



# COMMONWEALTH of VIRGINIA

Office of the Governor

P.O. Box 1475  
Richmond, Virginia 23218

October 29, 2018

Dear prospective Advisory Board member:

I am pleased to invite you to serve as a member of the Build Virginia Advisory Board.

In June of 2018, Governor Ralph Northam announced the launch of Build Virginia, an initiative that will connect workers throughout the Commonwealth with training and employment opportunities in the skilled trades. The effort will initially focus on helping jobseekers and employers in Virginia's shipbuilding industry, but will ultimately include resources relating to other growing industries including construction and advanced manufacturing. Build Virginia will bring together information about industry-recognized training programs, registered apprenticeships, and other relevant workforce development resources. Ultimately, it will serve as a comprehensive hub for citizens across the Commonwealth to learn about the skilled trades and connect with employers seeking talent.

To best serve Virginians and develop the most relevant and effective Build Virginia possible, we are establishing a Build Virginia Advisory Board. This Advisory Board will be comprised of a competent and diverse group of industry-leaders in the various skilled trades. You have been identified as an individual with respected knowledge and experience in this area, and as one who would likely make a valuable addition to this Board. As a Build Virginia Advisory Board member, you will have an opportunity to help the Commonwealth raise awareness about lucrative opportunities in the skilled trades, highlight affordable ways to gain in-demand skills, and meet the current and future hiring needs of Virginia's employers.

The Build Virginia Advisory Board will meet initially 3 times in Richmond, Virginia. Meeting times and location details will follow for those who accept membership.

Please consider this invitation to serve as a Build Virginia Advisory Board member. Contact Natalie Chapman with your response or questions by email at [natalie.chapman@governor.virginia.gov](mailto:natalie.chapman@governor.virginia.gov), or by phone at (804)-225-2849 by Friday, November 16<sup>th</sup>, 2018. We look forward to hearing from you, and thank you for your time and consideration of this offer.

Sincerely,

A handwritten signature in black ink, appearing to read "MgH", written over a light blue horizontal line.

Dr. Megan Healy  
Chief Workforce Development Advisor