 | 14.1% |
| McDowell | 1,177 | 3,497 | 33.7% | 593 | 2,062 | 28.8% | 463 | 1,486 | 31.2% |
| Marion | 1,258 | 7,985 | 15.8% | 752 | 5,342 | 14.1% | 672 | 4,217 | 15.9% |
| Marshall | 704 | 5,272 | 13.4% | 334 | 3,285 | 10.2% | 354 | 2,563 | 13.8% |
| Mason | 665 | 4,009 | 16.6% | 331 | 2,761 | 12.0% | 458 | 2,000 | 22.9% |
| Mercer | 2,334 | 9,440 | 24.7% | 996 | 6,281 | 15.9% | 829 | 4,901 | 16.9% |
| Mineral | 1,010 | 4,040 | 25.0% | 662 | 2,990 | 22.1% | 539 | 1,978 | 27.2% |
| Mingo | 827 | 4,076 | 20.3% | 498 | 2,299 | 21.7% | 238 | 1,468 | 16.2% |
| Monongalia | 1,453 | 10,440 | 13.9% | 633 | 5,665 | 11.2% | 520 | 4,396 | 11.8% |

| | | | | | | | | | |
|-------------------|-------|--------|-------|-------|-------|-------|-------|-------|-------|
| Monroe | 309 | 2,069 | 14.9% | 264 | 1,754 | 15.1% | 132 | 1,075 | 12.3% |
| Morgan | 521 | 2,825 | 18.4% | 318 | 1,983 | 16.0% | 301 | 1,300 | 23.2% |
| Nicholas | 764 | 4,061 | 18.8% | 408 | 2,782 | 14.7% | 474 | 1,785 | 26.6% |
| Ohio | 1,113 | 6,801 | 16.4% | 591 | 4,016 | 14.7% | 703 | 3,808 | 18.5% |
| Pendleton | 227 | 1,229 | 18.5% | 244 | 911 | 26.8% | 207 | 755 | 27.4% |
| Pleasants | 186 | 1,056 | 17.6% | 85 | 712 | 11.9% | 82 | 505 | 16.2% |
| Pocahontas | 300 | 1,443 | 20.8% | 117 | 1,059 | 11.0% | 95 | 691 | 13.7% |
| Preston | 647 | 4,883 | 13.3% | 344 | 3,197 | 10.8% | 365 | 2,111 | 17.3% |
| Putnam | 749 | 8,025 | 9.3% | 404 | 5,208 | 7.8% | 492 | 3,362 | 14.6% |
| Raleigh | 1,815 | 11,873 | 15.3% | 830 | 7,200 | 11.5% | 936 | 5,738 | 16.3% |
| Randolph | 850 | 4,134 | 20.6% | 365 | 3,128 | 11.7% | 451 | 2,063 | 21.9% |
| Ritchie | 274 | 1,598 | 17.1% | 188 | 1,133 | 16.6% | 226 | 758 | 29.8% |
| Roane | 545 | 2,296 | 23.7% | 298 | 1,564 | 19.1% | 330 | 1,083 | 30.5% |
| Summers | 414 | 2,174 | 19.0% | 338 | 1,500 | 22.5% | 281 | 1,223 | 23.0% |
| Taylor | 525 | 2,468 | 21.3% | 243 | 1,596 | 15.2% | 242 | 1,201 | 20.1% |
| Tucker | 177 | 1,103 | 16.0% | 146 | 861 | 17.0% | 203 | 589 | 34.5% |
| Tyler | 207 | 1,482 | 14.0% | 137 | 971 | 14.1% | 129 | 715 | 18.0% |
| Upshur | 734 | 3,434 | 21.4% | 499 | 2,443 | 20.4% | 355 | 1,696 | 20.9% |
| Wayne | 1,255 | 6,075 | 20.7% | 829 | 4,138 | 20.0% | 781 | 3,028 | 25.8% |
| Webster | 365 | 1,472 | 24.8% | 110 | 1,042 | 10.6% | 206 | 672 | 30.7% |
| Wetzel | 397 | 2,429 | 16.3% | 359 | 1,876 | 19.1% | 256 | 1,383 | 18.5% |
| Wirt | 226 | 921 | 24.5% | 73 | 622 | 11.7% | 44 | 357 | 12.3% |
| Wood | 1,747 | 12,289 | 14.2% | 1,223 | 8,657 | 14.1% | 1,037 | 6,285 | 16.5% |
| Wyoming | 782 | 3,919 | 20.0% | 353 | 2,212 | 16.0% | 327 | 1,489 | 22.0% |

