

**Council of Chief Elected Officials
of Northwest Georgia**

Thursday, May 17, 2018, 10:00 a.m.
Gordon County Agricultural Services Center, Calhoun, GA

Minutes

Attendance

CCEOs Present or Represented, County:

Al Pallone, Bartow
Steve Taylor, Bartow
Harry Harvey, Chattooga (proxy, Ted Rumley)
Jason Winters, Chattooga (proxy, Ted Rumley)
Alex Case, Dade (proxy, Ted Rumley)
Ted Rumley, Dade
Stan Helton, Fannin
Donna Whitener, Fannin (proxy, Ted Rumley)
Jamie Doss, Floyd (proxy, Bill Collins)
Rhonda Wallace, Floyd (proxy, Ted Rumley)
Al Hoyle, Gilmer
Charlie Paris, Gilmer
Becky Hood, Gordon (proxy, Norris Sexton)
Jimmy Palmer, Gordon
Pete Bridges, Haralson (proxy, Ted Rumley)
Allen Poole, Haralson
Greg Hogan, Murray
Tyson Haynes, Murray (proxy, Ted Rumley)
David Carmichael, Paulding
Robert Jones, Pickens (proxy, Ted Rumley)
Jennifer Hulse, Polk
Teddy Harris, Walker
Shannon Whitfield, Walker
Ken Gowin, Whitfield
Lynn Laughter, Whitfield

CCEOs Not Present or Represented, County

Steven Henry, Catoosa
Nick Millwood, Catoosa
Boyd Austin, Paulding
John Weaver, Pickens
Jordan Hubbard, Polk

Staff and Guests:

Illya Copeland
Joey Cumbie
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 a Consent Agenda containing Minutes; islocation Report; Regional Job Analysis; Mobile Career Center Report; and Performance Report had been sent previously and was attached for review. Greg Hogan made the motion to accept the Consent Agenda. Kenny Gowin seconded. Motion carried unanimously.

III. Fiscal Report Anthony Rucker

Anthony Rucker provided the "Northwest Georgia Regional Commission WIOA Grant Financial Report Grant Inception to 4/30/2018" for Youth, Adult, Dislocated Workers, Rapid Response, and High Demand Career Initiative (attached). Bill Collins made the motion to accept this report. Lynn Laughter seconded.

Mr. Rucker also presented a budget for FY 2019 to FY 2018. Greg Hogan asked how many employees there are at NWGRC. Lesia Lambert replied that there are eleven employees in Workforce Development and numerous individuals employed through contractors. Bill Collins asked how a dislocated worker would know about services. Ms. Lambert responded that as we hear or are notified about layoffs or closings, WIOA staff contacts employers to schedule WIOA information sessions about services. Allen Poole asked why funds were reduced from the previous year. Ms. Lambert answered that some grants, particularly youth, had been cut from the previous year.

Lynn Laughter noted that it was hard to understand the reports due to the use of acronyms. Ms. Lambert responded that staff would use a legend on future reports. Bill Collins suggested a retreat for CCEOs in the near future. Ted Rumley asked staff to work on planning a day (or longer) retreat.

Allen Poole made the motion to accept the Budget for FY 2019 - FY 2019. Jennifer Hulseley seconded. Motion carried unanimously.

III. WDB Actions Lesia Lambert

Ms. Lambert reported that several Youth Committee actions had been approved by the WDB who recommended CCEO approval.

A. The following slate of Officers for the Youth Committee was approved by the WDB:

- Chairman-Beth Kelley
- Vice-Chairman-Curtis Kingsley
- Secretary-Eric Waters

B. Ms. Lambert informed those present that the following nominations had been received for Youth Committee membership:

- Robb Gilstrap, Regional Administrator, Georgia Department of Juvenile Justice, nominated *Marcia Pfister*, District Director, Georgia Department of Juvenile Justice (nomination form attached).
- Amy Cox, Board President, Open Door Children's Home, for *Lynn Rousseau*, Executive Director, Open Door Children's Home, was received after the Youth Committee Meeting (form attached). The WDB approved this

nomination, contingent upon approval at the next Youth Committee Meeting.

- C. Ms. Lambert also reported the Youth Dropout Policy had been updated to include the following statement, " Youth aged 16 years or under, must have not been out of school for at least the recent complete school semester or calendar quarter."

Lynn Laughter made the motion to accept these Youth Committee actions. Kenny Gowins seconded. Motion carried unanimously.

Ms. Lambert reported that the WDB approved and recommended CCEO approval of the following slate of WDB Officers:

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

Lynn Laughter made the motion to accept this slate of Officers. Bill Collins seconded. Motion carried unanimously.

Ms. Lambert presented two providers, approved by the WDB with a recommendation for CCEO approval, for the Eligible Training Provider List (in Northwest Georgia).

- A. Workforce Division (WD) staff met with Dalton State College (DSC) representatives on two occasions to discuss assisting eligible students attending Dalton State College. The WDB approved adding DSC as an Individual Training Account (ITA) Vendor pending the State's ETPL eligibility review. The WDB also approved processing ITAs for the remainder of 2017-2018 as well as for the 2018-2019 program year.
- B. Workforce Division (WD) staff met with Gadsden State College (GSC) representatives in April to discuss assisting eligible students attending GSC. The WDB approved adding GSC as an Individual Training Account (ITA) Vendor. Gadsden State College is currently eligible under their State's ETPL (Alabama). NWGRC-WD currently has an 'Out-of-State Provider' policy in order to work with providers outside of our state. Gadsden State College currently meets all requirements in order to become a provider with our region. The WDB also approved processing ITAs for the remainder of 2017-2018 as well as for the 2018-2019 program year.

