

**Annual Meeting
Joint Meeting of the
Workforce Development Board of Northwest Georgia
and the
Council of Chief Elected Officials of Northwest Georgia**

Noon ~ Wednesday, July 18, 2018
Georgia Northwestern Technical College, Calhoun, GA

Minutes

Attendance-WDB

WDB Members Present, County: WDB Members Not Present, County: Guests/Visitors:

Lisa Adkisson, Fannin
Bruce Bowman, Gordon
Michael Hamilton, Floyd
Jim Henry, Chattooga
Kerri Hosmer, Floyd
Beth Kelley, Walker
Mitchell Morgan, Gilmer
Mike Murphy, Bartow
Cheryl Painter, Dade
Larry Stansell, Chattooga

**Youth Committee Members
Present:**

Beth Kelley

Dickie Bone, Gordon
Todd Hooper, Polk
Robert Martin, Pickens
Linda McEntire, Whitfield
Paul Ray, Floyd
Carey Tucker, Floyd

NWGRC Staff:

Karla Conetta
Mallary Hawkins
Tammy Helbing
Shane Holden
Lesia Lambert
Terri Morgan
Deana Perry
Anthony Rucker
Judy Siddall
Phyllis Walker

Ann Bentley
Robin Cone
Megan Conner
Cynthia Farmer
Lori Fields
Lucy Hale
Christine Hard
Celeste Harris
Lindia Moore
Lisa Payne
Anne Rapp
Sharon Spivey
Vicki Thompson
Barbara Tipton
Chris Upchurch
Vickie Wade
Chris Zierler

Attendance-CCEO

CCEOs Present or Represented, County:

Al Pallone, Bartow
Steve Taylor, Bartow
Harry Harvey, Chattooga
Ted Rumley, Dade (proxy, Allen Poole)
Stan Helton, Fannin
Donna Whitener, Fannin (proxy, Allen Poole)
Jamie Doss, Floyd (proxy Bill Collins)
Charlie Paris, Gilmer
Becky Hood, Gordon (proxy, Norris Sexton)
Jimmy Palmer, Gordon
Pete Bridges, Haralson
Allen Poole, Haralson
Greg Hogan, Murray
Robert Jones, Pickens
Jennifer Hulsey
Teddy Harris, Walker
Ken Gowin, Whitfield (proxy, Allen Poole)

CCEOs Not Present or Represented, County

Steven Henry, Catoosa
Nick Millwood, Catoosa
Jason Winters, Chattooga
Alex Case, Dade
Rhonda Wallace, Floyd
Al Hoyle, Gilmer
Tyson Haynes, Murray
Boyd Austin, Paulding
David Carmichael, Paulding
John Weaver, Pickens
Jordan Hubbard, Polk
Shannon Whitfield, Walker
Lynn Laughter, Whitfield

I. Welcome Bruce Bowman/Allen Poole

Bruce Bowman and Allen Poole called the Joint Annual Meeting of the Workforce Development Board and the Council of Chief Elected Officials to order and welcomed those present. It was established that a quorum was present for the Workforce Development Board and Council of Chief Elected Officials. Mr. Bowman asked the CCEOs if they wished to conduct the meeting jointly. Mr. Poole replied that they did wish to hold a joint meeting.

II. Consent Agenda Bruce Bowman/Allen Poole

Mr. Bowman informed those present that a Consent Agenda containing the Minutes; a Dislocation Report; and Performance Report had been mailed and was also attached for review.

- A. Mitchell Morgan made the motion that the *Workforce Development Board* accept the Consent Agenda as presented. Illya Copeland seconded. Motion carried unanimously.
- B. Jimmy Palmer made the motion that the *Council of Chief Elected Officials* accept the Consent Agenda as presented. Teddy Harris seconded. Motion carried unanimously.

III. Workforce Development Board Bylaws Lesia Lambert

Lesia Lambert presented proposed revisions to the Workforce Development Board Bylaws (a draft of the revisions had been emailed and provided in the packets; changes in highlights). The proposed changes are as follows:

- Page 3, remove the following, "and provide employment opportunities in in-demand industry sectors or occupations. WIOA sec. (23)."
- Page 7, remove the following, "voting members of the committees but"

- A. Jim Henry made the motion that the *Workforce Development Board* accept the changes to the Bylaws, as presented. Illya Copeland seconded. Motion carried unanimously.
- B. Bill Collins made the motion that the *Council of Chief Elected Officials* accept the changes to the Bylaws, as presented. Greg Hogan seconded. Motion carried unanimously.

IV. Fiscal Report Anthony Rucker

Anthony Rucker informed those present that a current fiscal report was not available due to the year-end closeout activities that are still ongoing. Mr. Rucker presented a "Northwest Georgia Regional Commission WIOA Budget, July 1, 2018- June 30, 2019" (attached) for review. Mr. Rucker stated that the budget had previously been approved but that the new administrative entity, the Technical College System of Georgia, requires a different format and also requires that this format be approved and signed by the Chief Local Elected Official and submitted by August 1, 2018.

