

Workforce Development Board of Northwest Georgia

Wednesday, May 20, 2020, Noon

Via Goto Meeting

Minutes

Attendance-WDB

WDB Members Present, County:

Lisa Adkisson, Fannin
Bruce Bowman, Gordon
Illya Copeland, Murray
Nicole Green, Polk
Paige Green, Gilmer
Jim Henry, Chattooga
Beth Kelley, Walker
Randy Long, Pickens
Linda McEntire, Whitfield
Mitchell Morgan, Gilmer
Mike Murphy, Bartow
Anthony Nash, Polk
Cam Parker, Bartow
April Rogers, Bartow
Lisa Shaw, Floyd
Larry Stansell, Chattooga
Carey Tucker, Floyd

WDB Members Not Present, County:

Michael Hamilton, Floyd
Scott Jackson, Pickens*
John Parton, Polk
Lee Tubbs, Catoosa

NWGRC Staff:

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

Youth Committee Members Present:

**retired*

Beth Kelley

Guests/Visitors:

Shelia Derry
Brandi Dover
Lindia Moore
Anne Rapp
Courtney Rouse
Barbara Tipton

I. Welcome

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 January 15, 2020 meeting, a Dislocation Report, and Performance Reports) had been e-mailed and was also attached for review. Mitchell Morgan made the motion that the Consent Agenda be approved. Cam Parker seconded. Motion carried unanimously.

III. Nominating Committee Report and Recommendations Mike Murphy

Mike Murphy reported that the Nominating Committee met prior to the WDB Meeting but did not have a quorum. However, the following staff recommendations for the Executive Committee had been discussed:

- Bruce Bowman
- Jim Henry
- Beth Kelley
- Linda McEntire
- Mitchell Morgan
- Terri Morgan
- Mike Murphy

The following staff recommendations for the WDB Officers were discussed:

- Bruce Bowman, Chairman
- Linda McEntire, Vice-Chairman
- Jim Henry, Secretary

Terri Morgan indicated that all individuals were in agreement to continue to serve. Hearing no nominations from the floor, Illya Copeland made the motion to approve these individuals. Randy Long seconded. Motion carried unanimously.

IV. COVID-19 Response

Lesia Lambert provided a report to the Board regarding staff and provider activities during COVID-19. These include: working remotely from home, staggering schedules, and updating the website (providing fillable applications and forms) to accommodate individuals applying for WIOA assistance, among others. Additionally, the Board was informed that our Region had received a Disaster Dislocated Worker grant in the amount of \$1,087,000 to serve those impacted by COVID-19 and additional dislocated workers.

V. Fiscal Report Anthony Rucker

Anthony Rucker provided those present a "Northwest Georgia Regional Commission Budget for WIOA 2020-2021, 5/20/2020" (attached). This report encompasses the Adult, Dislocated Worker, HDCL, and Youth programs and also reflects the additional COVID-19 funds. Mitchell Morgan made the motion to accept this report. Illya Copeland seconded. Motion carried unanimously.

IV. Performance Report Karla Conetta

Karla Conetta presented a "Performance by Case Manager for Quarter 1 and Quarter 2 of PY 19" and "PY 19 Q2 Performance" (attached). She noted that our area is meeting or exceeding in all performance measures. Beth Kelley made the motion to accept the Performance Report, as presented. Linda McEntire seconded. Motion carried unanimously.

VII. Executive Committee Report and Recommendations Bruce Bowman

Bruce Bowman informed those present that the Executive Committee met in April and had approved the One-Stop Memorandum of Understanding and Infrastructure Agreement (handout attached).

Mr. Bowman then presented the budgets for the Adult Program (including Case Management and Department of Labor) the Youth Program for review (attached). The Executive Committee approved the following budgets, contingent upon successful negotiations and receipt of funds from the Technical College System of Georgia, Office of Workforce Development.

Contractor's Name	NWGRC Recommendation	Number of Slots	Operating Cost	Tuition	Support	Total Funding Requested
Chattahoochee Tech	\$635,392	216	\$241,925	\$293,467	\$100,000	\$635,392
Georgia Highlands	\$511,333	187	\$129,644	\$281,689	\$100,000	\$511,333
Georgia Northwestern Technical College	\$929,823	233	\$308,408	\$331,415	\$290,000	\$929,823
West Georgia Technical College	\$414,904	94	\$113,604	\$221,300	\$80,000	\$414,904
Georgia Department of Labor (OJT)	\$1,233,053	185	\$514,253	N/A	N/A	\$1,233,053
Total:	\$3,724,505					

Contractor's Name	Budget Funds Requested	NWGRC Recommendation	Difference (Reduction)	Percentage Difference (Reduction)	Number of Slots	Work Experience	Support	Total Funding Requested
Chattooga BOE	\$51,084	\$51,084	\$0	\$0	50	\$70,000	N/A	\$121,084
Endless Opportunity	\$351,200	\$298,520	(\$52,680)	(15%)	75	\$50,000	\$40,000	\$388,520
GNTC	\$726,882	\$617,849	(\$109,033)	(15%)	185	\$70,000	\$40,000	\$727,849
Rome City BOE	\$76,637	\$76,637	\$0	\$0	45	\$70,000	N/A	\$146,637
Eckerd-Connect Paxen	\$375,000	\$318,750	(\$56,250)	(15%)	100	\$35,000	\$40,000	\$393,750
Total:	\$1,580,803	\$1,362,840	(\$217,963)	(15%)	455	\$295,000	\$120,000	\$1,777,840

Mr. Bowman informed the Board that the Worksource Northwest Georgia Workforce Innovation and Opportunity Act Plan, 2020 had been approved by the Executive Committee. The entire Plan is available on the website for a 30 day public comment period and a summary of changes is included for review (attached).

