

**Workforce Development Board (WDB) Executive Committee Meeting**

**Tuesday, September 22, 2020 at 2:00 P.m.**

Meeting held Via Teleconference Call due to COVID 19

Call in Phone: 1-571-317-3122, Access Code: 368-947-221

**--MINUTES--**

**Members Present**

Janet Teele,  
Gerald Beckum  
Norman Graves  
Rhonda Holbrook  
Willie Patrick

**Members Absent**

Shonda Blair

**Staff Present**

Janice West  
Tenisha Tookes  
Jim Livingston  
Sarah Walls

The Middle Flint Workforce Development Board (WDB) Executive Committee met on Tuesday, September 22, 2020 at 2:00 p.m. via virtual teleconference call due to COVID 19.

A member roll call for the Minutes was conducted by Janice West (Workforce Director).

Janet Teele called the meeting to order and welcomed everyone to the meeting. Quorum for meeting was declared.

**Board Action Item #1 – Approval of Minutes**

Janet Teele, WDB Chairperson stated that the Minutes from the June 3, 2020 meeting was sent out to members prior to the meeting for review. Janet Teele asked if there were any additions, corrections or amendments that needed to be made to the Minutes. Minutes reflect there were none. Janet Teele requested a motion to approve the Minutes as present. Motion was made by Gerald Beckum and seconded by Norman Graves. Vote was taken and passed unanimously.

Janet Teele stated the next item on the agenda was the WIOA Activity Report. Tenisha Tookes gave an overview of the Activity Report. Tenisha stated that it is early in the program year and therefore there are not a lot of performance outcomes to report at this time. Enrollments for period from 07/01/2020/ thru 09/22/20 totaled 139. A number of these enrollments were carry-over participants from the previous program year. These individuals will complete their WIOA training during the current PY 20. No participant(s) has exited training at this time and time and no credentials have been achieved for the 1<sup>st</sup> quarter of PY 20. There are no average wages to report currently. Janet Teele thanked Tenisha for the overview on WIOA Activities.

**Board Action Item #2 - WIOA Regional Plan 2020 – 2024**

Janet Teele stated that a copy of the WIOA Regional Plan was sent out to members to review prior to the meeting. Janice West reported that the WIOA Regional Plan was developed with the two

local Workforce Areas of the Middle Flint Area 15 & Lower Chattahoochee Area 14 Columbus area counties) a “Regional Plan”. Janice West stated that WIOA Plans are developed every four (4) years with an update completed at end of the second year. Janice West gave a brief overview of the WIOA Regional Plan to members. Janice West stated the WIOA Regional Plan would be posted on both local area’s websites for a 30-day public comment period once approved by the two Workforce Development Boards. WIOA Regional Plan would be submitted to the State Technical College Office of Workforce Development for review and approval. Janet Teele ask if anyone had any comments or questions regarding the WIOA Regional Plan.

Janet Teele commended the WIOA staff for their hard work in developing the local and Regional Plans. This was a large task that staff had to completed along with their normal work duties. The Board appreciates your work and diligence in the development of the WIOA Plans and all the other work duties.

Janet Teele stated the next item on the Agenda is the COVID-19 Impact on services. Janice West reported that all the WIOA Service Providers offices are open and operational for services. Safety precautions have been implemented such as use of personal safety items (masks, hand soap / sanitizing solutions, daily cleaning and sanitizing facility space, checking individuals’ temperatures, social distancing, offering training in online, appointment scheduling, etc.) Our enrollment numbers will be impacted during PY 2020 as the COVID cases continue. Our goal is to keep staff and individuals safe while continuing WIOA services.

Janet Teele stated that staff previously applied for National Emergency Grant (NEG) funding to assist with COVID 19. Janice West reported the Middle Flint area was awarded with NEG COVID grant funds, but the NEG funds was later rescinded by the State TCSG Office of Workforce Development. The State office rescinded NEG COVID funds to multiple local WIOA Areas to allocate the NEG funds to the Georgia Department of Labor (GDOL). The State Office hopes to award the NEG funds back to the local areas where funds were rescinded in the second State allocation of NEG funds. Janice West reported that at this time Middle Flint does not have any NEG COVID funds.

Janet Teele ask if there was any other business that needs to come before the Board. With no other business, Janet Teele thanked everyone for attending the teleconference meeting and adjourned the meeting.

