

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

12:00 p.m. ~ Wednesday, March 21, 2012

Calhoun Convention Center, Calhoun, GA

Minutes

**Attendance - WIB**

**WIB Members Present, County:**

Rhonda Beasley, Walker  
Bruce Bowman, Gordon  
Shelia Callaway, Gordon  
Jerry Garland, Bartow  
Ruth Goff, Dade  
Loraine Green, Fannin  
Jim Henry, Chattooga  
Steve Holland, Floyd  
Molly Majestic, Floyd  
Lance McCravy, Paulding  
Mitchell Morgan, Gilner  
Dan Penland, Murray  
Glenn Rasco, Pickens  
Lynne Reese, Floyd  
Mike Schwaderer, Haralson  
Lewis Williams, Pickens

**Youth Council Members:**

Molly Majestic, Floyd  
Lynne Reese, Floyd

**WIB Members Not Present, County:**

Mike Babb, CCEO  
Cecelia Carson, Paulding  
Lisa Clark, Polk  
Twyla Crump, Floyd  
Angie Douglass, Floyd  
Troy Frantzen, Gordon  
Penny Grigg, Walker  
Gussie Harris, Paulding  
Al Hutchison, Walker  
Parnick Jennings, Bartow  
Dr. Craig McDaniel, Floyd  
Eric McDonald, Polk  
Ryan Morgan, Catoosa  
Carmen Payne, Whitfield\*  
Jonathan D. Ray, Pickens  
Joe Remilliard, Whitfield  
Bryan Shealy, Floyd  
Dr. John Schwenn, Whitfield  
William Steiner, Floyd  
Tim Thompson, Bartow  
Marvin Williams, Polk

**NWGRC Staff:**

Carolyn Barrett  
Karla Conetta  
Gwen Dellinger  
Randy Gayler  
Susan Gentry  
Sarah Harrison  
Tammy Helbing  
Bernice Jackson  
Lesia Lambert  
Jamye McDonald  
Terri Morgan  
Phyllis Walker

**Guests/Visitors:**

Ann Bentley  
Susan Doesburg  
Kim Early  
Lori Fields  
Gail Fowler  
Lucy Hale  
Kevin Hodge  
Judy Holcombe  
Beth Kelley  
Krista Kennedy  
Gayle Kimble  
Lynn Long  
Lori McAllister  
Pete McDonald  
Scott McNabb  
Lisa Payne  
Anne Rapp  
Paul Ray

I. Welcome ..... Bruce Bowman

Bruce Bowman, Chairman, called the meeting to order. It was established that a quorum was present.

II. Consent Agenda ..... Bruce Bowman

Mr. Bowman informed those present that a consent agenda consisting of Minutes from the March and April WIB meetings had been mailed for review. Loraine Green made the motion that the Consent Agenda be accepted. Shelia Callaway seconded. Motion carried unanimously.

III. Financial Process Update ..... Gwen Dellinger

Gwen Dellinger provided a presentation regarding the Financial Process regarding the grant setup and drawdown procedures that are anticipated beginning July 1, 2012, when the Governor's Office of Workforce Development becomes the administrative entity for WIA funds. She stated that there was some question regarding the length of time it may take for participants to receive supportive service payments. More information will be provided to the Board when it is received.

IV. Nominating Committee Report ..... Lynne Reese

Lynne Reese reported that the Nominating Committee did not have a quorum. Ms. Reese stated that Mitchell Morgan had agreed to serve on the Executive Committee as a Gilmer County representative (replacing Butch Jones). Ms. Reese made the motion that Mr. Morgan be approved to serve in this capacity. Jim Henry seconded. Motion carried unanimously.

V. Consortia Report ..... Jerry Garland

Jerry Garland informed those present that the Consortia had met prior to the WIB meeting. He stated that the Consortia had approved funding the Career Adviser contracts for a period of six months in order that services could continue uninterrupted. with the hope that the total amount of carryover and new funding will be available soon. The recommendations are as follows:

	July 2012 Auto Alley	(time limited) Disaster	1/2 (6 months)	Total
Chattahoochee Technical College			\$386,573	\$386,573
Dalton State College		\$44,500	\$153,450	\$197,950
Georgia Highlands College		\$75,000	\$180,484	\$255,484
Georgia Northwestern Technical College		\$407,170	\$444,566	\$851,736
West Georgia Technical College	\$6,040		\$149,234	\$155,274

