

Workforce Development Board of Northwest Georgia
Services to Individuals with Disabilities
Committee Meeting
Monday, May 2, 2016, 10:30 a.m.
Georgia Northwestern Technical College- Calhoun, GA

Minutes

Disabilities Committee Members Present:

Shelia Callaway
Melissa Freeman
Loraine Green
Kathy Joule
Rita Lawler
Kim Linek
Paul Ray

Disabilities Committee Members Absent:

Sheila Parker
Andrea Roberson*
Maia Santamaria

Guests and Staff Present:

Wendy Allen
Gwen Dellinger
Sarah Harrison
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.

Gwen Dellinger informed those present that an excerpt from the "Required Elements for the Submission of Local and Regional Plans" (attached) had been included for the Committee's reference. She stated that she only included the sections which she thought was appropriate for the Disabilities Committee. Ms. Dellinger noted that the Plan document requested that local areas "provide a description of how entities within the one-stop delivery system, including one-stop operators and the one-stop partners, will comply with WIOA § 188, if applicable, and applicable provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) regarding the physical and programmatic accessibility of facilities, programs and services, technology and materials for individuals with disabilities. This should include the

provision of staff training and support and addressing the needs of individuals with disabilities.”

Ms. Dellinger reported to the Committee that Melissa Freeman had made recommendations to staff regarding assistive technology, equipment, and software for the new Mobile Career Center. Ms. Dellinger noted that all but three items had been ordered to date.

Additionally, Ms. Dellinger noted that Sarah Harrison had also recently completed Accessibility Monitoring of all One-Stop Centers using forms provided by Mr. Ray along with our current forms. Ms. Harrison stated that there were some small instances of signage that needed to be addressed but otherwise, all of the One-Stop Centers were up-to-date. Ms. Dellinger encouraged those present to let staff know if any needs were identified. She also stressed that a key element in the Plan was the need for staff training and also asked that if Committee members were aware of any training that would benefit the partners to please let her know. Mr. Ray noted that there were changes in paperwork and that he was researching in an attempt to find out information regarding that.

Ms. Dellinger also noted that she would need assistance from Mr. Ray to complete the disabilities portions of the Plan and suggested that he might want to appoint a committee of individuals to assist him. The Plan must be approved at the July WDB Meeting and that it will require a 30 day public commenting period and that the final Plan will be due on August 31, 2016 to the Georgia Department of Economic Development.

Ms. Dellinger then reported that staff members of the Committee had researched resource directories available in the area. The Bartow County Resource Directory is the best and most up-to-date. A sample of some guides was provided in the packets (attached) and the Committee looked at some examples on line. Rita Lawler added that the categories on the ETR guide were right but that the information was outdated. Ms. Dellinger noted that the purpose of discussion for resource directories or guides was to assist individuals with disabilities to find resources for training and employment. Mr. Ray suggested an on line directory or link to resource guides. Mr. Ray stated that he had compiled a list of students who were in computer networking or technology to see if such a work experience program would be feasible. Ms. Dellinger added that since Mr. Ray had identified some students to assist in revising the current Career Depot web site that it seemed that an on line directory could be developed by the students prior to the web site redesign.

Ms. Dellinger presented some goals (attached) that had been prepared by our consultant for review. Ms. Dellinger recommended that the Committee vote on these goals in order that there would be a framework in place for the work of the Committee. Sheila Callaway made the motion to accept these goals. Loraine Green seconded. Motion carried unanimously.

The next meeting was scheduled for June 6, 2016 at a location to be determined. There being no further business, the meeting adjourned.