Jennifer Hulseley asked if the problems that led to Dalton State College no longer contracting with the NWGRC would still exist. Ms. Lambert replied that she did not think there would be any problem assisting students through the ITA program at Dalton State College. Lynn Laughter made the motion to accept these new providers. Bill Collins seconded. Motion carried unanimously.

Ms. Lambert informed those present that the WDB approved and recommended CCEO approval for the renewal the contract with The Conference Board for the use of the online subscription for the labor market analyzer portal provided by CEB TalentNeuron. The cost for the online subscription for one year (July 1, 2018 - June 30, 2019) of unlimited access to job market data is \$6,291. The labor market analyzer portal 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). In addition, the labor market portal allows:

1. The ability to access real time, on-demand, local and national job market data for the 15 county area as well as Atlanta and Chattanooga.
2. The ability to access information on unduplicated, quality job postings from across the internet.
3. The ability to filter data using O*NET codes as well as occupations and job titles.
4. Is user friendly and offers flexible controls for search criteria.
5. Provides access to global and national economic data.

Ms. Lambert reported that the WDB approved and recommended CCEO approval for the renewal of the Entre Solutions/Tracksource agreement for July 1, 2018 - June 30, 2019 for a total amount not to exceed \$16,200 (\$90 per month, per user, with a minimum of 10 users and a maximum of 15 users). Entre will only bill for the actual user cost. Financial tracking system software is used to track obligations for the year and updates for any changes which may occur in actual costs. It is also used by career advisers to create vouchers to send to NWGRC fiscal department based on actual ITA costs.

Ms. Lambert informed the Council that, in the past, the Northwest Regional Commission entered into an agreement with the Georgia Department of Labor to allow the WIOA staff access to various employment screens. The screens are utilized to check the employment status of WIOA participants. This information is pertinent to our performance measures. Although the search may be a quarter behind, it allows staff to look at historical data and gives assistance with determining participant eligibility. (A summary of this year's usage and the amount of money spent is attached). The WDB approved a Data Look-Up Inquiry Agreement with the Georgia Department of Labor for PY2018-2019 in the amount of \$10,000. The amount has not increased from our current year's agreement. Mr. Rumley noted that the UI Lookup was a good tool for staff to keep up with participants and that these screens were once free to staff but now the Georgia Department of Labor charges for the use of the system. Al Pallone asked if staff need 15 users. Ms. Lambert replied that staff and contractor staff had to have access to the screens for follow-up. The WDB approved this agreement and recommended CCEO approval.

Greg Hogan made the motion to approve the contracts and agreements, as presented. Stan Helton seconded. Motion carried unanimously.

Ms. Lambert presented the revised "Northwest Georgia Regional Commission Workforce Innovation and Opportunity Act Program Services Complaint/Grievance Policy and Procedures" (attached). She noted that the changes made reflected changes in the State Level WIOA Title I Administrator (now the Technical College System of Georgia) and to include David Dietrichs as the State-Level WIOA, Title I, Equal Opportunity Officer with whom complaints at the state level can be filed. The WDB approved the change to this policy and recommended CCEO approval.

Ms. Lambert then presented the "Northwest Georgia Workforce Development Board Policy and Procedures Individual Training Accounts" (attached). She stated that the following had been added to the policy:

"If it is determined through an analysis of the cost of attendance that the total cost of attending training exceeds the amount available through HOPE and WIOA funding, NWGRC allows Pell funds to be utilized by the participant for living expenses and other appropriate personal expenses during the training period. [WIOA Sec. 134(c)(3)(B)]"

The WDB approved the change to this policy and recommended CCEO approval.

Ms Lambert informed those present that the "Lacks Self-Sufficiency and Underemployed Policy Adult and Dislocated Workers" (attached) had been updated to reflect an increase in the family income limit from 175% to 200% (for adults); an increase in the hourly wage amount from \$10.69 to \$11.93 an hour (adults); and to increase the wage level for dislocated workers from 80% to 85%(of their dislocated wage). She stated that these increases would allow more individuals to receive training in our area. Bill Collins asked how the state could set the hourly rate of \$11.93 per hour when the minimum wage was not that high. Ms. Lambert stated that this was the state's determined level of self-sufficiency. Shannon Whitfield noted that this is a good problem to have--when our area has a low dislocation rate and the requirements need to be increased for people to be eligible for training. The WDB approved the change to this policy and recommended CCEO approval.

Ms. Lambert presented the "WIOA Participant Reimbursement Policy and Procedures" (attached). She stated that the this policy provides guidance fo all WIOA participants requesting reimbursement for required program expenses. The WDB approved this new policy.

Lynn Laughter made the motion to accept the policies as presented. Shannon Whitfield seconded. Motion carried unanimously.

V. Performance Lesia Lambert

Lesia Lambert reminded those present that, at the March meeting, the CCEOs had requested performance information. She stated that several reports had been included for review.

VI. July Meeting Terri Morgan

Terri Morgan reminded those present that the Northwest Georgia Regional Commission Council will not meet in July. She noted that, in the past, the CCEOs have met jointly with the Workforce Development Board. That meeting will be held on Wednesday, July 18, 2018, at Noon.

Other

Adjourn

There being no further business, the meeting adjourned.