

# Workforce Development Board of Northwest Georgia

Noon ~ Wednesday, May 15, 2019  
Gordon County Agricultural Services Center  
Calhoun, Georgia

## Minutes

### Attendance-WDB

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

**Guests/Visitors:**

Paige Green, Gilmer  
Michael Hamilton, Floyd  
Jim Henry, Chattooga  
Scott Jackson, Pickens  
Beth Kelley, Walker  
Randy Long, Pickens  
Linda McEntire, Whitfield  
Mitchell Morgan, Gilmer  
Mike Murphy, Bartow  
Anthony Nash, Polk  
Cam Parker, Bartow  
April Rogers, Bartow  
Larry Stansell, Chattooga  
Carey Tucker, Floyd

Lisa Adkisson, Fannin  
Bruce Bowman, Gordon  
Haley Brown\*, Dade  
Illya Copeland, Murray  
Nicole Green, Polk  
Kerri Hosmer\*, Floyd  
John Parton, Polk

Ann Bentley  
Sherry Cescutti  
Megan Conner  
Cynthia Farmer  
Lori Fields  
Sharon Holliday  
Chris Hard  
Mitchell Jackson  
Lynn Long  
Lindia Moore  
Anne Rapp  
Sharon Spivey  
Vicki Thompson  
Barbara Tipton  
Julie Turner  
Chris Upchurch  
Kyle Wheelless  
Gena Williams

### Youth Committee Members Present:

Beth Kelley

### NWGRC Staff:

Carolyn Barrett  
Joey Cumbie  
Karla Conetta  
Brandi Dover  
Lloyd Frasier  
Susan Gentry  
Tammy Helbing  
Shane Holden  
Lesia Lambert  
Derrick McDaniel  
Jamye McDonald  
Terri Morgan  
Anthony Rucker  
Phyllis Walker

*\*resigned*

**I. Welcome . . . . . Linda McEntire**

In the absence of Bruce Bowman, Chairman, Linda McEntire, Vice 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 a Consent Agenda (containing the Minutes from the March 20, 2019 meeting, a Dislocation Report, and Unemployment Statistics) had been e-mailed and was also attached for review. Mitchell Morgan made the motion to approve the Consent Agenda. Scott Jackson seconded. Motion carried unanimously.

**III. Agreement Between the Council of Chief Elected Officials of Northwest Georgia, the Workforce Development Board of Northwest Georgia, and the Northwest Georgia Regional Commission . . . . . Lesia Lambert**

Lesia Lambert presented the Board with suggested changes to the "Agreement Between the Council of Chief Elected Officials of Northwest Georgia, the Workforce Development Board of Northwest Georgia, and the Northwest Georgia Regional Commission" (attached with changes in red). Ms. Lambert stated that the changes made to the agreement are as follows:

- Change in administrative entity from the Georgia Department of Economic Development, Workforce Division, to the Technical College System of Georgia Office of Workforce Development,
- Change the terms of Directors' appointments from one, two and three year terms to two and three year terms; and
- Change wording in Agreement from "Investment" to "Development"

Jim Henry made the motion to approve these changes. April Rogers seconded. Motion carried unanimously.

**IV. Budget . . . . . Anthony Rucker**

Anthony Rucker provided the Board with the "Budget for WIOA 2019-2020" (attached). Mitchell Morgan made the motion to accept the budget. Scott Jackson seconded. Motion carried unanimously.

**V. Proposal Review Committee Report and Recommendations . . . . . Linda McEntire**

Ms. McEntire informed those present that the Proposal Review Committee had met prior to the WDB Meeting. She reported that the Georgia Department of Labor has been providing the

Northwest Georgia Workforce staff with read-only screens which allow access to certain Department of Labor computer screens and to the employment wage inquiry look up screen. The wage inquiry screen is used to give information regarding participant wages which can assist in determining program eligibility. Additionally, the wage inquiry screen serves as a resource during follow-up to determine if a participant has obtained employment. There is a charge of \$200 for the set-up, maintenance, and review for the nineteen users and \$1 per screen for all social security lookups by all registered users. The Proposal Review Committee approved and recommended Workforce Development Board approval of an agreement between the Georgia Department of Labor and Workforce Development Board of Northwest Georgia in the amount of \$10,000 for read only services. Jim Henry made the motion to accept this recommendation. Scott Jackson seconded. Motion carried with Beth Kelley abstaining (due to her employment with the Georgia Department of Labor) and without dissenting vote.

Ms. McEntire informed those present that the Atlanta Academy of Dental Assisting in Marietta, Georgia had requested to be added as a vendor in our area. The Atlanta Academy of Dental Assisting is an approved training provider on the State ETPL. They are approved by Georgia Nonpublic Post-Secondary Education Commission (GA-NPEC). The program requested for approval is Dental Assisting and the length of the program is Twenty-six (26) weeks. The cost of the Dental Assisting program is \$ 5,000. This includes tuition, supplies, books, test fees and other fees. Graduates can take the Dental Assisting credential through Dental Assisting National Board (DANB) at a cost of \$425. The Proposal Review Committee approved adding the Atlanta Academy of Dental Assisting as a vendor and the Dental Assisting program as an approved program at a cost not to exceed \$5,425. Beth Kelley made the motion to approve these additions. Jim Henry seconded. Motion carried unanimously.

