

Council of Chief Elected Officials of Northwest Georgia

Thursday, April 20, 2017, 10:00 a.m.
Gordon County Agricultural Services Center, Calhoun, GA

Minutes

Attendance

CCEOs Present or Represented, County:

Mitchell Bagley, Bartow (proxy, Ted Rumley)
 Steve Taylor, Bartow
 Jason Winters, Chattooga
 Ted Rumley, Dade
 Stan Helton, Fannin
 Donna Whitener, Fannin (proxy, Ted Rumley)
 Jamie Doss, Floyd (proxy Craig McDaniel)
 Al Hoyle, Gilmer
 Charlie Paris, Gilmer
 Becky Hood, Gordon (proxy, Norris Sexton)
 Jimmy Palmer, Gordon
 Pete Bridges, Haralson (proxy, Ted Rumley)
 Allen Poole, Haralson
 Tyson Haynes, Murray (proxy, Ted Rumley)
 Greg Hogan, Murray (proxy, Ted Rumley)
 Boyd Austin, Paulding
 David Carmichael, Paulding (proxy, Ted Rumley)
 Robert Jones, Pickens (proxy, Ted Rumley)
 Jordan Hubbard, Polk (proxy, Jennifer Hulseley)
 Marshelle Thaxton, Polk (proxy, Ted Rumley)
 Teddy Harris, Walker
 Shannon Whitfield, Walker (proxy, Ted Rumley)
 Lynn Laughter, Whitfield

CCEOs Not Present or Represented, County

Steven Henry, Catoosa
 Nick Millwood, Catoosa
 Harry Harvey, Chattooga
 Alex Case, Dade
 Rhonda Wallace, Floyd
 John Weaver, Pickens
 Ken Gowin, Whitfield

Staff and Guests:

Lloyd Frasier
 Susan Gentry
 Lesia Lambert
 Terri Morgan
 Anthony Rucker
 Phyllis Walker

I. Welcome Ted Rumley

Ted Rumley called the meeting of the Council of Chief Elected Officials to order. It was established that a quorum was present. Mr. Rumley introduced Lesia Lambert as the new Director of Workforce Development.

II. Consent Agenda Ted Rumley

Mr. Rumley informed those present that a Consent Agenda containing Minutes from the February 17, 2017 Meeting, Dislocation Report, Regional Job Analysis, and Mobile Career Center Report had been mailed and was attached for review. Steve Taylor made the motion to accept the Consent Agenda. Allen Poole seconded. Motion carried unanimously.

III. Minutes (November, 2016) Ted Rumley

Mr. Rumley presented the November 18, 2016 Minutes for approval by the Council. Boyd Austin made the motion to approve. Allen Poole seconded. Motion carried unanimously.

IV. Workforce Development Board Membership Lesia Lambert

Lesia Lambert informed those present that a nomination for Carey Tucker, Marketing Representative, Local 72, had been received to fill the vacancy on the Workforce Development Board representing the Labor Union category (vacant due to Lance McCravy no longer being employed by the Local 72). Teddy Harris made the motion to accept this nomination. Stan Helton seconded. Motion carried unanimously.

V. Workforce Development Board Actions Lesia Lambert

Ms. Lambert informed those present that Southeast Lineman Training Center has requested that their Communications Lineworker Program (CLP) be submitted to the state for inclusion on the Eligible Provider List. Since beginning the program in July of 2016, they have had an 86% completion rate and a 75% employment rate, with an average starting wage of \$15 per hour. The program covers areas such as Telecom Line Work, Rigging Fundamentals, and Introduction to Telecommunications Cables.

It is a 225 clock hour course, which runs 6 weeks. The total cost is \$6,500 which includes climbing gear, tools, CLP training manual, application fee, lab, and certification fees. Completers earn an industry recognized certificate for the Communication Lineworker Program, along with an OSHA certification, and National Safety Council certificates in Flagging Procedures and Defensive Driving. Ted Rumley noted that this provider and training was excellent. Ms. Lambert stated that the WDB had approved this request and recommended CCEO approval. Allen Poole made the motion to accept this request. Craig McDaniel seconded. Motion carried unanimously.