Source: U.S. Census Bureau, 2010-2014 American Community Survey 5-Year Estimates

**WV SENIOR POPULATION GROUPS
BY AGE, MINORITY REPRESENTATION & PERCENT**

2010 ACS 5yr estimates

| | | 55+ | % | 65+ | % | 75+ | % | 85+ | % |
|-----------|----------|------------|----------|------------|----------|------------|----------|------------|----------|
| WV | | 537558 | | 289598 | | 133479 | | 34986 | |
| | White | 522108 | 97.1 | 282165 | 97.4 | 129673 | 97.1 | 33822 | 96.7 |
| | Minority | 15450 | 2.9 | 7433 | 2.6 | 3806 | 2.9 | 1164 | 3.3 |
| Barbour | | 4818 | | 2604 | | 1170 | | 251 | |
| | White | 4771 | 99.0 | 2593 | 99.6 | 1159 | 99.1 | 240 | 95.6 |
| | Minority | 47 | 1.0 | 11 | 0.4 | 11 | 0.9 | 11 | 4.6 |
| Berkeley | | 22861 | | 10970 | | 4523 | | 976 | |
| | White | 21518 | 94.1 | 10568 | 96.3 | 4313 | 95.4 | 904 | 92.6 |
| | Minority | 1343 | 5.9 | 402 | 3.7 | 210 | 4.9 | 72 | 8.0 |
| Boone | | 7028 | | 3508 | | 1513 | | 293 | |
| | White | 6951 | 98.9 | 3500 | 99.8 | 1505 | 99.5 | 293 | 100.0 |
| | Minority | 77 | 1.1 | 8 | 0.2 | 8 | 0.5 | 0 | 0.0 |
| Braxton | | 4626 | | 2482 | | 1098 | | 265 | |
| | White | 4605 | 99.5 | 2474 | 99.7 | 1090 | 99.3 | 265 | 100.0 |
| | Minority | 21 | 0.5 | 8 | 0.3 | 8 | 0.7 | 0 | 0.0 |
| Brooke | | 8180 | | 4613 | | 2310 | | 702 | |
| | White | 8015 | 98.0 | 4548 | 98.6 | 2310 | 100.0 | 702 | 100.0 |
| | Minority | 165 | 2.0 | 65 | 1.4 | 0 | 0.0 | 0 | 0.0 |
| Cabell | | 26985 | | 15194 | | 7427 | | 1752 | |
| | White | 25898 | 96.0 | 14644 | 96.4 | 7096 | 95.5 | 1671 | 95.4 |
| | Minority | 1087 | 4.0 | 550 | 3.6 | 331 | 4.7 | 81 | 4.8 |
| Calhoun | | 2518 | | 1347 | | 617 | | 93 | |
| | White | 2492 | 99.0 | 1335 | 99.1 | 605 | 98.1 | 81 | 87.1 |
| | Minority | 26 | 1.0 | 12 | 0.9 | 12 | 2.0 | 12 | 14.8 |
| Clay | | 2746 | | 1429 | | 642 | | 174 | |
| | White | 2719 | 99.0 | 1429 | 100.0 | 642 | 100.0 | 174 | 100.0 |
| | Minority | 27 | 1.0 | 0 | 0.0 | 0 | 0.0 | 0 | 0.0 |
| Doddridge | | 2392 | | 1265 | | 508 | | 156 | |
| | White | 2392 | 100.0 | 1265 | 100.0 | 508 | 100.0 | 156 | 100.0 |
| | Minority | 0 | 0.0 | 0 | 0.0 | 0 | 0.0 | 0 | 0.0 |
| Fayette | | 14297 | | 7673 | | 3715 | | 1084 | |
| | White | 13526 | 94.6 | 7284 | 94.9 | 3510 | 94.5 | 1016 | 93.7 |
| | Minority | 771 | 5.4 | 389 | 5.1 | 205 | 5.8 | 68 | 6.7 |

