

**Workforce Investment Board (WIB) of Northwest Georgia, Inc.,**  
Noon~ Wednesday, January 21, 2015  
Georgia Northwestern Technical College- Calhoun, GA

Summary

**Attendance - WIB**

**WIB Members Present, County:**

Shelia Callaway, Gordon  
Angie Douglass, Floyd  
Lloyd Frasier, Floyd  
Ruth Goff, Dade  
Loraine Green, Fannin  
David Guldenschuh, Floyd  
Jim Henry, Chattooga  
Parnick Jennings, Bartow  
Beth Kelley, Walker  
Jack Killian, Catoosa  
Lance McCravy, Paulding  
Sara Magnusson, Paulding  
Eric McDonald, Polk  
Mitchell Morgan, Gilmer  
Gerry Nechvatal, Pickens  
Paul Ray, Floyd  
Janet Queen, Bartow  
Dr. John Schwenn, Whitfield  
Lewis Williams, Pickens  
Kristy Wilson, Gordon

**Youth Council Members:**

Angie Douglass  
Paul Ray

**WIB Members Not Present, County:**

Lisa Adkisson, Fannin  
Mike Babb, Whitfield  
Jeff Barnes, Polk  
Bruce Bowman, Gordon  
Carl Campbell, Murray  
Merinda Cash, Catoosa  
Vicki Defalco, Whitfield  
Ryan Enos, Catoosa  
Rick Goble, Pickens\*  
Daphne Johnson, Catoosa  
Pete McDonald, Floyd  
Molly Majestic, Floyd  
Jonathan Ray, Pickens  
Joe Remillard, Whitfield  
David Repp, Gordon  
Mike Schwaderer, Haralson  
Dr. Pete Snell, Haralson\*  
Eric Waters, Floyd

**NWGRC Staff:**

Carolyn Barrett  
Karla Conetta  
Gwen Dellinger  
Randy Gayler  
Susan Gentry  
Sarah Harrison  
Tammy Helbing  
Lesia Lambert  
Jamye McDonald  
Julie Meadows  
Terri Morgan  
Anthony Rucker  
Phyllis Walker

**Guests/Visitors:**

Ann Bentley  
Tara Chapman  
Latoya Cotton  
Kim Earley  
Cynthia Farmer  
Lori Fields  
Laura Gammage  
Lucy Hale  
Judy Holcomb  
Leigh Hopkins  
Louvonja Johnson-Boone  
Lynn Long  
Lori McAllister  
Lisa Payne  
Connie Smith  
Christina Span  
Sharon Spurling  
Tabitha Tallent  
Vicki Thompson  
Cathy Toles  
Julie Turner  
Chris Upchurch

I. Welcome..... Jim Henry

In the absence of Bruce Bowman and Mike Schwaderer (Chairman and Vice-Chairman, respectively), Jim Henry, Secretary, called the meeting to order. It was established that a quorum was present.

II. Leigh Hopkins, Project Manager, Georgia Tech Enterprise Innovation Institute

Leigh Hopkins provided information regarding "Investing in Manufacturing Communities Partnership" and workforce training education.

III. Consent Agenda..... Jim Henry

Mr. Henry informed those present that a Consent Agenda (consisting of Minutes from the previous WIB meeting, Performance Report, Dislocation Report, The Conference Board Report, and Regional Job Analysis by County) was attached and had been mailed for review. Beth Kelley made the motion that the Consent Agenda be approved. Paul Ray seconded. Motion carried unanimously.

IV. Fiscal Report..... Anthony Rucker

Anthony Rucker provided a Fiscal Report of actual adult and dislocated workers expenditures to date. The report also included the amount of funding that had been contracted and has to be spent by June 30, 2015. Mr. Rucker stated that not all of the invoices had been submitted, therefore the amount of money spend to date should increase(attached). Paul Ray made the motion to accept the report. Mike Babb seconded. Motion carried unanimously.

Gwen Dellinger also informed those present that funds were available for Workforce Innovation and Opportunity Act (WIOA) transition (approximately \$89,000 of existing funds plus an additional \$55,000 that can be applied for) and that an additional (approximately) \$81,000 had been received based upon our performance. She stated that these and other additional funds would need WIB approval prior to being spent.

V. Archived Policies..... Gwen Dellinger

Ms. Dellinger informed the Board that our area had been monitored by the State at the end of last year. One finding regarding cost allocation had been noted and had already been corrected. She stated that, as a result of preparation for the monitoring, staff had worked on the Policy and Procedure Manual and identified several policies that were no longer applicable and should be archived. All current and proposed archived policies are available on the [www.careerdepot.org](http://www.careerdepot.org) page. She asked that approval be given to archive these policies. Angie Douglass made the motion to archive the suggested policies. Loraine Green seconded. David Guldenschuh suggested that, rather than voting on archiving the policies at this time, that members be given an opportunity to look over the policies and vote at the March meeting. Angie Douglass rescinded the motion and Loraine Green withdrew her second and the matter was tabled until the next meeting.

