

Workforce Development Board of Northwest Georgia
Services to Individuals with Disabilities
Committee Meeting
Monday, November 7, 2016, 10:30 a.m.
Vocational Rehabilitation- Calhoun, GA

Minutes

Disabilities Committee Members Present:

Melissa Freeman
Loraine Green
Rita Lawler
Kim Linek
Paul Ray
Maia Santamaria

Disabilities Committee Members Absent:

Shelia Callaway
Kathy Joule*
Sheila Parker

Guests and Staff Present:

Brenda Davis
Lesia Lambert
Terri Morgan
Phyllis Walker

**resigned*

Paul Ray welcomed those present and called the meeting to order. He asked those present to introduce themselves. It was determined that a quorum was available. Mr. Ray asked for a motion to approve the minutes from the May 2, 2016 meeting. Loraine Green made the motion to accept. Kim Linek seconded. Motion carried unanimously.

Phyllis Walker informed those present that a copy of the "Disabilities Resources 2016-17 Manual" had been sent to each committee member for review and a few additions had been made. An updated copy was provided (attached). Rita Lawler noted that some agencies/resources needed to be added: Goodwill, Highland Rivers, Network, Mercy Services, and Floyd Training Center.

Mr. Ray suggested that, once an updated electronic version of the Manual is available and placed on the CareerDepot.org web site, that each agency should link to the Manual on their respective web sites.

Ms. Walker noted that there had been discussion regarding the Disabilities Resource Manual (which is one of the goals the Committee has established). She asked the Committee for suggestions on actions to work towards progress in meeting the other goals. Mr. Ray stated that he believed that the dissemination of information (such as the Disabilities Resource Manual) to Committee Members and agency staff would aid in progress for two goals: "Staff Training" and "Marketing individuals with disabilities to employers." He stated that the Manual would be a resource for marketing and that Vocational Rehabilitation could add information about the Manual to the PSAs that they regularly send to media.

Lesia Lambert stated that it would be helpful for all agency staff and Committee Members to understand the referrals process for each agency and the services available through each agency. Mr. Ray stated that he would send a list of services provided by VR as well as contact information for each service. There was discussion about a meeting during the first quarter of the year which would include key or front-line staff from each agency as well as the Committee Members. This meeting's focus would be to provide: staff training, strengthening the referral process, and better marketing of individuals with disabilities to employers. Terri Morgan will send an email to the Committee Members for suggestions regarding which staff from each agency should attend this meeting.

Lesia Lambert informed those present that, under WIOA, 75% of youth funding must be spent on out-of-school youth. The remaining 25% can be spent on in-school youth. Additionally, 20% of youth funds must be spent on a work component. She stated that Brenda Davis, the WIOA Program Administrator for Gilmer County Schools, had worked with Vocational Rehabilitation in her area to coordinate the WIOA Youth Program with available resources through Vocational Rehabilitation. Ms. Davis informed the committee that she works with the Transitions Coordinator in her area to determine if there are individuals currently being served by Vocational Rehabilitation who can benefit from WIOA services. She stated that just over half of her program participants in the last program year were students with barriers to employment.

Ms. Lambert stated that, since WIOA can only serve a limited number of in-school youth and since Vocational Rehabilitation must spend 15% of their funds on youth services, she was interested in finding ways in which the two programs could work together to avoid duplication of services but to complement each others programs. Mr. Ray asked which counties currently had a WIOA in-school program. Ms. Lambert responded that Chattooga, Fannin, and Gilmer Counties and Rome City Schools have in-school programs. She noted that the other counties had not bid on the Youth Services RFP (released last year). Mr. Ray suggested that he, Ms. Lambert, Ms. Davis, and the Transitions Coordinator in Gilmer County should meet to discuss

strategies to coordinate in the other counties where WIOA in-school Youth Services are available.

Phyllis Walker stated that a Request for Proposal for One-Stop Operator had been issued in order to secure an operator for the One-Stop system in Northwest Georgia. Mr. Ray noted that several partner agencies had met to discuss the Comprehensive One-Stop Center process and the Resource Sharing Agreement as well as the Partner Memorandum of Agreement. More information will be provided as it is available.

Terri Morgan noted that Kathy Joule had retired and a replacement would be needed on the Committee. Paul Ray will make a recommendation for this vacancy.

Due to varying commitments, committee members asked if a regular meeting date could be established. Terri Morgan will contact the Committee Members to determine a date which will work for most. There being no further business, the meeting adjourned.