| | | | | | | | | | |
|------------|----------|-------|------|-------|-------|-------|-------|------|-------|
| Gilmer | | 2073 | | 1161 | | 521 | | 181 | |
| | White | 1949 | 94.0 | 1147 | 98.8 | 521 | 100.0 | 181 | 100.0 |
| | Minority | 124 | 6.0 | 14 | 1.2 | 0 | 0.0 | 0 | 0.0 |
| Grant | | 3825 | | 2060 | | 858 | | 228 | |
| | White | 3801 | 99.4 | 2051 | 99.6 | 857 | 99.9 | 228 | 100.0 |
| | Minority | 24 | 0.6 | 9 | 0.4 | 1 | 0.1 | 0 | 0.0 |
| Greenbrier | | 11907 | | 6683 | | 3103 | | 817 | |
| | White | 11535 | 96.9 | 6455 | 96.6 | 2986 | 96.2 | 772 | 94.5 |
| | Minority | 372 | 3.1 | 228 | 3.4 | 117 | 3.9 | 45 | 5.8 |
| Hampshire | | 7005 | | 3639 | | 1473 | | 342 | |
| | White | 6950 | 99.2 | 3639 | 100.0 | 1473 | 100.0 | 342 | 100.0 |
| | Minority | 55 | 0.8 | 0 | 0.0 | 0 | 0.0 | 0 | 0.0 |
| Hancock | | 10151 | | 5735 | | 2860 | | 722 | |
| | White | 9893 | 97.5 | 5597 | 97.6 | 2851 | 99.7 | 722 | 100.0 |
| | Minority | 258 | 2.5 | 138 | 2.4 | 9 | 0.3 | 0 | 0.0 |
| Hardy | | 4106 | | 2202 | | 900 | | 139 | |
| | White | 4036 | 98.3 | 2180 | 99.0 | 891 | 99.0 | 130 | 93.5 |
| | Minority | 70 | 1.7 | 22 | 1.0 | 9 | 1.0 | 9 | 6.9 |
| Harrison | | 20229 | | 11147 | | 5478 | | 1414 | |
| | White | 19889 | 98.3 | 11005 | 98.7 | 5409 | 98.7 | 1386 | 98.0 |
| | Minority | 340 | 1.7 | 142 | 1.3 | 69 | 1.3 | 28 | 2.0 |
| Jackson | | 8646 | | 5026 | | 2191 | | 526 | |
| | White | 8635 | 99.9 | 5026 | 100.0 | 2191 | 100.0 | 526 | 100.0 |
| | Minority | 11 | 0.1 | 0 | 0.0 | 0 | 0.0 | 0 | 0.0 |
| Jefferson | | 12274 | | 5872 | | 2409 | | 587 | |
| | White | 11446 | 93.3 | 5495 | 93.6 | 2228 | 92.5 | 530 | 90.3 |
| | Minority | 828 | 6.7 | 377 | 6.4 | 181 | 8.1 | 57 | 10.8 |
| Kanawha | | 57814 | | 31811 | | 15518 | | 4334 | |
| | White | 55063 | 95.2 | 30463 | 95.8 | 14912 | 96.1 | 4109 | 94.8 |
| | Minority | 2751 | 4.8 | 1348 | 4.2 | 606 | 4.1 | 225 | 5.5 |
| Lewis | | 5244 | | 2898 | | 1304 | | 371 | |
| | White | 5174 | 98.7 | 2854 | 98.5 | 1289 | 98.8 | 371 | 100.0 |
| | Minority | 70 | 1.3 | 44 | 1.5 | 15 | 1.2 | 0 | 0.0 |
| Lincoln | | 6178 | | 3233 | | 1292 | | 347 | |
| | White | 6173 | 99.9 | 3228 | 99.8 | 1287 | 99.6 | 347 | 100.0 |
| | Minority | 5 | 0.1 | 5 | 0.2 | 5 | 0.4 | 0 | 0.0 |
| | | | | | | | | | |

