

**WORKFORCE INVESTMENT BOARD (WIB) OF NORTHWEST GEORGIA, INC.**

12:00 p.m. ~ Wednesday, January 18, 2012

Calhoun Convention Center, Calhoun, GA

Minutes

**Attendance - WIB**

**WIB Members Present, County:**

Mike Babb, CCEO  
Shelia Callaway, Gordon  
Cecelia Carson, Paulding  
Mary Ruth Goff, Dade  
Loraine Green, Fannin  
Jim Henry, Chattooga  
Steve Holland, Floyd  
Lance McCravy, Paulding  
Eric McDonald, Polk  
Carmen Payne, Whitfield  
Dan Penland, Murray  
Dr. John Schwenn, Whitfield  
Lewis Williams, Pickens

**Youth Council Members:**

**NWGRC Staff:**

Carolyn Barrett  
Karla Conetta  
Gwen Dellinger  
Lloyd Frasier  
Randy Gayler  
Susan Gentry  
Sarah Harrison  
Rosa Hayes  
Tammy Helbing  
Lesia Lambert  
Jamye McDonald  
Terri Morgan  
Judy Siddall  
Phyllis Walker

**WIB Members Not Present, County:**

Rhonda Beasley, Walker  
Bruce Bowman, Gordon  
Lisa Clark, Polk  
Twyla Crump, Floyd  
Angie Douglass, Floyd  
Troy Frantzen, Gordon  
Jerry Garland, Bartow  
Gussie Harris, Paulding  
Al Hutchison, Walker  
Parnick Jennings, Bartow  
Butch Jones, Gilmer  
Dr. Craig McDaniel, Floyd  
James L. Moore, Walker  
Libby Monteith, Floyd\*  
Ryan Morgan, Catoosa  
Glenn Rasco, Pickens  
Jonathan D. Ray, Pickens  
Lynne Reese, Floyd  
Joe Remilliard, Whitfield  
Bryan Shealy, Floyd  
Mike Schwaderer, Haralson  
William Steiner, Floyd  
Tim Thompson, Bartow  
Marvin Williams, Polk

**Guests/Visitors:**

Al Abernathy  
Joel Alexis  
Ann Bentley  
Louvonja Johnson Boone  
Kayla Davenport  
Carla DeBose  
Kim Early  
Tracey Esmann  
Lori Fields  
Gail Fowler  
Lucy Hale  
Kevin Hodges  
Judy Holcombe  
Charles Johnson  
Gayle Kimble  
Krista Kennedy  
Lynn Long  
Lori McAllister  
Scott McNabb  
Lisa Payne  
Anne Rapp  
Elizabeth Scott  
Judy Trapp  
Chris Upchurch  
Justin Vanoy  
Dawne White

*\*resignation received*

I. Welcome ..... Dan Penland

In the absence of Butch Jones, Chairman, Dan Penland, Vice-Chairman, called the meeting to order. It was established that a quorum was present.

II. Consent Agenda ..... Dan Penland

Mr. Penland informed those present that a consent agenda consisting of Minutes for the November 16, 2011 meeting had been mailed. He noted that one correction should be made to the minutes: Shelia Callaway had been erroneously included in the "WIB Members Not Present" column (attached copy with correction in bold print on Page 1). Steve Holland made the motion that the Consent Agenda be accepted with corrections. Mike Babb seconded. Motion carried unanimously.

III. Revenue & Expenditure Report ..... Judy Siddall

Judy Siddall reported that a Revenue & Expenditure Report was included in the packets for review (attached). She stated that the report reflects the time period: July 1, 2011--December31, 2011. Mike Babb stated that changing the fiscal accounting system was a huge undertaking and asked that the Board allow time and patience for the fiscal staff to complete this endeavor and be able to provide timely reports.

IV. Youth Council Report & Recommendation ..... Lesia Lambert

Lesia Lambert stated that Libby Monteith, Northwest Georgia Housing Authority, resigned from the Youth Council. A nomination from Sandra Hudson, Executive Director, Northwest Georgia Housing Authority (attached), was received for Molly Majestic, Coordinator--Resident Services. The Youth Council approved this nomination and recommended WIB approval. Steve Holland made the motion that this nomination be approved. Shelia Callaway seconded. Motion carried unanimously.

