

# Council of Chief Elected Officials of Northwest Georgia Meeting

Thursday, March 17, 2022, 10:00 a.m.  
Rome Civic Center  
Rome, Georgia

## Minutes

### **Attendance-CCEO**

<b>CCEOs Present or Represented, County:</b>	<b>CCEOs Not Present or Represented, County</b>
Al Pallone, Bartow	Steven Henry, Catoosa
Steve Taylor, Bartow	Nick Millwood, Catoosa
Blake Elsberry, Chattooga	Wright Bagby, Floyd
Harry Harvey, Chattooga	Sundai Stevenson, Floyd
Alex Case, Dade	Al Hoyle, Gilmer
Ted Rumley, Dade	Jimmy Palmer, Gordon
Rhonda Haight, Fannin	A.J. Scott, Haralson
Jamie Hensley, Fannin (proxy, Ted Rumley)	James Kelly, Paulding
Becky Hood, Gordon (proxy, Bud Owens)	Steve Lawrence, Pickens
Charlie Paris, Gilmer	Kris Stancil, Pickens
Ronnie Ridley, Haralson	Andrew Carter, Polk
K. W. Gong, Murray	Shannon Whitfield, Walker
Greg Hogan, Murray	Ken Gowin, Whitfield
David Carmichael, Paulding	
Hal Floyd, Polk	<b>Staff and Guests:</b>
Teddy Harris, Walker	Lesia Lambert
Jevin Jenson, Whitfield	Terri Morgan
	Anthony Rucker

**I. Welcome . . . . . Ted Rumley**

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

**II. Consent Agenda . . . . . Ted Rumley**

Mr. Rumley informed those present that a Consent Agenda containing the January 20, 2022 minutes, a dislocation report, and a performance report had been e-mailed and was also attached for review. Al Pallone made the motion that the Consent Agenda be approved. Steve Taylor seconded. Motion carried unanimously.

**III. Workforce Development Board Membership ..... Lesia Lambert**

Ms. Lambert informed those present that Linda Manis, Director, Georgia Department of Labor, nominated Elizabeth Scott, to fill the Wagner Peyser category on the WDB (nomination form and letter attached). Steve Taylor made the motion that the CCEO approve Elizabeth Scott for this vacancy. Al Pallone seconded. Motion carried unanimously.

**IV. Fiscal Report ..... Anthony Rucker**

Anthony Rucker presented the "Northwest Georgia Regional Commission WIOA Grant Financial Report, Grant Inception to 1/31/2022" (attached). These reports encompass the Adult, Dislocated Worker, COVID/Disaster, Youth programs. Mr. Rucker informed the Council that the COVID funding had been extended for another year, to end now on March 31, 2023. Greg Hogan asked how COVID funds were spent. Mr. Rucker answered that these funds are used for training and for work experience activities. Blake Elsberry made the motion to accept the report. Greg Hogan seconded. Motion carried unanimously.

**VIII. Work-Based Learning Request for Proposal ..... Lesia Lambert**

Ms. Lambert reminded the Council that a Request for Proposal had been issued last year for Work-Based Learning Services. She stated that Due to limited funding from the Technical College System of Georgia, funding is not sufficient to fund the program as requested (table included on next page and attached). Ms. Lambert informed those present that it was staff's recommendation to approve a contract with the Georgia Department of Labor for \$600,000 for both contract and worksite payments with 130 slots to serve all 15 counties, contingent upon available funds and successful negotiations, and with the authority for staff to adjust slots and funding as needed provided the adjustments do not to exceed approved contract amounts. Additionally, she noted that if additional funds become available, a contract modification will be considered. Mr. Rumley asked who was involved in the review process. Ms. Lambert replied that she; Phyllis Walker, Assistance Workforce Director; Susan Gentry, Adult and Dislocated Worker Workforce Program Manager; and Anthony Rucker, Fiscal Officer had met on several occasions to review the proposal and come up with a recommendation. Ms. Lambert also stated that the Georgia Department of Labor may decline the reduced contract amount. Jevin Jenson asked how the program would be conducted if that happened. Ms. Lambert answered that she would hire staff to run the program in-house.

