



SOUTHERN GEORGIA EXECUTIVE COMMITTEE OF THE WORKFORCE DEVELOPMENT BOARD (WDB) MEETING February 18, 2020

MINUTES

The Southern Georgia Executive Committee of the WDB, met on Tuesday, February 18, 2020 at 11:00 a.m. at the Southern Georgia Regional Commission in Waycross, Georgia.

Executive Committee Members (X denotes attendance)

- | | | |
|--|--|--|
| <input checked="" type="checkbox"/> Myrna Ballard | <input checked="" type="checkbox"/> Andy Brannen | <input checked="" type="checkbox"/> Keith Bryant |
| <input checked="" type="checkbox"/> Melvin Johnson | <input type="checkbox"/> April McDuffie | <input checked="" type="checkbox"/> Jennifer Rowland |
| <input checked="" type="checkbox"/> Darlene Tait | <input type="checkbox"/> Lowell Williamson | |

Staff Members (X denotes attendance)

- | | | |
|---|--|--|
| <input type="checkbox"/> Cathy Daniels | <input type="checkbox"/> Cheri Hart | <input type="checkbox"/> Bonnie Howard |
| <input type="checkbox"/> Amy Jones | <input checked="" type="checkbox"/> Felices King | <input checked="" type="checkbox"/> Roberta Lovett |
| <input type="checkbox"/> Savannah McClellan | | |

Guests Present

None

Call to Order and Welcome

Chair Ballard called the meeting to order and welcomed all in attendance.

Review of Attendance

Roberta Lovett stated that a quorum of the Executive Committee of the WDB was present.

Request for Proposal – One Stop Operator

Chair Ballard called on Roberta to review the One-Stop Operator Request for Proposal (RFP). Roberta directed the members to the handout titled “One-Stop Operator RFP Schedule of Events” (copy attached and made a part of these minutes). She explained that the One-Stop Operator is procured every three (3) years and in order to meet the requirements for procurement she required an approval from the Executive Committee to move forward. Chair Ballard asked for questions. With no questions, Jennifer Rowland made a motion with a second from Keith Bryant. The motion carried.

One-Stop Certification Criteria

Roberta stated that a copy of the revised One Stop Certification P&P (copy attached and made a part of these minutes) had been sent out to all the members via email. She stated that updates to the policy had been made after OWD issued guidance. All changes could be found in red. Chair Ballard opened the floor for questions. With no questions, Chair Ballard asked for a motion to approved the updated policy. Darlene Tait made a motion with a second from Andy Brannen. The motion carried.

WDB Office Nominations

Chair Ballard opened the discussion by announcing that she would be retiring from the board effective June 30, 2020. Due to her resignation she asked the Executive Committee to serve as the nominating committee to fill her position as well as present a list of nominations for the Executive Committee positions. Roberta shared that Andy Brannen and Lowell Williamson would be resigning from the WDB.

After discussion the below listed names will be presented to the WDB for appointment. Darlene Tait offered a motion to approve with a second from Andy Brannen. The motion carried.

Officers

Chairman	Keith Bryant
Vice-Chairman	Jennifer Rowland
Parliamentarian	Melvin Johnson

Executive Committee

Keith Bryant
Jennifer Rowland
Melvin Johnson
April McDuffie
Jamon Williams
Darlene Tait
Traci Steed
Frank Bannamon

Adjourn

Chair Ballard adjourned the meeting at approximately 11:41 a.m.

Respectfully Submitted,



Felices King
Workforce Development Board Staff
Southern Georgia Regional Commission