

**Workforce Development Board of Northwest Georgia**  
**Proposal Review Committee**  
September 8, 2020, 11:00 a.m.  
Via GoTo Webinar  
*Minutes*

<b>Members Present</b>	<b>Members Absent</b>	<b>Staff and Guests</b>
Linda McEntire		Karla Conetta
Mitchell Morgan		Susan Gentry
Terri Morgan		Lesia Lambert
Mike Murphy		Sharrell McKnight
		Phyllis Walker

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 January 15, 2020 meeting (emailed and attached). Mitchell Morgan made the motion to approve the Minutes. Mike Murphy seconded. Motion carried unanimously.

Susan Gentry presented recommendations from staff regarding revisions to the Adult/Dislocated Worker Support Policy Revisions (three documents, attached). Ms. Gentry informed the Committee that, during Program Years PY19-20 and PY20-21, funding allocations from TCSG State office were reduced by approximately 12%. As a result of the reduction in funds the following adjustments were made: all WIOA contract budgets, participant slots, and support services were cut by approximately 15% to make up some of the loss of program funding; the Needs Related Payment program has been suspended; and contractors were instructed to stop enrollments as early as January 2020.

In March 2020 the COVID-19 Pandemic affected training services in the following ways: shutting down training programs at colleges, vendors, and some work-based training providers; training completion dates were extended, resulting in more carryover students and costs in PY20-21; and participant costs increased as training program costs were increased by the school/training provider.

She explained that the goal in PY20-21 is to continue to offer quality training programs to as many participants as possible without requiring additional cuts to contracts and essential services. To prevent continued shortages staff has analyzed the program and services offered and would recommended the following revisions to the Support Policy:

- Transportation Assistance will be offered at the following rates:
  - 0.5-10 miles = \$6.00 per day
  - 11-25 miles = \$8.00 per day
  - 26 + miles = \$10.00 per day

- Childcare Assistance will be offered for participants with a child under age 12 at a rate of \$15.00 per day.
- On-line only students are eligible to receive a flat rate of \$10 per day in lieu of the travel supplement. They will not be eligible for childcare on days attending on-line training. However, in the event they are required to attend in person for tests, clinicals, meetings with teacher, etc. they will be eligible for the traditional rates for travel and childcare noted above.

Ms. Gentry provided information regarding the amounts of funding that would be saved if these revisions to the policy were approved (information pertaining to the number of students affected and the cost saving is attached). Additionally, she provided a revised copy of the policy, with changes highlighted (attached).

Mitchell Morgan made the motion to approve these changes to the Supportive Services policy. Mike Murphy seconded. Motion carried unanimously.

Lesia Lambert presented the “Logistics and Supply Chain Management” program (attached). She stated that Chattahoochee Technical College had submitted a request to approve the Logistics and Supply Management program.

This training consists of a forklift component and courses in Certified Logistics Technician (CLT) and Certified Logistics Associate (CLA), which are assessed by the Manufacturing Skill Standards Council (MSSC). She added that Chattahoochee Technical College conducts the MSSC CLA/CLT program in partnership with Goodwill of Northwest Georgia.

After discussion, Ms. Lambert asked for approval and for the submission of the Logistics and Supply Chain Management and Forklift Program to be added to the State Eligible Training Provider List and approval for five (5) slots for training in Northwest Georgia at a cost not to exceed \$2,050 per student.

Mike Murphy made the motion to approve the recommendation to add this program to the Eligible Training Provider List and to approve five (5) slots for training in Northwest Georgia. Mitchell Morgan seconded. Motion carried unanimously.

There being no further business, the meeting adjourned.