

Workforce Development Board of Northwest Georgia  
Services to Individuals with Disabilities  
Committee Meeting  
Thursday, January 11, 2018, 10:00 a.m.  
Vocational Rehabilitation  
Rome, Georgia

**Minutes**

***Disabilities Committee Members Present:***

Shelia Callaway  
Loraine Green  
Scott Jackson  
Kim Linek  
Sheila Parker  
Paul Ray  
Paul Workman

***Disabilities Committee Members Absent:***

Johnathan Cook  
Melissa Freeman  
Maia Santamaria

***Staff Present:***

Chase Holden  
Shane Holden  
Terri Morgan  
Phyllis Walker

Paul Ray, Chairman, welcomed those present and called the meeting to order. Mr. Ray asked those present to introduce themselves.

It was determined that a quorum was present. Mr. Ray asked for a motion to approve the minutes from the October 12, 2017 meeting. Loraine Green made the motion to accept. Shelia Callaway seconded. Motion carried unanimously.

Terri Morgan informed those present that the Goals and Objectives had been included for review. Progress made on each goal has been listed in blue. Ms. Morgan suggested that the Committee look over the goals and decide which goals and objectives had been completed and could be removed. Ms. Morgan reminded those present that the PAID Committee is a working committee and that it was possible and perhaps feasible for the group to conduct work sessions that were not necessarily a "WIOA" meeting. These work sessions could include committee members, board members, business representatives, employer committee members, chambers of commerce, and individuals with

disabilities. After discussion, the goals were amended to: reflect the progress made; remove completed goals; and refine the focus and mission of the Committee. Shelia Parker made the motion that the revised goals be approved with the discussed revisions and with the understanding that, as the Committee continues its work, more goals may be added at a later date. Kim Linek seconded. Motion carried unanimously.

Phyllis Walker reminded the Committee that the Resource Guide needed to be updated. She asked that any changes, deletions, or additions be sent to Terri Morgan.

Ms. Morgan discussed the upcoming compliance deadline of January 18, 2018 as it applies to the Career Depot web site and the PAID Committee link. She stated that staff had checked the web site for accessibility through the WAVE Web Evaluation Accessibility Tool. The suggestions made by the tool have been considered and discussed with NWGRC IT staff. Shelia Parker suggested that staff formulate a plan and timetable for correcting the errors and document the progress. She also suggested that the purchase of Adobe Pro would be of great assistance in making sure meeting notices and other documents posted to the page were accessible to screen readers. Ms. Morgan will continue to work on this project and report at the next meeting.

The next Committee Meeting was scheduled for March 8, 2018, 10:00 a.m., location to be determined

There being no further business, the meeting adjourned.