

**MIDDLE GEORGIA
WORKFORCE DEVELOPMENT BOARD
APRIL 20, 2021**

MINUTES

A meeting of the Middle Georgia Workforce Development Board was held virtually on April 20, 2021, at noon. The following members were present:

Barbara Moseley	Patrick Manuel
Steve Williams	Dan Brandon
Darreth Roby	Tyrone Evans
Angie Gheesling	Clifford Holmes
Jeff Scruggs	Joy Carr
Brian Utley	Jay Flesher
Ivan Allen	Keith King
Saleemah Sabree	Tishua Green
Willie Billingslea	Carolyn Watson

The following guests were in attendance:

Demme McManus, Oconee Fall Line
Janie Reid, In-the-Door, One-Stop Operator
Paul Allen, In-the-Door, One-Stop Operator
Dr. Ulrica Jones, Eventual Success, LLC
Ethel Wynn, GDOL-Milledgeville Career Center
Irene Munn – Construction Ready

WELCOME GUEST/NEW MEMBER

Chairman Steve Williams chaired and called the meeting to order at 12:06PM. He welcomed everyone and thanked them for participating. There was a quorum present.

MINUTES

1. Approve of the Minutes of the February 16, 2021 meeting of the Middle Georgia Workforce Development Board.

A motion was made by Willie Billingslea and seconded by Tyrone Evans to approve the minutes of the February 16, 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. WDB Committee Reports

- One-Stop Committee – No report given.
- *Disability Committee* – The chair position was made vacant with the resignation of Darreth Roby as Chair due to her promotion.

A motion was made by Patrick Manuel and seconded by Willie Billingslea to nominate Tyrone Evans as a chair. There were no other nominations and Tyrone Evans accepted the position. There were no opposing votes and the motion carried by voice.

- *Youth Committee* –
 - **Approval of Revised Work Experience Policy** - Darrell Stillings reported that the Youth Committee approved the revised Work Experience Policy at their last meeting. A copy of the Work Experience Policy was provided and discussed. Information was given on the types of payments allowed for WIOA youth participants. He explained that WIOA allows both wage payments and stipends. Wages are paid for work performed by a participant for an employer and the Fair Labor Standards Act must be followed and stipends can be paid for participation in required academic activities while in the work experience program where an employer-employee relationship does not exist such as classroom training. He explained that currently the Work Experience policy only includes wage payments and requested approval of the revised policy to add an allowance for stipend payments so that the participants who are participating in the virtual training through CGTC and Atlanta Career Rise can be compensated for their participation.

A motion was made by Tyrone Evans and seconded by Angie Gheesling to approve the revision of the work experience policy to add stipend payments as requested. There were no opposing votes and the motion carried by voice vote.

- **Cure Notice Eventual Success, LLC** – Darrell Stillings provided a draft copy of the cure notice for Eventual Success, LLC. He reported that the Youth Committee has approved the cure notice at their last meeting and asked that it be brought before the full board. The cure notice provided detailed enrollment obligations under the contract and the actual enrollments as of April 6, 2021. Darrell Stillings pointed out that Eventual Success has had the contract for two years and currently has 15 OSY and 20 ISY which is short of the contract obligated 60 enrollments and if obligations are not met by June 18, 2021 then the contract will be severed. With the Board's approval today and if the LEO approves it as written at their next meeting the cure notice will be sent to Eventual Success.

Tyrone Evans asked if evaluations are done on contractors and made aware of their not meeting expectations. Darrell Stillings stated that monitoring is done quarterly and contractors are aware of all findings and their obligation status.

A motion was made by Clifford Holmes and seconded by Tishua Green to approve the Eventual Success Cure Notice as written. There were no opposing votes and the motion carried by voice vote.

- **Nomination of Christy Parker, WR Housing Authority** – Darrell Stillings provided copies of a nomination received for Christy Parker with the Warner Robins, Housing Authority to serve on the Youth Committee. He explained that Andre' Washington was serving and has since received a promotion and Ms. Parker has been nominated to replace him on the Youth Committee.

A motion was made by Clifford Holmes and seconded by Patrick Manuel to approve the nomination of Christy Parker, Warner Robins Housing Authority, to serve on the Youth Committee. There were no opposing votes and the motion carried by voice vote.

- **Final State Monitoring Report** - Darrell Stillings provided copies of and discussed the Final Notice received from the State which showed all corrective action requirements have been completed satisfactorily for the PY 19 on-site State monitoring.

2. **Construction Ready Presentation** – Darrell Stillings introduced Irene Munn to conduct a presentation on the Construction Ready program. Ms. Munn presented a power point presentation and explained the program. She reported that they have been working with the Metro Atlanta area since 2014 and they are on the State’s Eligible Training Provider list. Governor Kemp has awarded \$3.2 Million to expand the program throughout Georgia and they are currently expanding to Augusta, Savannah, Macon and Columbus. They will start recruiting for the class scheduled to start on August 30 in the Middle Georgia area. The program is a four-week boot-camp-style training program. To date they have trained 1,142 eligible participants with a 97% placement rate, 70% retention rate and an average wage of \$13.70. Cost per participants is \$5,000 and any amount over local caps can be offset by other funding that is available. Participants must be 18 years of age and pass a drug test. The dates of training sessions are set but the locations are not set in stone. To set up they need a room big enough to maintain social distancing with an outside area and free of charge. In other areas they have worked with churches for the use of fellowship halls and it worked out well. Career seekers can sign up at www.constructionready.org/newcareer and employers can sign up at www.constructionready.org/employers.
3. **On-the-Job Training Policy** – Vann Davis, MGCI Business Services Specialist, provided copies of and discussed the updated On-the-Job Training Policy. He explained that the policy has been updated to conform to State policy. He pointed out that item number 22 on page 3 was changed to reduce record retention for OJT employers from six years to three years.

