

Workforce Development Board of Northwest Georgia Meeting

Wednesday, January 19, 2022, 11:00 a.m.
Virtually, via Zoom

Minutes

Attendance-WDB

WDB Members Present, County:

Lisa Adkisson, Fannin
Marion Barber, Bartow
Nicole Green, Polk
Eli Falls, Murray
Harry Harvey, Chattooga
Jim Henry, Chattooga
Beth Kelley, Walker
Randy Long, Pickens
Linda McEntire, Whitfield
Mitchell Morgan, Gilmer
Mike Murphy, Bartow
Cam Parker, Bartow
Matthew Salmon, Polk
Lisa Shaw, Floyd
Carey Tucker, Floyd
Gregg Webb, Polk

Youth Committee Members Present:

Beth Kelley

WDB Members Not Present, County:

Michael Hamilton, Floyd*
Bre Johnson, Bartow
Anthony Nash, Polk
John Parton, Polk
Cathy Smith, Gordon

NWGRC Staff:

Karla Conetta
Lloyd Frasier
Susan Gentry
Tammy Helbing (virtual)
Lesia Lambert
Terri Morgan
Anthony Rucker
Phyllis Walker

Guests/Visitors:

Stephanie Searce
Sheila Derry
Brandi Dover
Mitchell Jackson
Lynn Long
Anne Rapp
Courtney Rouse
Elizabeth Scott
Barbara Tipton
Julie Turner

**resigned*

I. Welcome Linda McEntire

Linda McEntire, Chairman of the Workforce Development Board, called the meeting to order and welcomed those present. It was determined that a quorum was present.

II. Consent Agenda Linda McEntire

Ms. McEntire informed those present that the Consent Agenda from November, 2021 (containing Minutes from the September 15, 2021 WDB Meeting, Minutes from the September 16, 2021 CCEO Meeting, a Performance Report, and a Dislocated Worker Report) and a Consent Agenda containing the November 17, 2021 minutes, a dislocation report, and a performance report had been e-mailed and was also attached for review. Cam Parker made the motion that both Consent Agendas be approved. Jim Henry seconded. Motion carried unanimously.

III. Fiscal Report Anthony Rucker

Anthony Rucker presented the "Northwest Georgia Regional Commission WIOA Grant Financial Report, Grant Inception to 12/31/2021" (attached). These reports encompass funds expended for the Adult, Dislocated Worker, COVID/Disaster, and Youth programs. Jim Henry made the motion to accept the report. Mitchell Morgan seconded. Motion carried unanimously.

IV. Performance Karla Conetta

Karla Conetta provided the Board with Performance Reports for case managers and providers (attached). She stated that, while some providers' individual performance was low, overall our area met performance measures for 2020. Beth Kelley made the motion to approve these reports. Jim Henry seconded. Motion carried unanimously.

V. Executive Committee Report and Recommendations Linda McEntire

Ms. McEntire informed those present that the Executive Committee had approved the Virtual Work Experience Agreement to outline the responsibilities of the participants, employers, and contractors for the virtual work experience component for youth (attached). Beth Kelley made the motion to approve this agreement. Carey Tucker seconded. Motion carried unanimously.

Ms. McEntire also presented proposed changes to the Supportive Services policy (attached). She stated that the Executive Committee approved an increase in supportive services payments as follows, in order to offset the increasing cost of living caused by the current economic conditions and pandemic.

- 0.5-10 miles = \$7.50 per day
- 11-25 miles = \$10.00 per day
- 26 + miles = \$12.50 per day

This is an increase from \$6.00, \$8.00, and \$10.00 that is the current policy. Additionally, the Executive Committee approved increasing the childcare supplement to include a 2nd child. This is an increase from one child, as is the current policy, up to two children at the current rate of \$15 dollars per day per child.

Jim Henry made the motion to approve these changes. Mitchell Morgan seconded. Motion carried unanimously.

VI. Youth Report and Recommendations Beth Kelley

Beth Kelley presented recommendations for Youth Services (attached) approved by the Youth Committee. Beth Kelley made the motion to approve these recommendations with staff having the ability to negotiate slots and funds, contingent upon receipt of funds received from the Technical College System of Georgia, Office of Workforce Development.

