

**Joint Meeting of the
Youth Committee, Workforce Development Board
of Northwest Georgia and
Council of Chief Elected Officials of Northwest Georgia**

Noon~ Wednesday, November 16, 2016
Lake Point Sporting Community, Emerson, GA

Minutes

Attendance

WDB Members Present, County: **WDB Members Not Present, County:**

Guests/Visitors:

Lisa Adkisson, Fannin
Mike Babb, Whitfield
Bruce Bowman, Gordon
Carl Campbell, Murray
Laura Gammage, Polk
Michael Hamilton, Floyd
Kerri Hosmer, Floyd
Seth Houts, Dade
Beth Kelley, Walker
Robert Martin, Pickens
Lance McCravy, Paulding
Linda McEntire, Whitfield
Mike Murphy, Bartow
Mitchell Morgan, Gilmer
Paul Ray, Floyd
Mike Schwaderer, Haralson

Dickie Bone, Gordon
Jim Henry, Chattooga
Jack Killian, Catoosa
Cody McCarson, Polk
Jonathan Ray, Pickens

NWGRC Staff:

Carolyn Barrett
Karla Conetta
Gwen Dellinger
Lloyd Frasier
Randy Gayler
Mallary Hawkins
Tammy Helbing
Bonnie Hobbs
Jamye McDonald
Terri Morgan
Anthony Rucker
Judy Siddall
Phyllis Walker

Ann Bentley
Kim Early
Cynthia Farmer
Lori Fields
Lucy Hale
Sarah Harrison
Lynn Long
Lisa Payne
Courtney Rouse
Angela Royal
Lisa Royal
Sharon Spurling
Vicki Thompson
Barbara Tipton
Anthony Valdez
Shelby Ward

**Youth Committee Members
Present:**

Robb Gilstrap
Beth Kelley
Dianne Scoggins
Eric Waters

**Services To Individuals with
Disabilities Committee Members
Present:**

Paul Ray

CCEOs Present or Represented, County:

Steve Taylor, Bartow
Jason Winters, Chattooga (proxy, Ted Rumley)
Ted Rumley, Dade
Donna Whitener, Fannin (proxy, Mike Babb)
Larry Maxey, Floyd (proxy, Ted Rumley)
Becky Hood, Gordon (proxy, Norris Sexton)
Pete Bridges, Haralson
Allen Poole, Haralson (proxy, Ted Rumley)
Tyson Haynes, Murray
David Austin, Paulding (proxy, Ted Rumley)
Robert Jones, Pickens (proxy, Ted Rumley)
Stephanie Burford, Polk (proxy, Mike Babb)
Teddy Harris, Walker (proxy, Ted Rumley)
Bebe Heiskell, Walker (proxy Ted Rumley)
Mike Babb, Whitfield
Ken Gowin, Whitfield (proxy, Mike Babb)

CCEOs Not Present or Represented, County

Mitchell Bagley, Bartow
Nick Millwood, Catoosa
Keith Greene, Catoosa
Harry Harvey, Chattooga
Alex Case, Dade
Bill Simonds, Fannin
Jamie Doss, Floyd
Al Hoyle, Gilmer
Charlie Paris, Gilmer
Jimmy Palmer, Gordon
Brittany Pittman, Murray
Boyd Austin, Paulding
John Weaver, Pickens
Larry Odom, Polk

I. Welcome..... Bruce Bowman/Ted Rumley/Beth Kelley

Bruce Bowman called the meeting of the Workforce Development Board to order. It was established that a quorum was present for the Workforce Development Board and the Council of Chief Elected Officials. Mr. Bowman asked how the CCEOs and the Youth Committee wished to proceed. Ted Rumley and Beth Kelley agreed to hold a joint meeting.

II. Consent Agenda..... Bruce Bowman

Mr. Bowman informed those present that a Consent Agenda containing the Minutes from the WDB, CCEO, and Youth Committee Meetings, Dislocation Report, Regional Job Analysis, and Mobile Career Center Report had been mailed and was attached for review. Steve Taylor made the motion to accept the Consent Agenda. Lance McCravy seconded. Motion carried unanimously.

III. Council of Chief Elected Officials Actions (CCEOs only)

A. WDB Membership..... Ted Rumley

Ted Rumley informed those present that Mike Babb, longtime WDB, CCEO and Regional Commission Council Member, had not run for re-election as the

Chairman of the Whitfield County Commission. Mr. Rumley thanked Mr. Babb for his years of services. Mr. Rumley then noted that a member of the CCEO would need to be appointed at the next meeting to serve as the CCEO Representative on the WDB.

B. Performance Gwen Dellinger

Gwen Dellinger informed the CCEOs that staff had previously received the Performance Measures (attached) from the State and the WDB had approved. These measures have been incorporated into the Plan. Steve Taylor made the motion to accept the Performance Measures. Mike Babb seconded.

