



**SOUTHERN GEORGIA
WORKFORCE DEVELOPMENT BOARD (WDB) MEETING
August 19, 2020**

MINUTES

The Southern Georgia WDB and Youth Committee (YC), met on Wednesday, August 19, 2020 at 11:00am via Conference Call.

WDB Members (X denotes attendance)

- | | | |
|--|--|--|
| <input checked="" type="checkbox"/> Frank Bannamon | <input type="checkbox"/> Chris Beckham | <input checked="" type="checkbox"/> Bell, Wally |
| <input checked="" type="checkbox"/> Keith Bryant | <input type="checkbox"/> Grady Burrell | <input type="checkbox"/> Tom Clarke |
| <input checked="" type="checkbox"/> Elton Dixon | <input checked="" type="checkbox"/> Myrtice Edwards | <input checked="" type="checkbox"/> Kevin Ellis |
| <input checked="" type="checkbox"/> Katrena Felder | <input checked="" type="checkbox"/> Jennifer Gillard | <input checked="" type="checkbox"/> Curtis Griffin |
| <input type="checkbox"/> Melvin Johnson | <input type="checkbox"/> Ben Lott | <input checked="" type="checkbox"/> Shannon McConico |
| <input checked="" type="checkbox"/> Sean Panizzi | <input checked="" type="checkbox"/> Jennifer Rowland | <input checked="" type="checkbox"/> Traci Steed |
| <input checked="" type="checkbox"/> Darlene Tait | <input checked="" type="checkbox"/> Courtney Taylor | <input checked="" type="checkbox"/> Leigh Wallace |
| <input type="checkbox"/> Jamon Williams | | |

Youth Committee (X denotes attendance)

- | | | |
|--|---|--|
| <input checked="" type="checkbox"/> Frank Bannamon | <input type="checkbox"/> Rev. Gerald Copeland | <input checked="" type="checkbox"/> Adrienne Dixon |
| <input checked="" type="checkbox"/> Katrena Felder | <input type="checkbox"/> Jerry Griffin | <input checked="" type="checkbox"/> Kelly Peacock |
| <input checked="" type="checkbox"/> Traci Steed | | |

Local Chief Elected Officials (X denotes attendance)

- | | | |
|---|--|--|
| <input checked="" type="checkbox"/> Mayor Henry Baker | <input type="checkbox"/> Chairman Nick Denham | <input type="checkbox"/> Mayor Nancy Dennard |
| <input type="checkbox"/> Chairman James Everett | <input type="checkbox"/> Mayor Kevin Grissom | <input type="checkbox"/> Chairman Skipper Harris |
| <input type="checkbox"/> Chairman Andy Hutto | <input checked="" type="checkbox"/> Mayor Michael-Angelo James | <input type="checkbox"/> Mayor Roberta Johnson |
| <input type="checkbox"/> Chairman Johnny Jowers | <input type="checkbox"/> Chairman Alex Lee | <input type="checkbox"/> Mayor Scott Matheson |
| <input type="checkbox"/> Chairman Kenneth Petty | <input type="checkbox"/> Mayor Jim Puckett | <input type="checkbox"/> Mayor Kaye Riley |
| <input checked="" type="checkbox"/> Mayor Julie Smith | <input type="checkbox"/> Chairman Joey Whitley | |

Staff Members (X denotes attendance)

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

Guests Present

Cindy Baker

April McDuffie

Mary Walker

Charmane Glenn

Pete Snell

Brandy Whaley

Justin Leggett

Tony McKenzie

Robin Cone

Call to Order and Welcome

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

Review of Attendance

Felices King conducted roll call. After roll call, Roberta Lovett announced that a quorum of the Workforce Development Board (WDB) was established.

Recognition of New WDB Members

Chairman Bryant stated he would like to welcome new WDB member Wally Bell, President/CEO of Composite Research, Courtney Taylor, Human Resources Manager for Optima Chemical Group and Leigh Wallace, Executive VP and VP of Student Affairs at Southern Regional Technical College. Keith asked each new member to introduce themselves.

Review and Approval of the June 17, 2020 Meeting Minutes

Chair Bryant stated that the minutes of the June 17, 2020 meeting were sent via email to all members (copy attached and made a part of these minutes). Chair Bryant asked if there were any questions or corrections to the minutes. With no questions, Chair Bryant asked for a motion to approve the minutes. Frank Bannamon made a motion to approve the minutes with a second from Chris Beckham. The motion carried.

PY19 Budget and Expenditures Report (Closeout)

Roberta referred to the handout "Budget & Expenditures Report YTD as of June 30, 2020" (copy attached and made a part of these minutes). Roberta reviewed the expenditures by funding stream. She explained that \$61,000 would be returned to the state. This money was received to operate a welding program between Coastal Pines Technical College and the Georgia Department of Corrections. Due to circumstances beyond the LWDA controls, the program never started. Roberta also spoke about the HDCI/Sector Strategy grant. Those funds will continue through PY20. Currently the LWDA has \$206,000 in unspent funds. Staff will be working with the State to research ways to utilize the funding over the next program year.

