

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

11:30 a.m. ~ Wednesday, March 19, 2014

Calhoun Convention Center, Calhoun, GA

Summary

Attendance - WIB

WIB Members Present, County:

Lisa Adkisson, Fannin
Jeff Barnes, Polk
Bruce Bowman, Gordon
Mike Babb, Whitfield
Shelia Callaway, Gordon
Carl Campbell, Murray
Vicki Defalco, Whitfield
Lloyd Frasier, Floyd
Rick Goble, Pickens
Loraine Green, Fannin
David Guldenschuh, Floyd
Jim Henry, Chattooga
Parnick Jennings, Bartow
Beth Kelley, Walker
Sara Magnusson, Paulding
Lance McCravy, Paulding
Mitchell Morgan, Gilmer
Gerry Nechvatal, Pickens
Janet Queen, Bartow
David Repp, Gordon
Mike Schwaderer, Haralson
Dr. Pete Snell, Haralson

Youth Council Members:

Gina Reilly

WIB Members Not Present, County:

Cecelia Carson*
Angie Douglass, Floyd
Ryan Enos, Catoosa
Troy Frantzen, Gordon*
Ruth Goff, Dade
Ed James, Floyd
Daphne Johnson, Catoosa
Jack Killian, Catoosa
Molly Majestic, Floyd
Eric McDonald, Polk
Pete McDonald, Floyd
Jonathan Ray, Pickens
Joe Remillard, Whitfield
Dr. John Schwenn, Whitfield
Eric Waters, Floyd
Lewis Williams, Pickens

NWGRC Staff:

Caroly Barrett
Karla Conetta
Gwen Dellinger
Randy Gayler
Sarah Harrison
Tammy Helbing
Jamy McDonald
Terri Morgan
Anthony Rucker

**resigned*

Guests/Visitors:

Carol Beddingfield
Ann Bentley
Rex Bishop
Ylonda Campbell
Pam Clay
Latoya Cotton
Susan Doesburg
Stephen Dunn
Kim Earley
Tracey Esmann
Angela Farmer
Cynthia Farmer
Lori Fields
Michael Grade
Carol Green
Nancy Griggs
Lucy Hale
Patty Hart
Judy Holcomb
Sharon Holliday
Butch Jones
Rob Jones
Dr. Mike Kennamer
Krista Kennedy
Rick Layne
Lynn Long
Lori McAllister
Scott McNabb
Lisa Payne
Anne Rapp
Angela Royal
Anna Smith
Connie Smith
Sharon Spurling
Harriette Stokes
Cathy Toles
Vicki Thompson
Chris Upchurch
Vicki Wade
Andrea Witt

I. Welcome Bruce Bowman

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

II. Tri-State Regional Workforce Alliance

A. State Reports

Dr. Mike Kennamer, Gwen Dellinger, and Rick Layne gave reports for each state.

B. Michael Grade, Vice President-Sports Operations, LakePoint Sports Development Group, gave the group a report on the progress at the LakePoint facility.

III. Consent Agenda Bruce Bowman

Mr. Bowman informed those present that a Consent Agenda (consisting of Minutes from the previous WIB meeting, Performance Reports, and a Dislocation Report) was attached and had been mailed for review. Lorraine Green noted that Lisa Adkisson's name had been left off the "Members Present" column. Rick Goble made the motion that the Consent Agenda be approved with the noted correction. Mike Babb seconded. Motion carried unanimously.

IV. Fiscal Report Anthony Rucker

Anthony Rucker presented expenditure reports for Adult, Dislocated Worker, Youth, Hospital NEG, Tornado and Storm (Temp) and Tornado and Storm (Workforce) funds, copy attached. Beth Kelley made the motion to approve this report. Rick Goble seconded. Motion carried unanimously.