Ms. Lambert then presented the "Northwest Georgia Regional Commission Adult/Dislocated Worker Career Advisers Recommendations" (attached and below).

		Carryover 15-16	
		Adult	DW
Chatt. Tech College		27	8
GA Highlands College		46	4
GA NW Tech College		75	36
West GA Tech College		48	12

Carryover 16-17	
Adult	DW
29	10
76	8
89	23
40	6

Contractor		PY 16/17 Contracted Slot Level	PY 16/17 # of Slots Filled	PY 16/17 Contracted Budget	PY 17/18 Projected # to Serve	PY 17/18 Oper. & Tuition Requested	PY 17/18 Support Requested	PY 17/18 TOTAL Budget Requested	Recommendations
Chattahoochee Technical College	Adult	75	62	\$ 405,440	75	\$ 318,714	\$ 75,000	\$ 393,714	Staff recommends funding 100 slots with a total budget cost not to exceed \$526,618 with the flexibility to negotiate slots.
	DW	25	20	\$ 135,146	25	\$ 107,904	\$ 25,000	\$ 132,904	
TOTAL		100	82	\$ 540,586	100	\$ 426,618	\$ 100,000	\$ 526,618	
Georgia Highlands College	Adult	58	54	\$ 463,596	60	\$ 355,725	\$ 136,000	\$ 491,725	Staff recommends funding 70 slots with a total budget cost not to exceed \$578,500 with the flexibility to negotiate slots.
	DW	12	5	\$ 81,811	10	\$ 62,775	\$ 24,000	\$ 86,775	
TOTAL		70	59	\$ 545,407	70	\$ 418,500	\$ 160,000	\$ 578,500	
Georgia Northwestern Technical College	Adult	136	54	\$ 914,059	116	\$ 678,334	\$ 259,000	\$ 937,334	Staff recommends funding 165 slots with a total budget cost not to exceed \$1,339,048 with the flexibility to negotiate slots.
	DW	64	9	\$ 430,147	49	\$ 290,714	\$ 111,000	\$ 401,714	
TOTAL		200	63	\$1,344,206	165	\$ 969,048	\$ 370,000	\$1,339,048	
West Georgia Technical College	Adult	30	24	\$ 313,493	30	\$ 223,646	\$ 96,480	\$ 320,126	Staff recommends funding 40 slots with a total budget cost not to exceed \$477,800 with the flexibility to negotiate slots.
	DW	10	5	\$ 154,407	10	\$ 110,154	\$ 47,520	\$ 157,674	
TOTAL		40	29	\$ 467,900	40	\$ 333,800	\$ 144,000	\$ 477,800	

Lynn Laughter made the motion to approve the Career Advisers budgets and slots for PY 2017-2018, contingent on the receipt of funds from the Georgia Department of Economic Development Workforce Division and successful negotiations. Al Hoyle seconded. Motion carried unanimously.

Susan Gentry presented the Georgia Department of Labor budget and slots for PY 2017-2018 contingent upon the receipt of funds from the Georgia Department of Economic Development Workforce Division and successful negotiations.

<i>WBT Provider</i>	<i>Current Year PY 2016</i>	<i>Requested Slots for PY 2017</i>	<i>Contract Budget Request</i>	<i>Worksite and IWT Reimbursement Request</i>	<i>Total Requested</i>	<i>Recommendation</i>
Georgia Department Of Labor	78 Adults	78 Adults	\$262,471 Adult	\$380,000 Adult	\$642,471 Adult	Summary: \$589,000 contract; \$777,561 worksites and IWT reimbursement to employers; for a total not to exceed \$1,366,561. Staff also requests the flexibility to negotiate slots upward as needed.
	52 DW	52 DW	\$262,471 DW	\$263,561 DW	\$526,032 DW	
	25 Youth	15 Youth	\$64,058 Youth	\$59,000 Youth	\$123,058 Youth	
	25 IWT	60 IWT	N/A	\$75,000 IWT	\$75,000 IWT	
	180 Total	205 Total	\$589,000 Total	\$777,561 Total	\$1,366,561 Total	

