

Workforce Development Board of Northwest Georgia

Wednesday, May 19, 2021, Noon

Via Zoom

Minutes

Attendance-WDB

WDB Members Present, County:

Lisa Adkisson, Fannin
Nicole Green, Polk
Randy Long, Pickens
Linda McEntire, Whitfield
Mitchell Morgan, Gilmer
Mike Murphy, Bartow
Anthony Nash, Polk
John Parton, Polk
Matthew Salmon
Lisa Shaw, Floyd
Larry Stansell, Chattooga
Carey Tucker, Floyd
Gregg Webb

Youth Committee Members Present:

Ben Arp
Molly Majestic

WDB Members Not Present, County:

Christie Gribble, Fannin
Michael Hamilton, Floyd
Jim Henry, Chattooga
Bre Johnson, Bartow
Beth Kelley, Walker
Cam Parker, Bartow
April Rogers, Bartow
Cathy Smith, Gordon

NWGRC Staff:

Karla Conetta
Susan Gentry
Lesia Lambert
Terri Morgan
Anthony Rucker
Phyllis Walker

Guests/Visitors:

Michele Abdul-Qawiy
Megan Conner
Elyse Davis
Shelia Derry
Brandi Dover
Lloyd Frasier
Chris Hord
Mitchell Jackson
Lynn Long
Lindia Moore
Marion Phillips
Barbara Tipton
Jennifer Zeller

I. Welcome..... Linda McEntire

Linda McEntire, 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. (The Youth Committee was initially included on the agenda but was unable to meet.)

II. Minutes..... Linda McEntire

Ms. McEntire informed those present that the Minutes from the March 17, 2021 Meeting had been e-mailed and were also attached for review. Mitchell Morgan made the motion that the Minutes be approved. Gregg Webb seconded. Motion carried unanimously.

III. Fiscal Report and Budget Anthony Rucker

Anthony Rucker provided the Committee with a financial report and budget (attached). He explained that the budget consisted of Youth, Adult, Dislocated Worker, HDCI, and COVID funds for a total budget amount of \$8,099,848. Mike Murphy made the motion that the report and budget be approved. Mitchell Morgan seconded. Motion carried unanimously.

IV. Workforce Development Board Lesia Lambert

Lesia Lambert presented the Workforce Development Board Officers, Executive Committee, Membership (attached), and Committees (attached) for approval:

- Officers:
- Linda McEntire, Chairman
- Mike Murphy, Vice-Chairman
- Jim Henry, Secretary

- Executive Committee:
- Jim Henry
- Beth Kelley
- Linda McEntire
- Mitchell Morgan
- Terri Morgan (non-voting member)*
- Mike Murphy
- Anthony Nash
- Cam Parker

Lisa Shaw made the motion to approve the Officers, Executive Committee, Membership, and Committees. Mitchell Morgan seconded. Motion carried unanimously.

V. Performance Report. Karla Conetta

Karla Conetta presented a Performance Report (attached) for all Contractors, including PY19 Performance, PY19 Performance as an area, and PY20 Performance as an area. She stated that all measures were being met with the exception of the Measurable Skills gain for the youth program and informed those present that this measure will change at the end of the school year when the providers update the Portal. Mitchell Morgan made the motion to accept this report as presented. Mike Murphy seconded. Motion carried unanimously.

VI. Proposal Review Committee Report and Recommendations. Linda McEntire

Ms. McEntire informed those present that the Proposal Review Committee met prior to the WDB meeting and asked staff to present the items which had been approved.

Phyllis Walker presented the following Contract Budget recommendations for the Career Adviser Contracts (below and attached) including budgets and slots:

Contractor	Number of Slots		Total Slots	Operating Cost	Tuition	Support	Total Funding Request	Recommendation
	Carry Over	New						
Chattahoochee Tech	56	113	169	\$241,190	\$483,159	\$113,000	\$837,349	Fund
Georgia Highlands	7	100	107	\$112,901	\$281,689	\$100,000	\$494,590	Fund
Georgia Northwestern Technical College	133	144	277	\$330,330	\$578,000	\$224,400	\$1,132,730	Fund
West Georgia Technical College	32	55	87	\$114,774	\$221,300	\$80,000	\$416,074	Fund

Ms. McEntire stated that these recommendations were approved by the Proposal Review Committee. Lisa Shaw made the motion that the recommendations be approved contingent upon availability of funds from TCSG and successful negotiations and giving staff the authority to adjust slots and funding as needed provided the adjustments do not to exceed approved contract amounts. as presented. Gregg Webb seconded. Motion carried with the following abstentions: John Parton (due to his employment at West Georgia Technical College), Randy Long (due to his spouse's employment at Chattahoochee Technical College), and Lisa Shaw (due to her employment at Georgia Northwestern Technical College) and with no dissent.

Susan Gentry presented the Contract Budget Recommendations for the Georgia Department of Labor Work-Based Learning (budget and slots) and One-Stop Operator contracts (below and attached).

