

**Workforce Development Board of Northwest Georgia  
Proposal Review Committee**

January 13, 10:00 a.m.

Northwest Georgia Regional Commission  
Rome, Georgia  
and  
Via Zoom

*Minutes*

<b>Members Present</b>	<b>Members Absent</b>	<b>Staff</b>
Linda McEntire	Mike Murphy	Karla Conetta
Nicole Green		Susan Gentry
Mitchell Morgan		Lesia Lambert
Terri Morgan		Phyllis Walker
Cam Parker		

Linda McEntire, Chairman, welcomed those present. It was determined a quorum was present.

Ms. McEntire asked for a motion to approve the minutes from the November 19, 2021 meeting (attached). Cam Parker made the motion to approve. Mitchell Morgan seconded. Motion carried unanimously.

Lesia Lambert reminded the Committee that Georgia Northwestern Technical College (GNTC) previously requested adding the Certified Basic Flooring Installation Program to assist eligible applicants. At the last meeting the Proposal Review Committee voted to table the discussion pending more information from GNTC. Staff requested additional information and also requested that the cost be decreased.

GNTC began a cohort for the flooring Program earlier in January using other private funding and have submitted changes for the program. They are as follows (see attached):

The program consists of 300 hours and will last a maximum of 10 weeks. Students are introduced to the flooring installation industry and will be equipped with the skills needed to perform carpet, resilient, hardwood and tile installation (this includes, carpet installing, proper use of tools, measuring, moisture identification, cutting, adhesives, grout, floating flooring types, nail and glue, floating installation buffing, staining, sealing, and finishing surfaces).

Entry Criteria: High School diploma or GED or currently enrolled in GED course work.  
Cost per Participant for tuition, fees & insurance \$1,531 per participant

Ms. Lambert stated that it was staff's recommendation to add the program on the Eligible Training Provider List and funding one cohort to begin early spring with a minimum of eight (8) students at the

cost of \$1,531 per student for a total of \$12,248.

Mitchell Morgan asked what the wage would be for these jobs, noting that many fast food businesses pay more than \$12 an hour. Ms. Lambert answered that she wasn't sure what the exact wage would be but that the support letters submitted with the original paperwork indicated that the wages would be higher than \$12 per hour. Cam Parker asked if staff and the Board can get the performance information from the current cohort. Ms. Lambert responded that staff would ask for that information. Mr. Parker asked if funding a cohort could be contingent upon receipt of performance information from the current cohort. Ms. Lambert said that was an option.

Mitchell Morgan made the motion that the recommendation for the Certified Basic Flooring Installation Program be added to the Eligible Training Provider List and funding provided for one cohort to begin early spring with a minimum of eight (8) students at the cost of \$1,531 per student for a total of \$12,248 contingent upon receipt of performance information from the current cohort (number completed, wages, etc.). Cam Parker seconded. Motion carried unanimously.

Ms. Lambert presented a performance report, by case manager, for review. She noted that this report reflects the most recent program year. Mr. Parker asked if the actual numbers of participants could be included on the report. Ms. Lambert answered that the numbers usually are included but that the person who runs the reports was out of the office. Cam Parker made the motion to approve this report. Mitchell Morgan seconded. Motion carried unanimously.

Phyllis Walker presented the "Career/Case Management Proposals" (attached).

Proposer	Service	Counties to Serve	Number of Participants	Cost Per Participant	Total Cost	Average Score	Recommendation
Chattahoochee Technical College	Occupational skills Training	15 NWGA counties	178	\$4,798	\$854,100	398	Staff recommends approval of CTC's proposal to serve a minimum of <b>178 participants (includes carryovers)</b> for a total not to exceed \$854,100, contingent upon the availability of funds and successful negotiations.
Georgia North-western Technical College	Occupational skills Training	15 NWGA counties	260	\$4,372	\$1,136,830	428	Staff recommends approval of GNTC's proposal to serve a minimum of <b>260 participants (includes carryovers)</b> for a total not to exceed \$1,136,830, contingent upon the availability of funds and successful negotiations.
West Georgia Technical College	Occupational skills Training	15 NWGA counties	90	\$4,879	437,911	410	Staff recommends approval of WGTC's proposal to serve a minimum of <b>90 participants (includes carryovers)</b> for a total not to exceed \$437,911, contingent upon the availability of funds and successful negotiations.

Mr. Parker asked if the cost per participant was reasonable. Ms. Walker answered that it was reasonable and includes cost for vendor programs and program cost. Cam Parker made the motion to approve the proposal recommendations. Mitchell Morgan seconded. Motion carried unanimously.

There being no further business, the meeting adjourned.