V. Youth Council Report and Recommendations Gwen Dellinger

Gwen Dellinger presented the following Youth Program Budgets:

| Youth Contractor | Counties Serviced | Contract Slots | Currently Serving | Total Slots To Serve | Contract Budget Request | Participant Wages Apprenticeship/Work Experience | Total Amount Requested | Recommendation |
|-----------------------|------------------------------|--------------------------|------------------------|----------------------------|-------------------------|--|------------------------|--|
| Endless Opportunities | Whitfield, Murray, Gordon | 42 GED, 8 C/O | 34 GED 6 C/O | 50 GED 15 Short Term Trng. | \$340,604 | NA | \$340,604 | To fund 65 slots for a maximum not to exceed \$340,604 with the availability to negotiate slots upward if need be. |
| Georgia Northwestern | Floyd, Catoosa, Walker, Dade | 128 GED, 20 ITA's, 22W/E | 84 GEDs 20 ITAs 13 W/E | 133 GED, 20 ITA's, 30W/E | \$589,860 | \$112,464 | \$702,324 | Fund 183 slots for a maximum not to exceed \$702,324 with the availability to negotiate slots upward if need be. |
| Chattooga BOE | Chattooga | 35 | 35 | 35 W/E | \$65,773 | \$117,540 | \$183,313 | Fund 35 slots for a maximum not to exceed \$183,313 with the availability to negotiate slots upward if need be. |
| Fannin BOE | Fannin | 25 | 23 | 25 W/E | \$40,150 | \$75,000 | \$115,150 | Fund 25 slots for a maximum not to exceed \$115,150 with the availability to negotiate slots upward if need be. |
| Gilmer BOE | Gilmer | 25 | 24 | 25 W/E | \$45,046 | \$75,000 | \$120,046 | Fund 25 slots for a maximum not to exceed \$120,046 with the availability to negotiate slots upward if need be. |
| Rome City BOE | Rome City | 31 | 32 | 31Credit Recovery & W/E | \$79,582 | \$50,000 | \$129,582 | Fund 31 slots for a maximum not to exceed \$129,582 with the availability to negotiate slots upward if need be. |
| Dalton College | Whitfield, Murray | 40 | 40 | 48 | \$112,185 | NA | \$112,185 | Fund 48 slots for a maximum not to exceed \$112,185 with the availability to negotiate slots upward if need be. |
| Sylvan | Paulding | 31 | 15 | 20 | \$57,600 | NA | \$57,600 | Fund 20 slots for a maximum not to exceed \$57,600 with the availability to negotiate slots upward if need be. |
| TOTALS | | 407 | 326 | 432 | \$1,330,800 | \$430,004 | \$1,760,804 | |

The Youth Council approved and recommended WIB approval contingent upon receipt of funds and successful negotiation. Mitchell Morgan made the motion to approve. Loraine Green seconded. Motion carried unanimously.

Ms. Dellinger informed those present that the 2013-2014 Plan will be presented to the WIB but that the Youth Council approved the following youth program-related items:

- Older Youth Individual Training Account Waiver;
- Incorporating Career Pathways into Youth Providers service as part of GO Build Strategy; and
- Changes to the Support System (\$3,000 maximum per year; 25% maximum for total spent per year) except by waiver by State.

Loraine Green made the motion to approve the youth-related Plan elements. Shelia Callaway seconded. Motion carried unanimously.

VI. Planning Committee Report and Recommendations Gwen Dellinger

Ms. Dellinger stated that the Planning Committee did not have a quorum. She reported that the Plan Update had been completed and would be placed on the Career Depot web site for a period of 30 days to allow for public comment. Additionally the "Required Elements for Plan Review Addendum to Plan, March 2014" (attached) had been completed and would also be placed on the web site for review. Two waivers were discussed: ITA for older youth and OJT reimbursement waiver. These were included in the Plan for approval. The Incumbent Worker waiver will be presented for a company or cluster group as the need arises. Mike Babb made the motion to approve the Plan with the waivers. Beth Kelly seconded. Motion carried unanimously.

Ms. Dellinger presented the "WIB Policy for Speakers" (attached) for approval. David Guldenschuh made the motion to approve. Lance McCravy seconded. Motion carried unanimously.