Ms. McEntire then presented the following list of Individual Training Account (ITA) Providers for the upcoming 2019-2020 fiscal year, pending the outcome of the State's subsequent eligibility review for performance and continued inclusion on the State eligible provider list (also attached):

CPR with Mickey	Chattahoochee Technical College
Cumberland Medical	Georgia Highlands College
Faithful Guardians	Georgia Northwestern Technical College
Fortis College	West Georgia Technical College
Gadsden State	
Georgia Driving Academy	
Goodwill of North Georgia	
International Union of Operating Engineers (IUOE) Local 926	
Katlaw Driving School	
Kennesaw State University	
New Horizons	
North Georgia Technical College	
Northwest Georgia RESA - GaTAPP	
R.S. Thomas Training Associates	
Southeast Lineman Training Center	
Training Center of Northwest Georgia	
Truck Institute of Forsyth	
Truck Institute of Oxford Alabama	

The Proposal Review Committee approved these providers as vendors for the upcoming 2019-2020 fiscal year, pending the outcome of the State's subsequent eligibility review for performance and continued inclusion on the State eligible provider list. Beth Kelley made the motion to approve. Scott Jackson seconded. Motion carried with Randy Long abstaining (due to his marriage to an employee of Chattahoochee Technical College and no dissenting vote.

Ms. McEntire informed those present that financial tracking system software is used to track obligations and expenditures for the year. It is also used by career advisers to create vouchers to send to NWGRC fiscal department based on actual ITA costs. The costs are as follows:

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

The Proposal Review Committee approved an agreement with Entre Solutions (Tracksource) for Fiscal Year 2019 for fifteen 15 users at a fee of \$90 per user per month with the total contract amount not to exceed \$16,200 (Entre will only bill for actual user cost with a minimum of 10 users) and recommended Workforce Development Board approval. Cam Parker made the motion to approve. Beth Kelley seconded. Motion carried unanimously.

Ms. McEntire reminded those present that the Georgia Department of Labor is the Comprehensive One-Stop Operator for Northwest Georgia. They are currently in the second year of the three-year bid cycle. Funding has been requested for the optional 3rd year which will begin June 30, 2019. Below are the funding totals.

<i>Provider</i>	<i>Location</i>	<i>Service Area</i>	<i>Contract Budget Request PY19-20</i>			<i>Recommendation</i>
Georgia Department Of Labor	Rome Career Center	15 Northwest Georgia Counties	\$212,365			<p><b>Summary: Requested funds are \$212,365 to contract expenses:</b></p> <p>Staff requests the approval of the One Stop Operator budget for PY19 in the amount of \$212,365, contingent upon the receipt of funds from the Technical College System of Georgia, Office of Workforce Development and successful negotiations.</p>

The Proposal Review Committee approved the One-Stop Operator budget for PY19 in the amount of \$212,365, contingent upon the receipt of funds from the Technical College System of Georgia, Office of Workforce Development and successful negotiations and recommended Workforce Development Board approval. Jim Henry made the motion to approve. Larry Stansell seconded. Motion carried with Beth Kelley abstaining (due to her employment with the Georgia Department of Labor).

**VI. Youth Committee Report and Recommendations . . . . . Beth Kelley**

Beth Kelley informed those present that the Youth Committee met on May 8, 2019. Ms. Kelley reported that the following slate of Officers had been approved by the Youth Committee:

- Beth Kelley, Chairman
- Curtis Kingsley, Vice-Chairman
- Eric Waters, Secretary

Mitchell Morgan made a motion to approve this slate of Youth Committee Officers. Jim Henry seconded. Motion carried unanimously.

Ms. Kelley then stated that the Youth Committee had approved adding several items to the "Youth Committee Goals and Objectives." Additions are as follows:

- Changing "Youth Success Academy" to "Your Success Academy;"
- Use a survey such as Survey Monkey to obtain feedback from participants;
- Plan Youth Services Conferences or Retreats for participants, providers, etc.; and
- Develop new initiatives with other agencies and organizations (Youth Build with HUD, Habitat for Humanity, Teen Maze, etc.).

Beth Kelley made the motion to approve these additions to the Youth Committee Goals and Objectives. Mitchell Morgan seconded. Motion carried unanimously.

Ms. Kelley informed those present that performance and enrollment reports had been included in the packets for review.

**VII. High Demand Career Initiative Report . . . . . Lesia Lambert**

Lesia Lambert reported that the Technical College System of Georgia's Office of Workforce Development has made available additional sector partnership grant funding. This grant is for two years and will continue to expand the Sector Partnership work started during the round one grant period. Grant applications are due on May 17, 2019. Workforce staff will submit an application for these funds. More information will be provided as it is received. Jim Henry asked

if Georgia Tech would still be the contractor. Ms. Lambert replied that, per guidance received from the state, Georgia Tech would continue to be the consulting contractor for the project.

**VIII. Anthony Nash, Director of Training and Safety, IUOE 926**

Anthony Nash, Director of Training and Safety, International Union of Operating Engineers (IUOE) 926, provided the group a presentation regarding how the IUOE works.

**IX. Workforce Development Board Orientation ..... Lesia Lambert**

Ms. Lambert informed those present that staff would be scheduling Workforce Development Board Orientations in the future for new members as well as current members. Terri Morgan will send invitations once the dates have been confirmed.

**Other**

**Adjourn**

There being no further business, the meeting adjourned.