

Proposal Review Committee
 Calhoun Convention Center
 Summary
 May 21, 2014

Members Present	Members Absent	Staff and Guest
David Guldenschuh	Lance McCravy	Gwen Dellinger
Parnick Jennings	Lewis Williams	Randy Gayler
Mary Ruth Golf		Karla Conetta
Janet Queen		
Mike Shwaderer		
David Repp		

Mr. Mike Schwaderer called the meeting to order. Mr. Parnick Jennings made a motion to accept the minutes from March 19, 2014. Ms. Janet Queen seconded the motion. Motion passed without dissenting vote.

Mr. Randy Gayler presented a list of current ITA providers for the upcoming fiscal year pending the outcome of the state's subsequent eligibility review. He also presented a list of our local colleges that are ITA providers that also have a WIA Career Advisor at their location. Mr. Gayler explained the process a person would go through to enroll in ITA provider's program. He also explained the eligibility process that an organization goes through to stay on the eligible provider list for the state. Staff recommended approval of the list of ITA providers including the local colleges that have Career Advisors pending the outcome of the state's subsequent eligibility review and WIB approval. (see attachment) Mr. Parnick Jennings made a motion to accept staff recommendation. Mr. David Repp seconded the motion. Motion passed without dissenting vote.

Next Mr. Randy Gayler informed the committee 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 from Entre Solutions at a rate of \$90.00 per user per month plus an initial set up fee of \$9,000. The \$9,000 set up fee was a one time fee as long as we maintained a contract with Entre Solutions. Eleven users would be \$11,880.00. The average score for the proposal was 118 out of a possible 130. Staff recommended approval for sole source procurement of \$20,880.00 to Entre Solutions for July 1, 2014-June 30, 2015 contingent upon WIB approval. Mr. David Guldenschuh made a motion to accept staff recommendation. Mr. Parnick Jennings seconded the motion. Motion carried without dissenting vote.

Ms. Gwen Dellinger explained that it is vital to our program's eligibility process and 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 a Data system available to assist with the retrieval of Employment information. The available screens will enable staff to view the UI wage information, work history, customer services,

determine if an employment claim is active, and the reason for separation. The Georgia Department of Labor has a total of twenty-one (21) available screens. Eight (8) of the screens have 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 IDs. 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 \$20,000.00 for access to the eight (8) look-up screens contingent upon WIB approval. Mr. David Guldenschuh made a motion to accept staff recommendation. Mr. David Repp seconded the motion. Motion carried without dissenting vote.

Meeting adjourned.