

**MIDDLE GEORGIA  
WORKFORCE DEVELOPMENT BOARD  
AUGUST 18, 2020**

**MINUTES**

A meeting of the Middle Georgia Workforce Development Board was held on August 18, 2020, at noon, via online teleconference. The following members were present:

Ivan Allen	Darreth Roby
Willie Billingslea	Saleemah Sabree
Joy Carr	Jeff Scruggs
Angie Gheesling	Aundrea Simmons
Richard Hinson	Alma Stokes
Clifford Holmes	Brian Utley
Joseph Howard	Carolyn Watson
John Howard	Steve Williams
Keith King	Luwanna Williams
Patrick Manuel	Todd Wright
Barbara Mosely	Wade Yoder

The following guests were in attendance:

Ethel Wynn, Milledgeville Career Center (GDOL)  
Paul Allen, In-the-Door, One Stop Operator  
Janie Reid, In-the-Door, One-Stop Operator

**WELCOME GUEST/NEW MEMBER**

Chairman Steve Williams chaired and called the meeting to order at 12:04PM. He thanked everyone for participating. There was a quorum present.

**MINUTES**

1. Approve of the Minutes of the June 23, 2020, meeting of the Middle Georgia Workforce Development Board.

A motion was made by Willie Billingslea and seconded by Clifford Holmes to approve the minutes of the June 23, 2020, 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. Approval of One-Stop Recertification Criteria** – Darrell Stillings provided copies of and discussed the One-Stop Recertification Criteria as provided by the State that is to be used to recertify the local one-stop comprehensive and affiliate sites. He further explained that the State is requiring all MOU required partner locations to be certified as affiliate sites.

A motion was made by Clifford Holmes and seconded by Patrick Manuel to approve the One-Stop Recertification Criteria to be used to recertify the local One-Stop centers as presented. Jeff Scruggs and Ivan Allen abstained from voting. There were no opposing votes and the motion carried.

- 2. Approval of One-Stop Recertification** - Darrell Stillings provided copies of and discussed the One-Stop Recertification's for Milledgeville Career Center, Houston Career Center, Middle Georgia Consortium, CGTC, VECTR and Voc. Rehab based on the criteria previously approved. He reported that all required partners are scheduled to be represented either by a physical or virtual presence, however, due to the pandemic all partners are represented by a virtual presence for now.

A motion was made by John Howard and seconded by Willie Billingslea to approve the One-Stop Recertification's for Milledgeville Career Center, Houston Career Center, Middle Georgia Consortium, CGTC, VECTR and Voc. Rehab as presented. Jeff Scruggs and Dr. Ivan Allen abstained from voting. There were no opposing votes and the motion carried by voice vote.

- 3. Approval of Local Strategic Populations Policy** - Darrell Stillings provided copies of and discussed the Local Strategic Population Policy. He reported that the policy has been before the One-Stop and Disability Committee. He explained that the policy is mandated by the State and the purpose of the policy is to outline how to identify strategic populations and how they will be served.

A motion was made by John Howard and seconded by Saleemah Sabree to approve the Local Strategic Population Policy as presented. There were no opposing votes and the motion carried by voice vote.

- 4. Approval to Develop a Special Population Survey** – Darrell Stillings requested approval for the One-Stop Operator to develop and conduct a special population survey since most customers come in to the on-stop centers. He explained that once the survey is developed and approved for use by the boards then the one-stop operator will conduct the survey over a 12 month period and bring the data back to the

A motion was made by Patrick Manuel and seconded by Clifford Holmes to approve the development of the Special Population Survey by the One-stop Operator. There were no opposing votes and the motion carried by voice vote.

- 5. PY 20 & PY 21 Performance Measures** - Darrell Stillings provided copies of and discussed the PY 20 & PY 21 Performance Measures. He explained that the measures were negotiated with the State last month and he pointed out that most measures did increase as reflected in the report.

A motion was made by John Howard and seconded by Willie Billingslea to approve the PY 20 & PY 21 Performance Measures as presented. There were no opposing votes and the motion carried by voice vote.

6. **Expenditure Report** - Darrell Stillings provided copies of and discussed the Expenditure Report dated June 30, 2020. He pointed out that all grants ending June 30, 2020 have been expended and no funds were returned to the State. The report shows that spending is occurring out of PY 20 funds in all grants and FY 20 funds in the Adult grant has started and these funds expire June 30, 2021. It was also pointed out that as of June 30 there was a total of \$1,828,516.93 in available funds for all grants.
7. **PY 2019 Enrollment Report** – Terrell Mitchell provided copies of and discussed the enrollment reports through August 3, 2020. The reports showed that a total of 767 participants were served in PY 19 and 566 were carried over for PY 20. It also showed that there have also been three new enrollments for PY 20.
8. **One-Stop Operator Report** – Janie Reid, Middle Georgia One-Stop Operator, reported that they continue to serve clients from home since the career centers are still closed. Their phone numbers are still posted on the door and most calls are for UI benefits. They are reviewing what has been done in the past and taking best practices and moving forward. Now that the survey has been approved they will be working on that with Mr. Stillings. She also announced that Malarie Jefferson is no longer with In-the-Door and that Paul Allen is her replacement. Mr. Allen formally worked at the Macon Career Center under Macon-Bibb County’s contract and is now under the Middle Georgia contract and is located at the Houston Career Center.

#### **MATTERS FROM THE FLOOR**

There were none.

#### **MATTERS FROM THE EXECUTIVE DIRECTOR**

1. *Proposed PY 2020 Meeting Schedule* – Next meeting scheduled for October 20, 2020, at noon, at Flint Energies, in Warner Robins, Georgia unless the Governor extend the state of emergency in which it will be held virtual again.

#### **ADJOURNMENT**

There was no further business and the meeting was adjourned at 12:38PM.