



West Piedmont Workforce Investment Board

Proposal for Professional Consulting Services Facilitation

Submitted by:

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**Proposal to Provide Professional Facilitation Services to the West
Piedmont Workforce Investment Board as part of the on-call listing
for Professional Consulting Services**

Narrative:

On-call facilitation services for the West Piedmont Workforce Investment Board can serve as an enabling contributor to the success of the organization and the Local Plan. Attaining desired results through facilitation requires an understanding of the issues, the organizations and leaders involved and their communities, the target populations served, the outcomes desired, and the relationships between them all.

To provide facilitation services involves any or all of the following components:

- Provide comprehensive support and recommendations to the West Piedmont Workforce Investment Board in the implementation of the Local Plan.
- Provide strategic and tactical planning support including meeting planning, facilitation, and documentation
- Provide process improvement methodology and leadership
- Develop and distribute agendas and supporting materials for meetings and events facilitated
- Provide appropriate venues for meetings and events



BUSINESS RESULTS TRAINING

Train leaders and results will follow

- Create process documents (such as planning templates, summaries of decisions, and plan documentation) where necessary
- Provide technical advice to committee leaders in the further development and implementation of tasks or assignments in support of the Local Plan and serve as resource person to all West Piedmont Workforce Investment Board members
- Compile all relevant reports and documentation into member notebooks and distribute, maintain member distribution lists
- Provide support for the Local Plan implementation process including ensuring measures and evaluation systems are developed and monitored

These important components would be provided with collaboration and mutual agreement in advance between the facilitator and the West Piedmont Workforce Investment Board on strategy and methods to achieve desired results, and in accordance with guidelines of the State and the Workforce Investment Act of 1998.



Dollar amount for services:

Facilitation services can be priced by the hour or by the event/project. If priced by the event, the price for each event includes planning, development of agenda and supporting materials, facilitation and documentation, plus expenses and materials. Some events require extensive information gathering or interviewing and may dictate a combination of hourly and event pricing.

Meeting facilitation priced hourly will include planning, development of agenda and supporting materials, facilitation and documentation, plus expenses and materials. Hourly rate is \$95 per hour.

Prior experience and credentials:

David Dickerson, Principal of Business Results Training LLC, is a veteran business trainer, consultant and accomplished business leader with 25 years of experience in contributing to the efficiency, professionalism, and profitability of businesses in the manufacturing, distribution and service sectors. David has been certified by the Society of Human Resource Management as a Senior Professional in Human Resources (SPHR). His background includes experience with start-up, fast-growing, and ongoing operations in both for profit and nonprofit organizations. Although located locally, David has worked with exemplary organizations of all sizes across the country.

Specifically David has used his experience consulting with non-profit and governmental organizations leading them through board level strategic planning including visioning and organizational re-structuring and goal-setting (Grace Network of Martinsville and Henry County, Martinsville-Henry County Chamber of Commerce), strategic planning for senior management (City of Martinsville, Piedmont Community



Services, Smart Beginnings), and project facilitation (Martinsville-Henry County Coalition for Health and Wellness, HOPE Coalition). In addition, David has facilitated projects with for profit organizations such as employer branding, including focus groups (Orchard Brands) and facility-wide training projects (Hanesbrands, Under Armour, Follett Higher Education Group).

Through flexibility and professional insight David interacts effectively with people at all organizational levels. Building consensus from conflict and leading groups through new or unfamiliar decision-making in diverse organizations has provided him skills and experience. As a resident and native of Martinsville and Henry County, David understands the area and its challenges and has a passion to help its citizens. He is also available to meet locally with little or no lead time and with minimal, if any, expenses.

Thank you,

David Dickerson
Principal
Business Results Training



References:

Amanda Witt
Martinsville-Henry County Chamber of Commerce
115 Broad Street
Martinsville, VA
(276) 632-6401 office
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MHC Coalition for Health and Wellness
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CERTIFICATE OF INSURANCE

- THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY -

CERTIFICATE HOLDER COPY

NAME AND NUMBER OF AGENCY LOCKMAN & ASSOCIATES INC 133 EAST MARKET STREET MARTINSVILLE, VA 24112-2848	DATE ISSUED 01/14/2013
DD2521 276-632-7568	NAME AND ADDRESS OF CERTIFICATE HOLDER WEST PIEDMONT DEVELOPMENT CTR 22 E CHURCH ST MARTINSVILLE VA 24112-
NAME AND ADDRESS OF NAMED INSURED BUSINESS RESULTS TRAINING LLC C/O DAVID DICKERSON 141 BURCH DR MARTINSVILLE VA 24112-6040	

This is to certify that policies, as indicated by Policy Number below, are in force for the Named Insured at the time that the certificate is being issued.

TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE	POLICY EXPIRATION DATE	LIMITS OF INSURANCE		
GENERAL LIABILITY COMMERCIAL GENERAL LIABILITY OCCURRENCE FORM GEN'L AGGREGATE LIMIT APPLIES PER: POLICY	Q261700489	02/17/2013	02/17/2014	EACH OCCURRENCE	\$ 1000000	
				FIRE DAMAGE (Any one premises)	\$ 1000000	
				MED EXP (Any one person)	\$ 5000	
				PERSONAL & ADV INJURY	\$ 1000000	
				GENERAL AGGREGATE	\$ 3000000	
				PRODUCTS-COMP/OP AGG	\$ 3000000	
				BODILY INJURY (EACH PERSON)	\$	
				BODILY INJURY (EACH ACCIDENT)	\$	
				PROPERTY DAMAGE	\$	
				BODILY INJURY AND PROPERTY DAMAGE COMBINED	\$	
				EACH OCCURRENCE		
				AGGREGATE		
				STATUTORY		
				BODILY INJURY BY ACCIDENT	\$	EACH ACCIDENT
				DISEASE	\$	POLICY LIMIT
				DISEASE	\$	EACH EMPLOYEE

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS

CANCELLATION: SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

THIS CERTIFICATE IS ISSUED FOR INFORMATION PURPOSES ONLY AND CONFERS NO RIGHTS ON THE CERTIFICATE HOLDER. IT DOES NOT AFFIRMATIVELY OR NEGATIVELY LIST, AMEND, EXTEND OR OTHERWISE ALTER THE TERMS, EXCLUSIONS AND CONDITIONS OF INSURANCE COVERAGE CONTAINED IN THE POLICY(IES) INDICATED ABOVE. THE TERMS AND CONDITIONS OF THE POLICY(IES) GOVERN THE INSURANCE COVERAGE AS APPLIED TO ANY GIVEN SITUATION. LIMITS SHOWN MAY HAVE BEEN REDUCED BY CLAIMS PAID. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER AND CERTIFICATE HOLDER.

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AUTHORIZED REPRESENTATIVE *Marc Cipriani*