Chair Bryant opened the floor for questions or comments. With no questions, Chair Bryant called for a motion to approve the Budget and Expenditure Report. Myrtice Edwards made a motion to approve with a second from Kevin Ellis. The motion carried.

PY20 Budget and Expenditure Report

Roberta referred all to the handout "Program Year 2020 Final Budget" (copy attached and made a part of these minutes). Roberta reminded the WDB that the PY20 budget was approved during the May 13, 2020 board meeting. This budget shows the final numbers after negotiations and with actual instead of estimated carry forward numbers. Chair Bryant opened the floor for questions and discussion. After a brief discussion Chair Bryant asked for a motion to approve the PY20 Proposed Budget Jennifer Rowland made a motion to approve, with a second from Traci Steed. The motion carried.

National Dislocated Worker Emergency Grant

Roberta spoke briefly about the Dislocated Workers National Emergency Grant that the State has applied for. The application included a partnership with the Georgia Department of Labor to operate work experience for COVID affected Dislocated Workers. The State approached our local area and asked if we would be willing to partner with DOL to run the program. After discussion with the State, Roberta agreed to work with the partnership. The grant will be awarded to fund courier positions at school system in the Southern portion of the state. The LWDA will be working with the following RESA's to identify the schools that need this position. The RESA's are Coastal Plains, Chattahoochee, Middle Georgia, Okefenokee, and South West. DOL would identify the potential participants and refer those individuals to the local area for eligibility determination. The program would be operated in conjunction with at least one of our current providers. Roberta stated that the application was pending final approval by USDOL and that she would keep the WDB updated.

Chair Bryant opened the floor for discussion. Jennifer Rowland inquired who the employer of record would be for these participants. Roberta stated that it would be the service provider utilized for the program.

PY19 Monitoring Schedule Closeout & PY20 Monitoring Schedule

Bonnie Howard referred the board to the "PY19 Monitoring Close Out Report" (copy attached and made a part of these minutes). She briefly explained that majority of the monitoring are completed; however, there are a few that were delayed due to the COVID-19 pandemic. Bonnie explained that those on-site visits would be conducted as early in the new program year as possible.

Bonnie then asked the WDB to review the "PY20 Monitoring Schedule" (copy attached and made a part of these minutes). She explained that each year she creates a schedule and shares with the WDB. Bonnie asked if there were any questions pertaining to the PY19 or PY20 Monitoring schedules. With no questions, Chair Bryant asked for an approval for the PY19 Monitoring Closeout Report and PY20 Monitoring Schedule. Myrtice Edwards made a motion with a second from Darlene Tait. The motion carried.

PY20 & PY21 Performance Negotiations

Roberta referred members to the handout "PY20 & PY21 Performance Negotiations" (copy attached and made a part of these minutes). She explained that each year the State negotiates performance levels with USDOL. At the conclusion of the negotiations, the State then reaches out to each local area and begins the process for local area performance. Roberta reviewed and briefly explained the negotiation process to the members. She stated that overall the numbers changed very little from those she proposed. She did point out to all that this would be the first year that the Measurable Skill Gains would be included. With no questions, Chair Bryant called for a motion to approve the PY20 & PY21 Performance Measures. Jennifer Gillard made a motion with a second from Jennifer Rowland. The motion carried.

Regional Plan Update

Roberta stated the State has conditionally approved the PY20-PY24 Regional Plan. They have requested that additional details be added to two (2) items in the plan that focus on One-Stop operations. Roberta explained the details she would add. She asked if there were any questions. With no questions, Chair Bryant called for a motion to approve the Regional Plan

update. Frank Bannamon made a motion to approve with a second by Shannon McConico. The motion carried.

PY20 ITA & GED Virtual Learning

Roberta first reminded the WDB of the Emergency Disaster plan that had been in place for student who attended Spring and Summer semesters. She stated that the policy was created to be temporary and it would end when the Fall semester started. Roberta explained that face-to-face learning was anticipated to begin in the Fall; however, after discussion with our Service Providers many of the programs would be hybrid (in person and online). With this change, many participants will receive about ½ of the transportation support they normally receive. This is a concern for our students as well as our expenditure rates. Roberta stated that she is investigating other options and that she is open for suggestions for support services moving forward. Members of the WDB discussed options. After discussion, Roberta stated that she will continue to research options and will provide more details at the next meeting.

Workforce-Other Business

Amy Jones provided a brief update on the On-The-Job training program as well as the areas HDCI/Sector Strategy activities.

Adjourn

Chair Bryant adjourned the meeting at approximately 12:30 p.m.

Respectfully Submitted,



Felices King
Workforce Development Board Staff
Southern Georgia Regional Commission