

**Council of Chief Elected Officials
of Northwest Georgia**
Thursday, January 17, 2019, 10:00 a.m.
Gordon County Agricultural Services Center
Calhoun, GA

Minutes

Attendance

CCEOs Present or Represented, County:

Al Pallone, Bartow (proxy, Ted Rumley)
 Steve Taylor, Bartow
 Harry Harvey, Chattooga
 Jason Winters, Chattooga
 Alex Case, Dade
 Ted Rumley, Dade
 Stan Helton, Fannin
 Donna Whitener, Fannin (proxy, Ted Rumley)
 Scotty Hancock, Floyd
 Charlie Paris, Gilmer (proxy, Ted Rumley)
 Becky Hood, Gordon (proxy, Norris Sexton)
 Allen Poole, Haralson
 Tyson Haynes, Murray (proxy, Ted Rumley)
 Greg Hogan, Murray
 Boyd Austin, Paulding
 David Carmichael, Paulding
 Robert Jones, Pickens (proxy, Ted Rumley)
 Jennifer Hulse, Polk
 Teddy Harris, Walker
 Shannon Whitfield, Walker
 Lynn Laughter, Whitfield

CCEOs Not Present or Represented, County

Steven Henry, Catoosa
 Nick Millwood, Catoosa
 Bill Collins, Floyd
 Al Hoyle, Gilmer
 Jimmy Palmer, Gordon
 Pete Bridges, Haralson
 John Weaver, Pickens
 Jordan Hubbard, Polk
 Ken Gowin, Whitfield

Staff and Guests:

Joey Cumbie
 Lloyd Frasier
 Lesia Lambert
 Terri Morgan
 Anthony Rucker

I. Welcome Ted Rumley

Ted Rumley, Chairman, called the meeting of the Council of Chief Elected Officials to order. It was established that a quorum was present.

II. Consent Agenda Ted Rumley

Mr. Rumley informed those present that the Minutes from the November meeting had been sent previously and was attached for review. Alex Case made the motion to accept the Minutes. Steve Taylor seconded. Motion carried unanimously.

III. Workforce Development Board Membership Lesia Lambert

Lesia Lambert informed the Council that the following Workforce Development Board nomination had been received (attached):

- Dickie Bone, Southeastern Carpenters Training, nominated Mashon Douglas, Director, Southeastern Carpenters Training Trust, on the Workforce Development Board as an Apprenticeship Representative.

Steve Taylor made the motion to approve these changes. Stan Helton seconded. Motion carried unanimously.

IV. Workforce Development Board Bylaws Lesia Lambert

Lesia Lambert presented proposed changes to the Workforce Development Board Bylaws as follows (attached copy with changes crossed out and highlighted):

- Remove language regarding the transition from WIA to WIOA, page three
- Remove references to terms of "one-third" of the Board and replace with "one-half;" remove language regarding the appointment dates of 2016, 2017, and 2018, page five
- Remove language regarding terms of officers, page five
- Replace "Georgia Department of Economic Development, Workforce Division" with "Technical College System of Georgia, Office of Workforce Development," page eight.

Allen Poole made the motion to approve these changes. Alex Case seconded. Motion carried unanimously.

V. Fiscal Report Anthony Rucker

Anthony Rucker presented the Council with the "Northwest Georgia Regional Commission WIOA Grant Financial Report, Grant Inception to 12/31/2018" (attached) for Adults, Dislocated Workers, Youth, and HDCI. Lynn Laughter made the motion to approve the report. Greg Hogan seconded. Motion carried unanimously.

VI. Funds Transfer Anthony Rucker

Mr. Rucker presented a request from staff to move \$300,000 from FY18 Dislocated Worker funds to FY18 Adult funds. Boyd Austin made the motion to approve this request. Shannon Whitfield seconded. Motion carried unanimously.

VII. Workforce Development Board Actions Lesia Lambert

A. Youth Committee

1. Lesia Lambert informed the Council that the Youth Committee and the Workforce Development Board had approved the following changes to the Youth Committee Bylaws (copy included):
 - Page 3: remove "initial elections shall be through June 30, 2016" from the first paragraph
 - Page 3: replace "Calhoun" with "Rome" (last paragraph)
 - Page 4 replace "Georgia Department of Economic Development" with "Technical College System of Georgia" (second paragraph)

Alex Case made the motion to approve this request. Shannon Whitfield seconded. Motion carried unanimously.

