

**COUNCIL OF CHIEF ELECTED OFFICIALS (CCEOs)
of Northwest Georgia**

9:30 a.m. ~ Thursday, May 15, 2014
Calhoun Convention Center, Calhoun, GA

Minutes

Attendance - CCEO

CCEOs Present or Represented, County:

Steve Taylor, Bartow (proxy, Ted Rumley)
Joe Barger, Catoosa (proxy, Ted Rumley)
Jason Winters, Chattooga
Ted Rumley, Dade
Bill Simonds, Fannin
Donna Whitener, Fannin (proxy, Ted Rumley)
Jamie Doss, Floyd
Al Hoyle, Gilmer
Becky Hood, Gordon
Jimmy Palmer, Gordon (proxy, David Hammond)
Pete Bridges, Haralson (proxy, Ted Rumley)
Allen Poole, Haralson
Dan Penland, Murray
Brittany Pittman, Murray
Boyd Austin, Paulding
David Austin, Paulding
Robert Jones, Pickens (proxy, Ted Rumley)
John Weaver, Pickens
Dale Tuck, Polk
Mike Babb, Whitfield

CCEOs Not Present or Represented, County

Mitchell Bagley, Bartow
Keith Greene, Catoosa
Harry Harvey, Chattooga
Anthony Emmanuel, Dade
Irwin Bagwell, Floyd
JC Sanford, Gilmer
Cleve Hartley, Polk
Teddy Harris, Walker
Bebe Heiskell, Walker
Ken Gowin, Whitfield

Staff/Guests Present

Bob Birky
Gwen Dellinger
Lloyd Frasier
Randy Gayler
Lesia Lambert
Terri Morgan

I. Welcome Ted Rumley

Chairman Ted Rumley called the meeting to order. It was established that a quorum was present.

II. Consent Agenda Ted Rumley

Mr. Rumley informed those present that the consent agenda containing the minutes from the previous meeting and a dislocation report had been mailed. Allen Poole made the motion that the Consent Agenda be accepted. Dan Penland seconded. Motion carried unanimously.

III. Career Adviser Contracts Gwen Dellinger

Ms. Dellinger presented the proposed Career Adviser contract budgets for the year. The recommendations are as follows (handout attached with additional information):

	Adult Program	DW Program	Totals
PROGRAM EXPENSES			
Chattahoochee Tech	198,972.00	314,459.00	513,431.00
Dalton State College	263,190.00	218,610.00	481,800.00
GA Highlands College	285,560.00	116,637.00	402,197.00
GA Northwestern Tech	734,160.00	861,842.00	1,596,002.00
West Georgia Tech	256,769.00	136,876.00	393,645.00
SUPPORT (Tracked Separately)			
Chattahoochee Tech			-
Dalton State College	41,000.00	75,000.00	116,000.00
GA Highlands College	126,000.00	99,000.00	225,000.00
GA Northwestern Tech	153,168.00	62,562.00	215,730.00
West Georgia Tech	308,717.00	362,407.00	671,124.00
	<u>132,000.00</u>	<u>72,000.00</u>	<u>204,000.00</u>
TOTAL PROGRAM EXPENSES	2,499,536.00	2,319,393.00	4,818,929.00

Mike Babb made the motion that the Career Adviser contract budgets be approved contingent upon WIB approval. Allen Poole seconded. Motion carried unanimously.

IV. Contracts

A. Financial Tracking Gwen Dellinger

Ms. Dellinger reported that a Request for Proposal was issued to provide financial tracking by person for the Individual Training Accounts and support costs. The system documents the obligations for the year and then updates the costs based upon actual costs. One bid was received at a rate of \$90 per user per month plus an initial set up fee of \$9,000. Eleven users would be \$11,880. Mike Babb asked if it would provide information on which provider was doing the best. Ms. Dellinger stated that it did not provide performance information but rather tracked obligations and expenditures. Ms. Dellinger stated that staff recommended sole source procurement approval of \$20,880 to Entre

Solutions for July 1, 2014– June 30, 2015 contingent upon WIB approval. Dale Tuck made the motion that the recommendation be approved. Boyd Austin seconded. Motion carried unanimously.