| | | | | | | | | | |
|------------|----------|-------|------|-------|-------|------|-------|------|-------|
| Logan | | 10779 | | 5434 | | 2443 | | 539 | |
| | White | 10511 | 97.5 | 5216 | 96.0 | 2334 | 95.5 | 518 | 96.1 |
| | Minority | 268 | 2.5 | 218 | 4.0 | 109 | 4.7 | 21 | 4.1 |
| McDowell | | 7025 | | 3675 | | 1703 | | 346 | |
| | White | 6193 | 88.2 | 3183 | 86.6 | 1385 | 81.3 | 277 | 80.1 |
| | Minority | 832 | 11.8 | 492 | 13.4 | 318 | 23.0 | 69 | 24.9 |
| Marion | | 16851 | | 9417 | | 4673 | | 1416 | |
| | White | 16367 | 97.1 | 9184 | 97.5 | 4536 | 97.1 | 1397 | 98.7 |
| | Minority | 484 | 2.9 | 233 | 2.5 | 137 | 3.0 | 19 | 1.4 |
| Marshall | | 10773 | | 5804 | | 2774 | | 780 | |
| | White | 10661 | 99.0 | 5719 | 98.5 | 2755 | 99.3 | 761 | 97.6 |
| | Minority | 112 | 1.0 | 85 | 1.5 | 19 | 0.7 | 19 | 2.5 |
| Mason | | 8065 | | 4470 | | 1910 | | 367 | |
| | White | 8058 | 99.9 | 4470 | 100.0 | 1910 | 100.0 | 367 | 100.0 |
| | Minority | 7 | 0.1 | 0 | 0.0 | 0 | 0.0 | 0 | 0.0 |
| Mercer | | 19828 | | 10947 | | 5228 | | 1488 | |
| | White | 18829 | 95.0 | 10466 | 95.6 | 4993 | 95.5 | 1411 | 94.8 |
| | Minority | 999 | 5.0 | 481 | 4.4 | 235 | 4.7 | 77 | 5.5 |
| Mineral | | 8467 | | 4606 | | 1992 | | 581 | |
| | White | 8320 | 98.3 | 4516 | 98.0 | 1927 | 96.7 | 581 | 100.0 |
| | Minority | 147 | 1.7 | 90 | 2.0 | 65 | 3.4 | 0 | 0.0 |
| Mingo | | 7430 | | 3564 | | 1500 | | 408 | |
| | White | 7194 | 96.8 | 3475 | 97.5 | 1460 | 97.3 | 408 | 100.0 |
| | Minority | 236 | 3.2 | 89 | 2.5 | 40 | 2.7 | 0 | 0.0 |
| Monongalia | | 18470 | | 9479 | | 4597 | | 1194 | |
| | White | 17895 | 96.9 | 9165 | 96.7 | 4437 | 96.5 | 1169 | 97.9 |
| | Minority | 575 | 3.1 | 314 | 3.3 | 160 | 3.6 | 25 | 2.1 |
| Monroe | | 4526 | | 2480 | | 1110 | | 306 | |
| | White | 4491 | 99.2 | 2475 | 99.8 | 1105 | 99.5 | 306 | 100.0 |
| | Minority | 35 | 0.8 | 5 | 0.2 | 5 | 0.5 | 0 | 0.0 |
| Morgan | | 5642 | | 3054 | | 1314 | | 299 | |
| | White | 5518 | 97.8 | 2996 | 98.1 | 1265 | 96.3 | 299 | 100.0 |
| | Minority | 124 | 2.2 | 58 | 1.9 | 49 | 3.9 | 0 | 0.0 |
| Nicholas | | 8287 | | 4401 | | 1860 | | 469 | |
| | White | 8280 | 99.9 | 4394 | 99.8 | 1853 | 99.6 | 462 | 98.5 |
| | Minority | 7 | 0.1 | 7 | 0.2 | 7 | 0.4 | 7 | 1.5 |
| | | | | | | | | | |