Georgia Department of Labor (WBT)	90	85	175	\$541,093	\$600,000	\$1,141,093	Fund
Georgia Department of Labor (OSO)	N/A	N/A	N/A	\$202,367	N/A	\$202,367	Fund

Ms. McEntire stated that these recommendations were approved by the Proposal Review Committee. Lisa Shaw made the motion that the recommendations be approved contingent upon availability of funds from TCSG and successful negotiations and giving staff the authority to adjust slots and funding as needed provided the adjustments do not to exceed approved contract amounts. as presented. Mitchell Morgan seconded. Motion carried with the following abstentions: Lisa Adkisson (due to her employment with the Georgia Department of Labor) and Gregg Webb (due to his company's incumbent worker training agreement with the Georgia Department of Labor) and without dissenting vote.

Ms. Lambert presented the Tracksource/Entre recommendation. She explained that this is for financial tracking system software which is used to track obligations for the year and updates for any changes which may occur in participants' actual costs. It is also used by career advisers to create vouchers to send to NWGRC fiscal department based on actual ITA costs. NWGRC used Entre for Program Year 20. She stated that the costs were the same that they submitted this year, \$90 per user for a minimum of 10 users (\$900 per month / \$10,800 per year) or \$90 per user for 15 users (\$1,350 per month/\$16,200 per year).

Cost per User	# of Users	Total Cost per Month	Total Cost for 1 year
\$90	Minimum of 10	\$900	\$10,800
\$90	15	\$1,350	\$16,200

Ms. McEntire stated that it the Proposal Review Committee approved the contract as a Sole Source for the 2021 Program year (July 1, 2021 – June 30, 2022) for 15 users at a fee of \$90 per user per month for a total amount not to exceed \$16,200. Lisa Adkisson made the motion to approve the recommendation as presented. Matthew Salmon seconded. Motion carried unanimously.

Ms. Walker explained that the Georgia Department of Labor Lookup Screens have been providing the Northwest Georgia Workforce staff with read-only screens. These screens allow access to certain Department of Labor screens such as the unemployment insurance inquiry look up screen and the employment wage inquiry screen. The wage inquiry screen and the unemployment insurance screen are used to provide information pertaining to wages and unemployment insurance determination, which can assist in determining program eligibility. Additionally, the wage inquiry serves as a vehicle during the follow-up phase to determine if a participant has obtained employment. The ability to have these services so readily available is a plus for the program.

Ms. Walker also stated that there is a charge of \$200 for the set-up, maintenance, and review of each user ID. There is also a charge of \$1 per screen for all social security lookups by all registered users. For the past two years The Technical College System of Georgia, Office of Workforce Development has paid for the lookups.

Ms. McEntire stated that the Proposal Review Committee approved allowing Georgia Department of Labor to provide staff with the access to review the read only screens and approve the 2nd year agreement in the amount of \$10,000. Mitchell Morgan made the motion to approve the recommendation as presented. Mike Murphy seconded. Motion carried with Lisa Adkisson abstaining (due to her employment with the Georgia Department of Labor) and without dissent.

Ms. Walker provided a list of Individual Training Account Providers (attached and below) for review. Ms. McEntire informed the Board that the Proposal Review Committee approved the following Individual Training Account Providers for Program Year 2021:

Atlanta Academy of Dental Assisting
 Atlanta Technical College
 Chattahoochee Technical College
 CPR with Mickey
 Cumberland
 Dental Assistant School of Atlanta
 Dental Careers Institute
 Fortis
 Gadsden State
 Georgia Driving Academy
 Georgia Highlands College
 Georgia Northwestern Technical College
 Goodwill of North Georgia
 Gwinnett College
 International Union of Operating Engineers
 Katlaw
 Kennesaw State University
 New Horizons
 North Georgia Tech
 NWGA RESA
 RS Thomas
 Southeast Lineman
 Training Center
 West Georgia Technical College

Lisa Adkisson made the motion to approve these providers. Mitchell Morgan seconded. Motion carried with the following abstentions: Anthony Nash (due to his employment with the International Union of Operating Engineers), John Parton (due to his employment at West Georgia Technical College), Randy Long (due to his spouse's employment at Chattahoochee Technical College), and Lisa Shaw (due to her employment at Georgia Northwestern Technical College) and with no dissent.

VI. COVID-19 Update Lesia Lambert

Lesia Lambert provided an update regarding COVID and the Disaster/Dislocated Worker Grant in the Northwest region in Georgia. The individuals enrolled in the work experience component are paid \$12.50 per hour for 40 hours per week for up to 16 weeks (NWGRC pays the FICA, SS, and Workman’s Compensation). The goal is to enroll 120 individuals by the end of summer and to spend the funds by the end of March 2022. She encouraged those present to contact her if they are interested in learning about implementing this grant in their counties.

Additionally, Ms. Lambert shared with those present a success story from the COVID/Dislocated Worker Grant. She provided an article from the *Dade County Sentinel* written by Workforce Innovation and Opportunity Act Coordinator ,Paula Stallings. Jamie Stafford was hired through the COVID/Dislocated Worker grant as a COVID Prevention Technician. After completing the hours provided through that grant, Mr. Stafford worked through the WIOA program in the On-the-Job Training program and has been hired as a full-time employee at the Emergency Service 911 Center in Trenton, Georgia.

Other

Ms. McEntire informed those present that, unless the Governor's order of emergency was extended, that the next WDB meeting would be held in person. Staff will update the Board with the details for the location.

Lisa Adkisson shared that Beth Kelley's husband had passed away and asked that anyone who would like Beth's address contact her.

Adjourn

There being no further business, the meeting adjourned.