2. Ms. Lambert presented the Youth Services contract proposal recommendations (attached and below). She explained that these recommendations were made in response to a Request for Proposal which was released in the fall of 2018. The Youth Committee and the Workforce Development Board approved these recommendations, contingent upon receipt of funds from the Technical College System of Georgia, Office of Workforce Development and successful negotiations. Jason Winters commented that the Boards of Education did a fantastic job with their programs and he wished that those requests could be fully funded. Ms. Lambert explained that the federal requirements state that 75% of funds must be spent on out-of-school youth but that staff makes every effort to fund those programs, to the extent that funds and program requirements allowed. Ms. Lambert also explained that two school systems funded in the past did not choose to submit Proposals this time: Fannin County Board of Education and Gilmer County Board of Education. Lynn Laughter asked why Whitfield had not been included as a county for Georgia Northwestern Technical College's service area. Ms. Lambert explained that Endless Opportunities, a longtime provider of services, had a program in that county.

PROPOSING AGENCY	COUNTY(IES) SERVED	ACADEMIC TRAINING	WORK-RELATED TRAINING	TOTAL SERVED OUT-OF-SCHOOL	TOTAL SERVED IN-SCHOOL	COST PER PARTICIPANT	TOTAL AMOUNT REQUESTED	EVALUATION SCORE (average)	RECOMMENDATIONS
Chattooga Board of Education	Chattooga	X	X		45	\$2,380	\$177,940	345	Staff recommends approving a minimum of 45 slots not to exceed \$107,083 in contract program cost, including participant wages, contingent upon funds received from the Technical College System of Georgia, Office of Workforce Development and successful negotiations.
Endless Opportunities, Inc.	Catoosa, Gordon, Murray, Whitfield	X	X	90		\$5,386	\$477,401	360	Staff recommends approving a minimum of 90 slots not to exceed \$484,721 in contract program cost, including supportive services and participant wages, contingent upon funds received from the Technical College System of Georgia, Office of Workforce Development and successful negotiations.
Georgia Northwestern Technical College	Catoosa, Chattooga, Dade, Floyd, Walker	X	X	220		\$3,755	\$923,973	340	Staff recommends approving a minimum of 220 slots not to exceed \$826,000 in contract program cost, including supportive services and participant wages, contingent upon funds received from the Technical College System of Georgia, Office of Workforce Development and successful negotiations.
Paxen Learning Center	Bartow, Haralson, Paulding, Polk	X	X	120		\$3,917	\$646,468	350	Staff recommends approving a minimum of 120 slots not to exceed \$470,000 in contract program cost, including supportive services and participant wages, contingent upon funds received from the Technical College System of Georgia, Office of Workforce Development and successful negotiations.
Rome Board of Education	Floyd	X	X		50	\$3,133	\$200,836	355	Staff recommends approving a minimum of 50 slots not to exceed \$156,645 in contract program cost, including participant wages, contingent upon funds received from the Technical College System of Georgia, Office of Workforce Development and successful negotiations.

The Youth Committee did not recommend funding Ross Innovative Employment Solutions due to a non-competitive score (below and attached).

PROPOSING AGENCY	COUNTY(IES) SERVED	ACADEMIC TRAINING	WORK-RELATED TRAINING	TOTAL SERVED OUT-OF-SCHOOL	TOTAL SERVED IN-SCHOOL	COST PER PARTICIPANT	TOTAL AMOUNT REQUESTED	EVALUATION SCORE (average)	RECOMMENDATIONS
Ross Innovative Employment Solutions	Bartow, Catoosa, Chattooga, Dade, Fannin, Floyd, Gilmer, Gordon, Haralson, Murray, Paulding, Pickens, Polk, Walker, Whitfield	X	X	400		\$4,144	\$1,657,560	315	Proposal was found to be non-competitive. Performance from previous training was below WIOA standards, retention strategy was not clear, and overall project design was difficult to understand the relationship between the activities and target population.

Lynn Laughter made the motion to approve these recommendations. Alex Case seconded. Motion carried unanimously.

