

**MIDDLE GEORGIA WORKFORCE DEVELOPMENT BOARD  
YOUTH COMMITTEE MEETING  
APRIL 15, 2021**

**MINUTES**

A virtual meeting of the Middle Georgia Workforce Development Board Youth Committee was held at Noon, on April 15, 2021. The following were in attendance:

**Members Present:**

Clifford Holmes  
Tishua Green  
Keith King  
Dan Brandon  
Carolyn Robertson  
Patrick Manuel  
Joy Carr  
Juan Daniels  
Sam Dorsey

**MGCI Staff Present:**

Terrell Mitchell  
Darrell Stillings  
Teresa Ragan  
Ashlee McIver  
Vann Davis

**Guests in attendance were as follows:**

Dr. Ulrica Jones, Eventual Success  
Melodi Robinson, CGTC

**WELCOME AND INTRODUCTIONS** – Chairman Clifford Holmes chaired the meeting. He called the meeting to order at 12:04 PM and welcomed everyone. There was a quorum present.

**MINUTES**

**1. Approval of the Minutes from the February 11, 2021 meeting Youth Committee Meeting.**

A motion was made by Patrick Manuel and seconded by Tishua Green to approve the February 11, 2021, minutes as written. There were no opposing votes and the motion carried by voice vote.

**OLD BUSINESS**

There was none.

**NEW BUSINESS**

**1. Approval of Work Experience Policy**

- **Forms of Payments for WIOA Youth Participants** –Darrell Stillings provided information on the types of payments allowed for WIOA youth participants. He explained that WIOA allows both wage payments and stipends. He further explained that wages are paid for work performed by a participant for an employer and the Fair Labor Standards Act must be followed and that stipends are paid for participation in academic activities as required under WIOA work experience program where an employer-employee relationship does not exist such as classroom training.
- **Approval of Work Experience Policy 4.9.2021** – Darrell Stillings provided copies of and discussed the revised Work Experience Policy. He explained that currently the Work Experience policy only includes wage payments and requested approval of the revised policy

to add an allowance for stipends 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 Patrick Manual and seconded by Keith King 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.**

## **2. Contractor Reports -**

- *Central Georgia Technical College* – Melodi Robinson provided an update on participant and staff activities. Highlights of her update included that 11 students are currently participating in Atlanta Career Rise and they are attending live virtual sessions Monday through Wednesday with people from different careers to learn about the careers and computer literacy. Staff are participating with students mostly virtually. Planning for classes to return back to normal August 17. She also reported that one student has been hired as a Paraprofessional with Houston County.
- *Eventual Success, LLC* – Dr. Ulrica Jones provided an update on staff activities. Highlights of her update included that efforts are continuing in all counties to recruit in-school participants. Schools are still making sure they are following COVID-19 guidelines and are not fully open.

- 3. Eventual Success Cure Notice** – Darrell Stillings provided a draft copy of the cure notice for Eventual Success as requested at the last meeting. The notice provide detailed enrollment obligations under the contract and the actual enrollments as of April 6, 2021. Darrell Stillings reported that after the WDB and LEO have approved the cure notice as written it will be sent to Eventual Success.

Dr. Jones asked the purpose of the report and stated she did not receive the report and she was unfamiliar with it. Chairman Holmes stated the cure notice was sent out with the meeting package and asked if anybody else did not receive the notice. Teresa Ragan reminded the members that Dr. Jones is attending as a guest and she was not sent the meeting package.

Sam Dorsey asked if there was deadline for Eventual Success and asked if the committee could take action. Chairman Holmes explained that the contract was for 60 youth and at the last meeting Eventual Success was put on notice that enrollment numbers should be met by June 18, and the committee can take action on the cure notice process.

**A motion was made by Juan Daniels and seconded by Dan Brandon to approve the Eventual Success cure notice as written. There were no opposing votes and the motion carried by voice vote.**

- 4. Youth Expenditure Report** – Darrell Stillings provided copies of and discussed expenditure reports dated February 28, 2021 for both PY 19 & PY 20. The PY 19 report showed that all funds have been expended and it was pointed out that all spending requirements were met. The PY 20 report showed that there is \$667,462.00 available through June 30, 2022 and there has been \$43,132.60 expense so far from the grant. It was pointed out that all spending requirements are being met for this grant as well.

5. **Youth Enrollment Report** - Terrell Mitchell, MIS Coordinator, provided copies of and discussed the youth enrollment report dated April 7, 2021. The report showed that a total of 257 youth participants are being served and out of that total 165 are active, 62 are in job search and 30 have been exited.

### **MATTERS FROM THE FLOOR**

Darrell Stillings reported he is currently working on the budget for next year's contract for Central Georgia Technical College and the amount will remain the same. The completed budget will be presented for approval at the full WDB meeting next week.

### **NEXT SCHEDULED MEETING**

1. *PY 2020 Meeting Schedule* –The PY 20 meeting schedule showed the next meeting is scheduled for June 17, 2021, at noon, at the Middle Georgia Consortium office contingent on the Governor lifting the State of Emergency. If the State of Emergency is not lifted by the Governor then the meeting will be held virtually again.

### **ADJOURNMENT**

There was no further business and Chairman Holmes thank everyone for participating and adjourned the meeting at 12:28PM.

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