

Workforce Development Board (WDB) of Northwest Georgia

Wednesday, May 15, 2024, Noon

Georgia Northwestern Technical College
Calhoun, Georgia

Minutes

Attendance-WDB

WDB Members Present, County:

Marion Barber, Bartow
Kate Daggett, Floyd
Selena Galmon, Bartow
Barry Gentry, Murray
Bethany Gilmer, Floyd
Harry Harvey, Chattooga
Jim Henry, Chattooga
Beth Kelley, Walker
Randy Long, Pickens
Mike Murphy, Bartow
Cam Parker, Bartow
Elizabeth Scott, Bartow
Jason Smith, Gilmer

WDB Members Not Present, County:

Andy Allen, Chattooga
Cynthia Brown, Paulding
Zac Dixon, Floyd
Deshawn Richardson, Bartow
Matthew Salmon, Polk
Lisa Shaw, Floyd
Robert Strickland, Gordon
Chris Thomas, Polk
Carey Tucker, Floyd
Laura Wood, Whitfield

Youth Committee Members Present:

Beth Kelley

NWGRC Staff:

Michele Abdul-Qawiy
Boyd Austin
Linda Busby
Karla Conetta
Christy Elrod
Susan Gentry
Lesia Lambert
Jamy McDonald
Terri Morgan
Anthony Rucker
Phyllis Walker

Guests/Visitors:

Al Abernathy
Olivia Broughton
Larry Brooks
Kimberly Daniels
Brandi Dover
Kelly Gribble
Lisa Ives
Mitchell Jackson
Jackie Killings
Lynn Long
Michael O'Neal
Claude Ricketts
Courtney Rouse
Jessica Simmerson
Kahleel Sims-Tyler
Vicki Thompson
Chris Zierler

I. Welcome and Lunch Chairman Mike Murphy

Mike Murphy called the meeting to order and welcomed those present. It was established that a quorum was present for the Workforce Development Board.

- A. Jackie Killings, Khensani Business Advisors
- B. New Members, Staff, and Guests Mike Murphy

II. Consent Agenda Chairman Mike Murphy

Mr. Murphy informed the Board that a Consent Agenda containing the *minutes* from the March 20, 2024 Meeting, a *dislocation report*, and a *performance report* had been e-mailed and were also attached for review. Cam Parker made the motion to approve the minutes. Kate Daggett seconded. Motion carried unanimously.

III. Old Business

There was no old business for discussion.

IV. New Business

- A. Fiscal Report. Anthony Rucker

Anthony Rucker presented a *Fiscal Report* for Worksource Northwest Georgia (attached) encompassing the Adult, Dislocated Worker, QUEST, Rapid Response, and Youth programs. Selena Galmon made the motion to approve. Kate Daggett seconded. Motion carried unanimously.

- B. Rapid Response Report Michelle Abdul-Qawiy

Michele Abdul-Qawiy presented information about recent and upcoming layoffs and closures as well as dates for future sessions with employees and job fairs for those impacted.

- C. WDB Committee Reports

- 1. Youth Committee Report Beth Kelley

Beth Kelley reported that the Youth Committee met on May 8, 2024. The Youth Committee approved the following slate of Officers and recommended WDB approval:

- Beth Kelley, Chairman
- Ben Arp, Vice-Chairman
- Tracie Ball, Secretary

Cam Parker made the motion to approve the Officers for the Youth Committee. Jim Henry seconded. With no nominations from the floor, the motion passed unanimously.

Ms Kelley reminded the Board that Endless Opportunities, Inc. will no longer be a provider of Youth Services after 6/30/24. They have requested \$5,000 to provide case management and follow-up services to the participants in their program (handout attached). The total includes salary, personnel, taxes, travel, supplies, phone services, and postage. The Youth Committee approved this request and recommended WDB approval. Beth Kelley made the motion to approve. Kate Daggett seconded. Motion carried unanimously.

2. Proposal Review Committee Report Cam Parker

Cam Parker reported that the Proposal Review Committee approved the following Individual Training Account Agreements and recommended WDB approval.

- 160 Driving School
- Angels Touch
- Atlanta Academy of Dental Assisting
- Chattahoochee Technical College
- Cobb Medical Institute
- Coding Clarified
- Cumberland
- Dental Assistant School of Atlanta
- Dental Careers Institute
- Georgia Driving Academy
- Gadsden State College
- Georgia Northwestern Technical College
- Goodwill of North Georgia
- Gwinnett College
- iCode Academy
- Katlaw Driving School
- Kennesaw State University
- MedCerts
- North Georgia Technical College
- Ogeechee Technical College
- R.S. Thomas Training Associates
- Northwest Georgia RESA
- Roadmasters Drivers School
- Southeastern Lineman Training Center
- Training Center of Northwest Georgia
- West Georgia Technical College
- WrightNow Solutions

Beth Kelley made the motion to approve. Selena Galmon seconded. Motion carried with Randy Long abstaining (due to his wife's employment at Chattahoochee Technical College) and without dissenting vote.

