

**MIDDLE GEORGIA  
WORKFORCE DEVELOPMENT BOARD  
FEBRUARY 15, 2022**

**MINUTES**

A meeting of the Middle Georgia Workforce Development Board was held virtually on February 15, 2022, at noon. The following members were present:

Barbara Moseley	Dan Brandon
Steve Williams	Clifford Holmes
Marnette Wilson	Joy Carr
Richard Hinson	Amy Kelly
Ivan Allen	Keith King
Patrick Manuel	Tishua Green
Kendrick Butts	Aundrea Simmons
Barcado Styles	Tyrone Evans
Jeff Scruggs	Lee Tompkins
Carolyn Watson	Willie Billingslea
Jay Flesher	Stacey Mixson

The following guests were in attendance:

Ethel Wynn, GDOL, Milledgeville Career Center  
Brenda Brown, CGTC  
Janie Reid, In-the-Door, One-Stop Operator  
Paul Allen, In-the-Door, One-Stop Operator  
Brittany Holder, In-the-Door, One-Stop Operator  
Christy Parker, Warner Robins Housing Authority  
Diana Plank, Grads to Work  
Andy Buneister, Grads to Work  
Catrina Spivey, Former Participant Success Story  
Tiffany Andrews, WorkSource Macon-Bibb

**WELCOME GUEST/NEW MEMBER**

Chairman Steve Williams chaired and called the meeting to order at 12:09PM. He welcomed everyone and thanked them for participating. There was a quorum present.

**MINUTES**

1. Approve of the Minutes of the October 19, 2021 meeting of the Middle Georgia Workforce Development Board.

A motion was made by Clifford Holmes and seconded by Kendrick Butts to approve the minutes of the October 19, 2021 meeting of the Middle Georgia Workforce Development Board as written. There were no opposing votes and the motion carried by voice vote.

## OLD BUSINESS

There was none.

## NEW BUSINESS

- 1. Success Story** – Darrell Stillings introduced Catrina Spivey, a CGTC Alumni. Ms. Spivey shared her success story with the members. She stated she applied for the program and was blessed to become a WIOA participant. It provided the tuition assistance she needed to become an LPN and do what she needed to do for her family. She is currently a travel nurse as an independent contractor with nine agencies. Chairman Williams congratulated her on her success and thanked her for sharing her story.
- 2. Grads to Work** - Darrell Stillings introduced Diana Plank, with Strayer University. Ms. Plank conducted a presentation and provided information on the Grads to Work program, which was designed to address the significant disparities seen in education and employment in underserved communities. Its mission is to enable economic mobility through education and to provide opportunities to individuals that don't have the financial situation to pursue an education. From the employer's perspective, the program provides a free of charge diverse talent pipeline through community partner referrals and the 130,000 Strayer student alumni pool that may also be interested. They offer a 5-week work readiness training that is free of charge to students and is required to be completed before students are eligible for an interview with employers. It is also an excellent retention strategy because students understand the investment that the employer is making in their education.

From the student's perspective, the program offers free of charge the work readiness training, an associate degree, a job with a local company and a kick start to their careers. To be eligible for the program students must have a high school diploma or GED. The students can earn an associate degree in IT, Marketing, Accounting and Business Administration, which are all designed to complete in 18 months. All the courses are online so that they are flexible for the students while they work full time. They are currently working closely with Best Buy which has a tuition assistance program. Strayer has reduced its tuition to align with the assistance program that a full time employee would receive. Strayer also provides a laptop and books free of charge. They are also working with Emory Health Care, T-Mobile and Giant Food Corporation.

- 3. Notice of Unified State Plan Modification** – Darrell Stillings provided copies of the Unified State Plan Modification through a link that he received from the State via email. He reported that he has went through the modification and didn't see any major changes. He did point out that there were some minor modifications that will require changes to our Regional Plan when that time comes but he doesn't foresee any issues getting that done in the time allotted by the State..

## **4. WDB Committee Reports**

- **One-Stop Committee** – Aundrea Simmons announced that the one-stop committee has nothing to report at this time.
- **Disability Committee** – Tyrone Evans reported that the committee's next meeting will be held next month.
- **Youth Committee** – Chairman Clifford Holmes reported that the Youth Committee met last week and turned the floor over to Darrell Stillings to provide the information discussed during the meeting. Darrell Stillings provided information as follows:

- *Approval of Revised CGTC YSA Contract Budget for Personnel Costs* – Darrell Stillings explained that with the job market currently being so competitive it has been difficult to keep success coach personnel at the current salary level. A request was made to increase the four success coach salaries to \$40,008 each and the program specialist to \$48,224 for a total increase of \$11,188 in salary cost. He pointed out that the program specialist is reimbursed at 50%. As a result of increases the salaries the request also included an increase of \$7,086 in fringe cost annually. The proposed increase for both salary and fringe costs increased the total personnel cost from \$217,149 to \$235,423 a difference of \$18,274.

A motion was made by Clifford Holmes and seconded by Patrick Manuel to increase the Central Georgia Technical College Youth Success Academy contract's annual personnel cost to \$235,423 as proposed. Dr. Allen, Jeff Scruggs and Brenda Brown abstained from discussion and voting. There were no opposing votes and the motion carried by voice vote.

