

Workforce Investment Board (WIB) of Northwest Georgia, Inc.

12:00 p.m. ~ Wednesday, January 15, 2014

Calhoun Convention Center, Calhoun, GA

Summary

Attendance - WIB

WIB Members Present, County:

Shelia Callaway, Gordon
Angie Douglass, Floyd
Lloyd Frasier, Floyd
Rick Goble, Pickens
Loraine Green, Fannin
David Guldenschuh, Floyd
Jim Henry, Chattooga
Beth Kelley, Walker
Jack Killian, Catoosa
Gerry Nechvatal, Pickens
Janet Queen, Bartow
David Repp, Gordon
Mike Schwaderer, Haralson
Dr. Pete Snell, Haralson
Eric Waters, Floyd
Lewis Williams, Pickens

Youth Council Members:

Angie Douglass
Eric Waters

WIB Members Not Present, County:

Jeff Barnes, Polk
Bruce Bowman, Gordon
Mike Babb, Whitfield
Carl Campbell, Murray
Vicki Defalco, Whitfield
Ryan Enos, Catoosa
Troy Frantzen, Gordon
Ruth Goff, Dade
Ed James, Floyd
Parnick Jennings, Bartow
Daphne Johnson, Catoosa
Sara Magnusson, Paulding
Molly Majestic, Floyd
Lance McCravy, Paulding
Eric McDonald, Polk
Pete McDonald, Floyd
Mitchell Morgan, Gilmer
Jonathan Ray, Pickens
Joe Remillard, Whitfield
Dr. John Schwenn, Whitfield

NWGRC Staff:

Caroly Barrett
Karla Conetta
Gwen Dellinger
Randy Gayler
Sarah Harrison
Tammy Helbing
Bernice Jackson
Lesia Lambert
Terri Morgan
Anthony Rucker
Phyllis Walker

**resigned*

Guests/Visitors:

Louvonnia Boone
Ylonda Campbell
Latoya Cotton
Susan Doesburg
Kim Earley
Tracey Esmann
Cynthia Farmer
Lori Fields
Lucy Hale
Dr. Angela Harris
Cynthia Harrison
Judy Holcomb
Rob Jones
Betty Kuss
Lynn Long
Lori McAllister
Scott McNabb
Lisa Payne
Anne Rapp
Sharon Spurling
Barbara Tipton
Cathy Toles
Vicki Thompson
Chris Upchurch
Vicki Wade
Dawne White

I. Welcome Mike Schwaderer

In the absence of Bruce Bowman, Chairman, Mike Schwaderer, Vice-Chairman, called the meeting to order. It was established that a quorum was present.

II. Consent Agenda Mike Schwaderer

Mr. Schwaderer informed those present that a Consent Agenda (consisting of Minutes from the previous WIB meeting) was attached had been mailed for review. Gerry Nechtaval made the motion that the Consent Agenda be accepted. Mike Babb seconded. Motion carried unanimously.

III. Fiscal Report Anthony Rucker

Anthony Rucker provided a 2013-2014 Budget for review (attached). Dr. Pete Snell asked if a 30% carryover rate was normal. Ms. Dellinger answered that we are allowed to carry funds over and that the carryover amounts allow for adequate funds at the beginning of the fiscal year when allocations have been received but actual funds have not yet been received. Jim Henry made the motion that the report be accepted. Ruth Goff seconded. Motion carried unanimously.

Mr. Rucker also presented an expenditure report for Adult, Dislocated Worker, Youth, Hospital NEG, Tornado and Storm (Temp) and Tornado and Storm (Workforce) funds, copy attached. Loraine Green made the motion to approve this report. Beth Kelley seconded. Motion carried unanimously.

IV. Performance Report Gwen Dellinger

Gwen Dellinger informed those present that staff was still working on inputting data into the new data management system. Once all the data has been captured, comprehensive reports will be available. Dr. Pete Snell asked if there was data missing in other areas. Ms. Dellinger stated that it was.

V. Youth Council Report and Recommendations Angie Douglass

Angie Douglass reported that a request was submitted by Dr. Angela Harris, Vice President of Student Affairs, Dalton State College, to reduce the youth participant slots in the youth contract from 60 to 40. In addition, Dr. Harris requested that funds be subtracted from the youth budget due to decreasing the slots. Ms. Douglass stated that the Youth Council approved and recommended approving the request to decrease the Dalton State College Youth Contract participant slots from 60 to 40 and to modify the Youth Contract Budget amount from \$125,220 to \$100,220. Mike Babb made the motion to accept this nomination. Beth Kelley seconded. Motion carried unanimously.