Ms. Lambert informed those present that the Georgia Department of Labor currently has \$75,000 in funds for Incumbent Worker Training (IWT) expenses. They have requested an additional \$75,900 in Adult funds, bringing the total to \$150,900. These training expenses are reimbursable directly to the employers/trainers and are not included in the Work Based Training contract. She explained that the decision to make this request is due to an increase in employer participation. She stated that IWT has been completed by three employers during the current program year and there are an additional four employers in the application process or with contracts pending approval. The Proposal Review Committee approved an additional \$75,900 in Adult funds be added to the WIOA budget for Georgia Department of Labor to use for Incumbent Worker Training expenses and flexibility for staff to utilize Dislocated Worker (DW) funds, contingent upon availability of DW funds, should an employer want to use the training to avert a layoff. Michael Hamilton made the motion to approve the increase in Incumbent Worker Training funds for the Georgia Department of Labor. Jim Henry seconded the motion.

Ms. Lambert presented a request from Georgia Highlands College (GHC) for an additional \$100,000 for participant training for the remainder of PY 18. Eighty-nine percent (89%) of the increase will be Adult funding and eleven percent (11%) will be Dislocated Worker funding. This will increase the Tuition line item from \$303,500 to \$403,500 and the total budget will increase from \$555,500 to \$655,500. She stated that this request involved many factors--the cost of training for medical programs at GHC increased Fall 2018; the policy regarding Pell disbursement changed at NWGRC; a high number of Northwest Georgia Regional Educational Services Agency enrollments; and GHC has enrolled more than half of their projected participants. This increase will help serve the remainder of the contracted participants and their carryover participants.

Ms. Lambert then informed those present that Chattahoochee Technical College (CTC) had requested an additional \$200,000 for participant training and \$50,000 for support services for the remainder of PY 18. Eighty percent (80%) of the increase will be Adult funding and twenty percent (20%) will be Dislocated Worker funding. This will increase the Tuition line item from \$140,000 to \$340,000 and the Support line item from \$70,000 to \$120,000; the total budget will increase from \$451,402 to \$701,402. CTC's initial request for the beginning of the year was budgeted too low. CTC has also enrolled more than half of their projected participants for the physical year. They will need the increase to help serve the remainder of their contracted participants and their carryover participants. The Proposal Review Committee approved adding \$250,000 to CTC's budget for participant training costs and support.

Ted Rumley asked if the monies requested are federal dollars. Ms. Lambert responded that all the funds were through WIOA and that we currently have the funding available to add these amounts to the referenced contracts. Jennifer Hulsey asked were the providers going to work on better projecting the funds that they need in the future. Ms. Lambert replied that staff would talk to the providers about projections of funds and slot numbers. Steve Taylor made the motion to approve these requests. Greg Hogan seconded. Motion carried unanimously.

Ms. Lambert presented the Case Management Services contract recommendations, based upon the Request for Proposals issued in late 2018. A minimum of 335 points of the total 475 must be scored in order for a proposal to be considered competitive. She

stated that the following proposals had been received and reviewed by staff and that the Workforce Development Board approved the following recommendations (below and attached), contingent upon funds received from the Technical College System of Georgia, Office of Workforce Development, and successful negotiations:

PROPOSING AGENCIES	COUNTY(IES) TO BE SERVED	SERVICES OFFERED	PROPOSED FUNDING TO SERVE	TOTAL # TO BE SERVED	COST PER PARTICIPANT	TOTAL AMOUNT REQUESTED	EVALUATION SCORE (average)	RECOMMENDATIONS
Chattahoochee Technical College (CTC)	Bartow, Catoosa, Chattooga, Dade, Fannin, Floyd, Gilmer, Gordon, Haralson, Murray, Paulding, Pickens, Polk, Walker, Whitfield	Career Services/Case Management in support of ITA Services	Adult & Dislocated Worker	125	\$4,325	\$540,584	363	Staff recommends funding at a cost not to exceed \$540,584 with the ability to negotiate slot levels and funding request.
Georgia Highlands College (GHC)	Bartow, Catoosa, Chattooga, Dade, Fannin, Floyd, Gilmer, Gordon, Haralson, Murray, Paulding, Pickens, Polk, Walker, Whitfield	Career Services/Case Management in support of ITA Services	Adult & Dislocated Worker	100	\$7,018	\$701,832	365	Staff recommends funding at a cost not to exceed \$601,832 with the ability to negotiate slot levels and funding request.
Georgia Northwestern Technical College (GNTC)	Catoosa, Chattooga, Floyd, Gordon, Murray, Polk, Walker, Whitfield	Career Services/Case Management in support of ITA Services	Adult & Dislocated Worker	210	\$6,347	\$1,332,768	338	Staff recommends funding at a cost not to exceed \$1,082,768 with the ability to negotiate slot levels, funding request.
West Georgia Technical College (WGTC)	Bartow, Catoosa, Chattooga, Dade, Fannin, Floyd, Gilmer, Gordon, Haralson, Murray, Paulding, Pickens, Polk, Walker, Whitfield	Career Services/Case Management in support of ITA Services	Adult & Dislocated Worker	55	\$8,822	\$485,234	350	Staff recommends funding at a cost not to exceed \$473,234 and the ability to negotiate slot levels and funding request.