PROPOSING AGENCY	COUNTY(IES) SERVED	ACADEMIC TRAINING	WORK-RELATED TRAINING	TOTAL SERVED OUT-OF-SCHOOL	TOTAL SERVED IN-SCHOOL	COST PER PARTICIPANT	TOTAL AMOUNT REQUESTED	EVALUATION SCORE (average)	RECOMMENDATIONS
Chattooga Board of Education	Chattooga	X	X		45	\$4,752	\$213,857	365	Staff recommends approving a minimum of 45 slots not to exceed \$50,000 in contract program cost & \$65,000 in participant wages for a total of \$115,000, contingent upon funds received from the Technical College System of Georgia, Office of Workforce Development & successful negotiations.
Rome Board of Education	Floyd	X	X		50	\$5,021	\$200,836	355	Staff recommends approving a minimum of 50 slots not to exceed \$65,000 in contract program cost & \$65,000 in participant wages for a total not to exceed \$130,000, contingent upon funds received from the Technical College System of Georgia, Office of Workforce Development & successful negotiations.
Endless Opportunities, Inc.	Catoosa, Gordon, Murray, Whitfield	X	X	75		\$6,085	\$456,355	335	Staff recommends approving a minimum of 65 slots not to exceed \$150,000 in contract program cost & \$35,000 in participant wages and supportive services, for a total not to exceed \$185,000 contingent upon funds received from the Technical College System of Georgia, Office of Workforce Development & successful negotiations.

Georgia Northwestern Technical College	Catoosa, Chattooga, Dade, Floyd, Walker	X	X	190		\$4,040	\$767,550	345	Staff recommends approving a minimum of 190 slots not to exceed \$400,000 in contract program cost & \$65,000 in participant wages and supportive services for a total not to exceed \$465,000, contingent upon funds received from the Technical College System of Georgia, Office of Workforce Development & successful negotiations.
Paxen Learning Center	Bartow, Fannin, Gilmer, Haralson, Paulding, Polk	X	X	269		\$3,349	\$927,994	355	Staff recommends approving a minimum of 80 slots not to exceed \$280,000 in contract program cost \$65,000 in participant wages & supportive services, for a total not to exceed \$350,000, contingent upon funds received from the Technical College System of Georgia, Office of Workforce Development & successful negotiations.
In the Door, LLC	Bartow, Catoosa, Fannin, Gilmer, Gordon, Haralson, Murray, Paulding, Pickents, Polk, Walker, Whitfield	X	X	100		\$3,983	\$398,345	335	Proposal was found to be competitive. Performance from previous training was incomplete. Due to funding limitations, proposer was placed on contingency list.

Harry Harvey seconded. Motion carried with Lisa Shaw abstaining (due to her employment with Georgia Northwestern Technical College) and without dissenting vote.

VII. Proposal Review Committee Report and Recommendations Linda McEntire

Ms. McEntire informed those present that Georgia Northwestern Technical College (GNTC) submitted a request to add the Certified Basic Flooring Installation Program to assist eligible applicants (handouts attached). 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 slue, 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

The Proposal Review Committee approved adding the program 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.). Jim Henry made the motion to approve this program. Matthew Salmon seconded. Motion carried with Lisa Shaw abstaining (due to her employment with Georgia Northwestern Technical College) and with no dissenting vote.

Ms. McEntire presented the Career/Case Management Proposals. The Proposal Review Committee approved these staff recommendations and recommends WDB approval.

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 178 participants (includes carryovers) 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 260 participants (includes carryovers) 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 90 participants (includes carryovers) for a total not to exceed \$437,911 , contingent upon the availability of funds and successful negotiations.

Beth Kelley made the motion to approve these contracts. Jim Henry seconded. Motion carried with abstentions from Randy Long (due to his familial relationship with an employee of Chattahoochee Technical College) and Lisa Shaw (due to her employment with Georgia Northwestern Technical College) and without dissenting vote.

VIII. One-Stop Certification Susan Gentry

Susan Gentry presented updated One-Stop Certification forms (attached) for approval. She stated that each LWDA must have at least one certified Comprehensive One-Stop. The guidance from TCSG requires that the WDB adopt the State’s minimum criteria by June 30, 2022 and then submit the minutes to TCSG. Ms. Gentry asked that the Board approve the One-Stop Certification criteria. Cam Parker made the motion to approve the criteria. Matt Salmon seconded. Motion carried with Lisa Adkisson and Beth Kelley abstaining (due to their employment with Georgia Department of Labor) and with no dissent.

IX. Change in March Meeting Date (March 23, 2022) Lesia Lambert

Ms. Lambert informed the Board that the spring conference of the Southeastern Employment and Training Administration would take place during the week of the regularly scheduled WDB meeting. She asked that the Board approve moving the meeting to March 23, 2022 (the following Wednesday). Carey Tucker made the motion to approve this change in meeting date. Jim Henry seconded. Motion carried unanimously.

Other

Ms. Lambert reminded those present that funds remain in the COVID Disaster grant and that the grant will end on March 31, 2022 unless it is extended by the U.S. Department of Labor. The Technical College System of Georgia has asked that the grant be extended. More information will be provided as it is received.

Ms. Lambert informed those present that annual state monitoring will take place with Worksource Northwest Georgia. The actual monitoring will be virtual and will take place from February 7 - 11, 2022.

Adjourn

There being no further business, the meeting adjourned.