

**Workforce Development Board  
of Northwest Georgia**  
Noon~ Wednesday, May 17, 2017  
Georgia Northwestern Technical College, Calhoun, GA

**Summary**

**Attendance**

**CCEOs Present or Represented, County:**

Steve Taylor, Bartow  
 Ted Rumley, Dade  
 Stan Helton, Fannin  
 Donna Whitener, Fannin (proxy, Ted Rumley)  
 Jamie Doss, Floyd (proxy Milton Slack)  
 Rhonda Wallace, Floyd  
 Al Hoyle, Gilmer  
 Charlie Paris, Gilmer  
 Jimmy Palmer, Gordon (proxy, Ted Rumley)  
 Pete Bridges, Haralson (proxy, Ted Rumley)  
 Allen Poole, Haralson  
 Tyson Haynes, Murray (proxy, Ted Rumley)  
 Boyd Austin, Paulding (proxy, Ted Rumley)  
 Robert Jones, Pickens (proxy, Ted Rumley)  
 John Weaver, Pickens (proxy, Ted Rumley)  
 Jordan Hubbard, Polk (proxy, Jennifer Hulseley)  
 Teddy Harris, Walker  
 Lynn Laughter, Whitfield (proxy, Mike Babb)

**CCEOs Not Present or Represented, County**

Mitchell Bagley, Bartow  
 Steven Henry, Catoosa  
 Nick Millwood, Catoosa  
 Harry Harvey, Chattooga  
 Jason Winters, Chattooga  
 Alex Case, Dade  
 Becky Hood, Gordon  
 Greg Hogan, Murray  
 David Carmichael, Paulding  
 Marshelle Thaxton, Polk  
 Ken Gowin, Whitfield  
 Shannon Whitfield, Walker

**Staff and Guests:**

Lesia Lambert  
 Terri Morgan

**I. Welcome..... Allen Poole**

In the absence of Ted Rumley, Chairman (who arrived later in the meeting), Allen Poole called the meeting of the Council of Chief Elected Officials to order and welcomed those present. It was established that a quorum was present for the Council of Chief Elected officials.

**II. Consent Agenda..... Ted Rumley**

Mr. Rumley informed those present that a Consent Agenda containing the Minutes from the April 20, 2017, Minutes; a Dislocation Report; Regional Job Analysis; and Mobile Career Center Report had been mailed and was also attached for review. Allen Poole made the motion to accept the Consent Agenda as presented. Stan Helton seconded. Motion carried unanimously.

**III. Workforce Development Board Membership ..... Lesia Lambert**

Lesia Lambert presented two nominations to fill vacancies on the Workforce Development Board.

- Martha Eaker, President and CEO, Catoosa County Chamber of Commerce, nominated Randall Dyer, Director of Fiber Yarn Planning, Shaw Industries.
- Heather Cochran, President, Dade County Chamber of Commerce, nominated Cheryl Painter, Executive Director, Dade County Chamber of Commerce.

Stan Helton made the motion to approve these nominations. Steve Taylor seconded. Motion carried unanimously.

**IV. WDB Actions ..... Lesia Lambert**

Lesia Lambert reported that a Request for Proposal had been issued for Financial tracking systems software. This software is used to track obligations for the year; updates for any changes which may occur in actual costs; and is used by career advisers to create vouchers to send to the NWGRC fiscal department based on actual costs.

Entre Solutions completed and submitted a Proposal for Financial Tracking for Individual Training Accounts. Staff evaluated the proposal and recommended approving this sole source contract for 15 users at a fee of \$90 per user per month. The total for the year would be \$16,200. Entre will only bill for actual user cost with a minimum of 10 users.

Cost per User	# of Users	Total Cost per Month	Total Cost for 1 year
\$90	Minimum of 10	\$900	\$10,800
\$90	15	\$1,350	\$16,200

Allen Poole made the motion to approve the recommendation for this sole source contract for 15 users at a fee of \$90 per user per month, not to exceed \$16,200. Steve Taylor seconded. Motion carried unanimously.

