

Workforce Development Board of Northwest Georgia

Noon~ Wednesday, January 18, 2017
Gordon County Agricultural Services Center, Calhoun, GA

Minutes

Attendance

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

Guests/Visitors:

Lisa Adkisson, Fannin
Bruce Bowman, Gordon
Laura Gammage, Polk
Michael Hamilton, Floyd
Jim Henry, Chattooga
Kerri Hosmer, Floyd
Beth Kelley, Walker
Robert Martin, Pickens
Linda McEntire, Whitfield
Mike Murphy, Bartow
Mitchell Morgan, Gilmer
Mike Schwaderer, Haralson

**Youth Committee Members
Present:**

Beth Kelley

Mike Babb, Whitfield*
Dickie Bone, Gordon
Carl Campbell, Murray
Seth Houts, Dade
Jack Killian, Catoosa
Cody McC Carson, Polk*
Lance McCravy, Paulding
Jonathan Ray, Pickens
Paul Ray, Floyd

NWGRC Staff:

Carolyn Barrett
Karla Conetta
Randy Gayler
Mallary Hawkins
Tammy Helbing
Lesia Lambert
Jamye McDonald
Julie Meadows
Terri Morgan
Anthony Rucker
Phyllis Walker

Ann Bentley
Ylonda Campbell
Megan Conner
Kim Early
Cynthia Farmer
Lori Fields
Lucy Hale
Lynn Long
Lisa Payne
Courtney Rouse
Angela Royal
Lori Royal
Sharon Spurling
Vicki Thompson
Barbara Tipton
Cathy Toles
Chris Upchurch
Anthony Valdez
Shelby Ward

**resigned*

I. Welcome Bruce Bowman

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.

II. Consent Agenda Bruce Bowman

Mr. Bowman informed those present that a Consent Agenda containing the Minutes from the September 21, 2016 Meeting, Dislocation Report, Regional Job Analysis, and Mobile Career Center Report had been mailed and was attached for review. Jim Henry made the motion to accept the Consent Agenda. Mitchell Morgan seconded. Motion carried unanimously.

III. Fiscal Report Anthony Rucker

Anthony Rucker provided a Fiscal Report, "Northwest Georgia Regional Commission--12/31/15" (attached) for review. Beth Kelley made the motion to approve the Fiscal Report. Mike Schwaderer seconded. Motion carried unanimously.

Mr. Rucker also presented a request for an additional \$442,000 (allocated between Adult funds; Dislocated Worker funds; and Youth funds) for new OJTs due to a closing. These funds will be worksite reimbursements and will be direct to employers. Jim Henry made the motion to approve adding the additional funds of \$442,000 to the Department of Labor On-the-Job Training Contract. Mitchell Morgan seconded. Motion carried with Lisa Adkisson and Beth Kelley abstaining (due to their employment at the Georgia Department of Labor) and without dissenting vote.

IV. Monitoring..... Phyllis Walker

Phyllis Walker provided those present with a Monitoring Report and stated that staff had completed Risk Assessments, Start-up Monitoring, Data Validation, Participant Interviews, and File reviews. She stated that some monitoring results necessitated required actions but these were minor.

V. Services to Individuals with Disabilities Committee Report and Recommendations Terri Morgan

Terri Morgan informed those present that Paul Ray, Chairman of the Services to Individuals with Disabilities Committee, had recommended adding Johnathon Cook, Disabled Veterans Representative, Georgia Department of Labor to the Services to

Individuals with Disabilities Committee. Mike Schwaderer made the motion to approve this new member. Mitchell Morgan seconded. Motion carried unanimously.

VI. Proposal Review Committee Report and Recommendations Mike Schwaderer

Mike Schwaderer reported that Northwest Georgia Regional Commission received one response to the One-Stop Operator Request for Proposal. The proposal was reviewed by a committee comprised of WIOA staff and each person graded the proposal. The average score required to be considered was 310. The Proposal Review Committee approved and recommends approval of the following:

Proposer	Service	Counties to Serve	Number of Participants	Cost Per Participant	Total Cost	Average Score	Recommendation
Georgia Department of Labor	One-Stop Operator	15 NWGA counties	900	\$250	\$225,000	366	Recommend that GDOL's proposal to serve a minimum of 900 participants for a total not to exceed \$225,000 be approved contingent upon the availability of funds and successful negotiations.

Mike Schwaderer made the motion to approve this sole source proposal. Mitchell Morgan seconded. Motion carried with Lisa Adkisson and Beth Kelley abstaining (due to their employment at the Georgia Department of Labor) and without dissenting vote.

