

**Joint Meeting**  
**Workforce Development Board of Northwest Georgia**  
**and Council of Chief Elected Officials of Northwest Georgia**

Wednesday, November 16, 2022, Noon

Georgia Northwestern Technical College  
Calhoun, Georgia

Minutes

**Attendance-WDB**

**WDB Members Present, County:**

Marion Barber, Bartow  
Harry Harvey, Chattooga  
Jim Henry, Chattooga  
Beth Kelley, Walker  
Mitchell Morgan, Gilmer  
Mike Murphy, Bartow  
Cam Parker, Bartow  
Elizabeth Scott, Bartow  
Lisa Shaw, Floyd  
Robert Strickland, Gordon

**WDB Members Not Present, County:**

Angela Berch, Haralson  
Terry Craft, Whitfield  
Eli Falls, Murray  
Selena Galmon, Bartow  
Rick Gibson, Bartow  
Nicole Green, Polk\*  
Randy Long, Pickens  
Linda McEntire, Gordon\*  
Matthew Salmon, Polk  
Carey Tucker, Floyd  
Gregg Webb, Polk

**Youth Committee Members Present:**

Beth Kelley

**NWGRC Staff:**

Carolyn Barrett  
Karla Conetta  
Susan Gentry  
Tammy Helbing  
Lesia Lambert  
Terri Morgan  
Anthony Rucker  
Phyllis Walker

**Guests/Visitors:**

Andy Allen  
Brandi Dover  
Michele Abdul-Qawiy  
Lisa Ives  
Wayne Mack  
Anne Rapp  
Courtney Rouse  
Vicki Thompson  
Chris Upchurch  
Stephani Womack  
Chris Zieler

*\*resigned*

**Attendance-CCEO**

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**CCEOs Present or Represented, County:**

Al Pallone, Bartow  
Blake Elsberry, Chattooga (proxy, Ted Rumley)  
Harry Harvey, Chattooga  
Alex Case, Dade (proxy, Ted Rumley)  
Ted Rumley, Dade  
Rhonda Haight, Fannin (proxy, Ted Rumley)  
Sundai Stevenson, Floyd (proxy, Ted Rumley)  
Charlie Paris, Gilmer  
Jimmy Palmer, Gordon  
AJ Scott, Haralson (proxy, Steve Holcombe)  
K. W. Gong, Murray  
David Carmichael, Paulding (proxy, Ted Rumley)  
Steve Lawrence, Pickens  
Andrew Carter, Polk (proxy, Ted Rumley)  
Hal Floyd, Polk (proxy, Linda Liles)  
Teddy Harris, Walker  
Ken Gowin, Whitfield (proxy, Ted Rumley)  
Shannon Whitfield, Walker (proxy, Ted Rumley)

**CCEOs Not Present or Represented, County**

Steve Taylor, Bartow  
Steven Henry, Catoosa  
Nick Millwood, Catoosa  
Jamie Hensley, Fannin  
Wright Bagby, Floyd  
Al Hoyle, Gilmer  
Becky Hood, Gordon  
Ronnie Ridley, Haralson  
Greg Hogan, Murray  
James Kelly, Paulding  
Kris Stancil, Pickens  
Jevin Jenson, Whitfield

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**I. Welcome . . . . . Mike Murphy/Ted Rumley**

Mike Murphy, Vice Chairman of the Workforce Development Board, and 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 for the Council of Chief Elected Officials but not for the Workforce Development Board and, therefore, no action could be taken by the Workforce Development Board.

**II. Workforce Development Board Chairman . . . . . Lesia Lambert**

Lesia Lambert informed the WDB and CCEO that Linda McEntire had resigned her position as Chairman of the WDB. Ms. McEntire no longer works for a private company and is no longer eligible to serve as the Chairman. Per the Bylaws, Mike Murphy, Vice Chairman, will serve through the end of Ms. McEntire's term as Chairman (through June, 2023). Cam Parker has agreed to serve as Vice Chairman of the WDB through June, 2023. Charlie Paris made the motion that Mike Murphy and Cam Parker be approved by the CCEOs as Chairman and Vice Chairman, respectively (of the Workforce Development Board). Al Pallone seconded. Motion carried unanimously.

**III. Consent Agenda . . . . . Ted Rumley**

Mr. Rumley informed those present that a Consent Agenda (containing Minutes from the September 15, 2022 CCEO Meeting, a Performance Report, and a Dislocated Worker Report) had been e-mailed and was also attached for review. Teddy Harris made the motion that the Consent Agenda be approved by the CCEO. Charlie Paris seconded. Motion carried unanimously.

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

There were no Workforce Development Board nominations.