A motion was made by Clifford Holmes and seconded by Patrick Manuel to approve the updated On-the-Job Training policy as presented. There were no opposing votes and the motion carried by voice.

4. **NEG Salary Increase and Option for Part-time Employment** – Vann Davis, MGCI Business Specialist, provided an update on the National Emergency Grant/Dislocated Worker COVID-19 Relief Grant. He reported that currently we are paying \$10 per hour for 40 hours per week. A request was made to increase the hourly wage to allow up to \$15 per hour and allow part-time positions creating more flexibility based on the work that will be performed and where the worker is located. He is currently working with Macon-Bibb to partner with the Georgia Department of Labor which will add additional funding and would provide access to a larger pool of candidates. The hope is that by increasing the wage per hour and making it more competitive it will increase participation.

Tyrone Evans asked that if the hourly wage is increased would the current funds be spent and if the current participants that are being paid \$10 per hour would be increased to the \$15 per hour rate. Darrell Stillings answered that the State encourages increasing the wages allowing flexible hours to entice individuals to participate and help spend the funds. As far as the current participants wages they will remain at the hourly wage that was set at the time of their enrollment, but the increase will provide the option to renegotiate should the need arise. Vann Davis reported that there are currently five participants enrolled in work experience and four participants enrolled in occupational skills training for a total of nine enrollments.

A motion was made by Tyrone Evans and seconded by Kendrick Butts to approve increasing the NEG Work Experience wage to allow up to \$15 per hour and to allow part-time hours. There were no opposing votes and the motion carried by voice.

5. **National Emergency Grant Update** – Vann Davis added that in addition to the previous discussions that efforts are ongoing to create worksites and to recruit participants for both work experience and educational training.
6. **Approval to Apply for Round 3 of HDCI Grant** – Vann Davis reported that round two of the HDCI Grant is coming to an end in June and the State has approved a round three of the HDCI Sector Partnership Grant. The deadline for application is May 14, 2021 and a request was made to approve submitting an application for round three of the HDCI Sector Partnership Grant. The application along with a budget proposal will be completed and submitted by the deadline. Round three will be a one-year grant to continue efforts under the previous round two grant. An update will be provided at the next meeting.

A motion was made by Tyrone Evans and seconded by Darreth Roby to approve the submission of an application for round three of the HDCI Grant as requested. There were no opposing votes and the motion carried by voice vote.

7. **Approval of PY 2021 Contract Budgets** – Darrell Stillings provided copies of and discussed the budget and work statement for In-the-Door’s PY 2021 contract. He reported that the budget and work statement will remain the same for PY 2021 as it was PY 2020 for a total cost of \$144,464 to continue to operate the one-stop centers at the Houston Career Center and the Milledgeville Career Center.

He also provided copies of and discussed the budget and work statement for the Central Georgia Technical College Youth Contract. He reported that the budget and work statement will remain the same for PY 2021 as it was for PY 2020 for a total cost of \$384,366 to continue to serve out-of-school youth in all counties except Wilkinson County which is serviced by Oconee Fall Line.

He also provided copies of and discussed the budget and work statement for the Central Georgia Technical College Case Management Contract. He reported that as a result of funding cuts again this year the budget decreased from just over \$946,000 in PY 2020 to \$826,421 for PY 2021. The cuts were made to personnel and operating costs. He further reported that the work statement will remain the same for PY 2021 as it was for PY 2020 and will continue to serve the same number or participants.

A motion was made by Clifford Holmes and seconded by Patrick Manuel to approve the PY 2021 budget and work statements for In-the-Door and Central Georgia Technical College Youth and Case Management contracts as presented. Dr. Ivan Allen and Jeff Scruggs abstained from all discussions and votes pertaining to the approval of all contract renewals. There were no opposing votes and the motion carried by voice.

8. **Expenditure Report** – Kerry Scarboro, MGCI Accountant, provided copies of the Expenditure Report dated February 28, 2021, however, she had complete the March FSR and she reported those numbers. She reported that the PY 2019 Youth Grant has been expensed in its entirety and she has started expensing the PY 2020 youth grant that ends on June 30, 2021. She further reported that there is only approximately \$109,000 to expense for grants ending on June 30, 2021 and she foresees no problem expensing those grants by the deadline.

9. Activity Reports

- *PY 2020 Enrollment Report* – Terrell Mitchell provided copies of and discussed the enrollment report through April 7, 2021. The reports showed that a total of 634 participants were served

in PY 20 and 483 were carried over. It also showed that there have been 150 new enrollments since July 1, 2020.

10. One-Stop Operator Report – Janie Reid, Middle Georgia One-Stop Operator, provided reports for February 2021 and March 2021 activities for both Baldwin and Houston County Career Centers. Paul Allen reported that they will be holding a virtual job fair on May 12, 2021. Janie Reid reported that they continue to work under the COVID guidelines and everything is going well. She encouraged the members to reach out if they have any questions or concerns.

MATTERS FROM THE FLOOR

Chairman Williams shared that he and Mr. Stillings have been visiting with area county commission chairs to share with them what has and is being done in our area under WIOA. They still have a few areas that they have not met with but should meet with those areas within the next two weeks.

Darrell Stillings reported that he is working on partnering with Central Georgia Technical College and the Macon-Bibb program to apply for a Youth/Adult Re-Entry Grant in the near future and it may take place before the next scheduled meeting.

MATTERS FROM THE EXECUTIVE DIRECTOR

1. **Proposed PY 2020 Meeting Schedule** – Chairman Williams pointed out that the next meeting is scheduled for June 22, 2021, at noon and will be held virtually unless something changes.

ADJOURNMENT

There was no further business and the meeting was adjourned at 1:07PM.