

# Workforce Development Board of Northwest Georgia

Wednesday, September 15, 2021, Noon

Via Zoom

## Minutes

### **Attendance-WDB**

#### **WDB Members Present, County:**

Lisa Adkisson, Fannin  
Eli Falls, Murray  
Nicole Green, Polk  
Jim Henry, Chattooga  
Linda McEntire, Whitfield  
Mitchell Morgan, Gilmer  
Mike Murphy, Bartow  
Anthony Nash, Polk  
John Parton, Polk  
April Rogers, Bartow  
Cathy Smith, Gordon  
Matthew Salmon  
Lisa Shaw, Floyd  
Carey Tucker, Floyd  
Gregg Webb, Polk

#### **WDB Members Not Present, County:**

Michael Hamilton, Floyd  
Bre Johnson, Bartow  
Beth Kelley, Walker  
Randy Long, Pickens  
Cam Parker, Bartow  
Larry Stansell, Chattooga\*

#### **NWGRC Staff:**

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

#### **Guests/Visitors:**

Megan Conner  
Brandi Dover  
Lynn Long  
Lindia Moore

\*resigned

**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.

**II. Consent Agenda . . . . . Linda McEntire**

Ms. McEntire informed those present that the Minutes from the July 21, 2021 Meeting, a Performance Report, and a Dislocation Report had been e-mailed and were also attached for review. She noted that a correction needed to be made to the Minutes on page one, paragraph one: change "Vice Chairman" to "Chairman." Mitchell Morgan made the motion that the Consent Agenda be approved with the change. Jim Henry seconded. Motion carried unanimously.

**III. Fiscal Report . . . . . Anthony Rucker**

Anthony Rucker provided the Committee with a financial report (attached). He explained that the report consisted of Youth, Adult, Dislocated Worker, HDCI, and COVID funds. Jim Henry made the motion that the report be approved. Lisa Adkisson seconded. Motion carried unanimously.

**IV. Workforce Development Board Membership . . . . . Linda McEntire**

Ms. McEntire informed the Board that Michael Hamilton has missed a number of meetings and submitted that information to Lesia Lambert. He has been absent due to work constraints as well as personal issues. Ms. McEntire accepted this excuse.

**V. Executive Committee Report and Recommendations . . . . . Linda McEntire**

Lesia Lambert informed those present that the U.S. Department of Labor had conducted virtual monitoring of the COVID grant in our area. She presented the following finding: "Northwest Georgia Regional Commission failed to amend the contract with Kelly Services to include the National Dislocated Worker Grant temporary employee. "

In response to this finding by USDOL, NWGRC amended the contract agreement for temporary employees with Kelly Services to include language that the work performed is in support of the National Dislocated Worker Grant (NDWG) and comply with the terms and conditions of the Federal award. The updated contract amendment, documentation to show the amendment has been distributed to staff, and that training has been provided to the appropriate staff. Mitchell Morgan made the motion to approve this change. Jim Henry seconded. Motion carried unanimously.

**VI. Youth Committee Constitution and Bylaws . . . . . Lesia Lambert**

Ms. Lambert presented the proposed changes to the Youth Committee Constitution and Bylaws (attached). She noted that two changes had been made.

Page 2, Article V, Terms of Office, has been changed as follows:

Remove: ~~The terms of office of the members of the Youth Committee, are as determined by the WDB and the CCEO to be four (4) year terms beginning upon their selection and initially terminating June 30, 2019. Subsequent terms will be for four year appointments.~~

Add: Each Youth Committee member shall hold office until his or her resignation or removal. The Youth Committee, WDB, and CCEO shall vote on the membership at the regularly scheduled May meeting each year.

Page 7, Conflict of Interest,

The Conflict of Interest form was updated to reflect the Technical College System of Georgia logo.

Ms. Lambert stated that the Youth Committee had approved these changes and recommended WDB approval. Lisa Shaw made the motion to approve the changes. Cathy Smith seconded. Motion carried unanimously.

**VII. Procurement/Purchasing Policy . . . . . Lesia Lambert**

Ms. Lambert then presented the Board with proposed changes to the "Procurement and Purchasing Policy," attached. The changes she request are due to financial constraints.

Item #6, remove the following "and the Atlanta and Chattanooga papers."

Mitchell Morgan made the motion to accept this change. Jim Henry seconded. Motion carried unanimously.

**VIII. Technical College System of Georgia (TCSG) Provider Agreement . . . . . Lesia Lambert**

Ms. Lambert then informed those present that Georgia is required under WIOA to report on all students attending programs of study approved by the TCSG of Office of Workforce Development, including students who are not WIOA participants. In years past, a waiver was received and only students in WIOA were reported. However, no waiver was received by TCSG this year and all student data will be collected, regardless of their participation in WIOA.

In order to collect this data, TCSG offered two options to provide this information and providers were notified of these options. In the Northwest Georgia region, only one provider decided not to

participate going forward and that provider is Georgia Highlands College. Ms. Lambert expressed that the partnership would be missed greatly.

**IX. Second Chance Employment Event . . . . . Terri Morgan**

Terri Morgan informed those present that Worksource Northwest Georgia and the Georgia Department of Community Services recently hosted a "Second Chance Employment & Resource Event" at the Rome Goodwill Career Center.

The purpose of this event was to provide an opportunity for individuals with former incarceration histories to connect with employers who are willing to give them a "second chance" and with community services agencies. Staff from the Georgia Justice Project (GJP) presented information concerning the new legislation dealing with early termination of probation and record clearing as well as providing information to job seekers to enable them to talk to employers about their incarceration histories.

Representatives from companies in attendance reported that several contacts had been made for potential hiring. Plans are underway for corresponding events in the other counties in the Region.

**X. Eli Falls, President and Chief Executive Officer, Murray County Industrial Development Authority**

Eli Falls presented information regarding Murray Works.

**Other**

Ms. Lambert informed the Board that a new member orientation would take place in October. This orientation is open to new members and those who have been on the Board. Terri Morgan will be sending out information soon to determine a date.

**Adjourn**

There being no further business, the meeting adjourned.