

Middle Flint WIOA Area 15
Workforce Development Board (WDB) Meeting
Thursday, September 27, 2018
South Georgia Technical College (Pope Center- Weyerhaeuser Room)
11:30 a.m.

-- Minutes --

Members Present

Janet Teele
Becky Fitzgibbons
Charles Graddick
Barbara Mitchell
Buddy Guth
Jennifer Morton
Gerald Beckum
Jayson Griffin
Amanda Haynie
Norman Graves
Saleemah Sabree
Dr. John Watford
Grady Burrell

Members Absent

Rhonda Holbrook
Mathis Wright Jr.
Glenn Morgan
John Greene
Willie Patrick

Staff Present

Janice West
Tenisha Tookes
Patti Cullen

Others Present

Victoria Herron
Sue Ann Bird
Sandhya Muljibhai
Jason Wisham

CLEO Present

Randy Howard

The Middle Flint Workforce Development Board (WDB) met on Thursday, September 27, 2018 at the South Georgia Technical College- Weyerhaeuser Room in Americus, Georgia.

Janet Teele, WDB Chairperson, welcomed all and called the meeting to order. A quorum for meeting was declared.

Janice West introduced Sandhya Muljibhai, South Georgia Technical College WIOA Coordinator. Sandhya introduced two Instructors from South Georgia Technical College staff, both of them benefitted from WIOA or WIA services during their time in training at South Georgia Technical College. Victoria Herron, Aircraft Structural Instructor stated she came to SGTC in the late 1990's. Ms. Herron enrolled in the Aviation Maintenance program and just feel in love with being able to work on airplanes. Victoria Herron stated that WIOA or WIA at the time, helped to purchase her tools, which were required to move into the second semester or quarter and the tools costed about \$2000. Ms. Herron stated that she did not have the funds available to purchase the required tool sets and WIA purchased those tools for me. WIA helped me get to being an Instructor here today. WIA also helped pay for my license testing fees. And they are still doing that today for many of my students. I am very appreciative of what you did for me and what you are doing for my students today," added Victoria.

Jason Wisham, SGTC, Aircraft Maintenance Instructor, talked to the Board about how WIOA helped him after he lost his job. "WIOA gave me the opportunity to be able to come back to college and pursue my passion. It is not too often that someone gets the opportunity to work at their hobby, but that is what I do every day." Jason after a previous job DOAS Surplus closed, Jason found himself without a job and on unemployment. He decided to go back to school and follow his passion. Jason stated WIOA helped him with tools, books, and funds to drive back and forth to school. That made a big difference to him. Jason was given the opportunity to come back and teach at SGTC, his alma mater. Both Victoria and Jason thanked the WIOA Board for their part in their individual success and also thanked them for the help they are still providing today to many of their students. Sandhya stated "Minnie and I are blessed to have assisted so many wonderful students. These two Instructors are perfect examples of how this program makes a

difference in so many people's lives." Janice West, WIOA Program Director thanked Sandhya, Victoria, Jason and Sue Ann Bird for attending the meeting and sharing how WIOA has helped them and is still helping students today at SGTC.

Janet Teele, was able to request a motion to approve of the Minutes from the previous Board meeting. Motion was made by Willie Patrick and second by Becky Fitzgibbons. Board voted unanimously to approve the Minutes as presented.

Janice West stated discussed PY 18- Youth Budget Modification requested by Eckerd Connects to increase staff expenses for a remediation instructor and to increase staff hours to a 40 hour work week. Eckerd connects initially decreased staff weekly hours to 37.5 and eliminated a staff position based on the preliminary budget estimates. Janice West reported that based on grant awards and unspent funds for PY 17, funds were available to increase staff hours and hire remediation instructor. Janice West stated an additional \$36,632.00 was need to support the youth services for PY 18. Janet Teele requested a motion to increase the PY 18 Youth budget by \$36,632.00 to support the youth services contract. Motion was made by Norman Graves and second by Grady Burrell. Votes were taken and passed unanimously.

Janice reported on Financial Reports. Janice explained that report was based on August 2018, because invoices are a month behind. Janice stated that budgeted amounts and expenditures levels varied based on Providers enrolling new individuals and services being provided. Janice stated that Providers are listed on report with their budgeted amounts and expended as of 8/31/2018. Janice summarized the percent's SGTC Adult and Dislocated Worker was at 9%, Janice mentioned that SGTC Fall 2018 Semester stated in Augusta and SGTC is still enrolling individuals. Eckerd Connects/ Paxen Adult GED Plus is 17%, Adult OJT 13%, Youth GED 23% and Youth OJT 2%, GDOL- One Stop Operator Adult and Dislocated Worker 4%. Janice mentioned with the One Stop Operator is mainly staffing cost and some indirect cost. Janice stated that the One Stop is not tied to participant's enrollment like other services. These expenses are for operator staffing costs. Janice stated by September (end of the 1st Quarter), WIOA Contractors should be at an expenditure levels of around 25%. Janice state that hopefully by the time we receive the September invoices and Providers have had a chance to enroll more participants the expended percent's will be higher.