Support (6 months plus NEG's)

Chattahoochee Technical College	\$260,000	\$0	\$260,000
Dalton State College	\$114,247	\$19,500	\$133,749
Georgia Highlands College	\$45,000	\$107,500	\$152,500
Georgia Northwestern Technical College	\$295,290	\$431,904	\$727,194
West Georgia Technical College	\$111,938	\$0	\$111,938
			<b>\$1,385,381</b>

The Consortia approved these recommendations and recommends WIB approval. Jerry Garland made the motion that the recommendations be approved. Lynne Reese seconded. Motion carried with Glenn Rasco abstaining and without dissenting vote.

Mr. Garland also reported that a Career Pathways STEM Educator Mini-Academy was proposed to provide a Professional Learning opportunity for high school educators including 1) instruction component, 2) a hands-on component, and 3) industry tours. The training is formatted in duplicate, with CTC managing the north and east portions of the region and WGTC the south and west. Dr. John Barge's (GDOE) point person for career pathways has been asked to speak about STEM, followed by a review of the region's most critical jobs as identified by local industry. The proposed budget is \$18,400. The Consortia approved this training. Jerry Garland made the motion to approve. Lance McCravy seconded with Glenn Rasco abstaining and with no dissenting vote.

Mr. Garland informed those present that the Consortia approved providing supportive services payments (transportation and childcare) for individuals receiving services through the Disaster and Hospital grants.

VI. Youth Council Report & Recommendations ..... Angie Douglass

Angie Douglass reported that the preliminary PY 2012 Allocation (based upon information provided by the GDOL as of April 19, 2012) indicates that our area will receive \$1,898,639 . This allocation represents an increase in the amount staff expected to receive. As a result, the Youth Council approved allowing \$500,000 in youth funds to be made available to the WIA Career Adviser Contractors to provide youth services for Older Youth (19-21) in Individual Training Accounts (ITAs), contingent upon GOWD approval.

Ms. Douglass stated that a Youth Providers Performance Report will be e-mailed to the Board.

VII. Proposal Review Committee Report & Recommendations ..... Steve Holland

Steve Holland reported that the Proposal Review Committee met prior to the WIB meeting and that a quorum was present.

Mr. Holland reported that the following is a list of vendors that staff recommended to be reapproved for the 2012 Fiscal year:

Academy of Allied Health Careers, Atlanta Truck Driving School, CNA Nursing School of Calhoun, CPR With Mickey CNA School, Fortis College (Medix), Georgia College of Construction, Georgia Driving Academy, Grady Health System-School of Radiologic Technology, Great Southern Driving Academy, Jacksonville State, Joint Apprenticeship Training Trust, Katlaw Driving School, Kennesaw State, Learn to Earn Dental Staff School, Medical and Technical Institute of North Georgia, Med Tech Institute (Javelin), North Georgia Technical College, Prime Care Nursing Services, Southeast Lineman Training Center, Technology Center, Inc., Truck Driver Institute (Alabama), Truck Driver Institute (Forsyth), University of West Georgia.

He reported that, of the 166 students who attended vendor schools 70+% went to three schools. Performance figures for these schools is as follows:

- Great Southern Driving Academy, Credential rate 91.8% and Employment rate 68.1%

- CPR With Mickey CNA School, Credential rate 91.9% and Employment rate 83.3%
- Katlaw Driving School, Credential rate 95.2% and Employment rate 95.2%

The Proposal Review Committee approved these vendors. Shelia Callaway made the motion for WIB approval. Jim Henry seconded. Motion carried with Steve Holland and Lance McCravy abstaining and with no dissenting vote.

Mr. Holland also reported that staff requested reapproval for the Colleges and Technical Colleges that house the career advisors. They are as follows: Chattahoochee Technical College (Credential rate 85.5% and Employment rate 76.1%;), Dalton State College (Credential rate 78.6% and Employment rate 80.0%), Georgia Highlands College (Credential rate 61.1% and Employment rate 72.1%), Georgia Northwestern Technical College (Credential rate 76.6% and Employment rate 76.8%), and West Georgia Technical College (Credential rate 66.7% and Employment rate 73.1%). The Proposal Review approved. Lance McCravy made the motion that the WIB approve. Jerry Garland seconded. Motion carried with Glenn Rasco abstaining and without dissenting vote.

