

**MIDDLE GEORGIA
WORKFORCE DEVELOPMENT BOARD
APRIL 17, 2018**

MINUTES

A meeting of the Middle Georgia Workforce Development Board was held on April 17, 2018, at noon, at Tri-County EMC, Warner Robins, Georgia. The following members were present:

Wanda Addeo
Anita Coney
Jay Flesher
Greg Mullis
Clifford Holmes
Patrick Manuel
Saleema Sabree
Richard Hinson
Steve Williams

Dan Brandon
Wiley Crosby
Tyrone Evans
Tishua Green
Joseph Howard
Matt Poyner
Aundrea Simmons
Carolyn Watson

The following guests were in attendance:

Ethel Wynn – Milledgeville Career Center
Ingrid O'Neal – Ga Vocational Rehabilitation
Janie B. Reid – In-the-Door, LLC (1-Stop Op.)

Joel Sizemore – J&J Heating & Air
Brenda Brown – Central Georgia Tech. College

WELCOME GUEST/NEW MEMBER

Chairman Steve Williams called the meeting to order at 12:12PM. He welcomed everyone and introductions were made around the room.

OLD BUSINESS

There was none.

NEW BUSINESS In hopes of obtaining a quorum, the agenda was rearranged to allow additional time to see if other members would attend.

1. *HDCI Grant Update* – Amy Varnum discussed the activities of the HDCI Grant. She reported that two proposals were received in response to the RFP soliciting a project manager for the Grant. The proposals are currently being rated by staff and WDB members. Once the rating process is completed, those proposals successfully rated will be submitted to the full Board for approval to fund the appropriate proposal.
2. *Activity Repots* –
 1. *PY 2017 Enrollment Report* – Terrell Mitchell provided copies of and discussed the PY 2017 Enrollment Report dated April 12, 2018, which shows there are 361 total

6. *One-Stop MOU Update* – Darrell Stillings reported that Legacy Link has finally submitted an executed One-Stop MOU and we can now report to the State that we have a signed MOU from all required local one-stop partners.

7. *Youth Report* – Teria Coleman provided an update on the following youth program activities:

- *Contractor Update* – An activity report was provided for Paxen which showed 20 participants have been enrolled. Of those 20, 4 have completed RLA section, 6 have completed the science section and 6 have completed the Social Studies section. One GED completion is pending receipt of official record. It was also reported that contracts have been signed with CGTC and In-the-Door, LLC, to provide youth services through June 2019.
- *Approval of Youth Incentive Policy* – Teria Coleman provided copies of the proposed Youth Incentive Policy. The policy included cash incentives for attaining an educational achievement or employment goal. It also stipulated that a participant may be awarded more than one incentive payment during their time of participation, which could also include the year of follow-up period. Conditions for a participant to be eligible for the incentives were outlined in the policy and it also set the maximum amount of incentive payments to \$500 per participant contingent upon the availability of funds. The incentive amounts varied from \$50 to \$100 for the different types of payments and Ms. Coleman pointed out that since the incentive payments are based on funds available that the amount could change from year to year but would never be more than \$100 per award unless further approval is sought from the committee members.

A motion was made by Clifford Holmes and seconded by Tishua Green to approve the Youth Incentive Policy as presented. There were no opposing votes and the motion carried by voice vote.

- *Approval to Issue RFP for PY 2018 Youth Service Providers* – Darrell Stillings provide copies of and discussed the RFP Work Statement for approval of the authority to issue an RFP for PY 2018 if determined that it is needed. It was explained that the Work Statement is the same one that was approved for the previous RFP release and the amount funds available are the same at this time because the State has not issued any grant awards yet.

A motion was made by Clifford Holmes and seconded by Patrick Manuel to approve the authority to release an RFP for PY 2018 youth services if needed as requested. There were no opposing votes and the motion carried by voice vote.

Motion to Exit Special Executive Session

A motion was made by Clifford Holmes and seconded by Patrick Manuel to exit out of special executive committee session. There were no opposing votes and the motion carried by voice vote.

8. *Business Services/Grant Writer Report* – Amy Varnum provided a verbal report on the business service activities. She reported that a new focus is to target participant that are enrolled in certain training program and target employers with possible openings in those fields. However she is also working with Kamen Industry, MoHawk and Kumoh to develop incumbent worker training. MoHawk is looking to hire participants from the CGTC manufacturing fundament class. Also working with the Airforce Base which is looking to hire 400 through a direct hire process for painters, maintenance sheet metal, welders and etc. Also, working with a marketing firm out of Atlanta. She also reported that iHeart Radio which has 5 or 6 stations has offered free advertising for local events.
9. *One-Stop Operator Report* – Janie Reid, One-Stop Operator, provided copies of and discussed the Partner Referral Report dated April 9, 2018, for both Milledgeville Career Center and the Houston Career Center. She reported that everyone is accepting the role of the one-stop operator.

Motion to Enter Special Executive Session

A motion was made by Clifford Holmes and seconded by Wiley Crosby to enter into a special executive committee session. There were no opposing votes and the motion carried by voice vote.

10. *Approval to Increase Youth Work Experience Wage to \$8.00 per Hour* – Teria Coleman presented research showing the wages of local employer who employ youth such as Walmart, McDonalds, Zaxby and etc. The average wage among the local employers was \$8.25 and it was proposed to increase the youth work experience wage to \$8.00 per hours.

A motion was made by Richard Hinson and seconded by Carolyn Watson to approve increasing the Youth Work Experience wage to \$8.00 per hours. There were no opposing votes and the motion carried by voice vote.

Motion to Exit Special Executive Session

A motion was made by Wiley Crosby and seconded by Patrick Manuel to exit out of special executive committee session. There were no opposing votes and the motion carried by voice vote.

MATTERS FROM THE FLOOR

MATTERS FROM THE EXECUTIVE DIRECTOR

1. *PY 2017 Meeting Schedule* – Next meeting scheduled for June 22, 2018, at Noon, at the Flint Energies, in Warner Robins, Georgia.

ADJOURNMENT

There was no further business and the meeting adjourned at 12:54PM