VI. Monitoring Report..... Phyllis Walker

Phyllis Walker provided an update of the performance for Adult and Dislocated Workers Service Providers (attached). The report indicated that enrollments to date are down. Enrollments and expenditures performance is low because potential customers (dislocated workers) who receive unemployment have only a maximum UI benefit of 15 weeks. Therefore, a number of potential students will not enroll because the 15 weeks of UI will end prior to the end of their training program causing the need for them to drop out of training and return to work. Additionally, in the past the support policy allowed students to receive both child care and transportation assistance. The current policy allows the students cannot receive more than \$75 per week. She also stated that, overall, providers were collectively meeting performance standards on the PY13 quarterly report. Finally, the report stated that students who received PELL, in prior program years, were able to keep their PELL to help with their living expenses and use WIA for tuition and books if the costs do not exceed the cost of attendance. Currently, students are required to pay for their tuition with their PELL award before they can utilize any WIA funding. This new rule greatly reduces the need for WIA. Ms. Walker stated that all these factors involved have had a great impact on enrollments and training expenditures. She stated that staff has met with each ITA provider to discuss strategies for increasing enrollments and the best method for using WIA funding for training needs. David Guldenschuh made the motion that the report be accepted. Loraine Green seconded. Motion carried unanimously.

VII. Demand Occupations. . . . . Tammy Helbing

Tammy Helbing presented the Demand Occupations list (attached). She noted that staff also recommended approval to add Sewing Machine Operator (O\*Net Code: 51-6032) to the Demand Occupations list providing that the curriculum is limited to the carpet industry only, with \$10.50 minimum base wage, and a maximum of 8 weeks of training. Angie Douglass asked if these occupations were those that are available and in demand in our region. Ms. Helbing responded that they are. Eric McDonald made the motion to accept the report. Mitchell Morgan seconded. Motion carried unanimously.

VIII. Adult Literacy Grant.. . . . Gwen Dellinger

Ms. Dellinger informed those that the Literacy to Work Initiative is a collaboration between the Technical College System of Georgia and the Georgia Office of Workforce Development and fosters a partnership between local adult education programs and local workforce development boards to provide key services to students who are seeking a GED credential and employment (more information included in packet). The amount that the Region will receive has not yet been provided.

IX. Apprenticeship Grant. . . . . Gwen Dellinger

Ms. Dellinger stated that the Employment and Training Administration, U.S. Department of Labor had announce the availability of approximately grant funds for the American Apprenticeship Initiative. The initiative is intended to provide a catalyst in supporting an Apprenticeship system that meets our country's particular economic, industry and workforce needs. She also stated that the Tri-State (including Northwest Georgia, Northeast Alabama, and Southeast Tennessee, is applying for the grant.

X. Youth Council. . . . . Angie Douglass

Angie Douglass reported that a nomination had been received from Lisa Adkisson, Regional Coordinator, Georgia Department of Labor, for Ann Bentley, OJT Recruiter, Georgia Department of Labor. The Youth Council approved and recommended WIB approval of this nomination, pending a signed nomination form from Ms. Adkisson. Beth Kelley made the motion to approve the nomination. Eric McDonald seconded. Motion carried unanimously.

Ms. Douglass also stated that Rome City Board of Education was allocated \$50,000 for work experience activities. To date, \$56,658 dollars has been spent. A request was received from Dwight Henderson, WIA Coordinator, Rome City Schools, for an additional \$78,000 and ten additional participant slots. Rome City Board of Education has nearly filled existing slots and are meeting or exceeding performance levels. The Youth Council approved the request from Rome City Board of Education for an additional \$78,000 for the work experience component and for an additional ten slots and recommended WIB approval. Mitchell Morgan made the motion that this request be approved. Eric McDonald seconded. Motion carried unanimously.

V. Proposal Review Committee Report & Recommendations. . . . . David Guldenschuh

David Guldenschuh reported that the Training Center of NW Georgia, Cartersville, has a new Patient Care Tech (PCT) program that was submitted for approval. This program is a higher level program than the Certified Nurse Aid (CNA) which is already an approved program for them. This program includes training for advanced nursing skills, phlebotomy and EKG training in addition to a CNA component. Upon successful completion, students will take a nationally certified PCT examination which will lead to a credential. This course is offered in both day and night classes. The starting wage is estimated at around \$14 per hour and the average number of weeks for completion is 36, with curriculum hours being 260. The total inclusive cost (including tuition, books, examination, materials, and criminal background report) is \$3,595. The Proposal Review Committee approved the request and recommends WIB approval. Dr. John Schwenn made the motion that the request be approved. Kristy Wilson seconded. Motion carried unanimously.

Other

Jim Henry reminded those present to sign in. He also reminded members to see Terri Morgan if they had not yet completed an affidavit and that a new member orientation would be conducted after the WIB meeting for those interested. Gwen Dellinger informed the Board that Butch Jones' father had passed away.

Adjourn

There being no further business, the meeting adjourned.