Enrollments	PY16-17 Contracted Slots	Current Enrollments to date	
Adult	78	69	On-target
DW	52	67	Exceeded Goal
Youth	25	8	Not meeting
IWT	25	42	Exceeded Goal
Total	180	186	Exceeded Total Goal

Allen Poole asked if a portion of the funds are allocated to provide administrative costs to staff. Ms. Lambert stated that 10% of the funds received from GDEcD can be used as administrative funds. Steve Taylor asked what the incumbent worker program consisted of. Ms. Gentry replied that this program can be used for layoff aversion or as skills training to promote current staff. Lynn Laughter asked what the difference was between the On-the-Job Training and Incumbent Worker programs. Ms. Gentry responded that the OJT program serves one individual at a time and provides up to 75% reimbursement of the person's salary while Incumbent Workers are already employed with a company. Allen Poole made the motion to approve these recommendations contingent upon the receipt of funds from the Georgia Department of Economic Development Workforce Division and successful negotiations. Lynn Laughter seconded. Motion carried unanimously.

Phyllis Walker informed those present that the Conference Board labor market analyzer portal provided by CEB TalentNeuron (previously Wanted Analytics) is a comprehensive virtual "one stop" software that provides 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). She stated that the WDB approved renewal of the contract with The Conference Board for the unlimited use of the online subscription for the labor market analyzer portal provided by CEB TalentNeuron at a cost not to exceed \$6,000 for one year (July 1, 2017 - June 30, 2018). Boyd Austin made the motion to approve this contract. Jimmy Palmer seconded. Motion carried unanimously.

Ms. Walker reported that staff uses the Georgia Department of Labor's screens to look up pertinent information on participants. Previously, the contract was for \$8,000. Staff asked for an increase of \$2,000 for the PY 2017-2018 year due to the increased inquiries (handout attached) that have been recorded in the current year and the uncertainty of future layoffs and company closures). The WDB approved renewal of this contract for PY 2017-2018 in the amount of \$10,000 and recommended CCEO approval. Lynn Laughter made the motion to approve this request. Craig McDaniel seconded. Motion carried unanimously.

Ms. Lambert stated that the WDB approved the following Youth Provider budgets and slots (with the flexibility to increase or decrease slots as needed) pending receipt of contract documentation, successful negotiations, and funds received from the Georgia Department of Economic Development-Workforce Division.

Providers	Contract	Slots	Work Experience	Support	Total
Chattooga Board of Education	51,129	35	75,000	NA	126,129
Fannin Board of Education	54,900	35	60,000	10,000	124,900
Gilmer Board of Education	60,010	38	66,292	10,000	136,302
Endless Opportunities	363,846	95	100,000	35,000	498,846
GNTC	816,898	220	110,000	60,000	986,898
Rome City Schools Board of Education	85,879	40	115,000	NA	200,879
Paxen Learning Center	360,514	90	75,000	35,000	470,514
	1,793,176	553	601,292	150,000	2,544,468

Stan Helton asked if the slots listed were for a year. Ms. Lambert replied that they were for a year and that wraparound services are provided for all youth including supportive services, training, and mentoring. Craig McDaniel made the motion to approve these budgets and slots, pending receipt of contract documentation, successful negotiations, and funds received from the Georgia Department of Economic Development-Workforce Division. Stan Helton seconded. Motion carried unanimously.