- A. Jim Henry made the motion that the *Workforce Development Board* accept the new format for the fiscal report, as presented. Beth Kelley seconded. Motion carried unanimously.
- B. Robert Jones made the motion that the *Council of Chief Elected Officials* accept the new format for the fiscal report, as presented. Al Pallone seconded. Motion carried unanimously.

V. Executive Committee Membership Lesia Lambert

Ms. Lambert presented the proposed slate of Workforce Development Board Executive Committee Members. They are as follows:

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

Ms. Lambert noted that Mike Murphy would replace Mike Schwaderer (who resigned earlier in the year). Greg Hogan asked which counties the representatives were from. Ms. Lambert answered the following: Bruce Bowman, Gordon; Jim Henry, Chatooga; Beth Kelley, Walker; Linda McEntire, Whitfield; Mitchell Morgan, Gilmer; Mike Murphy, Bartow.

- A. Rick Partain made the motion that the *Workforce Development Board* accept the slate of Executive Committee members, as presented. Illya Copeland seconded. Motion carried unanimously.
- B. Robert Jones made the motion that the *Council of Chief Elected Officials* accept the slate of Executive Committee members, as presented. Jennifer Hulseley seconded. Motion carried unanimously.

VI. Youth Committee Report Beth Kelley

Beth Kelley informed those present that the Youth Committee had met on July 11, 2018. She reported that there were some upcoming changes being discussed regarding the invoicing and payment process. In the future, contractors will scan invoices and place them in the Dropbox for NWGRC. This will expedite payments for providers and participants. Additionally, fiscal staff is exploring options for pay cards. Participants would no longer be receiving paper checks but would instead be receiving a pay card or using direct deposit. This would make the process more streamlined and save administrative costs.

Ms. Kelley stated that the Youth Committee Goals and Objectives (attached) were discussed with suggestions for adding emphasis on soft skills (including using Georgia BEST) and providing more information to youth regarding earning opportunities when completing secondary education. She asked for additional input on these goals and objectives from the WDB and CCEO.

Ms. Kelley also noted that a "Year End Report, Program Year 7/1/17 - 6/30/17" and Youth Providers Performance Report were attached for review.

VII. New Program/Providers Beth Kelley

Ms. Lambert presented a request from Georgia Northwestern Technical College to approve the Manufacturing Orientation & Safety Non-credit Certificate Program. This program is designed to provide individuals with a means of learning entry-level workforce skills and guaranteed interviews for those who successfully complete the program. She stated that Northwest Georgia employer groups, including the Rome Floyd Chamber of Commerce GREIA, Whitfield County Flooring Industry representatives, and Polk County Development Authority, have expressed their support of Georgia Northwestern Technical College's offering a workforce development training program to provide a pool of reliable employees with manufacturing entry-level skills. Additionally,

Georgia Department of Labor Commissioner Mark Butler has also indicated that Georgia DOL job-seekers will be given credit for participating in this type of training. The program will demonstrate meeting performance by students successfully completing the program and being given an opportunity to interview with employers that have demonstrated their support to the program. Ms. Lambert stated that it was staff's recommendation to approve Georgia Northwestern Technical College Manufacturing Orientation & Safety Non-credit Certificate Program with 120 curriculum hours (3-weeks) in the amount of \$3,000 and also add the program to the State Eligible Training Provider List (ETPL).

Greg Hogan expressed concern that the program was non-credit and that the cost was high. Ms. Lambert stated that the WDB and CCEOs could put a limit on the training, if desired. She also stated that this was a program that employers were interested in. Bruce Bowman asked what the class sizes would be. Ms. Lambert stated that it would likely be five to ten individuals. Additionally, a certification for forklift and an OSHA certification would be attained by successful participants.

- A. Jim Henry made the motion that the *Workforce Development Board* approve the Manufacturing Orientation & Safety Non-credit Certificate Program for a minimum of five participants and with a one-year period with performance to be evaluated at that time to determine if the program is re-approved. Illya Copeland seconded. Motion carried with Kerri Hosmer abstaining due to her affiliation with Georgia Northwestern Technical College and without dissenting vote.
- B. Bill Collins made the motion that the *Council of Chief Elected Officials* approve the Manufacturing Orientation & Safety Non-credit Certificate Program for a minimum of five participants and with a one-year period with performance to be evaluated at that time to determine if the program is re-approved Charlie Paris seconded. Motion carried unanimously.

VIII. Elyse Davis, Region Project Manager, Northwest Region, Community & Economic Development, Georgia Power

Elyse Davis provided a report regarding workforce and economic development in the Northwest Georgia region.

Other

Ms. Lambert informed those present that a High Demand Career Initiative report had been included and that the next meeting would be held on July 26, 2018, 10:00 a.m., in Cartersville at the Bartow County Career Academy. She encouraged those present to attend.

Ms. Lambert stated that, as of July 1, 2018, the Rapid Response unit would be coordinated by the Technical College System of Georgia rather than the Local Area. Additionally, as of July 1st,

WIOA funds are being administered by Technical College System of Georgia. More details will be provided as they are available.

Adjourn

There being no further business, the meeting adjourned.