



**SOUTHERN GEORGIA
WORKFORCE DEVELOPMENT BOARD (WDB) MEETING
June 16, 2021**

MINUTES

The Southern Georgia WDB and Youth Committee (YC), met on Wednesday, June 16, 2021, at 11:00 am via Zoom Call.

WDB Members (X denotes attendance)

- | | | |
|--|--|---|
| <input checked="" type="checkbox"/> Frank Bannamon | <input type="checkbox"/> Wally Bell | <input checked="" type="checkbox"/> Keith Bryant |
| <input checked="" type="checkbox"/> Melissa Dark | <input checked="" type="checkbox"/> Elton Dixon | <input checked="" type="checkbox"/> Myrtice Edwards |
| <input 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"/> Jonathan Gray | <input checked="" type="checkbox"/> Heather Green |
| <input type="checkbox"/> Curtis Griffin | <input checked="" type="checkbox"/> Melvin Johnson | <input type="checkbox"/> Merrill Wilcox |
| <input type="checkbox"/> Ben Lot | <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 checked="" 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 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 type="checkbox"/> Mayor Henry Baker | <input type="checkbox"/> Chairman Scott Carver | <input type="checkbox"/> Chairman Nick Denham |
| <input type="checkbox"/> Mayor Nancy Dennard | <input checked="" type="checkbox"/> Chairman James Everett | <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 Alex Lee | <input type="checkbox"/> Mayor Scott Matheson | <input type="checkbox"/> Chairman Jimmy Parker |
| <input checked="" type="checkbox"/> Chairman Oscar Paulk | <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 | |

Staff Members (X denotes attendance)

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

| | | |
|---------------|----------------|---------------|
| Brandi Whaley | Charmane Glenn | Catina Dudley |
| Shameca Robin | Monique Moore | |

Call to Order and Welcome

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

Review of Attendance

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

Approval of Minutes of the May 13, 2021 WDB Meeting

Chairman Bryant stated that the minutes of the May 13, 2021 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 or corrections, Chair Bryant asked for a motion to approve the minutes as presented. Melvin Johnson made a motion to approve with a second from Bill Palmer. The motion carried.

PY20 Budget and Expenditures Report

Roberta referred to the handout "Budget & Expenditures Report as of April 2021" (copy attached and made a part of these minutes). Roberta reviewed the expenditures by funding stream. She explained that the COVID-19 Pandemic had a significant impact on the expenditures rates for PY20. Roberta shared that she did not anticipate having to return any Adult, DW or Youth funding to the State. She explained that approximately \$133,000 of the Sector Strategy grant would be returned to the State so that it could be reallocated to another area. At the conclusion of the review, Chair Bryant opened the floor for discussion. With no discussion, he asked for a motion to approve the Budget and Expenditures report. Jennifer Gainey made a motion with a second from Jennifer Gillard. The motion carried.

PY21 Proposed Budget

Roberta referred all to the handout "Proposed PY21/FY22 Budget" (copy attached and made a part of these minutes). Roberta reminded the membership that Adult and Youth funding had been cut by approximately 10% and Dislocated Worker by 18.5%. Roberta reviewed the proposed budget by funding stream and provider. She asked if members had any questions regarding the proposed budget. After a brief discussion, Chair Bryant called for a motion to approve the PY21 Proposed Budget. Courtney Taylor made a motion to approve with a second from Bill Palmer. The motion carried.

Transfer Requests PY21

Roberta discussed with the WDB the transfer of Dislocated Worker funding to the Adult funding stream. She asked that the WDB grant approval for her to transfer 100% of the DW funding to the Adult funding stream. Jennifer Gainey made a motion to approve the transfer with a second from Shannon McConico. The motion carried.

PY21 Partner Memorandum of Understanding and Infrastructure Funding Agreement

Roberta referred the WDB to the handouts "Attachments A-L" (copy attached and made a part of these minutes). Roberta stated that the attachments were the updated Infrastructure Funding Agreement (IFA) documents that were updated each year as part of the three (3) year Memorandum of Understanding (MOU). She stated the Georgia Department of Labor had sent her updated infrastructure costs and she had completed the revised funding agreement. Roberta stated that after the WDB approval she would sent out to all the partner agencies for signatures/approval. Chair Bryant asked if the members had any questions. With no questions, Chairman Bryant asked for a motion to approve the revised IFA. Myrtice Edward made a motion to approve with a second from Sean Panizzi. The motion carried.

PY21 Executive Committee Nominations

Chairman Bryant referred members to the "Executive Committee Nominations" handout, (copy attached and made a part of these minutes). He reminded members that these nominations were presented at the last meeting and at that time any other members who were interested in serving were asked to email Roberta. Roberta stated that no new nominations were received. Chair Bryant asked the membership if there were any nominations from the floor. With no nominations, Chair Bryant presented the Executive Committee nominations for approval to the WDB. Jennifer Gainey made a motion to approve with a second from Sean Panizzi. The motion carried.

PY21 Meeting Schedule

Chair Bryant referred the board to the "Program Year 2021 Meeting Schedule" (copy attached and made a part of the minutes). He stated that this schedule was presented to all members at the last meeting. Chair Bryant asked for a motion to approve the PY2021 WDB meeting schedule as presented. Jonathan Gray moved to approve the motion with a second from Courtney Taylor. The motion carried.

PY21 Monitoring Schedule

Bonnie Howard directed the board's attention to the "'PY21 Monitoring Schedule" (copy attached and made a part of these minutes). Bonnie explained that each year she presents a tentative monitoring schedule to the WDB for approval. Chair Bryant opened the floor for discussion or questions regarding the monitoring schedule. Member Elton Dixon inquired if there was a resource available to members that would provide an in-depth overview of each of the programs. Roberta stated that there were presentations and other handouts that could provide that detail. Roberta stated that she would gather those items and send out to members in early July. With no further questions, Chair Bryant asked for a motion to approve the PY21 Monitoring Schedule. Darlene Tait made a motion to approve with a second from Jennifer Gillard. The motion carried.

Adjourn

Roberta reminded everyone that the next meeting was scheduled for Wednesday, August 18, 2021. She stated that the next meeting would most likely be held in-person. Chair Bryant adjourned the meeting at approximately 11:46 a.m.

Respectfully Submitted,



Felices King
Workforce Development Board Staff
Southern Georgia Regional Commission