

Workforce Development Board of Northwest Georgia

Wednesday, September 9, 2020, Noon

Via Goto Meeting

Minutes

Attendance-WDB

WDB Members Present, County:

Lisa Adkisson, Fannin
Bruce Bowman, Gordon
Celeste Harris, Paulding
Jim Henry, Chattooga
Beth Kelley, Walker
Randy Long, Pickens
Linda McEntire, Whitfield
Mitchell Morgan, Gilmer
Mike Murphy, Bartow
Anthony Nash, Polk
Cam Parker, Bartow
John Parton, Polk
April Rogers, Bartow
Lisa Shaw, Floyd
Lee Tubbs, Catoosa
Carey Tucker, Floyd

Youth Committee Members Present:

Beth Kelley

WDB Members Not Present, County:

Illya Copeland, Murray*
Paige Green, Gilmer**
Nicole Green, Polk
Michael Hamilton, Floyd
Larry Stansell, Chattooga

NWGRC Staff:

Carolyn Barrett
Karla Conetta
Joey Cumbie
Christy Elrod
Susan Gentry
Tammy Helbing
Lesia Lambert
Derrick McDaniel
Jamy McDonald
Sharrell McKnight
Terri Morgan
Anthony Rucker
Phyllis Walker

Guests/Visitors:

Brandi Dover
Shane Evans
Lynn Long
Anne Rapp
Barbara Tipton

**resigned*

***deceased*

I. Welcome Bruce 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. Consent Agenda Bruce Bowman

Mr. Bowman informed those present that a Consent Agenda (containing the Minutes from the July 8, 2020 meeting and a Performance Report) had been e-mailed and was also attached for review. Beth Kelley made the motion that the Consent Agenda 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 7/31/2020" (attached). This report encompasses the Adult, Dislocated Worker, COVID/Disaster, HDCl, and Youth programs. Mitchell Morgan made the motion to accept this report. Lee Tubbs seconded. Motion carried unanimously.

IV. Proposal Review Committee Report & Recommendations Susan Gentry

Susan Gentry presented proposed revisions to the Adult/Dislocated Worker Support Policy (three documents, attached). Ms. Gentry informed the Board that, during Program Years PY19-20 and PY20-21, funding allocations from TCSG State office were reduced by approximately 12%. As a result of the reduction in funds the following adjustments were made: all WIOA contract budgets, participant slots, and support services were cut by approximately 15% to make up some of the loss of program funding; the Needs Related Payment program has been suspended; and contractors were instructed to stop enrollments for PY 19-20 as early as January 2020.

In March 2020 the COVID-19 Pandemic affected training services in the following ways: shutting down training programs at colleges, vendors, and some work-based training providers; training completion dates were extended, resulting in more carryover students and costs in PY20-21; and participant costs increased as training program costs were increased by the school/training provider.

She explained that the goal in PY20-21 is to continue to offer quality training programs to as many participants as possible without requiring additional cuts to contracts and essential services. To prevent continued shortages, staff analyzed the program and services offered and recommended the following revisions to the Support Policy:

- Transportation Assistance will be offered at the following rates:
-0.5-10 miles = \$6.00 per day
-11-25 miles = \$8.00 per day

-26 + miles = \$10.00 per day

- Childcare Assistance will be offered for participants with a child under age 12 at a rate of \$15.00 per day.
- On-line only students are eligible to receive a flat rate of \$10 per day in lieu of the travel supplement. They will not be eligible for childcare on days attending on-line training. However, in the event they are required to attend in person for tests, clinicals, meetings with teacher, etc. they will be eligible for the traditional rates for travel and childcare noted above.

Ms. Gentry provided information regarding the amounts of funding that would be saved if these revisions to the policy were approved (information pertaining to the number of students affected and the cost saving is attached). Additionally, she provided a revised copy of the policy, with changes highlighted (attached). Linda McEntire stated that the Proposal Review Committee had approved these changes and requested WDB approval. Jim Henry made the motion to approve these revisions. Beth Kelley seconded. Motion carried with Anthony Nash dissenting.

Lesia Lambert presented the "Logistics and Supply Chain Management" program (attached). She stated that Chattahoochee Technical College had submitted a request to approve the Logistics and Supply Management program. This training consists of a forklift component and courses in Certified Logistics Technician (CLT) and Certified Logistics Associate (CLA), which are assessed by the Manufacturing Skill Standards Council (MSSC). She added that Chattahoochee Technical College conducts the MSSC CLA/CLT program in partnership with Goodwill of Northwest Georgia.

Ms. Lambert stated that the Proposal Review Committee had approved the submission of the Logistics and Supply Chain Management and Forklift Program to be added to the State Eligible Training Provider List and approval for five (5) slots for training in Northwest Georgia at a cost not to exceed \$2,050 per student. Beth Kelley made the motion to approve this new program for five (5) slots, not to exceed a cost of \$2,050 per student. Mitchell Morgan seconded. Motion carried unanimously.

V. Youth Committee Report & Recommendations Beth Kelley

Beth Kelley presented a recommendation to increase the wage amount for the work experience program from \$8 per hours to a minimum of \$9 per hour. The wage increase will assist in spending the 20% allocation for work experience (which is mandated in the federal regulations) and help meet the need for serving out-of-school youth. Ms. Kelley stated that, if funds became a concern, the total number of work experience hours could be reduced. Beth Kelley made the motion to approve the report. Jim Henry seconded. Motion carried unanimously. Ms. Kelly also noted that an enrollment report had been attached for informational purposes.

VI. COVID-19 Response Lesia Lambert

Lesia Lambert provided those present with an update on staff and contractors' response to COVID-19. She stated that staff has worked together to come up with virtual training and meetings to ensure that information is provided and exchanged in a timely manner. Ms. Lambert informed those present that an online portal had been created for applicants to complete and submit applications and the required forms. Additionally, through the COVID/Disaster Grant, 23 adults have been enrolled in work experience and six in training. Ms. Lambert noted that, in times when the unemployment rate is high, many individuals are interested in occupational skills training. Staff has been working through the pandemic and continues to research ways to provide resources to applicants and providers.

VII. Year-End Report Lesia Lambert

Ms. Lambert directed attention to "The Year in Review, July 1, 2019 - June 30, 2020," (attached). She stated that the report reflects individuals served and training dollars spent in the Adult, Dislocated Worker, Youth, and Incumbent Worker programs along with a breakdown of the numbers of individuals served by county. Additionally, Region 1 performance information is provided and she noted that we are exceeding the negotiated levels of performance. A listing of dislocations was provided and Ms. Lambert informed those present that, when notice of a layoff or closure is received from the USDOL, staff contacts and meets with those impacted by the layoff/closure to inform them of the services available through WIOA. Finally, Ms. Lambert presented two success stories from WIOA participants.

Mr. Bowman thanked staff for their hard work and for the success stories, noting that those success stories are what the program is about. He also thanked the Board for their participation in making the Region 1 WIOA program successful.

VII. New Member Orientation Lesia Lambert

Ms. Lambert stated that two possible dates had been identified for New Member Orientation. These dates are September 25th or September 30th. Terri Morgan will poll the group to determine the best date and then sent out an email with the meeting details. Ms. Lambert noted that this orientation is for new members but she also invited all others to attend, if they so desired.

Other

Adjourn

There being no further business, the meeting adjourned.