

Proposal Review Committee  
Calhoun Convention Center  
Minutes  
March 19, 2014

<b>Members Present</b>	<b>Members Absent</b>	<b>Staff and Guest</b>
David Guldenschuh	Mary Ruth Goff	Susan Gentry
Parnick Jennings	David Repp	Randy Gayler
Lance McCravy	Lewis Williams	Tammy Helbing
Janet Queen		Karla Conetta
Mike Shwaderer		

Mr. Mike Schwaderer called the meeting to order. Mr. David Guldenschuh made a motion to accept the minutes from January 15, 2014. Ms. Janet Queen seconded the motion. Motion passed without dissenting vote.

Mr. Randy Gayler informed the committee that he had received information on a new program submitted by First Educational Services in Hinesville, GA, called Teaching Essential Skills for Testing. After review of the program, staff determined the program was for high school students and completers to prepare for the Georgia High School Graduation Test. The program did not meet the criteria for an Individual Training Account Program (ITA) and is not a job specific training program; therefore it did not fit the criteria for an ITA training program. Staff did not recommend approval of the Program.

Next Mr. Randy Gayler presented two new programs from the Continuing Education Department at Chattahoochee Technical College. One was a Commercial Food Equipment Repair Technician which is very similar to their Multi-Craft Industrial Maintenance Training Program which was approved at the last Proposal Review and WIB meeting. The second program they submitted was a new Continuing Education Medical Assistant Program, but we currently have Diploma Medical Assisting available at our Technical Colleges including Chattahoochee Technical College. Many of our health care facilities are now using nurses to perform some of these duties. After speaking with Chattahoochee Tech's Economic Development Director of Operations, Staff did not recommend approval of the new programs submitted by Continuing Education Department at Chattahoochee Technical College.

Ms. Tammy Helbing requested to purchase a labor market analyzer portal. Ms. Helbing explained the benefits and requirements of a labor market portal. She also reviewed each of the three quotes she received from vendors of labor market analyzer portals. Staff recommended approval for the purchase of an online subscription for the labor market analyzer called Wanted Analytics provided by the conference board. The online subscription was for one year of unlimited access to job market data by one user for \$4,999. Wanted Analytics was the most

reasonably priced quote. Mr. David Guldenschuh made a motion to accept staff recommendation. Mr. Lance McCravy seconded the motion. Motion carried without dissenting vote. (Please see Attachment)

Ms. Gwen Dellinger provided the committee information about the Express and Batch Agreement. Ms. Dellinger explained that the Express and Batch Agreement was a three month pilot program being offered by the state of Georgia at no cost to the area. Approval of the Express and Batch Agreement would authorize us to participate in The Work Number Pilot which would give staff additional employment information on our participants that is not available on the UI Screens. Staff made a recommendation to participate in the Express and Batch Agreement (The Work Number Pilot) for three months at no cost. Mr. Lance McCravy made a motion to accept staff recommendation. Mr. Parnick Jennings seconded the motion. Motion carried without dissenting vote.

Ms. Susan Gentry submitted a Proposal by the Georgia Department of Labor for OJT services to begin July 2014. Ms. Gentry reviewed the requirements for an OJT Contract and OJT Program Design. Ms. Gentry informed the committee that all the findings on the Financial Audit had been addressed and resolved to the satisfaction of our Financial/Accounting Director, Mr. Joey Cumbie. She reviewed with the committee where the \$3,000 in operational cost came from. Ms. Gentry also reviewed all the cost associated with the proposed OJT services contract and the performance of the contractor. (Please See Attachment) Staff requested the Georgia Department of Labor's proposal to serve up to 200 participants for a cost not to exceed \$849,568 be approved. David Guldenschuh made a motion to accept staff recommendation. Ms. Janet Queen seconded the motion. Motion carried without dissenting vote.

Meeting adjourned.