The Workforce Development Board did not recommend funding Arbor E&T, LLC (ResCare Workforce) or Ross Innovative Employment Solutions due to non-competitive scores (below and attached).

Arbor E&T, LLC (ResCare Workforce)	Bartow, Catoosa, Chattooga, Dade, Fannin, Floyd, Gilmer, Gordon, Haralson, Murray, Paulding, Pickens, Polk, Walker, Whitfield	Career Services/Case Management in support of ITA Services	Adult & Dislocated Worker	250	\$10,149	\$2,537,171	308	Staff does not recommend funding due to non-competitive score.
Ross Innovative Employment Solutions	Bartow, Catoosa, Chattooga, Dade, Fannin, Floyd, Gilmer, Gordon, Haralson, Murray, Paulding, Pickens, Polk, Walker, Whitfield	Career Services/Case Management in support of ITA Services	Adult & Dislocated Worker	400	\$5,843	\$2,337,300	328	Staff does not recommend funding due to non-competitive score.

Boyd Austin made the motion to approve the recommendations, contingent upon funds received from the Technical College System of Georgia, Office of Workforce Development, and successful negotiations. Lynn Laughter seconded. Motion carried unanimously.

Ms. Lambert presented the contract recommendation for Work-Based Training (below and attached), based upon the Request for Proposals issued in late 2018. A minimum of 335 points of the total 475 must be scored in order for a proposal to be considered competitive. She stated that the following proposal had been received and reviewed by staff and that the Workforce Development Board approved the following recommendation (below and attached), contingent upon funds received from the Technical College System of Georgia, Office of Workforce Development, and successful negotiations:

Proposer	Service	Counties to Serve	Number of Participants	Cost Per Participant	Total Cost	Average Score	Recommendation
Georgia Department of Labor	Work Based Training	15 NWGA counties	200	\$6,100	\$1,219,998 Contract \$619,998; Worksite payments \$600,000	360	Staff recommends approval of GDOL's proposal to serve a minimum of 200 participants for a total not to exceed \$1,219,998 (Contract \$619,998; Worksite payments \$600,000), contingent upon the availability of funds and successful negotiations.

Ms. Lambert stated that the Workforce Development Board did not recommend funding ResCare Workforce due to a non-competitive score (below and attached).

Proposer	Service	Counties to Serve	Number of Participants	Cost Per Participant	Total Cost	Average Score	Recommendation
ResCare Workforce Solutions	Work Based Training	15 NWGA counties	90	\$12,463	\$1,121,623 Contract \$791,308; Worksite Payments \$234,117; Service Fee/Profit \$96,198	325	No Action – Proposal score was non-competitive. <ul style="list-style-type: none"> • Cost per participant is too high due to low number of proposed enrollments • The proposed April start date was not realistic because they do not have partner relationships or systems in place in our area • ResCare proposed to refer case management services out to another provider. <p>The proposal did not align with the regions current procedures in for providing WIOA services.</p>

Steve Taylor made the motion to approve these recommendations, contingent upon receipt of funds from the Technical College System of Georgia, Office of Workforce Development and successful negotiations. Allen Poole seconded. Motion carried unanimously.

X. Workforce Development Board/Council of Chief Elected Officials Orientation . . . Lesia Lambert

Ms. Lambert informed the Council that a Workforce Development Board and Council of Chief Elected Officials Orientation would be held at the Rome office of Northwest Georgia Regional Commission at 10:00 a.m. on January 31, 2019 and lunch will be provided. She asked that any interested parties please contact Terri Morgan.

Other

Adjourn

There being no further business, the meeting adjourned.