Cam Parker made the motion to approve the One-stop Memorandum of Understanding and Infrastructure Agreement, the budgets, and the Plan. Mitchell Morgan seconded. Motion carried with the following abstentions: Lisa Adkisson (due to her employment with the Georgia Department of Labor); Beth Kelley (due to her employment with the Georgia Department of Labor); Randy Long (due to his wife's employment with Chattahoochee Technical College); and Lisa Shaw (due to her employment with the Georgia Northwestern Technical College) and with no dissenting vote.

VIII. One-Stop Certification Susan Gentry

Susan Gentry presented information regarding the One-Stop Certification (handout attached). She noted that all One-Stop locations had been reviewed by phone (due to restrictions related to COVID-19) and all centers met the requirements for certification. Mitchell Morgan made the motion to accept these certifications. Mike Murphy seconded. Motion carried with the following abstentions: Lisa Adkisson (due to her employment with the Georgia Department of Labor) and Beth Kelley (due to her employment with the Georgia Department of Labor) and without dissenting vote.

VIX. One-Stop Operator Request for Proposal Susan Gentry

Susan Gentry presented the Board with the following proposals received in response to the One-Stop Operator Request for Proposal (handout also attached). She stated that the White Columns Rehabilitation Services, LLC proposal was non-competitive and the In the Door, LLC proposal was not selected based upon their score. Ms. Gentry reported that it was staff's recommendation to approve the Georgia Department of Labor proposal for the One-Stop Operator, not to exceed \$197,751, and contingent upon successful negotiation and funds received from the Technical College System of Georgia, Office of Workforce Development.

Proposer	Service	Counties to Serve	Requested Funds	Average Score	Recommendation
Georgia Department of Labor	One Stop Operator	15 NWGA counties	\$197,751	380	Recommendation is the selection of Georgia Department of Labor as the One Stop Operator, in the amount of \$197,751, contingent upon the availability of funds and successful negotiations. They are the current OSO and have design systems already in place or in development for the region. We would like to continue to develop and grow the current system design.
White Columns Rehabilitation Services, LLC.	One Stop Operator	Bartow and Gordon counties	\$450,000	155	No Action – Proposal score was non-competitive. <ul style="list-style-type: none"> · Cost of program design is too high. · The proposal was for only two counties and did not align with the regions current structure for the One Stop System. · They proposed to provide work ready training services. They were not proposing to manage the Comprehensive One Stop. These services are needed in the area and Staff felt they would be a good fit to be a service provider or vendor for WIOA services in the future.
In the Door, LLC.	One Stop Operator	15 NWGA counties	\$224,907	365	No Action - Not Selected *In the Door did not include the affiliate DOL offices in the proposal as affiliates. The regulations require that any office with WIOA services must be an affiliate. Our Work Based Learning Staff is located in the Blue Ridge, Dalton, LaFayette and Cartersville affiliate offices as well as Rome which is the comprehensive location. *Cost was higher than the selected proposal. *Staff felt this proposal was very good and would be a good alternative to DOL if negotiations with DOL are not successful, contingent upon their agreement to include the affiliate DOL offices in the design

Illya Copeland made the motion to accept these recommendations. Mitchell Morgan seconded. Motion carried with the following abstentions: Lisa Adkisson (due to her employment with the Georgia Department of Labor) and Beth Kelley (due to her employment with the Georgia Department of Labor) and no dissenting vote.

X. Agreements

A. Tracksource Phyllis Walker

Phyllis Walker informed those present that staff uses Entre Solutions (Tracksource) to track obligations for the year and updates for any changes which may occur in actual costs. It is also used by career advisors to create vouchers to send to our fiscal department based on actual costs.

Cost per User	# of Users	Total Cost per Month	Total Cost for 1 year
\$90.00	Minimum of 10	\$900.00	\$10,800.00
\$90.00	15	\$1,350.00	\$16,200.00

Staff recommended approval of the contract as a sole source provider for 15 users at a fee of \$90 per user per month for a total not to exceed \$16,200. Entre will only bill for actual user cost with a minimum of 10 users. Mitchell Morgan made the motion to approve this agreement. Beth Kelley seconded. Motion carried unanimously.

B. Georgia Department of Labor Lookup Agreement Phyllis Walker

Ms. Walker then informed those present 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 vehicle during the follow-up phase to determine if a participant has obtained employment. The ability to have these services so readily available is an attribute for the program.

There is be a charge of \$200 for the set-up, maintenance, and review for the nineteen users. There will be a charge of \$1 per screen for all social security lookups by all registered users.

Mitchell Morgan made the motion to approve this agreement in the amount of \$10,000. Illya Copeland seconded. Motion carried with the following abstentions: Lisa Adkisson (due to her employment with the Georgia Department of Labor) and Beth Kelley (due to her employment with the Georgia Department of Labor) and no dissenting vote.

XI. Individual Training Account Provider Agreements. Lesia Lambert

Lesia Lambert presented a list (attached) of ITA Providers for the upcoming 2020-2021 fiscal year, pending the outcome of the State's subsequent eligibility review for performance and continued inclusion on the State eligible provider list.

Cam Parker made the motion to approve the Individual Training Account Provider Agreements. Mitchell Morgan seconded. Motion carried with the following abstentions: Randy Long (due to his wife's employment with Chattahoochee Technical College); and Lisa Shaw (due to her employment with the Georgia Northwestern Technical College) and with no dissenting vote.

Other

Ms. Lambert informed those present that the Priority of Service policy will be emphasized since funding allocations have been cut. Ms. Lambert announced that the next WDB Meeting would be held on July 15, 2020. At this time, staff is unsure of whether the State of Emergency will be extended thereby allowing another virtual meeting. More information will be provided as it is received.

Adjourn

There being no further business, the meeting adjourned.