

Workforce Development Board of Northwest Georgia  
 Consortia  
 Wednesday, May 11, 2016, 10:30 a.m.  
 Georgia Northwestern Technical College  
 Calhoun, Georgia

**Minutes**

Consortia Members Present	Consortia Members Absent	Staff & Guests Present
Sharon Holiday (proxy for Lisa Adkisson) Lloyd Frasier Lisa Serrit (proxy for Cathy Corley) Connie Smith	Paul Ray	Gwen Dellinger Brandi Dover Lori Fields Randy Gayler Susan Gentry Lucy Hale Sarah Harrison Lynn Long Lori McAllister Terri Morgan Judy Siddall Barbara Tipton Phyllis Walker

In the absence of Chairman Lisa Adkisson, Connie Smith called the meeting to order. It was determined that a quorum was present. Ms. Smith asked for a motion to approve the January 13, 2016 minutes with a correction from “five-year plan” to “four-year plan” on page two, third paragraph. Lloyd Frasier made the motion to accept with the noted correction. Sharon Holiday seconded. Motion carried unanimously.

Sarah Harrison began by thanking the Career Center managers for their help in the monitoring process that had taken place. She reported that the One-Stop Centers had been monitored for accessibility (ADA, EEOC, and GVRA guidelines) and presented a matrix of scoring (attached). She noted that there had been only one finding—five One-Stop Centers did not have handicapped signing on the restroom doors but that it was very minor and had already been corrected in some facilities. She stated that there had been some discussion of USDOL guidelines being issued but that she felt certain that all guidelines would be met based upon her recent monitoring. Lloyd Frasier asked what the “CA” on the report meant. Ms. Harrison replied that it meant “Corrective Action.” Ms. Harrison asked for approval by the Consortia of the accessibility monitoring. Sharon Holiday made the motion to approve the accessibility monitoring required by ADA and also reflecting guidelines set forth by the EEOC and GVRA. Lloyd Frasier seconded. Motion carried unanimously.

Ms. Harrison then informed those present that she had monitored each One-Stop Center for the Level II Criteria and recommended that all centers continue be certified at the current Level II status. Ms. Dellinger added that the State had begun to encourage each area to only have a single

Comprehensive One-Stop Center in each region. Although the final regulations and guidelines have not yet been received, she believes that the State will continue to move towards that end. Ms. Dellinger noted that she felt that it was premature to make a decision to have only one Comprehensive One-Stop but that further guidance is needed from the State before the next steps can be taken. Additionally, she pointed out that the current Comprehensive One-Stop Centers were not technically meeting the previous WIA regulations for comprehensive sites. She suggested that the current One-Stops be approved provisionally as comprehensive one-stops pending more information and guidance from the State and that deadlines would need to be given for Resource Sharing Agreements to be received by staff from each center. Sharon Holiday made the motion to accept. Lloyd Frasier seconded. Motion carried unanimously.

Ms. Dellinger updated those present on the Career Services Request Proposal which had been released. She stated that she had written the state to determine if such an RFP needed to be done. The State had not provided direction or indication that our area could continue to operate the Career Adviser contracts through the Consortia, as it had previously. She stated that the Proposal Review Committee ( a committee of the WDB made up of private industry representatives) would review the recommendations for the Career Services RFP since the Consortia is made up from entities with an interest in such contracts and would therefore be a conflict of interest. Ms. Dellinger stated that it was her recommendation that the Consortia maintain the operation of the One-Stop System until such time as another Operator is identified and procured. Sharon Holiday made the motion to accept this recommendation. Lloyd Frasier seconded. Motion carried unanimously.

Ms. Dellinger informed those present that the State was reviewing the Support Policy and that the limitation of \$3,000 may be removed with the only guideline that no more than 35% of program funds could be spent on support. She stated that this would be a very helpful and positive change and she encouraged those present to advocate this change if possible. She then reported that the Plan would need to be voted on at the July 20, 2016 meeting and receive WDB and CCEO approval in order that the Plan be made available for the required 30 day public comment period so that it could be provided to the State by the August 31, 2016 deadline. She stated that the required elements had been sent to individuals identified to be able to assist with compiling the Plan. She thanked each one of the Partners and the Career Advisers in advance for their assistance. Ms. Dellinger stated that a consultant had been very helpful in working with the disabilities and youth committees and would also assist with the Plan.

There being no further information, the meeting was adjourned.