Mr. Parker informed the Board that the Tracksource/Entre Financial Management System is used to track obligations and updates that occur in the participant's actual cost. It is also used by the Career Advisors to create vouchers to send to the WIOA fiscal department. The cost of the program is as follows:

Cost per User	# of Users	Total Cost per Month	Total Cost for 1 year
\$99	Minimum of 10	\$990	\$11,880
\$99	15	\$1,485	\$17,820

The Proposal Review Committee approved this agreement and recommended WDB approval for this sole source contract for fiscal year July 1, 2024-June 30, 2025, for a maximum of 15 users at a fee of \$99 per user per month for a total not to exceed \$17,820, contingent upon the condition that staff's concerns are addressed. Cam Parker made the motion to accept. Kate Daggett seconded. Motion carried unanimously.

Mr. Parker reported that the Data Sharing Interagency Agreement allows staff to access Department of Labor screens, such as the unemployment insurance 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. The wage inquiry serves as a vehicle during the follow-up phase to determine if a participant has obtained employment. There is a charge of \$200 for the setup, 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. The Technical College System of Georgia will continue to cover all Partner Access charges up to \$7,600. The Georgia Department of Labor has proposed a two-year extension which will begin July 1, 2024 thru June 30, 2026. A request of \$10,000 is needed to cover any overages not covered by The Technical College System of Georgia. The Proposal Review Committee approved this two-year agreement with the Georgia Department of Labor in an amount not to exceed \$10,000 to provide access to these read-only screens and recommended WDB approval. Selena Galmon made the motion to approve. Kate Daggett seconded. Motion carried with Beth Kelley abstaining (due to her employment with the Georgia Department of Labor) and with no dissenting vote.

Mr. Parker informed those present that Georgia Northwestern Technical College requested adding two programs to the Eligible Training Provider List.

The first program, Automation Engineering Technology prepares individuals to apply basic engineering principles and technical skills in support of engineers and other professionals engaged in developing manufacturing and testing self-propelled ground vehicles and their systems. It includes instruction in vehicular systems technology design and development testing prototype and operational testing inspection and maintenance procedures instrument calibration test equipment operation and maintenance and report preparation. Participants can receive an associate degree. The total cost of training is \$11,330 and the total amount of training time is two years. The Proposal Review Committee approved adding the Automation Engineering Technology program to the ETPL at a cost of training not to exceed \$6,500 for one year and \$10,400, which is our limit for two years of training and recommended WDB approval. Jim Henry made the motion to approve. Barry Gentry seconded. Motion carried unanimously.

The second program, the MSSC/CLT Hybrid Training Program, trains on the core competencies of material handling at the front-line through successful completion of the logistics certification assessments. Embedded mid-way through, participants will

earn their Certified Logistics Associate credential and move on to conclude with their CLT credential. The program duration for this training is 8 weeks. The total cost of training is \$300 for credential exams and \$1,500 for tuition for a total of \$1,800. The Proposal Review Committee approved adding the MSSC/CLT training to the ETPL at a cost not to exceed \$1,800 and recommended WDB approval. Beth Kelley made the motion to accept. Barry Gentry seconded. Motion carried unanimously.

Mr Parker reported that the National Student Clearinghouse serves the education community by providing student tracker data services. Student Tracker is the only nationwide source of college enrollment and degree data. Nearly 3,600 colleges and universities - enrolling over 97% of all students in public and private U.S. institutions - regularly provide enrollment and graduation data to the Clearinghouse. Through Student Tracker, we can query participating institutions' student data information. The Student Tracker includes:

- Access to nationwide postsecondary enrollment and graduation data for students;
- Unlimited individual student lookups via the web;
- Secure and easy batch file exchanges;
- Identify students who are concurrently enrolled;
- Improve our ability to provide follow-up; and
- Perform all types of educational research analyses - quickly, easily, and affordably.

The cost is \$595, and the billing period starts 06/01/2024 - 05/31/2025.

The Proposal Review Committee approved using the National Student Clearinghouse Student Tracker for student outreach and recommended WDB approval. Selena Galmon made the motion to approve. Barry Gentry seconded. Motion carried unanimously.