Janice reported on PY 17 Training Costs. Janice explained to the Board that guest speakers spoke about how WIA/WIOA assisted with their training needs with items such as books, tools, testing and supportive services for assistance with travel expenses to attend training. Janice stated that last program year our local office spent \$617,510.66 in adults funding, which served 189, that was \$3,267.25 per participant. Dislocated Worker training cost \$50,001.46, served 4 participants, that was \$12,500.37 per participant. Youth Services \$428,705.82, 138 youths were served, that was \$3,106.56 per participant. All together \$1,096,217.94 dollars went back into our 8 counties and 331 participants were served.

Janice reported on PY- 17 4th Quarter Performance Report. State Negotiations are done to set measures for each program year. Janice explained that Performance Outcomes and how Performance measures are set. The State sets the performance for Local areas based on what performance levels the state is required to meet from the Feds. Janice state that PY 17 our area exceeded all of the measure set by the State. Employment Q2 Adult our local area achieved 111.8%, Employment Q4 Adult our local area achieved 137.8%, Credential Adult our local area achieved 129.9%, Skills Gains Adult is Infinity because this is a new measure and there was no Performance Goal set for this measure, Employment Q2 Dislocated Worker our local area achieved 102.9%. Employment Q4 our local area achieved 125.0%, Credentials Dislocated Worker our area achieved 120.5%, Skills Gains for Dislocated Worker shows infinity because the state did not set a performance outcome for this measure. Employment Q2 Youth, our area achieved 118.7%, Employment Q4 our area achieved 155.3%, Youth Credentials our area achieved 135.6% and Skills Gains Youth shows infinity because this is a new measure and there is no performance goal set for this measure. Janice explained that the unemployment rate is the lowest we have seen in years, which means people that want to work are working and those that want training are in training programs activities.

Tenisha Tookes gave the WIOA activity report. Tenisha stated there is a total of 134 Adults enrolled in services, 2 Dislocated Workers, 95 Youth for a total of 231 participants receiving services from WIOA. Tenisha explained because July 2018 stated a new program year, WIOA currently has 2 credentials in GED. All other measures have been reset to zero, because July stated a new Program Year, there were no exits or wages to report on. Tenisha did report on the Measurable Skills Gain which a real time measure based on participants gaining a benchmark in their

training. Tenisha reported on skills type Attainment of secondary school diploma or its equivalent; 2 participants have attained these skills, which is 16.67%. Educational Functioning Level there were 4 participants that have obtained this skill, percentage reached is 41.67% and Skills Progression, 5 participants have reached this milestone and there is a 41.67% skills gains. Total participants 11, skills gains 12, and Percentage of Skills Gains are 100%.

Janice updated the Board on the WDB Board Certification. Janice stated that every 2 years the Board goes through a certification process. Janice stated that information has to be sent to the state as to what individuals are serving on the Board and what sectors they represent such as Business information, private or public business, etc. Janice stated that the Board has to meet the Federal Board standards. Janice stated the State looks at Bylaws, monitoring and if Board is being physically responsible with funds and spending money. Information was sent up to the State in May 2018. The State responded back in June 2018 stating they have reviewed our application for Local Workforce Development Board Certification for the period covering Program Year 2018 and Program Year 2019 and based on the review the State is approving our Local Workforce Development Board (LWDB) as submitted

Janice updated the Board on the Local/ Regional WIOA Plan. Janice explained in 2016 the WIOA Regional Plan was developed. As required by the federal law, the plan must be updated every 2 years. The Regional Plan update will cover 2018-2020 time period. The TCSG WIOA State office has issued WIOA Plan guidance to local areas and will require that WIOA Regional Plans Update 2018 be submitted to the State WIOA office by November 30, 2018. Janice stated that local office will have an Executive Board meeting to approve of Updated Regional Plan. Our local office will be working with Lower Chattahoochee local area on updating the plan and each local office will place the revised plan on the RVRC and Lower Chattahoochee websites for review during the 30 day comment period.

Janice West stated that the WIOA State Administrator has completed the transition over to the Technical College System of Georgia (TCSG) as of July 1, 2018. Janice state that grants are for a 2 year period. Janice stated our office still had money left over from last year, however some workforce areas did not have money leftover and had to wait until monies were available for them to move forward with operations. Janice stated money issues have been worked out, and at this point things are running smoothly. Janice stated that the State had begun the annual WIOA monitoring for PY17. Middle Flint area is scheduled for monitoring led to be monitored January 14-18, 2019.

Janet Teele asked, if there were any other business for the Board at this time. With no further business for the Board, the meeting was adjourned.

Compiled by

Tenisha Tookes