

Meeting of the
Workforce Development Board of Northwest Georgia

Wednesday, January 15, 2020, Noon
Gordon County Agricultural Services Center
Calhoun, GA

Minutes

Attendance-WDB

WDB Members, Present, County:	WDB Members Not Present, County:	Guests/Visitors
Bruce Bowman, Gordon	Cam Parker, Bartow	Ann Bentley
Mike Murphy, Bartow	Michael Hamilton, Floyd	Sherry Cescutti
John Parton, Bartow	Randy Long, Pickens	N. Andre David
April Rogers, Bartow	Nicole Green, Polk	Sheila Derry
Lee Tubbs, Catoosa	Anthony Nash, Polk	Brandi Dover
Jim Henry, Chattooga		Kim Early
Lisa Adkisson, Fannin	NWGRC Staff:	Cynthia Farmer
Lisa Shaw, Floyd	Carolyn Barrett	Mitchell Jackson
Carey Tucker, Floyd	Christy Elrod	Lynn Long
Paige Green, Gilmer	Susan Gentry	Wayne Mack
Mitchell Morgan, Gilmer	Tammy Helbing	Lindia Moore
Illya Copeland,, Murray	Shane Holden	Anne Rapp
Scott Jackson, Pickens	Lesia Lambert	Vicki Thompson
Beth Kelley, Walker	Derrick McDaniel	Barbara Tipton
Linda McEntire, Whitfield	Jamye McDonald	Julie Turner
Larry Stansell, Chattooga	Terri Morgan	Chris Upchurch
	Anthony Rucker	
Youth Committee Members Present:	Judy Siddall	
Beth Kelly	Phyllis Walker	

I. WelcomeBruce Bowman

Bruce Bowman, Chairman of the Workforce Development Board, called the meeting to order and welcomed those present. It was established that a quorum was present for the Workforce Development Board.

II. MinutesBruce Bowman

Mr. Bowman informed those present that a Consent Agenda, containing the Minutes from the November 20, 2019 Workforce Development Board meeting, a Dislocation Report and a Performance Report had been e-mailed and was also attached for review.

A. John Parton made the motion that the Workforce Development Board accept the Consent Agenda. Mitchell Morgan seconded. Motion carried unanimously.

III. Fiscal Report..... Anthony Rucker

Anthony Rucker provided those present with a financial report outlining funds expended, obligated and available funds for the Adult, Dislocated Worker and Youth grants from grant inception to December 31, 2019 (attached).

A. Illya Copeland made the motion that the Workforce Development Board accept the Fiscal Report. Beth Kelley seconded. Motion carried unanimously.

IV. Proposal Review Committee Report and RecommendationsMichael Murphy

Michael Murphy presented the Board with various policy changes (attached, changes highlighted):

Individual Training Accounts Policy:

- (Page 1) Funding availability is included as a clarification to continue with training if funds are available.
 - A. Michael Murphy made the motion that the Workforce Development Board accept the amended Individual Training Accounts policy. Jim Henry seconded. Motion carried unanimously.
- (Page 2) Item Number 9 has been added to give clarity to those applying to the program who have a bachelor’s degree or higher regarding our Individual Training Accounts policy on enrollment.
 - A. Michael Murphy made the motion that the Workforce Development Board accept the amended Individual Training Accounts policy. Illya Copeland seconded. Motion carried unanimously.

Adult/Dislocated Worker Supportive Services:

(Page 1) The time requirement for the participant to provide support documentation is being reduced from three months to 8 weeks. Support documentation for classes/training held more than 8 weeks in the past will not be eligible for payment.

(Page 4) At the recommendation of the State, 3 b.) Assistance with Childcare for Children Ages 12 and Under has been revised. The revision is to remove the clause requiring the recipient to provide documentation as proof that they provide 100% of the support. In its place, a statement has been added to indicate they must be the primary care provider or the custodial parent. And, that in an equal custody situation, only one parent is eligible to claim the supportive service. A statement affirming that the parent is the primary care provider will be added to the application that is signed by the participant.