| | | | | | | | | | |
|------------|----------|-------|-------|-------|-------|------|-------|------|-------|
| Ohio | | 14252 | | 8168 | | 4377 | | 1150 | |
| | White | 13830 | 97.0 | 8019 | 98.2 | 4334 | 99.0 | 1150 | 100.0 |
| | Minority | 422 | 3.0 | 149 | 1.8 | 43 | 1.0 | 0 | 0.0 |
| Pendleton | | 2756 | | 1620 | | 786 | | 214 | |
| | White | 2694 | 97.8 | 1582 | 97.7 | 777 | 98.9 | 207 | 96.7 |
| | Minority | 62 | 2.2 | 38 | 2.3 | 9 | 1.2 | 7 | 3.4 |
| Pleasants | | 2208 | | 1192 | | 543 | | 163 | |
| | White | 2208 | 100.0 | 1192 | 100.0 | 543 | 100.0 | 163 | 100.0 |
| | Minority | 0 | 0.0 | 0 | 0.0 | 0 | 0.0 | 0 | 0.0 |
| Pocahontas | | 3050 | | 1639 | | 712 | | 258 | |
| | White | 3038 | 99.6 | 1627 | 99.3 | 700 | 98.3 | 246 | 95.3 |
| | Minority | 12 | 0.4 | 12 | 0.7 | 12 | 1.7 | 12 | 4.9 |
| Preston | | 9586 | | 5039 | | 2185 | | 544 | |
| | White | 9497 | 99.1 | 5021 | 99.6 | 2177 | 99.6 | 544 | 100.0 |
| | Minority | 89 | 0.9 | 18 | 0.4 | 8 | 0.4 | 0 | 0.0 |
| Putnam | | 14878 | | 7666 | | 3158 | | 903 | |
| | White | 14831 | 99.7 | 7664 | 100.0 | 3156 | 99.9 | 903 | 100.0 |
| | Minority | 47 | 0.3 | 2 | 0.0 | 2 | 0.1 | 0 | 0.0 |
| Raleigh | | 23659 | | 12546 | | 6136 | | 1652 | |
| | White | 21829 | 92.3 | 11550 | 92.1 | 5527 | 90.1 | 1391 | 84.2 |
| | Minority | 1830 | 7.7 | 996 | 7.9 | 609 | 11.0 | 261 | 18.8 |
| Randolph | | 9026 | | 4974 | | 2208 | | 760 | |
| | White | 8947 | 99.1 | 4914 | 98.8 | 2187 | 99.0 | 739 | 97.2 |
| | Minority | 79 | 0.9 | 60 | 1.2 | 21 | 1.0 | 21 | 2.8 |
| Ritchie | | 3294 | | 1786 | | 753 | | 150 | |
| | White | 3294 | 100.0 | 1786 | 100.0 | 753 | 100.0 | 150 | 100.0 |
| | Minority | 0 | 0.0 | 0 | 0.0 | 0 | 0.0 | 0 | 0.0 |
| Roane | | 4588 | | 2433 | | 1040 | | 254 | |
| | White | 4586 | 100.0 | 2433 | 100.0 | 1040 | 100.0 | 254 | 100.0 |
| | Minority | 2 | 0.0 | 0 | 0.0 | 0 | 0.0 | 0 | 0.0 |
| Summers | | 4692 | | 2632 | | 1229 | | 312 | |
| | White | 4629 | 98.7 | 2617 | 99.4 | 1229 | 100.0 | 312 | 100.0 |
| | Minority | 63 | 1.3 | 15 | 0.6 | 0 | 0.0 | 0 | 0.0 |
| Taylor | | 4968 | | 2717 | | 1291 | | 360 | |
| | White | 4869 | 98.0 | 2625 | 96.6 | 1241 | 96.1 | 360 | 100.0 |
| | Minority | 99 | 2.0 | 92 | 3.4 | 50 | 4.0 | 0 | 0.0 |
| | | | | | | | | | |

