

WORKFORCE DEVELOPMENT BOARD (WDB) MEETING May 13, 2020

MINUTES

The Southern Georgia WDB and Youth Committee (YC), met on Wednesday, May 13, 2020 at 11:00am via Conference Call.

WDB Members (X denotes attendance)

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|---|--|--|
| <input checked="" type="checkbox"/> Myrna Ballard | <input checked="" type="checkbox"/> Frank Bannamon | <input checked="" type="checkbox"/> Chris Beckham |
| <input checked="" type="checkbox"/> Keith Bryant | <input checked="" type="checkbox"/> Grady Burrell | <input checked="" 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 type="checkbox"/> Amanda Goodman |
| <input checked="" type="checkbox"/> Curtis Griffin | <input checked="" type="checkbox"/> Melvin Johnson | <input checked="" type="checkbox"/> Ben Lott |
| <input checked="" type="checkbox"/> Shannon McConnico | <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"/> Jamon Williams |
| <input checked="" type="checkbox"/> Lowell Williamson | | |

Youth Committee (X denotes attendance)

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| <input checked="" type="checkbox"/> Frank Bannamon | <input checked="" 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 | <input checked="" type="checkbox"/> Lowell Williamson | |

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 checked="" type="checkbox"/> Mayor Kevin Grissom | <input type="checkbox"/> Chairman Skipper Harris |
| <input type="checkbox"/> Chairman Andy Hutto | <input 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 type="checkbox"/> Mayor Julie Smith | <input type="checkbox"/> Chairman Joey Whitley | |

Staff Members (X denotes attendance)

- | | | |
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| <input type="checkbox"/> Cathy Daniels | <input checked="" 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 | | |

Guests Present

Pete Snell	Tony McKenzie	Charmane Glenn
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Call to Order and Welcome

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

Review of Attendance

Roberta Lovett conducted roll call. After roll call, Chair Ballard announced that a quorum of the Workforce Development Board was established.

Review and Approval of the October 9, 2019 and January 22, 2020 Meeting Minutes

Chair Ballard stated that the minutes of the October 9, 2019 and January 22, 2020 were sent via email to all members (copy attached and made a part of these minutes). Jennifer Rowland made a motion to approve the minutes. Lowell Williams seconded the motion. The motion carried.

PY19 Budget and Expenditures Report

Roberta referred to the handout all to the "Budget & Expenditures Report as of March 2020" (copy attached and made a part of these minutes). Roberta reviewed the expenditures by funding stream. She highlighted that Southern Regional Technical College (SRTC) had requested a contract modification in the amount of \$50,000 in the adult funding category (they are currently 80% expended). After review, Chair Ballard open the floor for discussion.

Parliamentarian Melvin Johnson inquired regarding SRTC's performance in regard to the additional funding request. Roberta explained that we would be reviewing their performance later in the meeting and that overall, they were doing well. Roberta stated that at our next WDB meeting she would provide more detail on SRTC's performance.

Chair Ballard asked if there were any other questions. With no additional questions, Chair Ballard asked for a motion to approve the Budget and Expenditure Report as well as the request to add \$50,000 to the adult funding for SRTC. Keven Ellis made a motion to approve and Sean Panizzi seconded the motion. The motion carried.

PY20 Allocations and Proposed PY20 Budget

Roberta referred all to the handout "Program Year 2020 (FY21) Proposed Budget" (copy attached and made a part of these minutes). She stated that as per the allocations from TCSG, OWD the LWDA would see reductions in each of the three funding streams. Roberta explained that the PY20/FY21 Funds Available included new allocations and estimated carryover. She asked that the WDB grant approval to move forward with contract negotiations for all existing service providers. A final budget will be presented to the WDB at the June meeting. Chair Ballard asked for a motion to approve the PY20 Proposed Budget. Jennifer Rowland made a motion with a second from Frank Bannamon. The motion carried.

PY20 Regional Plan Approval

Roberta referred all to the "Regional Plan- LWDA 18 Southern Georgia" (copy attached and made a part of these minutes). She stated the PY20 Regional Plan needed to be approved by the WDB and put out for a thirty (30) day comment period. The final plan (after the comment period) would be approved again at the June meeting. Roberta stated that the draft plan was due to TCSG, OWD by June 1, 2020. Roberta briefly explained the plan and some of the changes from the prior year. Chair Ballard asked for a motion to approve the plan. Kevin Ellis made a motion with a second from Darlene Tait. The motion carried.

Performance Updated PY19

Roberta referred the board to the “PY19 2nd Quarter Performance” (copy attached and made a part of these minutes). She explained that overall the LWDA is meeting all of the performance measures. Roberta reviewed the performance numbers by provider and stated that because of the small population of Dislocated Workers being served the performance numbers were low. Chair Ballard opened the floor for discussion. With no discussion, Curtis Griffin made a motion to approve with a second from Myrtice Edwards. The motion carried.

Ratification of the Executive Committee Actions

Chair Ballard referred members to the handouts “One-Stop Certification” and “One-Stop Operator RFP” (copies attached and made a part of these minutes). Chair Ballard stated that the Executive Committee of the WDB met on 02/18/2020 and approved these documents, but per our WDB by-laws the actions need to be ratified. Kevin Ellis made a motion to ratify the actions with a second from Trace Steed. The actions were ratified.

Summary and Comparison of Proposals for RFP8-20 One Stop Operator

Roberta Lovett referred all to the handout titled “RFP #8-20 One Stop Operator Services” (copy attached and made a part of these minutes). She stated that two (2) proposals were received for RFP #8-20 for One Stop Operator services. Staff performed independent evaluations and the average scores were 87 for Georgia Department of Labor and 79 for In The Door LLC. Amounts requested from each provider were very similar. Chair Ballard opened the floor for questions or discussion. After a brief discussion Chairman Ballard moved to the next agenda item (Selection).

Selection of Provider for RFP 8-20 One Stop Operator

Chair Ballard again asked for any discussion or questions. With no questions, she stated that based upon the evaluation criteria as well as the WDB’s input that she would ask for a motion to award the contract to the Georgia Department of Labor as outlined in the handout. Kevin Ellis made a motion to approve with a second from Frank Bannamon. The motion carried.

PY20 Nominating Committee Recommendations

Chair Ballard asked the members to refer to the handout titled “WDB Officer & Executive Committee Nominations” (copy attached and made a part of these minutes). She stated that she had requested the Executive Committee to provide a slate of nominees for the WDB Officer positions as well as the open positions on the Executive Committee. Chair Ballard asked members to review the nominees as well as asked if there was anyone present who would like to be added.

With no additions, Chair Ballard asked for a motion to approve WDB Officer appointments as listed below. Trace Steed made a motion with a second from Myrtice Edwards. The motion carried.

WDB Officers

- WDB Chair – Keith Bryant
- WDB Vice-Chair – Jennifer Rowland
- Parliamentarian – Melvin Johnson

Chair Ballard then asked for a motion to approve the WDB Executive Committee appointments as listed below. Kevin Ellis made a motion to approve with a second from Myrtice Edwards. The motion carried.

WDB 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 12:00 p.m.

Respectfully Submitted,



Felices King
Workforce Development Board Staff
Southern Georgia Regional Commission