

**SOUTHERN GEORGIA
WORKFORCE DEVELOPMENT BOARD (WDB) MEETING
March 23, 2022**

MINUTES

The Southern Georgia WDB and Youth Committee (YC), met on Wednesday, March 23, 2022, at 11:00 am via Zoom Call.

WDB Members (X denotes attendance)

- | | | |
|--|--|---|
| <input checked="" type="checkbox"/> Frank Bannamon | <input checked="" type="checkbox"/> Keith Bryant | <input type="checkbox"/> Sandra Cole |
| <input type="checkbox"/> Melissa Dark | <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"/> Sarah Gove | <input type="checkbox"/> Jonathan Gray |
| <input checked="" type="checkbox"/> Curtis Griffin | <input checked="" type="checkbox"/> Melvin Johnson | <input checked="" type="checkbox"/> Merrill Wilcox |
| <input checked="" type="checkbox"/> Shannon McConico | <input checked="" type="checkbox"/> William Palmer | <input type="checkbox"/> Sean Panizzi |
| <input type="checkbox"/> Lisa Smart | <input type="checkbox"/> Darlene Tait | <input checked="" 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 checked="" 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 |

Local Chief Elected Officials (X denotes attendance)

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> Mayor Henry Baker | <input type="checkbox"/> Chairman Neal Bennett | <input type="checkbox"/> Chairman Scott Carver |
| <input type="checkbox"/> Chairman James Everett | <input type="checkbox"/> Chairman Harris Skipper | <input type="checkbox"/> Mayor Michael-Angelo James |
| <input type="checkbox"/> Mayor Robert Johnson | <input type="checkbox"/> Chairman Alex Lee | <input type="checkbox"/> Mayor Scott Matheson |
| <input type="checkbox"/> Mayor Kaye Riley | <input type="checkbox"/> Mayor Julie Smith | <input checked="" type="checkbox"/> Chairman Steve Taylor |

Staff Members (X denotes attendance)

- | | | |
|--|--|--|
| <input checked="" type="checkbox"/> Cathy Daniels | <input checked="" type="checkbox"/> Evi Estep | <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"/> Pam Popham | |

Guests Present

Tony McKenzie	Mary Walker	Kenneth Armstrong	Charmane Glenn
Adrianne Miller	Carley Huguley	Shameca Robinson	

Call to Order and Welcome

Chairman Keith Bryant called the meeting to order and welcomed all in attendance

Review of Attendance

Felices King conducted roll call. After roll call was completed Roberta stated that a quorum of the WDB was present.

Approval of Minutes of the January 12, 2022 WDB Meeting

Chairman Bryant stated that the minutes of the January 12, 2022 meeting were sent via email to all members (copy attached and made a part of these minutes). Chairman Bryant asked if there were any questions or corrections to the minutes. With no questions or corrections, he requested a motion to approve the minutes as presented. Kevin Ellis made a motion to approve with a second from Shannon McConico. The motion carried.

PY21 Financial Budget and Expenditures Report

Roberta directed everyone to the "PY21 Budget and Expenditure Report" handout (copy attached and made a part of these minutes). Roberta stated that the report shows expenditures through January 2022. She went over each line item briefly. Roberta stated that the National Dislocated Worker Grant (NDWG) extension was approved until March 2023. Chairman Bryant opened to the floor for questions or discussion. With no questions, he requested a motion to approve the report. Courtney Taylor made a motion with a second from Jennifer Gillard. The motion carried.

Performance Update PY21 Q2

Bonnie referred the members to the handout "PY21 Q2 Performance Report" (copy attached and made a part of these minutes). Bonnie reviewed each performance indicator by funding stream. Bonnie reviewed each performance indicator by funding stream. Bonnie stated that we were not meeting the following performance measures through Q2:

<u>Funding Stream</u>	<u>Performance Measure</u>
Adult	Measurable Skills Gain
DW	Employment Retention
DW	Quarterly Median Earnings
Youth	Entered Employment
Youth	Employment Retention
Youth	Credential Attainment
Youth	Measurable Skills Gain

Roberta stated that performance reports had been sent to providers and staff would be reaching out to them to review the performance issues.

At the conclusion of her report, Chairman Bryant opened to the floor for questions or discussion. With no questions, he requested a motion to approve the report. Shannon McConico made a motion with a second from Curtis Griffin. The motion carried.

One Stop Certification Criteria

Roberta focused the board's attention to the handout "One Stop Certification" (copies attached and made a part of these minutes). Roberta explained that the state must update One Stop Certification Criteria every two years. She explained that she revised the One Stop Certification policy to reflect the changes made by the state. Roberta reviewed the updated policy with the WDB. At the conclusion of her report, Chairman Bryant asked if there were any questions. With no questions, Chairman Bryant called for a

motion to approve the report. Frank Bannamon made a motion with a second from Jennifer Gillard. The motion carried.

ETPL Request – Goodwill Industries

Roberta reported that Goodwill Industries of Southern Rivers has requested for a six- week Certified Nurse Assistance (CNA) program be included on the Eligible Training Provider List (ETPL). She stated that the CNA performance and pricing are comparable to those offered by other technical institutions.

Chairman Bryant inquired if this is a new program or an existing program. Roberta stated that Goodwill has the CNA program in other areas. Chairman Bryant asked if there were any other questions. With no questions, Chairman Bryant called for a motion to approve the ETPL Request. Kevin Ellis made a motion with a second from Bill Palmer. The motion carried.

Request for Proposals for PY22

Roberta referred the WDB to the handout “Request for Proposal Schedule of Events” (copy attached and made a part of these minutes). Roberta stated that every three (3) years we have to procure services for Individual Training Accounts (ITA) and GED services. She gave a brief overview of the RFP schedule. Roberta stated that additional information about the RFP will be made available at the next Workforce Development Board meeting. Chairman Bryant asked if there were any questions. With no questions, Chairman Bryant called for a motion to approve the Request for Proposals for PY22. Jennifer Gainey made a motion with a second from Elton Dixon. The motion carried.

Business Services/Sector Partnership Update

Amy Jones provided a brief update to the WDB on the Sector Strategy and On-the-Job Training programs. Amy discussed the 2nd Annual Sector Partnership Healthcare Summit, which was a team collaboration with WorkSource Southwest Georgia (Region 17). Amy stated that the summit was a great success with over 175 registered attendees. TCSG, OWD was onsite to film the summit and Amy provided a link to WorkSource Southern Georgia Youtube page where members could view the entire event. Roberta asked Chairman Bryant if he attended and he responded yes and felt that it was a well planned an executed meeting.

Amy stated that there are opportunities for OJT and Work Experience available and urged member to contact her if they are interested.

Adjourn

Prior to adjournment, Keith stated that our next meeting scheduled for Wednesday, May 18, 2022 would be an in-person. Roberta urged all members to please attend. Chairman Bryant adjourned the meeting at approximately 11:52 a.m.

Respectfully Submitted,



Felices King
Workforce Development Board Staff
Southern Georgia Regional Commission