Mr. Holland stated that staff had contacted Morehouse College due to participant interest in their computer science program. The necessary packet has been sent for completion but has not yet been received. Staff requested conditional permission to approve them as a provider contingent upon receiving the necessary information and also an assessment by staff to ensure they meet our local requirements and policies. The Proposal Review Committee approved this request. Steve Holland made the motion that this request be approved. Lance McCravy seconded. Motion carried unanimously.

Mr. Holland then reported that an Advanced Manufacturing Video Project, a five to eight minute video, will raise awareness and provide an informational message promoting career options and career pathways in advanced manufacturing in the Northwest Georgia, and serve as a resource for the career development/decision-making process. The target audience will be adults and dislocated workers via career/one-stop centers, employment offices, schools, or any groups or individuals. The video will emphasize the importance of high school graduation or GED attainment, and provide postsecondary educational information and other resources, i.e., Go Build Georgia, career pathways, and links to skills assessments and job connection websites. He stated that no ownership rights of the original product are anticipated since it will be distributed in the public domain and through social media. In an effort to save costs, local industry shots, current initiatives, education resources and career pathway references will be added to stock

footage previously produced for Georgia Work Ready.

Mr. Holland stated that the Proposal Review Committee approved funding this project, at a cost not to exceed \$30,000, via the one of the following options:

- West Georgia Technical College One-Stop will produce the project, contingent upon agreement between both parties, or
- An RFP can be distributed to appropriate vendors on bidders list.

Angie Douglass how individuals would view the video. Sarah Harrison stated that it would be available via social media and also at schools and one-stop centers. Rhonda Beasley asked how providers were added to the Bidders List. Terri Morgan stated that the Bidders Checklists were available on the home page of the CareerDepot.org web site and should be completed and sent to the addressed indicated on the checklists. This will ensure advance notification of bids when they are released.

Steve Holland made the motion that his request be approved, contingent upon a successful agreement with West Georgia Technical College or utilization of the Bidders Checklist with the stipulation that the Leadership Committee will make the decision on any bids received (Ms. Dellinger also invited members of the WIB to contact Sarah if interested in evaluating bids); that the cost not exceed \$30,000; and that the project be completed by July 31, 2012. Jim Henry seconded. Motion carried unanimously.

Mr. Holland then informed those present that the OJT contracts are currently in teh 2nd year of a 3-year bid cycle. Performance reports were provided for review (attached). Mr. Holland stated that Georgia Department of Labor had met or exceeded all performance measures and staff recommended that they be given a contract for the third year, PY 2012, with the flexibility to move between funding sources, as needed.

Recommendations are as follows:

	Salary and Fringe
Dislocated Worker Funds	\$ 96,146
OJT NEG (through September, if extended)	\$ 55,000
Tornado Grant Funds (temp worker)	\$ 190,521
Tornado Grant Funds (OJT)	\$ 107,272
Hospital Grant Funds	\$ 85,331

Steve Holland made the motion that these recommendations be approved. Lewis Williams seconded. Motion carried unanimously (note: Jerry Garland had left the room).

Mr. Holland then reported that Mercy Senior Care was discussed at the March Proposal Review Committee meeting and approval was given to allow some flexibility in funding so that they could utilize both Adult and DW funding sources. At that time, only one placement had been made. Since that time, they have added nine additional slots. Performance information for the year was provided (attached). Mr. Holland stated that staff recommended Mercy Senior Care be given a new contract for PY 2012 with the condition that the performance be reviewed and re-evaluated after six months and that flexibility be given to move between funding sources, as needed. Recommendations are as follows:

	Salary and Fringe
Adult Funds	\$ 52,365
Dislocated Worker Funds	\$ 20,364

Steve Holland made the motion that these recommendations be approved. Shelia Callaway seconded. Motion carried unanimously.

#### Other

Ms. Dellinger reported that a Planning Worksheet had been included in the packets for review (attached). She stated that this was a staff estimate of the amounts of carryover which will be available on July 1, 2012 as well as the new funding allocations which have been received from the GOWD. She stated that one correction should be made to the handout. "NWGRC (July 2012) should read "NWGRC (July 2011)."

Bruce Bowman announced that a New Member Orientation would be conducted immediately following the WIB meeting.

#### Adjourn

There being no further business, the meeting adjourned.