

Workforce Development Board of Northwest Georgia  
 One-Stop/Adult & Dislocated Workers Committee,  
 Consortia, and Required Partners  
 June 20, 2016, 10:30 a.m.  
 Northwest Georgia Regional Commission  
 Rome, Georgia

**Summary**

<b>Consortia Members Present</b>	<b>One-Stop/Adult &amp; Dislocated Workers Committee Members Present</b>	<b>Required Partners Present</b>	<b>Staff &amp; Guests Present</b>
Lisa Adkisson Cathy Corely Lloyd Frasier Connie Smith	Lisa Adkisson Cathy Corely Lloyd Frasier Laura Gammage Connie Smith	Lisa Adkisson Connie Smith	Gwen Dellinger Terri Morgan

In the absence of Lisa Adkisson (who arrived late) Connie Smith called the meeting to order. It was determined that a quorum was present for the One-Stop/Adult & Dislocated Worker Committee and the Consortia but not for the Required Partners. Ms. Smith asked for a motion to approve the minutes from the May 11, 2016 Consortia meeting. Lloyd Frasier made the motion to accept. Cathy Corley seconded. Motion carried unanimously.

Ms. Dellinger informed those present that a questionnaire about what we need for One-Stops and where we were on the process had been received from the State. She stated that we need the regulations so that we can move forward with the One-Stop Agreement process. All partners have been asked to sign the current One-Stop agreement. Ms. Dellinger stated that more information would be needed about cost sharing before we can determine how many One-Stop centers we can afford and thereby figure out how to better coordinate services. Additionally, Lynn Sanders has agreed to assist our area with the One-Stops and the agreements.

Ms. Dellinger informed those present that information for the Plan had been received from all partners except GVRA, whose portion will likely be similar to that in other areas of the State. A consultant is in the process of compiling all the gathered information. Ms. Dellinger stated that, in looking at the Plan and the draft agreement that GVRA had sent in, it had become apparent that our agencies don't know enough about our partner agencies' requirements and regulations to make proper referrals. She suggested that referral procedures be identified and that cross training might be helpful in the referral process since appropriate referrals are part of the Memorandum of Agreement. There was discussion regarding what types of eligibility and referral/entry criteria were needed by each partner. It was decided that the partners would provide eligibility and referral criteria to staff by July 22, 2016.

Ms. Dellinger stated that another area which might need to be addressed in the Plan was how to approach employers so that each partner would not be seeking out employers to hire each partner's customers. She suggested that a more coordinated approach to contacting employers might be better. Lisa Adkisson suggested that a brochure or flyer be developed with contact information from each partner. Laura

Gammage noted that such a document would also be helpful for each partner so that they would each understand what services were available so that better contacts could be made with employers. Ms. Dellinger stated that the State would be providing branding information which would be helpful in pulling all partners' information together.

Ms. Dellinger informed those present that the Plan would be completed and available for review prior to the WDB Meeting on July 27, 2016 (when it will need to be approved and then made available to the public for the required comment period of 30 days).

There being no further information, the meeting was adjourned.