VI. Consortia Report and Recommendations Gwen Dellinger

Ms. Dellinger reported staff requested the ability to move funds between adult and dislocated worker titles within the Career Adviser contracts to allow for better use of available funding. The Consortia approved allowing staff the flexibility to move funds between titles provided the total contract amounts and funds are not exceeded. Mike Babb made the motion to approve. Lorain Green seconded. Motion carried unanimously.

Ms. Dellinger then informed those present that a Data Sharing Agreement (attached) had been received from the Georgia Department of Labor. This agreement will allow staff and contractors to use the DOL screens to determine eligibility and to track employment of participants for performance purposes. Ms. Dellinger stated the Consortia approved entering into the agreement at a cost not to exceed \$20,000. Mike Babb asked if this was a new cost. Ms. Dellinger replied that, previously, the state had WIA funds and we were allowed access to these screens at no charge to local areas. Loraine Green made the motion that this recommendation be approved. Jim Henry seconded. Motion carried with Lisa Adkisson and Beth Kelley abstaining and without dissenting vote.

VII. Proposal Review Committee Report and Recommendations Mike Schwaderer

Mr. Schwaderer reported that Chattahoochee Technical College Continuing Education has requested the approval of a new program, Multi-Craft Industrial Maintenance Training be added to their list of WIA programs. This program is a 132 hour 12 week program that leads to the attainment of an OSHA Certification. It seeks to provide those looking for employment in the industrial maintenance field with an increase in knowledge in Electrical Maintenance (90 hours) and Mechanical Maintenance (30 hours) as well as the OSHA certification. With this training potential employees are better equipped with the skills needed to work in regional industry. Median estimated income is \$21 + per hour. Total cost for the program is \$1,990 which includes testing and OSHA certification.

The Proposal Review Committee approved this request and recommended WIB approval for this training. David Guldenschuh made the motion that the request be approved. David Repp seconded. Motion carried with Rick Goble abstaining and no dissenting vote.

Mr. Schwaderer also reported that a policy had been developed addressing individuals attending the Proposal Review Committee meetings. He stated that, while Proposal Review Committee meetings are open to the public and bidders for service, subcontractors of existing training programs, those who wish to provide new services, or others submitting proposals or providing information to the Proposal Review Committee are invited to attend. Additionally, those individuals or entities submitting proposals to the WIB, and who have submitted their proposals in a timely manner as outlined under the WIB guidelines and the Request for Proposals (RFP), may be recognized to speak and address the Proposal Review Committee concerning their proposal provided that they contact the Proposal Review Committee through the Northwest Georgia Regional Commission no later than three (3) business days prior to any scheduled meeting of the Proposal Review Committee. Those contacting the Proposal Review Committee in a timely manner will be placed on the meeting agenda and may address the Proposal Review Committee for no more than three (3) minutes. Individuals or entities asked by the Proposal Review Committee to clarify their

proposal shall be placed on the agenda as a matter of course. Any and all comments shall be limited to matters pertinent to the proposal at issue or questions posed by members of the Proposal Review Committee. The Proposal Review Committee approved this policy and recommends WIB approval. Beth Kelley made the motion to approve. David Guldenschuh seconded. Motion carried unanimously.

Mr. Schwaderer informed those present that, in response to the On-the-Job Training Request for Proposal, one proposal had been received from the Georgia Department of Labor. The Proposal Review Committee reviewed the proposal packet and voted to table the matter until such time as further information regarding the audit and request for operating funds were received. Shelia Callaway made the motion to approve this action. Gerry Nechtaval seconded. Motion carried with Lisa Adkisson and Beth Kelley abstaining and without dissenting vote.

VIII. Home Safe Georgia, Cynthia Harrison, Outreach Coordinator, Georgia Department of Community Affairs

Cynthia Harrison provided information on the Home Safe Georgia program.

Other

Mr. Schwaderer reminded Board members that an affidavit from the Governor's Office of Workforce Development had been sent to all members. He stated that forms and notaries were available for those who have not submitted the form previously.

Adjourn

There being no further business, the meeting adjourned.