



**SOUTHERN GEORGIA  
WORKFORCE DEVELOPMENT BOARD (WDB) MEETING  
March 24, 2021  
MINUTES**

The Southern Georgia WDB and Youth Committee (YC), met on Wednesday, March 24, 2021, at 11:00 am via Zoom Call.

**WDB Members (X denotes attendance)**

- |  |   |  |
|--|---|--|
| <input checked="" type="checkbox"/> Frank Bannamon | <input checked="" type="checkbox"/> Wally Bell      | <input type="checkbox"/> Keith Bryant                |
| <input checked="" type="checkbox"/> Elton Dixon    | <input checked="" type="checkbox"/> Myrtice Edwards | <input checked="" type="checkbox"/> Kevin Ellis      |
| <input type="checkbox"/> Katrena Felder            | <input checked="" type="checkbox"/> Jennifer Gainey | <input checked="" type="checkbox"/> Jennifer Gillard |
| <input checked="" type="checkbox"/> Jonathan Gray  | <input checked="" type="checkbox"/> Heather Green   | <input checked="" type="checkbox"/> Curtis Griffin   |
| <input checked="" type="checkbox"/> Melvin Johnson | <input checked="" type="checkbox"/> Ben Lott        | <input checked="" type="checkbox"/> Shannon McConico |
| <input checked="" type="checkbox"/> William Palmer | <input checked="" type="checkbox"/> Sean Panizzi    | <input checked="" type="checkbox"/> Lisa Smart       |
| <input type="checkbox"/> Traci Steed               | <input type="checkbox"/> Darlene Tait               | <input type="checkbox"/> Courtney Taylor             |
| <input checked="" type="checkbox"/> Leigh Wallace  | <input checked="" 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 type="checkbox"/> Katrena Felder            | <input type="checkbox"/> Jerry Griffin        | <input checked="" type="checkbox"/> Kelly Peacock  |
| <input 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 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"/> Evi Estep               | <input checked="" type="checkbox"/> Bonnie Howard  |
| <input 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"/> Pam Popham   |  |

**Guests Present**

Cindy Baker	Robin Cone	Brandi Whaley	Charmane Glenn
Tony McKenzie	Monique Moore	Mary Walker	

### **Call to Order and Welcome**

Roberta called the meeting to order and welcomed all in attendance. She stated that Chairman Keith Bryant would not be in attendance; however, Vice Chair Jennifer Gainey would assist in running the meeting.

### **Review of Attendance**

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

### **Recognition of New WDB Members**

Roberta stated that we had two (2) new Workforce Development Board members. She first introduced to the board that Heather Green, President of the Adel-Cook County Chamber of Commerce followed by Lisa Smart, Executive Director of the Berrien County Chamber of Commerce and Development Authority. Vice Chair Jennifer Gainey welcomed both to the WDB.

### **Approval of Minutes of the January 13, 2021 WDB Meeting**

Chair Gainey stated that the minutes of the January 13, 2021 meeting had been sent to all members via email. She asked if there were any changes or questions regarding the meetings. With no questions, Ben Lott made a motion to approve with a second from Kevin Ellis. The motion carried.

### **PY20 Budget and Expenditures Report**

Roberta referred to the handout "Budget & Expenditures Report – Expenditures through January 31, 2021" (copy attached and made a part of these minutes). Roberta reviewed the expenditures by funding stream. She stated that approximately 58.33% of the program year had passed. She highlighted that the expenditures for Dislocated Workers (DW) were behind target; however, any new DW participants were being enrolled under the National Dislocated Worker Emergency Grant (NDWG). Roberta also highlighted lower expenditures for Out-of-School Youth Work Experience (WEX). She stated that COVID had a large impact on our ability to place youth in WEX. Roberta told the WDB that we would still meet our 20% expenditure requirement for the program year.

Roberta discussed the remaining funds in the Sector Strategy grant. She stated that those funds are set to expire on June 30<sup>th</sup> and approximately \$130,000 would be returned to OWD. As with WEX, COVID had an adverse effect on this spending. Roberta stated that concluded her report on expenditures.

Vice Chair Gaines opened the floor for discussion. With no discussion, she asked for a motion to approve the Budget and Expenditures report. Frank Bannamon made a motion with a second from Shannon McConico. The motion carried.

### **Performance Update PY20 Q2**

Bonnie Howard referred to the handout "PY20 2<sup>nd</sup> Quarter Performance" (copy attached and made a part of these minutes). Bonnie stated that we were meeting all of our Adult measures. She further stated that for DW we were "not meeting" the credential attainment rate and for Youth we were not meeting the Skills Gain. Roberta added that the exit cohort for the DW's were very low which contributes to the area not meeting the credential attainment rate. She also stated that the Skills Gain measure was new for this program year and that as the providers received transcripts from Fall semester she anticipated that number increasing.

Bonnie asked if there were any questions. With no questions. Vice Chair Gainey asked for a motion to approve the performance report. Kevin Ellis made a motion to approve with a second from Myrtice Edwards. The motion carried.

### **Region 11 Sector Strategy Update**

Amy Jones was not present on the call so Roberta shared an update. She started out by informing the WDB that Amy has given her notice and would be resigning in June or July. She will be relocating to Athens, GA. Amy has assured Roberta she will work with her replacement to get them up to speed. The current funding for the Sector Strategy program ends in June of this year. Roberta has been talking with OWD on the potential for additional funding for PY21. OWD will advise on available funding over the next few months.

### **Workforce Development- Other Business – National Dislocated Worker Grant**

Roberta provided an update to the WDB on the status of the NDWG grants that the local area received. She reviewed the worksite requirements for temporary employment and asked WDB members to spread the word in their communities.

### **Partner Update/Other Business**

Vice Chair Gaines opened the floor for discussion or updates from partner agencies. Mary Walker, Program Supervisor for E.T.C. Schools, Inc. reminded the WDB that they have moved to a new location in Waycross and Valdosta. Brandy Whaley, Regional Program Manager for Eckerd Connects Paxen also shared information on the new office location in Valdosta. Roberta stated that ETC and Eckerd staff were at the same location in Valdosta. Address and contact information have been updated on the SGRC website. Mayor James from the City of Waycross shared information regarding the COVID vaccination site of the mall in Waycross.

### **Adjourn**

Vice Chair Gainey reminded everyone that our next meeting was scheduled for May 19, 2021. She adjourned the meeting at approximately 11:20 a.m.

Respectfully Submitted,



Felices King  
Workforce Development Board Staff  
Southern Georgia Regional Commission