

Middle Flint WIOA Area 15
Workforce Development Board (WDB) Meeting
Thursday, September 26, 2019
South Georgia Technical College – Pope Center
12:30 p.m.

--MINUTES--

Members Present

Janet Teele
Shonda Blair
Gerald Beckum
Willie Patrick
Glenn Morgan
John Watford
Amy Varnum
Norman Graves
Jayson Griffin
Grady Burrell
Buddy Guth
Charles Graddick
Jennifer Morton
Mathis Wright
Saleemah Sabree
Rhonda Holbrook

Members Absent

Barbara Mitchell
Becky Fitzgibbons

Staff Present

Janice West
Tenisha Tookes

Other Present

Jimmy Davis
Jamie Jordan

The Middle Flint Workforce Development Board (WDB) met on Thursday, September 26, 2019 at South Georgia Technical College Pope Center.

Janet Teele (Workforce Development Chairperson) welcomed everyone and called the meeting to order. A quorum was declared for the meeting.

Janet Teele stated that the Minutes from the June 6th, 2019 meeting were sent out to members prior to the meeting. Chairperson asked if there were any additions, corrections, or amendments that needed to be made to the Minutes. There were none. Janet Teele requested a motion to approve the Minutes as presented. Motion to approve Minutes was made by Jayson Griffin and seconded by Shonda Blair. A vote was taken and passed unanimously.

Janice West stated that Region 8, which is made up of WIOA Area 14- Lower Chattahoochee and WIOA Area 15- Middle Flint recently submitted a grant application and was awarded a Sector Partnership grant for PY 2019 in the amount of \$254,500.00. The grant will be for a 2 year period. The grant will be used to align education with industry to create more seamless pathways. Janice stated the Region will focus on two (2) sector partnerships areas of Healthcare and Financial. Janice West introduced the guest speaker Jamie Jordan from the State TCSG Workforce Division. Jamie Jordan has worked extensively with the State Sector Partnership initiatives.

Jamie Jordan presented a PowerPoint presentation on Sector Partnerships on how funds from the grant could be utilized in the region. Jamie talked in depth about how money would be used for career pathways with helping to align youth towards careers in the Healthcare and Financial Technology sectors. College and Career Academies, CTAE, employer engagement, and education would be great resources for use in

developing the career pathways. Jamie offered his assistance to the region as they move forward with the Sector Partnership grant.

Janice West gave a Financial Report on Expenditures. As of September 23, 2019, WIOA has spent \$125,777 and percent expended is 13%. Janice stated available balance is \$862,158.00. Janice stated expenditures are within normal range as it only represents two months (July & August) invoices. Janice reported that as services increased during the year that expenditure levels would follow. Our goal is for our WIOA Contractors to fully expend their contract budgets by June 30, 2020.

Janice West stated that each year local WIOA areas negotiate with the State TCSG WIOA office for the planned annual performance measures. The enclosed performance report for 4th Quarter list the negotiated LWDB Plan and the actual performance achieved for each measure. The report shows the area exceeded all nine (9) measures for the 4th quarter. Our local WIOA performance has done very well for PY 2018. PY 2019 1st Quarter performance reports will be available in late November or December 2019.

Tenisha Tookes gave the Program Activity report for July 1, 2019 thru September 23, 2019 which summarized that 112 participants were enrolled in various WIOA services with five (5) participants earning a credential. Currently at this time no participants have exited, therefore average hourly wages have not been calculated at this time. Janice West stated that the report did include eighty-five (85) carry-over participants from PY 2018 that will complete their training in PY 2019.

Janet Teele stated the next item on the Agenda was the One Stop Criteria Certification. Janet stated that the One Stop Certification Criteria document was sent out to WDB members to review prior to the meeting. Janice West gave an overview of the One Stop Certification Criteria stating that the document was developed by the State TCSG WIOA office in PY 2017 and was approved for use for the two year time period (PY 2017 & 2018). The State TCSG WIOA office has approved the One Stop Certification Criteria document for PY 2019. Local areas Workforce Development Board (WDB) must approve the document for PY 2019. Janet Teele stated a vote by WDB members is required to approve the One Stop Certification Criteria as presented. Janet Teele opened the floor for any discussion, questions, or concerns regarding the One Stop Certification Criteria document. There were no comments or questions by members. Janet Teele requested a motion to approve the One Stop Certification Criteria document as presented. Norman Graves made a motion to approve the One Stop Certification. Motion was seconded by Rhonda Holbrook. A vote was taken and passed unanimously.

Janice West reported on the PY 2018 State Monitoring. Janice stated that OWD staff was present in the RVRC office August 26 – 28th, 2019. At the conclusion of the monitoring, one (1) finding was specified. The finding was that the LWDB had not approved the One Stop Certification Criteria. Janice West stated that as the WDB has now approved the One Stop Certification Criteria that a copy of the meeting Minutes showing item was approved would resolve the monitoring finding. Janice reported that the overall monitoring for PY 2018 went well.

Janet Teele stated the next item on the Agenda was the proposed ITA Policy update. Janet Teele stated that a copy of the proposed ITA revision was sent out to WDB members to review prior to the meeting. The WDB members will be required to vote on the proposed ITA Policy. Janice West gave a summary of the proposed ITA Policy update stating that the \$5,000 training cap was approved 12 years ago and due to the price increases with training expenses cost that the staff recommendation was to increase the ITA training cap from \$5,000 to \$6,000 effective September 30, 2019. This is the only change to the ITA policy that is being recommended at this time. Janet Teele stated that WDB members would be required to vote to

increase the ITA Training cap from \$5,000 to \$6,000. Janet Teele asks if anyone had any questions or comments on the proposed ITA policy change. Minutes reflect no questions or comments were made by WDB members.

Janet Teele requested a motion to increase the ITA Training cap from \$5,000 to \$6,000. A motion was made by Willie Patrick and seconded by Jennifer Morton. A vote was taken and passed unanimously.

Janet Teele asks if any other business needed to come before the Board at this time. Janice West stated in the meeting packet was a flyer from the Georgia Department of Labor (GDOL) who would be hosting Employers in the Know Regional Summits again this year. Our Region 8 summit will be held on November 6, 2019 at the South Georgia Technical College (Cordele Campus) from 9:00 a.m. – 3:30 p.m. Registration is required if you are interested in attending the summit.

With no further business for the Board, the meeting was adjourned.

Complied By: Tenisha Tookes