Mr. Schwaderer then presented a PY2016 Resource Sharing Agreement for approval (attached). He stated that this Agreement will be retroactive to July 1, 2016, regardless of the date of signature. He also informed those present that this Agreement contains a budget that lays out each partner's portion of time and services to be provided at the center. The Proposal Review Committee approved this request. Mike Schwaderer made the motion to approve this request. Jim Henry seconded. Motion carried with Lisa Adkisson and Beth Kelley abstaining (due to their employment at the Georgia Department of Labor) and with Kerri Hosmer abstaining (due to her employment at Georgia Northwestern Technical College) and without dissenting vote.

VII. Youth Committee Report and Recommendations Beth Kelley

Beth Kelley reported that Paxen is contracted to provide OSY services in Bartow, Paulding and Haralson Counties. A request to amend their current contract to include Polk County (since there is not a youth program to support the GED or training needs of the community) was received. Paxen provides year round career development services for youth 19-24 years of age through work experience; assessment of skills; career

counseling and employment planning; mentoring; tutoring; leadership training; occupational skills; work readiness; basic skills remediation; GED; and many supportive services. Several requests have been submitted in support of Paxen expanding their services to Polk County (see attached). Paxen has not requested additional contract numbers or funds. The Youth Committee approved this request. Ms. Kelley made the motion to approve this request from Paxen to provide youth services to WIOA eligible Out-of-School Youth in Polk County. Kerri Hosmer stated that this change would be detrimental to the Georgia Northwestern Technical College program in Polk County. After some discussion, Ms. Kelley withdrew her motion and the request was tabled for further review.

Ms. Kelley then reported that the Youth Committee had approved the "Youth Committee Goals and Objectives" (attached) and made the motion that the WDB approve them. Jim Henry seconded. Motion carried unanimously.

VIII. HDCI Report Lesia Lambert

Lesia Lambert informed those present that the High Demand Career Initiative application was in the process of being complete and was due on February 24, 2017. She stated that the next HDCI meeting would be held at the Gordon County College and Career Academy on January 24, 2017.

IX. Plan Revision Lesia Lambert

Ms. Lambert presented the "Worksource Northwest Georgia Workforce Innovation and Opportunity Act Local Plan" for review (attached, with changes highlighted). She stated that The Local/Regional plan for Area 1 had been conditionally approved by the Georgia Department of Economic Development's Workforce Division (WFD) contingent upon completion of the revisions/additions requested.

The additions include adding information for the advance manufacturing sector to meet the needs identified in the economic and workforce development communities in our region; provided information on future sector strategy development for the region including logistics/transportation and healthcare; provided information on the RFP process for competitive Procurement and Procurement policies were attached; Equal Employment and Grievance Procedures were reviewed and corrected. Citation numbers were added along with changes in the language; revisions were made to the

Notice of Proposed Rule making (NPRM) references to include regulations requiring career services assistance to customers filing unemployment claims; and work based learning initiatives were revised to include additional information about OJT, incumbent worker training, customized training, career pathways and business services.

Ms. Lambert asked that the plan revisions be approved contingent upon state approval and that staff be allowed to make additional edits to the plan if requested by the state without seeking future Board approval. Beth Kelley made the motion that the Plan revisions be accepted, contingent upon State approval and that additional changes be authorized to be made by staff without future Board approval. Mike Schwaderer seconded. Motion carried unanimously.

Ms. Lambert also stated that, although GDEcD requested these revisions and additions to be made to the plan, it was mentioned in an email from the state that our "plan was one of the most impressive plans graded."

X. Policies

A. Customized Training Brandi Dover

Brandi Dover presented the "Customized Training Policy" (attached) for approval. Laura Gammage asked if this was a new policy or a revised policy. Ms. Dover answered that it was a new policy. Robert Martin made the motion to approve this policy. Jim Henry seconded. Motion carried unanimously.

B. Support Brandi Dover

Ms. Dover presented the "Supportive Services Policy" (attached). She stated that the following transportation amounts would now apply:

- 0.5-10 miles = \$7.50 per day
- 11-25 miles = \$10.00 per day
- 26 + miles = \$12.50 per day

Michael Hamilton made the motion to approve this change in policy. Jim Henry seconded. Motion carried unanimously.

XI. Next Meeting (Change in date) Terri Morgan

Terri Morgan informed the Board that, due to a Department of Education Request for Proposal that was being issued that required local review and would not be provided to NWGRC until the last week in March, staff was requesting that the Board approve rescheduling the March WDB meeting for April 12, 2017. She stated that the meeting would be held at Georgia Northwestern Technical College. Jim Henry made the motion to approve this rescheduled date. Robert Martin seconded. Motion carried unanimously.

XII. Linda McEntire, Director Technical Training, Mohawk Industries, Inc., provided those present with an update regarding the Mohawk Apprenticeship Program.

Adjourn

There being no further business, the meeting adjourned.