| | | | | | | | | | |
|---------|----------|-------|-------|-------|-------|------|-------|------|-------|
| Tucker | | 2534 | | 1428 | | 607 | | 132 | |
| | White | 2531 | 99.9 | 1425 | 99.8 | 607 | 100.0 | 132 | 100.0 |
| | Minority | 3 | 0.1 | 3 | 0.2 | 0 | 0.0 | 0 | 0.0 |
| Tyler | | 3033 | | 1670 | | 747 | | 286 | |
| | White | 3006 | 99.1 | 1653 | 99.0 | 730 | 97.7 | 286 | 100.0 |
| | Minority | 27 | 0.9 | 17 | 1.0 | 17 | 2.3 | 0 | 0.0 |
| Upshur | | 7099 | | 3898 | | 1691 | | 420 | |
| | White | 7021 | 98.9 | 3849 | 98.7 | 1642 | 97.1 | 412 | 98.1 |
| | Minority | 78 | 1.1 | 49 | 1.3 | 49 | 3.0 | 8 | 1.9 |
| Wayne | | 12616 | | 6869 | | 3021 | | 636 | |
| | White | 12616 | 100.0 | 6869 | 100.0 | 3021 | 100.0 | 636 | 100.0 |
| | Minority | 0 | 0.0 | 0 | 0.0 | 0 | 0.0 | 0 | 0.0 |
| Webster | | 3022 | | 1596 | | 704 | | 178 | |
| | White | 3017 | 99.8 | 1596 | 100.0 | 704 | 100.0 | 178 | 100.0 |
| | Minority | 5 | 0.2 | 0 | 0.0 | 0 | 0.0 | 0 | 0.0 |
| Wetzel | | 5537 | | 3133 | | 1378 | | 299 | |
| | White | 5517 | 99.6 | 3133 | 100.0 | 1378 | 100.0 | 299 | 100.0 |
| | Minority | 20 | 0.4 | 0 | 0.0 | 0 | 0.0 | 0 | 0.0 |
| Wirt | | 1667 | | 860 | | 323 | | 43 | |
| | White | 1667 | 100.0 | 860 | 100.0 | 323 | 100.0 | 43 | 100.0 |
| | Minority | 0 | 0.0 | 0 | 0.0 | 0 | 0.0 | 0 | 0.0 |
| Wood | | 25810 | | 14310 | | 6546 | | 2072 | |
| | White | 25549 | 99.0 | 14172 | 99.0 | 6501 | 99.3 | 2062 | 99.5 |
| | Minority | 261 | 1.0 | 138 | 1.0 | 45 | 0.7 | 10 | 0.5 |
| Wyoming | | 7237 | | 3539 | | 1510 | | 253 | |
| | White | 7184 | 99.3 | 3539 | 100.0 | 1510 | 100.0 | 253 | 100.0 |
| | Minority | 53 | 0.7 | 0 | 0.0 | 0 | 0.0 | 0 | 0.0 |

Appendix F3

S2101: VETERAN STATUS
2010-2014 American Community
Survey 5-Year Estimates

| Subject | West Virginia | | | | | |
|---------------------------------------|---------------|-----------------|----------|-----------------|-------------|-----------------|
| | Total | | Veterans | | Nonveterans | |
| | Estimate | Margin of Error | Estimate | Margin of Error | Estimate | Margin of Error |
| Civilian population 18 years and over | 1,469,027 | +/-512 | 155,150 | +/-2,119 | 1,313,877 | +/-2,255 |
| PERIOD OF SERVICE | | | | | | |
| Gulf War (9/2001 or later) veterans | (X) | (X) | 10.10% | +/-0.5 | (X) | (X) |
| Gulf War (8/1990 to 8/2001) veterans | (X) | (X) | 15.40% | +/-0.6 | (X) | (X) |
| Vietnam era veterans | (X) | (X) | 38.00% | +/-0.8 | (X) | (X) |
| Korean War veterans | (X) | (X) | 11.20% | +/-0.5 | (X) | (X) |
| World War II veterans | (X) | (X) | 6.60% | +/-0.3 | (X) | (X) |
| SEX | | | | | | |
| Male | 48.80% | +/-0.1 | 94.60% | +/-0.3 | 43.40% | +/-0.1 |
| Female | 51.20% | +/-0.1 | 5.40% | +/-0.3 | 56.60% | +/-0.1 |
| AGE | | | | | | |
| 18 to 34 years | 26.60% | +/-0.1 | 6.60% | +/-0.4 | 28.90% | +/-0.1 |
| 35 to 54 years | 33.80% | +/-0.1 | 23.20% | +/-0.6 | 35.00% | +/-0.1 |
| 55 to 64 years | 18.40% | +/-0.1 | 24.30% | +/-0.6 | 17.70% | +/-0.1 |
| 65 to 74 years | 12.00% | +/-0.1 | 23.70% | +/-0.5 | 10.60% | +/-0.1 |
| 75 years and over | 9.30% | +/-0.1 | 22.10% | +/-0.5 | 7.70% | +/-0.1 |