Ms. Lambert then presented the list of Individual Training Account (ITA) Providers for the 2017 fiscal year, pending the outcome of the State's subsequent eligibility review for performance and continued inclusion on the State eligible provider list:

- CPR with Mickey*
- Dalton State College*
- Fortis College*
- Georgia Driving Academy*
- Goodwill of North Georgia*
- International Union of Operating Engineers (IUOE) Local 926 - RAP*

*Katlaw Driving School  
Kennesaw State University  
North Georgia Technical College  
Northwest Georgia RESA - GaTAPP  
R.S. Thomas Training Associates  
Southeast Lineman Training Center  
Training Center of Northwest Georgia  
Truck Institute of Forsyth  
Truck Institute of Oxford Alabama  
Chattahoochee Technical College  
Georgia Highlands College  
Georgia Northwestern Technical College  
West Georgia Technical College*

Allen Poole made the motion to approve these ITA Providers, pending the outcome of the State's subsequent eligibility review for performance and continued inclusion on the State eligible provider list. Stan Helton seconded. Motion carried unanimously

Ms. Lambert stated that the Workforce Development Board had approved the following slate of Officers:

*Bruce Bowman, Chairman  
Mike Schwaderer, Vice-Chairman  
Jim Henry, Secretary*

Ms. Lambert also stated that the Workforce Development Board had approved the Executive Committee as follows:

*Bruce Bowman  
Jim Henry  
Beth Kelley  
Linda McEntire  
Mitchell Morgan  
Mike Schwaderer*

Rhonda Wallace made the motion to accept these recommendations for the Workforce Development Board Officers and the Executive Committee. Allen Poole seconded. Motion carried unanimously.

Ms. Lambert presented the following slate of Youth Committee Officers, approved by the Workforce Development Board:

- Beth Kelley, Chairman*
- Curtis Kingsley, Vice-Chairman*
- Eric Waters, Secretary*

Al Hoyle made the motion to accept these recommendations for the Workforce Development Board Officers and the Executive Committee. Steve Taylor seconded. Motion carried unanimously.

Ms. Lambert informed those present that the Workforce Development Board approved adding the following individuals to the Services to Individuals with Disabilities Committee:

- Scott Jackson, Service Area Manager, Georgia Vocational Rehabilitation Agency
- Paul Workman, Business Operations Manager, Georgia Vocational Rehabilitation Agency

Allen Poole made the motion to accept the nominations. Steve Taylor seconded. Motion carried unanimously.

Ms. Lambert presented the Council the "Workforce Development Board of Northwest Georgia Travel Policy" (attached) which was modeled on the Northwest Georgia Regional Commission Travel Policy. She stated that every attempt had been made to address most WDB travel circumstances including lodging, transportation, incidentals, and meals. Allen Poole made the motion to accept this policy. Stan Helton seconded. Motion carried unanimously.

**V. Designation of CLEO..... Lesia Lambert**

Lesia Lambert reminded those present that two negotiations meetings pertaining to the One-Stop delivery system have taken place in accordance with directives outlined by the State Workforce Development Division. State Certification guidance was received on May 12, 2017 from the State requiring that the Comprehensive One-Stop Center as well as the affiliate sites be certified by June 30, 2017. The certification process is extensive and could not be completed prior to the regularly scheduled May meeting. In order to be respectful of the Council's time, Ms. Lambert asked that the CCEO delegate the authority to Ted Rumley, CLEO, to meet with the WDB Executive Committee and act on behalf of the CCEO for the certification of the Comprehensive and Affiliate One-Stop Center. Allen Poole made the motion to accept this request. Stan Helton seconded. Motion carried unanimously.

**VI. High Demand Career Initiative Grant Update. . . . . Lesia Lambert**

Lesia Lambert reminded those present that our Region had applied for a High Demand Career Initiative grant in March. Ms. Lambert reported that Region 1's application for the HDCI Sector Partnership grant had been approved and our Region had been awarded a grant in the amount of \$232,200 (letter from Georgia Department of Economic Development, Workforce Division attached).

**VII. July Meeting . . . . . Terri Morgan**

Terri Morgan informed those present that, due to a conference that would need to be attended by Lesia Lambert and others, staff had spoken with Bruce Bowman, Chairman of the WDB, about changing the meeting date of the July WDB Meeting to July 12, 2017 (the second Wednesday). Ms. Morgan asked the CCEOs if they would like to meet jointly with the WDB on that date (since the NWGRC does not meet in July). Allen Poole made the motion to approve changing this July Meeting date. Rhonda Wallace seconded. Motion carried unanimously.

**Other**

**Adjourn**

There being no further business, the meeting adjourned.