

**Council of Chief Elected Officials
of Northwest Georgia**
Thursday, May 21, 2020, 10:00 a.m.
Via Goto Meeting

Minutes

Attendance

CCEOs Present or Represented, County:

Al Pallone, Bartow
 Steve Taylor, Bartow
 Harry Harvey, Chattooga
 Alex Case, Dade
 Ted Rumley, Dade
 Stan Helton, Fannin
 Donna Whitener, Fannin (proxy, Ted Rumley)
 Bill Collins, Floyd (proxy, Wendy Davis)
 Charlie Paris, Gilmer
 Jimmy Palmer, Gordon
 Robert Jones, Pickens
 Matt Foster, Polk
 Teddy Harris, Walker
 Shannon Whitfield, Walker
 Ken Gowin, Whitfield (proxy, Ted Rumley)
 Lynn Laughter, Whitfield

CCEOs Not Present or Represented, County

Steven Henry, Catoosa
 Nick Millwood, Catoosa
 Jason Winters, Chattooga
 Scotty Hancock, Floyd
 Al Hoyle, Gilmer
 Becky Hood, Gordon
 Pete Bridges, Haralson
 Ronnie Ridley, Haralson
 Tyson Haynes, Murray
 Greg Hogan, Murray
 David Carmichael, Paulding
 James Kelly, Paulding
 Steve Lawrence, Pickens
 Hal Floyd, Polk

Staff and Guests:

Karla Conetta
 Susan Gentry
 Lesia Lambert
 Terri Morgan
 Anthony Rucker
 Phyllis Walker

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. COVID-19 Response Lesia Lambert

Lesia Lambert provided a report to the Board regarding staff and provider activities during COVID-19. These include: working remotely from home, staggering schedules, and updating the website (providing fillable applications and forms) to accommodate individuals applying for WIOA assistance, among others. Additionally, the Board was informed that our Region had received a Disaster Dislocated Worker grant in the amount of \$1,087,000 to serve those impacted by COVID-19 and additional dislocated workers.

III. Consent Agenda Ted Rumley

Mr. Rumley informed those present that a Consent Agenda (containing the Minutes from the January 16, 2020 meeting, a Dislocation Report, and Performance Reports) had been e-mailed and was also attached for review. Steve Taylor made the motion that the Consent Agenda be approved. Lynn Laughter seconded. Motion carried unanimously.

IV. Fiscal Report Anthony Rucker

Anthony Rucker provided those present a "Northwest Georgia Regional Commission Budget for WIOA 2020-2021, 5/20/2020" (attached). This report encompasses Adult, Dislocated Worker, HDCI, and Youth programs funding, and also reflects the additional COVID-19 funds. Lynn Laughter made the motion to accept this report. Shannon Whitfield seconded. Motion carried unanimously.

V. Workforce Development Board Lesia Lambert

Ms. Lambert reported that the following individuals have agreed to continue to serve on the Executive Committee:

- Bruce Bowman
- Jim Henry
- Beth Kelley
- Linda McEntire
- Mitchell Morgan
- Terri Morgan
- Mike Murphy

Ms. Lambert also reported that the following individuals have agreed to continue to serve as Officers of the WDB:

- Bruce Bowman, Chairman
- Linda McEntire, Vice-Chairman
- Jim Henry, Secretary

The Workforce Development Board approved the Executive Committee and Officers.

Ms. Lambert informed the Council that a listing of Workforce Development Board members had been included (attached). Staff recommended approval of these Members to continue to serve for their terms of two and three years (respectively). Charlie Paris made the motion to approve these Executive Committee, Workforce Development Board Officers, and Workforce Development Board Members. Alex Case seconded. Motion carried unanimously.

VI. Performance Report. Karla Conetta

Karla Conetta presented a "Performance by Provider for Quarter 1 and Quarter 2 of PY 19" and "PY 19 Q2 Performance" (attached). She noted that our area is meeting or exceeding in all performance measures. Stan Helton made the motion to accept the Performance Report, as presented. Steve Taylor seconded. Motion carried unanimously.