B. Memorandum of Understanding
(WIB and Great Promise Partnership) Gwen Dellinger

Ms. Dellinger informed those present that Great Promise Partnership is an educational program that identifies youth in grades 9-12 who have at-risk indicators and are at risk of not graduating high school, complete their high school education, and gain job experience. They provide a "12 for Life Workplace" where students spend part of their day at school and the other part of the day at a job location. In addition, focus is on Work Prep, preparing those that are not old enough to work with basic life skills, career skill training, leadership development, and decision-making skills. These services are consistent with some of the services WIA provides to the youth in the Northwest Georgia Region. A Memorandum of Understanding between the Workforce Investment Board of Northwest Georgia, Inc. and Great Promise Partnership is proposed to identify community assets for at-risk youth; to provide new partnerships in education and workforce development strategies; and to develop methods of collaboration to benefit at-risk youth.

Staff recommends approval of the WIB and Great Promise Partnership to collaborate in serving the youth in Northwest Georgia, contingent upon WIB approval. Dan Penland made the motion to approve this recommendation. Allen Poole seconded. Motion carried unanimously.

C. UI Contract Gwen Dellinger

Ms. Dellinger stated that it is vital to our program's performance to be able to retrieve employment information on our participants before and after their participation in the program. The Georgia Department of Labor has data available to assist with the retrieval of employment confirmations. The available screens will enable staff to view the UI wage information, work history, customer services, determine if an unemployment claim is active, and reason for separation. The Georgia Department of Labor has a total of twenty-one (21) available screens. Eight (8) of the screens require a usage cost; thirteen (13) of the screens can be viewed and accessed without charge. This cost includes an annual charge for set-up, maintenance, and the review of twenty (20) User ID's. There will be additional charges for more than twenty users (if needed) and a charge for annual look-ups.

Staff recommended approval to enter into an interagency agreement with the Georgia Department of Labor to begin on July 1, 2014 and end on June 30, 2015 at a cost not to exceed \$20,000 for access to the eight (8) look-up screens contingent upon WIB approval. Boyd Austin asked if this was a service that was previously provided at no charge. Ms. Dellinger responded that it was. Dale Tuck made the motion that the recommendation be approved. David Austin seconded.

D. Individual Training Accounts Gwen Dellinger

Ms. Dellinger provided a list of ITA providers that staff requested approval for in the upcoming fiscal year, pending the outcome of the state's subsequent eligibility review. She stated that this year, due to a changeover in the tracking system and a delay in receiving a list of approved schools, we have referred very few students to our vendor schools. We do not have a large enough sample to compile performance statistics, but would like to keep the option of using these schools as training options for potential new participants in the upcoming year. They are; CNA Nursing School of Calhoun, CPR With Mickey, Fortis College, Georgia Driving Academy, Georgia School of Construction, Grady Health System-School of Radiologic Technology, Joint Apprenticeship Training Trust, Katlaw Truck Driving School, Kennesaw State University, Learn to Earn Dental School, Medical and Technical Institute of North Georgia, Morehouse College, North Georgia Technical College, Northwest Georgia RESA, Prime Care Nursing Services, Southeast Lineman Training Center, Southern Polytechnic, Technology Center Inc., Training Center of Northwest Georgia, Truck Driver Institute of Forsyth, Truck Driver Institute of Oxford, Alabama, and the University of West Georgia.

Local colleges (that we have ongoing contracts for case management) also provide Individual Training Accounts:Chattahoochee Technical College, Dalton State College, Georgia Highlands College, Georgia Northwestern Technical College, and West Georgia Technical College.

Staff requested approval for the Individual Training Account Providers, pending the outcome of the state's subsequent eligibility review and contingent upon WIB approval. Dale Tuck made the motion to approve. Allen Poole seconded. Motion passed unanimously.

V. Budget Gwen Dellinger

Ms. Dellinger presented the 2004-2015 Budget. She stated that this budget encompasses WIA's portion of the NWGRC budget. Boyd Austin made the motion to accept the budget. Dan Penland seconded. Motion carried unanimously.

VI. Support Revisions & Waivers Gwen Dellinger

- A. Ms. Dellinger stated that the State Workforce Board, through the Department of Economic development, Workforce Division (GDEcD-WD), has set a limit of \$3,000 per person per year for support. This amount is not sufficient for families paying for more than one child's child care.

Ms. Dellinger also stated that, because GDEcD-WD has provided local workforce areas the opportunity to request waivers when it appears to be prudent, the Consortia approved and staff requests approval for a waiver for families with more than one child in child care with the amount being increased to \$6,000, contingent upon WIB approval. Allen Poole asked what would happen if funds were depleted. Ms. Dellinger stated that staff tracks expenditures and that should funds be depleted, no payments would be made. Allen Poole made the motion to accept the recommendation. Dale Tuck seconded. Motion carried unanimously.