Ms. Dellinger also presented the Supportive Services Policy for approval. She noted that the section regarding transportation had been inadvertently omitted. The section (below) will be added before the policy is added into the plan:

Providing transportation for a participant enables him/her to get to and from WIA activities approved or applicable by the WIB.

Reimbursement is specified below and represents round trips:

| | |
|---------------------------|-------------------------------|
| <i>5-10 miles</i> | <i>\$ 2.50 per day</i> |
| <i>11-25 miles</i> | <i>\$ 5.00 per day</i> |
| <i>26-75 miles</i> | <i>\$ 7.50 per day</i> |
| <i>76+ miles</i> | <i>\$10.00 per day</i> |

Beth Kelley made the motion to approve the policy with the noted addition. Shelia Callaway seconded. Motion carried unanimously.

VII. Proposal Review Committee Report and Recommendations Mike Schwaderer

Mr. Schwaderer reported that staff received a request from Learning First Educational Services in Hinesville, GA, concerning a program they have called Teaching Essential Skills for Testing. The Proposal Review Committee did not approve this program. Mr. Schwaderer informed those present that Chattahoochee Technical College/Continuing Education sent two programs for consideration: Commercial Food Equipment Repair Technician and Continuing Education Medical Assistant Program. The Proposal Review Committee did not approve these programs. Mike Babb made the motion to approve these actions. Shelia Callaway seconded. Motion carried with Rick Goble abstaining and without dissenting vote.

Mr. Schwaderer presented a request to purchase a labor market analyzer portal. A labor market analyzer portal is a comprehensive virtual "one stop" software that provides one with the ability to access current and historical labor market data (current job openings, compare employment related data from multiple locations and time spans using jobs data and employment data from state and federal sources). Staff received three quotes and recommended approval for the purchase of an online subscription for the labor market analyzer portal called Wanted Analytics provided by The Conference Board. The online subscription is for one year of unlimited access to job market data by one user at a cost of \$4,999. The Proposal Review Committee also approved and recommended purchase. Mike Babb made the motion to approve. Loraine Green seconded. Motion carried unanimously.

Mr. Schwaderer reported that an Request for Proposal (RFP) for On-the-Job Training (OJT) had been issued for services to begin July 2014. The OJT program is on a three year bid cycle and PY2014-15 will begin a new cycle. One proposal was received from Georgia Department of Labor (DOL). This proposal was evaluated and scored receiving an average score of 367.5 (the requirement to be approved as a provider is a minimum of 335). The latest audit and the corrective actions taken by GDOL in response to the audit have been reviewed by Joey Cumbie of NWGRC. Mr. Cumbie is satisfied with GDOL's responses. The Proposal Review Committee approved the Georgia Department of Labor's proposal to serve up to 200 participants for a cost not to exceed \$849,568 be approved and requested WIB approval, contingent upon receipt of funds and successful negotiation. Pete Snell asked if this was a different OJT Program than the current program. Gwen Dellinger answered that it is the same WIA OJT Program that is currently in operation.

| | Requested Total (Worksites + Contract) | OJT Worksite Reimbursements | OJT Contract (salaries, travel, indirect, etc.) | Requested # of Participants | Avg. Cost Per Participant |
|-------------|--|--------------------------------|---|--------------------------------|------------------------------|
| Georgia DOL | \$849,568 | \$464,243 | \$385,325 | 200 | \$4248 |

Lance McCravy made the motion to approve the Department of Labor OJT proposal. Rick Goble seconded. Motion carried with Lisa Adkisson and Beth Kelley abstaining and with no dissenting vote.

Other

Ms. Dellinger informed those present that an Express and Batch agreement had been received for a pilot to obtain additional information on some individuals that work for employers participating with the Work Number. No funds will be spent to participate in this pilot. A signed agreement is required. Mike Babb made the motion to approve. Lance McCravy seconded. Motion carried unanimously.

Adjourn

There being no further business, the meeting adjourned.