VII. Workforce Development Board Actions

A. One-Stop

1. One-Stop Certification Susan Gentry

Susan Gentry presented information regarding the One-Stop Certification (handout attached). She noted that all One-Stop locations had been reviewed by phone (due to restrictions related to COVID-19) and all centers met the requirements for certification. The Workforce Development Board approved these certifications and recommended approval. Lynn Laughter made the motion to accept these certifications. Charlie Paris seconded.

2. One-Stop Memorandum of Understanding and Infrastructure Agreement. Susan Gentry

Ms. Gentry presented the Northwest Georgia One-Stop System Memorandum of Understanding and Exhibits for review. She stated that the documents had been emailed previously. The Workforce Development Board approved both the Memorandum of Understanding and Infrastructure Agreement and recommended approval. Lynn Laughter made the motion to accept these certifications. Charlie Paris seconded.

3. One-Stop Operator Request for Proposal Susan Gentry

Ms. Gentry presented the Board with the following proposals (next page) received in response to the One-Stop Operator Request for Proposal (handout also attached). She stated that the White Columns Rehabilitation Services, LLC proposal was non-competitive and the In the Door, LLC proposal was not selected based upon their score. Ms. Gentry reported that it was staff's recommendation to approve the Georgia Department of Labor proposal for the One-Stop Operator, not to exceed \$197,751, and contingent upon successful negotiation and funds received from the Technical College System of Georgia, Office of Workforce Development.

Proposer	Service	Counties to Serve	Requested Funds	Average Score	Recommendation
Georgia Department of Labor	One Stop Operator	15 NWGA counties	\$197,751	380	Recommendation is the selection of Georgia Department of Labor as the One Stop Operator, in the amount of \$197,751, contingent upon the availability of funds and successful negotiations. They are the current OSO and have design systems already in place or in development for the region. We would like to continue to develop and grow the current system design.
White Columns Rehabilitation Services, LLC.	One Stop Operator	Bartow and Gordon counties	\$450,000	155	No Action – Proposal score was non-competitive. <ul style="list-style-type: none"> · Cost of program design is too high. · The proposal was for only two counties and did not align with the regions current structure for the One Stop System. · They proposed to provide work ready training services. They were not proposing to manage the Comprehensive One Stop. These services are needed in the area and Staff felt they would be a good fit to be a service provider or vendor for WIOA services in the future.
In the Door, LLC.	One Stop Operator	15 NWGA counties	\$224,907	365	No Action - Not Selected *In the Door did not include the affiliate DOL offices in the proposal as affiliates. The regulations require that any office with WIOA services must be an affiliate. Our Work Based Learning Staff is located in the Blue Ridge, Dalton, LaFayette and Cartersville affiliate offices as well as Rome which is the comprehensive location. *Cost was higher than the selected proposal. *Staff felt this proposal was very good and would be a good alternative to DOL if negotiations with DOL are not successful, contingent upon their agreement to include the affiliate DOL offices in the design

The Workforce Development Board approved these recommendations and recommended approval. Wendy Davis made the motion to accept these recommendations. Shannon Whitfield seconded. Motion carried unanimously.

B. Contractors Budgets Lesia Lambert

Ms. Lambert then presented the budgets for the Adult Program (including Case Management and Department of Labor) for review (attached). The Workforce Development Board approved the funding the Adult/Dislocated Worker programs as listed in the chart (on the next page) at a cost not to exceed \$3,724,505 with the flexibility to negotiate slot levels and funding requests contingent upon funds received from the Technical College System of Georgia, Office of Workforce Development. The Workforce Development Board approved these budgets and recommended approval. Al Pallone made a motion to approve these budgets. Lynn Laughter seconded. Motion carried unanimously.

Contractor's Name	NWGRC Recommendation	Number of Slots	Operating Cost	Tuition	Support	Total Funding Requested
Chattahoochee Tech	\$635,392	216	\$241,925	\$293,467	\$100,000	\$635,392
Georgia Highlands	\$511,333	187	\$129,644	\$281,689	\$100,000	\$511,333
Georgia Northwestern Technical College	\$929,823	233	\$308,408	\$331,415	\$290,000	\$929,823
West Georgia Technical College	\$414,904	94	\$113,604	\$221,300	\$80,000	\$414,904
Georgia Department of Labor (OJT)	\$1,233,053	185	\$514,253	N/A	N/A	\$1,233,053
Total:	\$3,724,505					

Ms. Lambert then presented the recommended funding for the Youth programs as listed in the chart below (and attached) at a cost not to exceed \$1,777,840 with the flexibility to negotiate slot levels and funding requests contingent upon funds received from the Technical College System of Georgia, Office of Workforce Development. The Workforce Development Board approved these budgets and recommended approval. Alex Case made the motion that these recommendations be approved. Shannon Whitfield seconded. Motion carried unanimously.