Ms. Gentry presented the revised Procurement Policy (attached, changes in yellow). She stated that the policy had been revised to better align with the Federal Regulations. Boyd Austin noted that a correction needed to be made on page 12, paragraph three to read "one calendar year." Boyd Austin made the motion to approve this policy with the noted correction. Allen Poole seconded. Motion carried unanimously.

Ms. Lambert presented the "Northwest Georgia Disaster Response Plan and Emergency Contact List", attached. She stated that each local area is required to have a disaster plan available for easy access should an emergency situation occur and action is needed. The plan will be sent to the State so that it may be accessed should conditions prevent staff in the Region from accessing it locally. Several members of the Council indicated changes needed to be made to the emergency contacts listed. Ms. Lambert stated that the indicated changes would be made including the addition of EMA contacts and cell phone numbers. Allen Poole made the motion to approve this policy with the corrections. Charlie Paris seconded. Motion carried unanimously.

Ms. Lambert presented the "Out-of-State EPL Policy", attached. She stated that, in order for WIOA students to access training through Out-of-State Training Providers not currently on the ETPL, the training providers must comply with the conditions set forth in the attached policy before the Local Workforce Development Board may consider contracting with the provider. She stated that the WDB would review and approve out-of-state training providers based on the needs of the local area and input provider information into the GWROPP for state approval. Jimmy Palmer made the motion to approve this policy. Allen Poole seconded. Motion carried unanimously.

Ms. Lambert then presented the revised "Support Policy" (attached) with changes highlighted. Lynn Laughter asked if "the participant must have documentation to show they are providing 100% support to the child(ren)" means that a parent who received child support or other assistance from another person would be ineligible for this supportive service. Ms. Lambert stated that it did not mean they could not receive this supportive service but rather that participants must meet 100% of NWGRC's criteria. Lynn Laughter suggested the policy be amended to read, "the participant must have documentation to show they are providing 100% of the NWGRC criteria for support to the child(ren)" Lynn Laughter made the motion to accept this policy with the noted addition. Stan Helton seconded. Motion carried unanimously.

Ms. Lambert informed those present that two negotiations meetings pertaining to the One-Stop delivery system have taken place in accordance with directives outlined by the State Workforce Development Division. One stop partners were able to reach an

agreement on how they will share in the cost of the comprehensive One-Stop in Rome and agreed to apply these same concepts to any affiliate sites to be designated.

Previously, the WDB approved the allocation to each partner program based on the number of Full-Time Equivalent (FTEs). While Data on FTEs will be collected, the Georgia Department of Labor has recommended a different approach using the number of participants seen at the Comprehensive One Stop (COS) by each of the partner programs. This allocation methodology will be used with the FTE methodology in the COS.

Ms. Lambert informed those present that the WDB had approved giving staff the authority to finalize and seek full execution of the One-Stop MOU and infrastructure Funding Agreements in accordance with the concepts and principles as discussed in the One-Stop Partner Negotiations. This authority also encompasses the required notification to the Governor that the Workforce Board and the One-Stop Partners in the Northwest Georgia Workforce Area have reached a consensus to the MOU, Infrastructure costs, and other shared cost. Lynn Laughter made the motion to approve this request. Boyd Austin seconded.

VI. Fiscal Report/Budget Transfer Anthony Rucker

Anthony Rucker provided a Budget for WIOA 2017-2018, 4/12/17" (attached) for review. Lynn Laughter asked if this budget was just for WIOA or if it was for the entire Regional Commission. Mr. Rucker responded that this budget was only WIOA and that a budget encompassing the NWGRC would be presented in the Regional Commission Council Meeting. Lynn Laughter made the motion to approve the Fiscal Report. Steve Taylor seconded. Motion carried unanimously.

Mr. Rucker also presented a request to transfer \$800,000 from Dislocated Worker to Adult funds to better use the remaining funds and maximize the upcoming year's funds. Allen Poole made the motion to approve this transfer. Al Hoyle seconded. Motion carried unanimously.

Adjourn

There being no further business, the meeting adjourned.