- A. Michael Murphy made the motion that the Workforce Development Board accept the amended Supportive Services Adult/Dislocated Worker Policy. Illya Copeland seconded. Motion carried unanimously

Michael Murphy presented the Board with various funding requests:

Chattahoochee Technical College submitted a funding request in the amount of \$180,000 to increase to CTC’s budget to fund participants’ tuition. The total budget will increase from \$540,584 to \$720,584. Contingent upon the availability of funds from the Technical College System of Georgia.

- A. Michael Murphy made the motion that the Workforce Development Board approve CTC’s request contingent upon the availability of funds from the Technical College System of Georgia. Beth Kelley seconded. Motion carried unanimously.

Georgia Northwestern Technical College submitted a funding request for additional Adult tuition funds for a pilot welding program developed for the Floyd Prison Training Project. The total contract amount will increase from \$1,157,768 to \$1,247,368 and Adult “new” slots will increase from 103 to 117.

- A. Michael Murphy made the motion that the Workforce Development Board approve the additional funds and slots for the pilot welding program for GNTC. Illya Copeland seconded. Abstain: Lisa Shaw, VP, Adult Education, GNTC. Motion carried unanimously.

V. Youth Committee Report and Recommendations..... Beth Kelley

Beth Kelly requested that the Workforce Development Board approve the Youth Committee nomination from Emily Mobbs, Principal, Chattooga High School, for Nancy Edwards, CTAE Director, Chattooga High School (nomination form attached). The Youth Committee approved this nomination and recommends WDB approval.

- A. Beth Kelly made the motion that the Workforce Development Board approve the nomination of Nancy Edwards to the Youth Committee. Mitchell Morgan seconded. Motion carried unanimously.

Beth Kelley presented the Board with the following policy change:

Youth Supportive Services

(Page 1) The time requirement for the participant to provide support documentation is being reduced from three months to 8 weeks. Support documentation for classes/training held more than 8 weeks in the past will not be eligible for payment.

(Page 4) At the recommendation of the State, 3 b.) Assistance with Childcare for Children Ages 12 and Under has been revised. The revision is to remove the clause requiring the recipient to provide documentation as proof that they provide 100% of the support. In its place, a statement has been added to indicate they must be the primary care provider or the custodial parent. And, that in an equal custody situation, only one parent is eligible to claim the supportive service. A statement affirming that the parent is the primary care provider will be added to the application that is signed by the participant.

B. Beth Kelley made the motion that the Workforce Development Board accept the amended Supportive Services Youth Policy. Illya Copeland seconded. Motion carried unanimously

Ms. Kelley also noted that the Youth enrollment/performance reports and the Youth Committee Goals and Objectives were attached for information and review.

VI. Perkins V Grant Local Needs AssessmentJohn Parton

John Parton, Vice President, Institutional Effectiveness, West Georgia Technical College, made a presentation to the Board regarding the Perkins Federal Grant Local Needs Assessment (on behalf of Chattahoochee Technical College, Georgia Northwestern Technical College, North Georgia Technical College and West Georgia Technical College). Mr. Parton indicated he would resend the survey and reiterated the need for the Board members to complete the survey when they receive it. Mr. Parton will provide the Board with the results of the survey in March, 2020.

VII. Workforce Innovation and Opportunity Act Participant Wayne Mack

Wayne Mack, Executive Assistant/Deputy Commissioner, Georgia Department of Labor made a presentation to those present about customer service.

VIII. Southeastern Employment & Training Administration (SETA)Lisa Lambert

Lisa Lambert announced that the SETA Conference is scheduled for March 8 through March 11, 2020 in Myrtle Beach, SC. She further stated that currently there are no rooms available at the conference site. Ms. Lambert encouraged Board members to attend and to let her know their interest.

Other

Lisa Lambert announced that the annual WIOA monitoring conducted the Technical College System of Georgia is scheduled for February 10, 2020 through February 14, 2020 with one day being onsite. All other monitoring will be conducted offsite via electronic means (computer database) and webinar/phone conference.

Adjourn

There being no further business the meeting adjourned.