Contractor's Name	Budget Funds Requested	NWGRC Recommendation	Difference (Reduction)	Percentage Difference (Reduction)	Number of Slots	Work Experience	Support	Total Funding Requested
Chattooga BOE	\$51,084	\$51,084	\$0	\$0	50	\$70,000	N/A	\$121,084
Endless Opportunity	\$351,200	\$298,520	(\$52,680)	(15%)	75	\$50,000	\$40,000	\$388,520
GNTC	\$726,882	\$617,849	(\$109,033)	(15%)	185	\$70,000	\$40,000	\$727,849
Rome City BOE	\$76,637	\$76,637	\$0	\$0	45	\$70,000	N/A	\$146,637
Eckerd-Connect Paxen	\$375,000	\$318,750	(\$56,250)	(15%)	100	\$35,000	\$40,000	\$393,750
Total:	\$1,580,803	\$1,362,840	(\$217,963)	(15%)	455	\$295,000	\$120,000	\$1,777,840

C. Agreements

1. Tracksource Phyllis Walker

Phyllis Walker informed those present that staff uses Entre Solutions (Tracksource) to track obligations for the year and updates for any changes which may occur in actual costs. It is also used by career advisors to create vouchers to send to our fiscal department based on actual costs.

The Workforce Development Board approved this agreement (chart below and attached) as a sole source provider for 15 users at a fee of \$90 per user per month for a total not to exceed \$16,200 (Entre will only bill for actual user cost with a minimum of 10 users) and recommended approval.

Cost per User	# of Users	Total Cost per Month	Total Cost for 1 year
\$90.00	Minimum of 10	\$900.00	\$10,800.00
\$90.00	15	\$1,350.00	\$16,200.00

Lynn Laughter made the motion to approve this agreement. Al Pallone seconded. Motion carried unanimously.

B. Georgia Department of Labor Lookup Agreement Phyllis Walker

Ms. Walker then stated that the Georgia Department of Labor has been providing the Northwest Georgia Workforce staff with read-only screens which allow access to certain Department of Labor computer screens and to the employment wage inquiry look up screen. The wage inquiry screen is used to give information regarding participant wages which can assist in determining program eligibility. Additionally, the wage inquiry screen serves as a vehicle during the follow-up phase to determine if a participant has obtained employment. The ability to have these services so readily available is an attribute for the program.

There is a charge of \$200 for the set-up, maintenance, and review for the nineteen users. There will be a charge of \$1 per screen for all social security lookups by all registered users. The Workforce Development Board approved this agreement and recommended approval.

Lynn Laughter made the motion to approve this agreement in the amount of \$10,000. Charlie Paris seconded. Motion carried unanimously.

C. Individual Training Account Provider Agreements. Phyllis Walker

Ms. Walker presented a list (attached) of ITA Providers for the upcoming 2020-2021 fiscal year, pending the outcome of the State's subsequent eligibility review for performance and continued inclusion on the State eligible provider list. The Workforce Development Board approved these providers and recommended approval.

Stan Helton made the motion to approve the Individual Training Account Provider Agreements. Jimmy Palmer seconded. Motion carried unanimously.

D. Plan 2020 Lesia Lambert

Ms. Lambert informed the Council that a summary of updates and changes to the Worksource Northwest Georgia Workforce Innovation and Opportunity Act Plan, 2020 was attached and the entire Plan had been on the website for a 30-day comment period. The Workforce Development Board approved the Plan for submittal to the State and recommended approval.

Other

Ms. Lambert informed those present that the Priority of Service policy will be emphasized since funding allocations have been cut.

Adjourn

There being no further business, the meeting adjourned.