

**MIDDLE GEORGIA
WORKFORCE DEVELOPMENT BOARD
ONE-STOP COMMITTEE MEETING
MAY 9, 2023**

MINUTES

An in-person meeting of the Middle Georgia Workforce Development Board One-Stop and Disabilities Committee was held on May 9, 2023, at noon, at the Middle Georgia Consortium, Inc., located at 124 Osgian Blvd., Suite A, Warner Robins, Georgia.

The following members were present:

Aundrea Simmons
Ethel Wynn
Brenda Brown
Wade Yoder
Tyrone Evans

The following members were not present:

Jeff Scruggs
Tishua Green

The following MGCI Staff members were present:

Ashlee Simmons
Darrell Stillings
Tonya Larson

The following guest were in attendance:

Paul Allen and Kenyonna McCain In-the-Door, One-Stop Operator

WELCOME & MINUTES

Chair Aundrea Simmons chaired and called the meeting to order at 12:06 PM. She thanked everyone for participating. Ashlee Simmons called roll to verify who was present. There was a quorum present.

Chair Aundrea Simmons asked for approval of the minutes of the November 8, 2022 meeting of the Middle Georgia WDB One-Stop and Disabilities Committee.

A motion was made by Tyrone Evans and a seconded by Brenda Brown to approve the minutes of the November 8, 2022 of the Middle Georgia WDB One-Stop and Disabilities Committee. There were no opposing votes and the motion carried by voice vote.

OLD BUSINESS

There was none.

NEW BUSINESS

1. Tentative Comprehensive One-Stop Location for Merger – *Ashlee Simmons*
 - a. Macon-Bibb Department of Labor
 - b. Houston County Department of Labor

There was a discussion on which location will become the Comprehensive One-Stop location. The option is Houston County Department of Labor or Macon-Bibb Department of Labor. Houston County Department of Labor is currently the Comprehensive One-Stop for WorkSource Middle Georgia and the Macon-Bibb County Department of Labor is the current Comprehensive One-Stop location for WorkSource Macon-Bibb. Darrell Stillings indicated that no services or funding will change at either location. Ashlee Simmons stated that the Governor has not signed off on the merger yet. A question was asked to explain why both locations could not continue as the Comprehensive One-Stop locations. Darrell Stillings replied by law can only be one Comprehensive One-Stop location in a WorkSource area. This will have to be decided before July 1, 2023. The Comprehensive One-Stop is required by law to have all required partners present while the affiliate site does not. Mr. Stillings indicated that WorkSource Macon-Bibb does not have a One-Stop Committee so it was left up to this committee to come to a decision. There was a discussion on if the committee wanted to have time to consider which location would be best. There was conversation on if a representative from each location should discuss at a future time and date why their location would be best. Just for clarification, it was restated that whoever isn't the Comprehensive One-Stop will automatically be the Affiliate One-Stop. There were four (4) points discussed to help decide.

- a. **How much foot traffic is at each location** – There were some numbers provided to the committee by the One Stop Operator that was present. Paul Allen, One-Stop Operator, Houston County had about 12,000 last year whereas Macon-Bibb had pre-pandemic was 30,000 and post-pandemic 10,000. These numbers can be verified speaking with the Department of Labor managers.
- b. **The engagement of the One Stop Operators as well as resources at each location** – There was a discussion on what services are currently provided at each location. However, with no one in attendance from the Macon-Bibb location it was not clear on all of the current services provided for the Macon-Bibb location.
- c. **The physical structure of the building at each location** -Discussion on the outside and inside of the building at Houston County and Macon-Bibb. The building at Houston County was recently updated and looks great. The Macon-Bibb location was hoping to move to a new location but that has not happened yet. They are looking to move into the newly repurposed Macon Mall, which is converting into office space. There is no date on when this is going to happen.
- d. **Which location is more centrally located** – Discussion on which location seems to be more centrally located to attract more participants. Both locations are centralized. There

was discussion on where the foot traffic comes from and where would be the best location going forward.

Brenda Brown was asked to speak since she is on the board for both locations. She brought up some points supporting each location and why it should or should not be considered the Comprehensive One Stop location. It was brought up that with the committee the location can be changed if necessary. If a vote is taken today, since a new MOU (Vendor Agreement) has to be signed every year, the location could change next year.

Chair Aundrea Simmons asked the committee if they wanted to come back in two weeks to vote and hopefully a rep from Macon-Bibb would be able to tell how their One-Stop has been doing. After lots of discussion and input from all members of the committee a motion by Wade Yoder was brought forth to revise the agenda to vote on tentative location of the Comprehensive One-Stop. This motion was second by Brenda Brown. Chair Aundrea Simmons and Co-Chair Tyrone Evans opposed amending the agenda. The motion to vote was passed to amend the agenda to vote on the location of the Comprehensive One-Stop. A motion was made by Wade Yoder and a seconded by Brenda Brown to vote on the Houston County Department of Labor if the merger is approved. Co-Chair Tyrone Evans opposed naming Houston County Department of Labor the tentative Comprehensive One-Stop Location if the merger is approved. The motion carried by voice vote to have Houston County Department of Labor be the tentative Comprehensive One-Stop Location for the merger.

2. Update from the One-Stop Operators – *Paul Allen*
 - a. One - Stop Operators October Report
 - b. One - Stop Operators November Report
 - c. One - Stop Operators December Report
 - d. One - Stop Operators January Report
 - e. One - Stop Operators February Report
 - f. One - Stop Operators March Report
 - g. One - Stop Operators April Report

There was discussion on the various job fairs and how well the One-Stop Operators are working in the community to provide great service. Paul Allen, One-Stop Operator Manager, talked about the following points:

1. Partner Meeting – The next one will be May 17, 2023. All of the local partners are coming together to talk about what services they offer and what they can do more of.
2. Cross training – Each agency explains more about what they do and what they offer so that everyone can get a better understanding and assist participants better.
3. Orientation – There has been weekly (sometimes more) orientation sessions at the One-Stop to let the public know what services are available to them.
4. Job Readiness Training – Helping participants with interview skills and resume training
5. New Staff Training – Helping any new partners in the One-Stop locations.

Darrell Stillings thanked Paul Allen for all of his assistance and services that he provides.

MATTERS FROM THE FLOOR

There were none.

NEXT SCHEDULED MEETING

1. Meeting Schedule – Next meeting is scheduled for September 12, 2023 at noon, at Middle Georgia Consortium, Inc. Motion from Brenda Brown and a second from Tyrone Evans carried for the next meeting. There were no opposing votes and the motion carried by voice vote.

ADJOURNMENT

There being no further business, Chair Aundrea Simmons thanked everyone for their participation and adjourned the meeting at 1:15 PM.