- B. The Workforce Investment Board of Northwest Georgia, Inc. adopted new support policies based upon the information in the State Policy Manual defining support costs and training costs. Those costs are in the process of being reclassified. The Consortia/Northwest Georgia Regional Commission staff request authority to reclassify costs consistent with new classification received prior to the July 1, 2014 implementation date for new local policy.

Staff recommended approval of reclassification of support/training costs received from GDEcD-WD prior to implementation on July 1, 2014, contingent upon WIA approval. Boyd Austin made the motion that the recommendation be approved. Allen Poole seconded. Motion carried unanimously.

VII. Nominations Gwen Dellinger

Gwen Dellinger presented a nomination from Dinah Rowe, Chatsworth Murray County Chamber of Commerce, for Miranda Cash, Dreamweaver Carpets, to replace Melvin Silvers (who had been previously nominated by Ms. Rowe but who could not serve) . David Austin made the motion to accept this nomination. Dale Tuck seconded. Motion carried unanimously.

VIII. Sylvan Contract Gwen Dellinger

Ms. Dellinger informed those present that MGGH, dba Sylvan Learning Center, entered into a contract with Northwest Georgia Regional Commission to provide youth services between July 1, 2013 and June 30, 2014. While in their ninth month, MGGH was purchased by Georgia Learning Solutions. They acquired all assets including the Sylvan franchise. There are a number of students currently enrolled in the program that need guidance, counseling, and close-out services to complete requirements for this year. The WIA Contract has a provision that allows subcontract agreements if "specifically authorized by this CONTRACT or otherwise in writing by NWGRC prior to the assignment or subcontracting." It also states "Services subcontracted under the Contract shall be specified by written agreement and shall be subject to each provision of this contract. All subcontracts shall be subject to the federal, state, and local laws and regulations governing WIA funds."

Staff recommended approval of subcontract between MGGH, LLC and Georgia Learning Solutions, LLC to provide services related to Northwest Georgia Regional Commission for WIA Youth System Contract Services contingent upon receipt of a copy of a signed subcontract approved by NWGRC legal counsel and contingent upon WIB approval. Brittany Pittman made the motion to accept the recommendation. Dale Tuck seconded.

Staff also recommended terminating the contract effective July 1, 2014 since the new entity did not bid on the youth funds (which must be competitively procured). Mike Babb made the motion to terminate the MGGH, LLC/Georgia Learning Solutions, LLC contract effective July 1, 2014. Dan Penland seconded. Motion carried unanimously.

IX. One-Stops Gwen Dellinger

Ms. Dellinger stated that staff recommended approval of any Full Service One-Stops in the area, contingent upon receipt of a completed and signed RSA and WIB approval. Dan Penland made the motion that this recommendation be accepted. Brittany Pittman seconded. Motion carried unanimously.

X. Policies

A. Priority of Service Gwen Dellinger

Ms. Dellinger informed those present that when funding is limited, WIA serves only poverty individuals for the youth and adult program and eligible dislocated workers. With the increased amounts of allocations, staff proposed to implement its "Lacks Self-Sufficiency" definition/policy and to serve low-income, recipients of public assistance, Veterans, unemployed, lacks a high school diploma or GED, poor work history, offender, poor basic skills, lacks

self-sufficiency, underemployed, limited English proficiency, and disabled. Dislocated Workers who are employed but not making 80% of their prior wage may also be served under this policy provision.

Staff recommended opening up enrollments to those lacking self-sufficiency until such time as funding becomes limited. This recommendation is contingent upon WIB approval. David Austin made the motion to approve this recommendation. David Hammond seconded. Motion carried unanimously.

B. Change from GOWD/GDOL to “Georgia Department of Economic Development, Workforce Division” in Policies Gwen Dellinger

Ms. Dellinger stated that, with the administration of WIA to GDEcD-WD, all pertinent policies need to be revised.

Staff recommended revising all policies and procedures from GOWD/GDOL to GDEcD-WD, contingent upon WIB approval. Boyd Austin made the motion that this recommendation be accepted. Dan Penland seconded. Motion carried unanimously.

Other

Adjourn

There being no further business, the meeting adjourned.