**V. Proposal Review Committee Report and Recommendations . . . . . Cam Parker**

Cam Parker presented the CCEOs with the following recommendations from the Proposal Review Committee:

- Atlanta Academy of Dental Assisting Program Cost Increase Request (attached). This vendor, already approved to provide training, has requested a \$500 increase. One of the reasons for the increase was the approval by the Georgia Board of Dentistry to train and provide Expanded Duties Dental Assisting to the course. This training consists of a 20-week course. Classes are virtual except for hands on instruction once a week. There are 180 hours of instructional training and 40 hours of externships/internships. Although adding this training comes with a cost, it gives the student a better opportunity to be competitive and successful in the job market. As of June, there have been six graduates all of whom have gone to work with an average wage of \$20 an hour. Ms. Walker stated that it was staff's recommendation to approve the \$500 increase, for a total not to exceed \$6,500 per student.
- MedCerts, a current provider on the Eligible Training Provider List, requested adding online Professional Coder as part of their training (handout attached). The Professional Coder program provides comprehensive training that leads to in-demand coding certifications. Medical Coders holding professional-level certifications are critical to compliant and profitable medical practices and typically earn 20% more than non-certified coders. The cost is \$4,000 for 22 weeks of training (handout attached).
- Chattahoochee Technical College requested the addition of the Dental Assisting Program (handout attached). This program prepares students for employment in a variety of positions in today's dental offices. The Dental Assisting Program provides learning opportunities that introduce, develop, and reinforce academic and occupational knowledge, skills, and attitudes required for job acquisition, retention, and advancement. Graduates of the program receive a Dental Assisting Diploma.

|                                 |                        |
|---------------------------------|------------------------|
| Pell/Hope:                      | Yes                    |
| Entry Criteria:                 | HS Diploma or GED      |
| Length of Training:             | 72 weeks (5 Semesters) |
| Medial Earnings after placement | \$35K                  |
| Project Growth:                 | 8% 2021-2031           |
| Cost:                           |                        |

|          |              |
|----------|--------------|
| Tuition  | \$8,435      |
| Supplies | \$250        |
| Books:   | \$700        |
| Exam:    | <u>\$400</u> |
| Total:   | \$9,785      |

- The Priority of Service Policy (attached with changes highlighted and crossed out) has been updated to more closely align with the Technical College System of Georgia policy changes.

Al Pallone made the motion to that the CCEOs accept these recommendations by the Proposal Review Committee. K.W. Gong seconded. Motion carried unanimously.

**VI. Youth Committee Report and Recommendations . . . . . Beth Kelley**

Beth Kelley informed those present that Alison Watson, Assistant Clinical Director, Northwest Georgia Public Health, nominated Christa Gilmore, Youth Development Coordinator, (nomination form attached) to serve on the Youth Committee. The Youth Committee approved this nomination recommended CCEO approval. Charlie Paris made the motion to approve the nomination. Al Pallone seconded. Motion carried unanimously

Ms. Kelley then presented a revised Basic Skills Policy, attached. The changes were made to better align with the TCSG policy (changes are highlighted and deletions are crossed out). The Youth Committee approved the changes to this policy and recommended CCEO approval. Al Pallone made the motion to approve the revised policy. Charlie Paris seconded. Motion carried unanimously.

**VII. Fiscal Report . . . . . Anthony Rucker**

Anthony Rucker presented the "Northwest Georgia Regional Commission WIOA Grant Financial Report, Grant Inception to 10/31/22" (attached). This report encompasses the Adult, Dislocated Worker, COVID/Disaster, HDCl, and Youth programs.. Al Pallone made the motion that the CCEO accept the report. K.W. Gong seconded. Motion carried unanimously.

**VIII. COVID Update. . . . . Lesia Lambert**

Ms. Lambert provided an update regarding COVID-19 activities in the Region. This planning grant assists advanced manufacturing and logistics industries in addressing the region's training and staffing needs. Additional, the grant promotes advanced manufacturing to youth through exposure to career pathways and training in manufacturing.

**IX. Quality Jobs, Equity, Strategy, and Training (QUEST) Grant . . . . . Lesia Lambert**

Ms. Lambert informed those present that the QUEST (Quality Jobs, Equity, Strategy, and Training) Grant Request for Application had been released by the Technical College System of Georgia. These funds will enhance WorkSource Georgia's efforts to empower Georgia's unemployed and underemployed workers through worker and business engagement, elevate equity, and connect jobseekers with high quality jobs in high demand industries. The primary purpose of these funds

is for employment & training activities for individuals impacted by the COVID-19 pandemic. Ms. Lambert asked for CCEO approval for Worksource Northwest Georgia to apply for \$700,000 in funding to provide training, disaster employment, and other approved activities through the QUEST Grant. Teddy Harris made the motion to approve this grant application. K.W. Gong seconded. Motion carried unanimously.

**X. Workforce Development Board Training and Planning Session Recap . . . . . Cam Parker**

Mr. Parker gave an update about the Northwest Georgia Training and Planning Session held at Lakepoint in Emerson, Georgia on October 4, 2022. He presented material about the Local Workforce Development Board's Roles under WIOA and the Board's responsibilities as well as active Board participation. Also, Mr. Parker mentioned the different presentations and data presented at the training session which included Igniting Workforce Opportunities and Reinforcing Knowledge and Skills through Sector Partnerships, Apprenticeship/work-based learning, and Workforce Development in Northwest Georgia. He encouraged members to become active, and involved and attend regular meetings.

**XI. Wayne Mack, Executive Assistant/Deputy Commissioner, Georgia Department of Labor**

Wayne Mack presented those present with information about providing good customer service post-pandemic.

**Other**

**Adjourn**

There being no further business, the meeting adjourned.