S2101: VETERAN STATUS
2010-2014 American Community Survey 5-Year Estimates

| Subject | Subject | Subject | Civilian population 18 years and over | AGE | | |
|---------------|-------------|-----------------|---------------------------------------|----------------|----------------|-------------------|
| | | | | 55 to 64 years | 65 to 74 years | 75 years and over |
| West Virginia | Total | Estimate | 1,469,027 | 18.40% | 12.00% | 9.30% |
| West Virginia | Total | Margin of Error | +/-512 | +/-0.1 | +/-0.1 | +/-0.1 |
| West Virginia | Veterans | Estimate | 155,150 | 24.30% | 23.70% | 22.10% |
| West Virginia | Veterans | Margin of Error | +/-2,119 | +/-0.6 | +/-0.5 | +/-0.5 |
| West Virginia | Nonveterans | Estimate | 1,313,877 | 17.70% | 10.60% | 7.70% |
| West Virginia | Nonveterans | Margin of Error | +/-2,255 | +/-0.1 | +/-0.1 | +/-0.1 |

DRAFT

| B16004: AGE BY LANGUAGE SPOKEN AT HOME BY ABILITY TO SPEAK ENGLISH FOR THE POPULATION 5 YEARS AND OVER - Universe: Population 5 years and over | | |
|---|---------------|-----------------|
| | West Virginia | |
| | Estimate | Margin of Error |
| Total: | 1,750,837 | +/-467 |
| 5 to 17 years: | 280,683 | +/-584 |
| Speak only English | 274,027 | +/-821 |
| Speak Spanish: | 4,041 | +/-420 |
| Speak English "very well" | 2,777 | +/-310 |
| Speak English "well" | 745 | +/-193 |
| Speak English "not well" | 476 | +/-134 |
| Speak English "not at all" | 43 | +/-54 |
| Speak other Indo-European languages: | 1,476 | +/-302 |
| Speak English "very well" | 1,249 | +/-287 |
| Speak English "well" | 123 | +/-68 |
| Speak English "not well" | 104 | +/-60 |
| Speak English "not at all" | 0 | +/-27 |
| Speak Asian and Pacific Island languages: | 871 | +/-249 |
| Speak English "very well" | 630 | +/-200 |
| Speak English "well" | 146 | +/-85 |
| Speak English "not well" | 91 | +/-79 |
| Speak English "not at all" | 4 | +/-8 |
| Speak other languages: | 268 | +/-157 |
| Speak English "very well" | 166 | +/-139 |
| Speak English "well" | 59 | +/-59 |
| Speak English "not well" | 43 | +/-51 |
| Speak English "not at all" | 0 | +/-27 |
| 18 to 64 years: | 1,158,529 | +/-639 |
| Speak only English | 1,128,349 | +/-1,407 |
| Speak Spanish: | 12,784 | +/-754 |
| Speak English "very well" | 7,728 | +/-657 |
| Speak English "well" | 2,252 | +/-353 |
| Speak English "not well" | 2,302 | +/-388 |
| Speak English "not at all" | 502 | +/-194 |
| Speak other Indo-European languages: | 8,474 | +/-789 |