

**SOUTHERN GEORGIA
WORKFORCE DEVELOPMENT BOARD (WDB) MEETING
January 12, 2022**

MINUTES

The Southern Georgia WDB and Youth Committee (YC), met on Wednesday, January 12, 2022, at 11:00 am via Zoom Call.

WDB Members (X denotes attendance)

- | | | |
|--|--|---|
| <input type="checkbox"/> Frank Bannamon | <input type="checkbox"/> Keith Bryant | <input checked="" 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 checked="" type="checkbox"/> Katrena Felder | <input checked="" type="checkbox"/> Jennifer Gainey |
| <input checked="" type="checkbox"/> Jennifer Gillard | <input checked="" type="checkbox"/> Sarah Gove | <input checked="" type="checkbox"/> Jonathan Gray |
| <input type="checkbox"/> Curtis Griffin | <input checked="" type="checkbox"/> Melvin Johnson | <input checked="" type="checkbox"/> Merrill Wilcox |
| <input 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 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 |

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 checked="" 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 |

Staff Members (X denotes attendance)

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

April McDuffie Tony McKenzie Mary Walker

Call to Order and Welcome

Vice Chairman Gainey called the meeting to order and welcomed all in attendance

Review of Attendance

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

Approval of Minutes of the October 20,2021 WDB Meeting

Vice-Chair Gainey stated that the minutes of the October 20, 2021 meeting were sent via email to all members (copy attached and made a part of these minutes). Vice Chair Gainey asked if there were any questions or corrections to the minutes. With no questions or corrections, she requested a motion to approve the minutes as presented. Jonathan Gray made a motion to approve with a second from Kevin Ellis. 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 November 2021. She went over each line item briefly. Roberta stated that the National Dislocated Worker Grant (NDWG) is set to expire on March 31, 2022; however, TCSG, OWD has requested an extension. We are waiting to be notified if the extension is approved. Vice Chair Gainey opened to the floor for questions or discussion. With no questions, she requested a motion to approve the report. Ketrena Felder made a motion with a second from Jonathan Gray. The motion carried.

Policy Updates – WDB By-Laws

Roberta referred the members to the handout "Southern Georgia Workforce Development Board Bylaws" (copy attached and made a part of these minutes).

Roberta stated that a copy of the bylaws was sent out to all WDB members at least 30 days in advance of the meeting (as per the by-laws). Roberta explained that there were two (2) changes to the by-laws:

- (1) During OWD's annual monitoring it was brought to her attention that it would be better to state that the WDB must have a minimum of nineteen (19) members as opposed to the specific number of twenty-five (25).
- (2) Increasing board member replacement from sixty (60) to ninety (90) days after resignation or removal. This change will align with the state's policy.

Vice Chair Gainey inquired if those were the only changes identified during the annual monitoring. Roberta stated that yes, those were the only changes. With no discussion, Vice

Chair Gainey asked for a motion to approve the bylaws. Kevin Ellis made a motion with a second from Courtney Taylor. The motion carried.

PY21 Performance Report

Bonnie Howard focused the board's attention to the handout "PY21 Performance Report" (copies attached and made a part of these minutes). Bonnie reviewed each performance indicator by funding stream. She explained that the performance data was only through the first quarter of 2021 (July – September). Bonnie stated that we were not meeting performance requirements for the Skill Gains measure for any of the three funding streams. She stated that as that number should approve after the conclusion of the Fall semester. Bonnie also stated that we were below our targeted goals for Employment Retention for both Dislocated Workers and Youth. Bonnie concluded her report. Vice Chair Gainey asked if there were any questions. With no questions, Vice Chair Gainey called for a motion to

approve the report. Elton Dixon made a motion with a second from Courtney Taylor. The motion carried.

ITA Training Policy Exception

Bonnie Howard presented an ITA exception to the WDB for approval. She requested \$178.26 for Amber Boyd, a Wiregrass Technical College participant, to help her finish the nursing program. Vice Chair Gainey asked for a motion to approve the exception. Kevin Ellis made a motion with a second from Jonathan Gray. The motion carried.

Vice Chair Gainey asked if the funds that the participant obtained paid for the full training or just a percentage of the training. Roberta answered the question by explaining that \$6,000 is not spent on all participants because the majority get Hope, Pell, or some kind of financial assistance. However, this participant either exhausted all of her Hope and/or Pell or did not qualify.

ITA ETPL Applications

Roberta referred the WDB to the handout "ETPL Requests" (copy attached and made a part of these minutes). She reminded the board of the process for getting programs added to the Eligible Training Providers List (ETPL). Roberta stated that the Coastal Pines Technical College has submitted requests for the listed programs to be added. All programs are in-demand for our area. Roberta asked the board for approval to add the programs.

Vice Chair Gainey opened the floor for discussion. Jonathan Gray asked if the programs listed would qualify On-the-Job-Training (OJT). Roberta explained that OJT programs are not required to be added to ETPL. After discussion, Jonathan Gray made a motion with a second from Kevin Ellis. The motion carried.

Business Services Update

Amy Jones provided a brief update to the WDB on the Sector Strategy and On-the-Job Training programs. Amy discussed the upcoming Sector Strategy Healthcare Summit and urged the WDB members to attend. She stated that an email with the link to register would be sent out after the meeting. Amy also stated she would provide a link to the healthcare webinar series that she was unable to access during the last WDB meeting.

Enay Coaching Presentation

Amy introduced our guest speaker, Elton Dixon, WDB member and owner of Enay Coaching. She shared that both Elton and his wife Adrienne have a passion for assisting youth, especially those in foster care.

Elton Dixon shared an overview of the programs that Enay Coaching provides to youth in the area. He focused on the services they provide to children in foster care. Elton shared with the board the overwhelming number of children currently in and out of foster care in Georgia. He also spoke about those who age out of the foster care system. During his presentation he spoke of the importance of identifying and providing secondary and post-secondary opportunities for foster youth. Roberta thanked Elton for the presentation and stated that she would like to focus on ways that WIOA and Enay can partner to assist this population. A link to the Enay website will be sent to all members after the meeting.

Adjourn

Vice Chairman Gainey reminded everyone that the next meeting was scheduled for Wednesday, March 23, 2022. Vice Chair Gainey adjourned the meeting at approximately 11:52 a.m.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read 'Felices King', with a stylized, flowing script.

Felices King
Workforce Development Board Staff
Southern Georgia Regional Commission