Mr. Parker reminded the Board that the One-Stop Operator Request for Proposal was issued to procure a One-Stop Operator (OSO) to replace Georgia Department of Labor who terminated their OSO contract earlier this year. Three bids were received and two of them met the score requirements. Details are in the chart below:

Provider	Location	Service Area	Contract Budget Request PY24-25	Proposal Evaluation (Score Requirement 310-450)	Recommendation
In The Door, LLC	Rome	All 15 Northwest Georgia Counties	\$119,988	380	Recommendation is to award the contract to In the Door, LLC at the requested amount of \$119,988. This is contingent upon the availability of funds and successful negotiations

Eckerd Youth Alternative, Inc.	Rome	All 15 Northwest Georgia Counties	\$119,000	342.5	Recommendation is not to award the contract to this proposer.
NWGA Center for Independent Living	Rome	All 15 Northwest Georgia Counties	\$110,710	270	The recommendation is not to award the contract to this proposer

The Proposal Review Committee approved In the Door, LLC as the One-Stop Operator for PY24, not to exceed \$119,988, contingent upon the receipt of funds from the Technical College System of Georgia, Office of Workforce Development, and successful negotiations and recommended WDB approval. Selena Galmon made the motion to approve. Barry Gentry seconded. Motion carried unanimously.

Mr. Parker informed those present that Genesis Career College of Dalton requested adding their school and their Medical Assistant program to the Eligible Training Provider List at a cost of \$16,440 for 36 weeks of training and 4 weeks of externship. The program provides training of both knowledge and skill development to prepare the student for entry level employment within the health care industry. Program objectives include: 1) Prepare student with tools to care for patients and support medical personnel 2) Perform medical tasks such as patient history, vital signs, examination preparation, assist in minor surgeries, medicine administration, and basic laboratory procedures 3) front office management 4) project professionalism, visual poise, and proper appearance 5) Understand ethical conduct necessary for medical employment.

In the past 12 months there have been 28 students trained. The median earnings after placement is \$18.00 and their average wage at placement is \$15.00. There have been 10 students at 100 percent who have exited the program and have obtained a recognized post-secondary credential and 10 students at 59% who met the program's completion requirements. The employment rate and the training-related rate are both at 90%. Our region's ITA policy states that we can pay \$6,500 for one year of training and \$10,400 for two years of training.

The expense of this training and the limited amount that can be paid for training may entice some applicants to borrow additional funds for this training. It has been our practice to discourage students from borrowing money if you are not employed. Staff usually does not recommend that participants borrow money in addition WIOA to obtain training. Additionally, there are programs at Georgia Northwestern Technical College that are less expensive and that are eligible for Pell and HOPE. The Proposal Review Committee did not recommend approval of this provider and program.

V. Workforce Development Board Officers & Executive Committee Chairman Mike Murphy

Mr. Murphy informed the Board that the following slate of Officers and Executive Committee had agreed to serve:

- Mike Murphy, Chairman
- Cam Parker, Vice-Chairman
- Jim Henry, Secretary

Workforce Development Board Executive Committee

- Jim Henry
- Beth Kelley
- Terri Morgan
- Mike Murphy
- Cam Parker

Mr. Murphy noted that there are two vacancies on the Executive Committee. Selena Galmon made the motion to approve these Officers and the Executive Committee. Harry Harvey seconded. With no nominations from the floor, the motion passed unanimously.

VI. Workforce Development Board Bylaws Lesia Lambert

Ms. Lambert reminded the Board that recently signed legislation allows local Workforce Development Boards to conduct meetings via teleconference or similar virtual access. This will allow virtual and hybrid meetings. The Bylaws have been updated to reflect this change (attached, highlighted text, page seven). Jim Henry made the motion that the revised by-laws be accepted. Kate Daggett seconded. Motion carried unanimously.

VII. WIOA Updates Lesia Lambert

Ms. Lambert reported that staff recently attempted to have a mock hybrid meeting at Georgia Northwestern Technical College in Calhoun. The results were mixed and staff will continue to research options.

The Board was informed that the Northwest Georgia Regional Workforce Plan for the next four years will be out for public comments next month and a draft will be submitted to the state by or before June 30, 2024.

Ms. Lambert reported that the Work-Based Training contract with Georgia Department of Labor will end on June 30, 2024. The On-the-Job Training and Incumbent Worker Training services will be provided in-house at the Regional Commission.

Staff recently submitted a proposal to the Technical College System of Georgia for the next round of the High Demand Career Initiative (HDCI) grant. Notification has been received that decisions would be made by the end of May. She informed the Board that this would be the last year of the HDCI Sector Partnerships and that TCSG staff had asked that sustainability ideas be included with the proposal. Ms. Lambert stated that staff was researching grants for which NWGRC's Workforce Development Division could apply.

Other

Mr. Murphy encouraged the Board to consider becoming a member of a Committee and reminded them that the Executive Committee has two vacancies. He thank the Board for their commitment to the WDB.

Adjourn

There being no further business, the meeting adjourned.