Contractor	OJT Slots	IWT Slots	Total Slots	Contract amount	Employer Reimbursements OJT/IWT	Total Funding	COMMENTS
Georgia Department of Labor (WBT) <b>REQUESTED</b>	116	84	200	\$561,851 – contract only	\$638,149 – reimbursements only	\$1,200,000	Due to limited funding from TCSG the amount of the award will be modified. See below
Georgia Department of Labor (WBT) <b>RECOMMENDATION</b>	60	70	130	See Total Funding	See Total Funding column	*\$600,000	Contract awarded to GDOL with modification to proposal as shown. WBT recommendation is for \$600,000 for both contract and worksite payments with 130 slots, contingent upon available funds and successful negotiations.
<b>TOTAL</b>							

Ronnie Ridley made the motion to approve this request. Greg Hogan seconded. Motion carried unanimously.

**IX. One-Stop Operator Budget Request ..... Lesia Lambert**

Ms. Lambert presented the One-Stop Operator Budget Request. This recommendation is for the final year of a three-year bid. A new RFP will be released in the fall. She stated that it is staff's recommendation to approve funding in the amount of \$213,457 (table below and attached), contingent upon available funds and successful negotiations.

Contractor	Contract amount requested	Comments	Total Funding approved	COMMENTS
Georgia Department of Labor (One Stop Operator) <b>REQUESTED</b>	\$213,457	Amount requested includes salaries/fringe for 2 staff members, travel, and supplies	\$213,457	This is the 3 <sup>rd</sup> year in a 3-year bid cycle. Request is for approval of funding in the amount of \$213,457, contingent upon available funds and successful negotiations.

Bud Owens made the motion to approve this request. Al Pallone seconded. Motion carried unanimously.

**IX. Technical College System of Georgia Monitoring . . . . . Lesia Lambert**

Ms. Lambert provided those presented with the results of the recent Technical College System of Georgia Monitoring.

Financial Monitoring and Quality Assurance Programmatic Monitoring was conducted virtually from February 7-11, 2022. Worksource Northwest Georgia had one finding and one observation. The report and corrective actions were as follows:

Finding #1 Missing Required Sub Recipient Contract Provision

Missing Required sub-recipient contract provision in the contract, Federal Award identification Number (FAIN) for NEG COVID (Georgia Northwestern Technical College Contract).

*Criteria:* 2 CFR 200.332 states, "Ensure that every sub award is clearly identified to the sub recipient as a sub-award and includes the [FAIN for the NEG COVID contract] information at the time of the sub-award and if any of these data elements change, include the changes in subsequent sub--award modification."

*Cause:* The LWDA failed to ensure all required provisions are included in the sub-recipient contract.

*Effect:* Noncompliance with federal contracting requirements could result in potential questioned costs for all sub-recipient contract-related disbursements.

***Required Corrective Action:***

Staff reviewed and amended existing contracts and contract templates, as appropriate, to include required contract provision, Federal Award Identification Number (FAIN) for NEG COVID Contracts (modifications attached).

Observation #1

OWD monitors observed the LWDA's Policy and Procedure Individual Training Accounts (ITA) mentions a requirement for participants in certificate, diploma or associate degree programs, to be enrolled in a minimum of 12 credit hours (full-time) per semester. For eleven (11) case files reviewed, OWD monitors were not able to confirm that the individuals were enrolled in a sufficient number of hours as no class schedule or grades were present in the file. OWD suggests that these documents be uploaded each semester to the WorkSource Georgia Portal in accordance with local policy. At a minimum, OWD advises local staff to utilize case notes to indicate the number of hours in which a participant is enrolled.

*Response:*

WorkSource Northwest Georgia will upload documents and add case notes every semester to indicate full-time status and the number of hours participants are enrolled.

Ms. Lambert stated that the Executive Committee approved this report and the corrective actions. Greg Hogan made the motion to accept this monitoring report and corrective actions. Alex Case seconded. Motion carried unanimously.

**Other**

**Adjourn**

There being no further business, the meeting adjourned.