

## **MINUTES**

Macon-Bibb Workforce Development Board

Full Board Meeting

August 10, 2021, 4:00 p.m.

Middle Georgia Regional Commission – Virtual Meeting

### **MEMBERS PRESENT**

Jonathan Alderman  
Janeen Andrews  
Mike Austin  
Brenda Brown  
Bob Burnham  
Tyler Carter  
Shannon Gordon  
Andrea Griner

Myrtle Habersham  
Sarita Hill  
Richard Hinson  
George McCanless  
Stacey Mixson  
Lauren Roan-Parks  
Shawanda Solomon  
Al Stewart

### **STAFF PRESENT**

Tiffany Andrews, Director of Workforce Development  
Angelika Cortes, Data and Performance Specialist  
Andrea Jones, Career Development Specialist  
Laura Mathis, Executive Director  
Howard Scott, Special Projects Coordinator  
Kim Stanton, Executive Assistant

### **GUESTS PRESENT**

Tracy Bulharowski, Volunteers of America Southeast, Inc.  
Henry Ficklin, Mayor's Office  
Jennifer Giovannini, Eckerd Connects Paxen  
William Johnson, Bibb County Board of Education

### **CALL TO ORDER**

Chairwoman Lauren Roan-Parks called the August meeting to order at 4:00 pm.

### **OPENING CEREMONIES**

- a. Welcome

Chairwoman Lauren Roan-Parks welcomed everyone to the teleconference meeting held due to COVID-19.

### ROLL CALL

Kim Stanton called the roll and indicated that a quorum was present.

#### b. Conflict of Interest Statement

Chairwoman Lauren Roan-Parks read the Conflict of Interest Statement Affidavit (as printed on the agenda), Chairwoman Lauren Roan-Parks stated that if there is any Board business that will require action and could also benefit any Board Member and/or family member, it is mandatory that they abstain from discussion and voting.

### PARTICIPANT TESTIMONIALS

Three video testimonials were presented to the board interviewing participants Artavius Washington, Xavier Carswell, and Leslie Key describing how they completed the program to improve their skills and find employment.

### STANDARD ORDER OF BUSINESS

#### a. Approval of Minutes of June 8 Board of Directors, July 28 Budget/Finance Committee and June 15 Special Called Meetings.

There were no corrections to the minutes of the June 8 Board of Directors, July 28 Budget/Finance Committee and June 15 Special Called meetings, were unanimously approved on a motion by Myrtle Habersham and second by Shannon Gordon.

#### b. Financial Report

##### i. Financial Report

In the absences of Matt Garvin, Director of Finance Tiffany Andrews reported. Ms. Andrews drew the attention of the board to the May 30 financial report that was presented at the last board meeting. There was a question regarding the Work Experience Line item. The amount has been updated as those expenses should be under the Youth Contract. Ms. Andrews also presented the June financial report which shows total expenses through June 30, 2021, of \$1,143,439 consisting mostly of salary, fringe, tuition, and contractual costs. The total expenses are at 62 percent of the budgeted expenditures for FY 2021.

Jonathan Alderman made a motion that the financial reports be approved. The motion was seconded by Bob Burnham and unanimously approved.

ii. Grant Status Update

Tiffany Andrews presented pictorials showing the status of all grants currently open in Workforce. The pictorials are presented at each meeting to better inform the Board on the status of each funding source, as well as create an additional layer of accountability and transparency. In summary, all funds that expired on June 30, 2021 were spent and no funds will be sent back to the State.

Angelika Cortes gave an update on the case load. Currently there are 19 active adult participants, a decrease from last month. Dislocated Workers are at 16 participants, a decrease from last month. Youth are at 81 participants in the program. The NEG COVID grant has fifteen active participants and there are 150 participants in follow-up increasing by 68 participants that finished the program.

c. Workforce Director Report

i. Youth Worksites

Jennifer Giovanni presented an updated list of Youth Worksite partners that cover the Medical, Education, Manufacturing, Accounting and Social Services field. She also noted that there are 38 positions available.

iii. Career Coach Update

William Johnson, Career Coach Supervisor reported that the career coaches are continuing to assist students and educate them on career training. The Career Coach assist students with their career path beyond high school.

d. Old Business

None

e. New Business

ii. Quality Assurance Committee

Myrtle Habersham reported that the QA Committee met to discuss the Youth and Adult Work Experience hourly wage and that it needed to be more competitive. There was much discussion about the state of the economy and the needs of employers along with the inability to convince youth to take a stipend for training. Additionally, a chart was presented showing the difference in the number of participants that would be able to be served if the hourly wage went from \$8 to \$10 or \$8 to \$12. This was an example that showed if we were currently assisting 30 people

in work experience at \$8 an hour, we would only be able to assist 24 people at \$10 an hour and 20 people at \$12 an hour.

	<b>\$8.00</b>	<b>\$10.00</b>	<b>\$12.00</b>
<b>30</b>	<b>\$57,600</b>	\$72,000	\$86,400
<b>24</b>		<b>\$57,600</b>	
<b>20</b>			<b>\$57,600</b>

After discussion, Ms. Habersham presented the recommendation from the Quality Assurance Committee to increase the work experience wage from \$8.00 an hour to \$12.00 with an evaluation in six months. The recommendation comes in the form of a motion seconded by Mike Austin and unanimously approved.

GOOD OF THE ORDER

Tiffany Andrews reported that they are looking for Committee members for the Budget/Finance and Nominating Committees.

Chairwoman Roan-Parks reminded everyone that the next meeting will be held on October 12, 2021, at 4:00 p.m.

ADJOURN

There being no further business, the meeting was adjourned at 4:59 p.m.

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Workforce Development Board Chair

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Workforce Development Board Secretary

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