Ms. Lambert then presented a Youth Providers Performance Report (attached). The Youth Council approved this report and recommends WIB approval. Shelia Callaway made the motion that this report be approved. Mary Ruth Goff seconded. Motion carried unanimously.

V. Consortia Report & Recommendations ..... Gail Fowler

Gail Fowler reported that a modification to the West Georgia Technical College budget was submitted and approved at the November meeting of the Consortia and WIB to add \$1,700 (\$765 Adult and \$935 DW) for travel, \$1,500 (\$675 Adult and \$825 DW) for Training Materials and Supplies, and Utility/Internet funding of \$2,400 (\$1,080 Adult and \$1,320 DW) for the One-Stop center. This should have brought the total for the contract to \$771,700. It was inaccurately listed as \$771,000. The Consortia approved making this correction and recommended the WIB approval. Steve Holland made the motion that this correction be approved. Loraine Green seconded. Motion carried unanimously.

Ms. Fowler then reported that the Consortia had authorized Butch Jones to send a letter to the Governor in support of Vocational Rehabilitation and expressing concern for the proposed moving of all services under Vocational Rehabilitation, currently housed within the Department of Labor, to the Department of Human Services. Loraine Green made the motion that the letter be authorized by the WIB. Shelia Callaway seconded. Motion carried unanimously.

VI. Proposal Review Committee ..... Steve Holland

Steve Holland informed those present that the Proposal Review Committee met prior to the WIB meeting but did not have a quorum. He stated that Chattahoochee Technical College has experienced price increases in two of their continuing education courses. Due to increased software, books, and a project simulation, the Six Sigma Green Belt Certification has increased in price from \$2,210 to \$3,450. For similar reasons the Lean Six Sigma Black Belt certification has increased from \$3,910 to \$4,950. These are relatively new courses and are increasingly helpful in industrial settings for participants to learn to define, measure, analyze, improve and control industrial protocol. Participants learn to collect and interpret data pursuant to leading problem solving projects. Mike Babb expressed concern over these price increases. Steve Holland made the motion that the matter be tabled until such time as a representative from the school can explain in more detail the justification for the increases. Mike Babb seconded. Motion carried unanimously.

Mr. Holland reported that Georgia Northwestern Technical College is developing a Warehousing and Distribution Specialist Technical Certificate of Credit course. Participants would learn to work in the dynamic field of warehousing and materials logistics. Included would be instruction in computer software, scanning and code technology, along with fundamentals of electricity, material handling systems, conveyors, powered lift trucks, handling of hazardous materials, and many other components. This would be 160 contact hours classroom and lab instruction for approx. 8 weeks. Entrance requirements among others would be High School diploma or GED and Silver level

Georgia work ready certificate. Total fee is \$1,019. Steve Holland made the motion that this course be approved. Loraine Green seconded. Motion carried unanimously.

Mr. Holland then stated that the Center of Industry and Technology, an approved vendor, closed prior to Christmas. Staff has been in touch with the state approval officer for course training who was told they would be reopening after the holidays. She is following up on this. At the current time she has been unable to verify their status. Staff will remain in close contact with the state as to the status of this school.

VII. Performance Reports . . . . . Steve Holland

Gwen Dellinger presented a Performance Report (attached). Ms. Dellinger also reported that Mercy Senior Care, an On-the-Job Training provider (serving individuals 45 and older) is struggling with enrolling individuals into their program. She stated that a recommendation regarding the program will be made at the next meeting.

VIII. Governor’s Office of Workforce Development Update . . . . . Gwen Dellinger

Gwen Dellinger reported that notification had been received that the Governor has chosen to move administration of WIA funding from the Department of Labor to the Governor's Office of Workforce Development. At this time, the impact of the move is unknown. More information will be provided as it becomes available.

IX. Presentation by Carla R. DeBose, Director, Professional Development and Transition Resources, Office of Adult Education

Carla R. DeBose provided a presentation regarding Adult Education.

Other

Adjourn

There being no further business, the meeting adjourned.