- *Internship Program Update* - Darrell Stillings provided a written summary on the In-School Youth Internship program activity. He pointed out that there are students pending in all counties except Baldwin, Peach and Wilkinson counties which meetings have yet taken place. He explained that it has been difficult to get students enrolled to participant since they are in the middle of the school year and already have their schedules in place. Efforts will be made to put them in work experience if they can't do an internship. However, the progress made this year will help with recruitment next year.

**5. Good Jobs Challenge Grant** – Darrell Stillings provided copies of support letters for the Good Jobs Challenge Grant for both the Technical College System of Georgia's application and Goodwill Industries of Middle Georgia. The support letters were done in partnership with WorkSource Macon-Bibb.

**6. HDCI Activity Update –**

- **Be Pro Be Proud Update** – Darrell Stillings reported that the Be Pro Be Proud mobile unit has already been in Macon and was a great success with 80 plus students participating. Baldwin County will be hosting the unit from March 28 – April 1, 2022 and Houston County will be hosting the unit April 19–25, 2022.
- **Industry Video RFP Update** – Darrell Stillings provided copies of the Video RFP that WorkSource Macon-Bibb has issued for the region and explained that the RFP is seeking a videographer to create industry sector videos in high demand sectors. They have approved two proposals. One from Third Wave Digital and BT Media. If an agreement can't be reached with Third Wave Digital then they will try and negotiate an agreement with BT Media.

**7. Jobs Plus Grant Update** – Christy Parker, with Warner Robins Housing Authority, reported that they have enrolled about 10-12 individuals from the various properties and they have referred two individuals to CGTC for their adult literacy program and that they are currently meeting their goals. She explained that the Jobs Plus Grant is a four-year grant for \$2.3 Million and its purpose is to eliminate employment barriers for residents to assist them in move out of the Housing Authority.

**8. Expenditure Report** – Kerry Scarboro provided copies of the Expenditure Report dated December 31, 2021.

- *2022 State Level Allocations* – Darrell Stillings provided a summary on the cuts in funding for each year since PY 2018 and pointed out that the State of Georgia's funding has been

cut by roughly \$27 Million over that time. He was hoping that with the pandemic, funding would increase but unfortunately for PY 2022 Georgia received another 10% cut. He reported that local allocations have not been received but he is certain local funding will be cut again also.

- *Approval to Modify Local Case Management RFP to Regional RFP* – Darrell Stillings requested approval to modify the local Case Management RFP to a regional RFP to include WorkSource Macon-Bibb. He explained that this year we currently have a Memorandum of Understanding with WorkSource Macon-Bibb to reimburse us for a portion of the case management staff salary at Central Georgia Technical College. In speaking with Macon-Bibb about the funding cuts it was determined that it will be beneficial to combine the funds and release a regional RFP for case management services.

A motion was made by Dan Brandon and seconded by Clifford Holmes to approve modifying the local Case Management RFP to a regional Case Management RFP to include WorkSource Macon-Bibb. There were no opposing votes and the motion carried by voice vote.

- *Additional \$100,000 in both Adult and Dislocated Worker Grants* – Darrell Stillings provided copies of the notice received from the State showing that Middle Georgia was approved to receive additional funding of \$100,000 for the adult grant and \$100,000 for the dislocated worker grant as requested. These funds will expire June 30, 2022, but will free up our current grants and provide additional training dollars.

## **9. Activity Reports**

- *PY 2021 Enrollment Report* – Terrell Mitchell provided copies of and discussed the enrollment report dated February 3, 2022. She reported on all funding stream enrollments, which resulted in a total of 465 participants being served and 379 are carryovers. There have been 86 new enrollments since July 1, 2021.
- *PY 2020 Final and PY 2021 1<sup>st</sup> Quarter Performance Reports* – Terrell Mitchell provided copies of and discussed the PY 2020 Final and PY 2021 1<sup>st</sup> quarter Performance Reports. She reported that all measures were met for PY 2020 and that all measure except the Measurable Skills Gain are being met for PY 2021 but we have until June 30, 2022 to meet that measure.

**10. One-Stop Operator Report** – Janie Reid, Middle Georgia One-Stop Operator, provided reports for December 2021 and January 2022 activities for both Baldwin and Houston County Career Centers. Due to technical difficulties Janie Reid was unable to give her verbal report, however, Paul Allen stepped in and gave the report. He reported that both one-stop centers are seeing clients, in person, Monday-Friday from 8:00AM – 4:30PM. Partners are doing great at being integrated and working together to refer individuals to educational and employment opportunities. They are hosting a job fair April 5 and are currently working with partners to put it together. There is also a job fair being held at the VECTR Center on February 24, 2022 and Robins Regional Chamber is also hosting an event on March 17, at the North Houston Sports Complex.

## **MATTERS FROM THE FLOOR**

There were none.

## **MATTERS FROM THE EXECUTIVE DIRECTOR**

1. **PY 2021 Meeting Schedule** – The next meeting is scheduled for April 19, 2022, at noon and will most likely be held virtually unless something changes.

Darrell Stillings reported that this week we have PY 2021 State Monitoring and apologized for Kerry Scarboro not being able to participate in the meeting. He reminded members of the upcoming SETA Conference and instructed anyone that wants to attend to contact Teresa Ragan. He welcomed Barcado Styles, of Fort Valley State University as the newest WDB member and pointed out that he is an alumni of the Middle Georgia Consortium.

### **ADJOURNMENT**

Chairman Williams thanked everyone for participating and there was no further business and the meeting was adjourned at 1:01PM.