C. Incumbent Worker Policy. Gwen Dellinger

Ms. Dellinger stated that, using the Federal Regulations and researching other states' incumbent worker programs, staff had developed the "Incumbent Worker Training Policies" (attached). The WDB approved this policy. Mike Babb made the motion that the Incumbent Worker policy be accepted. Steve Taylor seconded. Motion carried unanimously.

IV. Fiscal Report. Anthony Rucker

Anthony Rucker provided a Fiscal Report, "Northwest Georgia Regional Commission WD Board Report--11/16/2016" (attached) for review.

Mr. Rucker informed those present that a transfer of \$500,000 from Dislocated Worker funds to Adult funds was needed. He also asked that the Board give staff the flexibility to move up to 50% of the original funding amount, if needed, without Board approval. Mike Schwaderer asked why such approval would be needed. Ms. Dellinger stated that they State only allows transfers four times a year and that the Board will not meet again until after the next deadline. She also stated that the transfer will require the Chairman's signature. Mitchell Morgan made the motion to approve the transfer of \$500,000 from Dislocated Worker funds to Adult funds and with the permission to move 50% of the total grant amounts in the future without Board approval, if needed, prior to the next meeting. Mike Babb seconded. Motion carried unanimously.

Mr. Rucker also stated that ten (10) slots in the Georgia Department of Labor contract needed to be moved from Work Experience to On-the-Job Training and without any change to the total budget. Carl Campbell made the motion to approve this request. Lance McCravy seconded. Motion carried with Lisa Adkisson (employed by Georgia Department of Labor) and Beth Kelley (employed by Georgia Department of Labor) abstaining and without dissenting vote.

IV. ITA Provider Eligibility Policy..... Randy Gayler

Randy Gayler stated that the Georgia Department of Economic Development--Workforce Division had provided a New Training Provider/Program Policy. He stated that staff had reviewed this policy along with the local ITA Policy and had found that the local policy was in line with the State Policy. He also stated that an application for Eligible Training Providers (ETP) had been provided for review, along with the local ITA/Training Provider application. He stated that the changes to the application included a requirement for past performance, a requirement that the provider be one having been in operation for at least six months, and that each program be open to the public as well as WIOA participants. Mitchell Morgan approved the ETP Policy and Application Packet. Steve Taylor seconded. Motion carried unanimously.

V. Youth Committee Goals.. Beth Kelley

Beth Kelley asked that the matter of the Youth Committee Goals be tabled until January, 2017.

VI. Services to Individuals with Disabilities Committee Report..... Paul Ray

Paul Ray informed those present that a copy of the "Services to Individuals with Disabilities Goals" had been updated (attached). He stated that the Resource Guide was being updated and measures taken to better allow sight-impaired individuals to view it online; surveys on the One-Stop sites will be done once further guidance was received; training will take place to familiarize each partner/agency with services and referral process; staff and partners are working together to ensure that no duplication of services occur and also to maximize the funding available; and a formalized agreement is in process.

VI. One-Stop Update..... Phyllis Walker

Phyllis Walker presented those in attendance with a "Cost Allocation Methodology for NWGA Comprehensive One-Stop" (attached). She stated that this methodology will allocate infrastructure and operational costs on the basis of the number of a program's Full-Time Equivalent (FTEs). Mitchell Morgan made the motion approve this methodology. Mike Babb seconded. Motion carried with Lisa Adkisson (employed by Georgia Department of Labor), Kerri Hosmer (employed by Georgia Northwestern Technical College), Beth Kelley (employed by Georgia Department of Labor), and Paul Ray (employed by Georgia Vocational Rehabilitation Agency) abstaining and without dissenting vote.

VII. Re-enrollment Request Randy Gayler

Mr. Gayler informed those present that Barbara Tipton, Career Advisor at West Georgia Technical College received a request for Makia Brown to reenter the WIOA program at her school. Ms. Brown, a single mom on food stamps, has had a number of personal problems over the past few years which have caused her to interrupt her attempts to obtain a degree. Ms. Brown has written a letter requesting that she be considered to reenter the WIOA program for the spring semester (January) where she should be able to earn her Health Information Technology diploma and graduate in June. Ms. Tipton believes she has reached the point where she would now be successful. Staff also recommends this request be approved. Mike Babb made the motion to approve this request. Lance McCravy seconded. Motion carried unanimously.

VIII. HDCI Report. Gwen Dellinger

Ms. Dellinger reminded that the High Demand Career Initiative (HDCI) Sector Partnership Grant application for \$250,000 in funding is due on February 24, 2017. She reported that an initial HDCI Stakeholders Meeting had taken place on October 28, 2016 with a good mix of industry and education representatives. A smaller committee meeting will be held on November 18, 2016. More information will be provided on the HDCI Grant processes as it is available.

IX. Leslie McMillan, General Manager, LakePoint Sports, provided those present with information about LakePoint Sports and a tour of the indoor facilities.

Adjourn

There being no further business, the meeting adjourned.