

**MIDDLE GEORGIA
WORKFORCE DEVELOPMENT BOARD
August 22, 2023**

MINUTES

A meeting of the Middle Georgia Workforce Development Board was held on August 22, 2023, at noon, at Flint Energies, at 98 Carl Vinson Parkway, Warner Robins, Georgia. The following members were present:

Ivan Allen	Clifford Holmes
Dan Brandon	Keith King
Cynthia Busbee	Leslie Mitchell
Eddie Cummins	Sherrie Moody
Tyrone Evans	Jeff Scruggs
Jay Flesher	Lee Tompkins
Tishua Green	Carolyn Watson
Mrytle Habersham	Steve Williams
Richard Hinson	

The following guests were in attendance:

Doug Rohme, In-the-Door, LLC
Brenda Brown, Central Georgia Technical College
Reginald Taylor, In-the-Door, LLC
Barcado Styles, Fort Valley State University
Dr. Hensley, Fort Valley State University
Vann Davis, Georgia Department of Labor
Roberta Hall, In-the-Door, LLC
Angie Horton, In-the-Door, LLC

WELCOME GUEST/NEW MEMBER

Chairman Steve Williams chaired and called the meeting to order. He welcomed everyone and thanked them for participating. He introduced new guest. There was a quorum present.

MINUTES

1. Approve of the Minutes of the June 20, 2023, meeting of the Middle Georgia Workforce Development Board.

A motion was made by Richard Hinson and seconded by Tyrone Evans to approve the minutes of the June 20, 2023; 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 and Disability Committee* – **No report was given.**
- *Youth Committee*
 - **Approval of Additional Youth Personnel on CGTC Case Management Contract** – Darrell Stillings explained that it was decided during the merger for Macon-Bibb not to renew the Paxen contract, which served the youth population for Macon-Bibb area. Since the Paxen contract was not renewed, a request was made to revise the CGTC Case Management contract to include additional personnel needed to serve the youth population in Macon-Bibb. A revised budget was submitted, which showed the total personnel costs increased to \$361,441, which included salaries, fringe and travel.

A motion was made by Clifford Holmes and seconded by Tyrone Evans to approve the revised CGTC Case Management Personnel Budget as presented. There were no opposing votes and the motion carried by voice vote.

- **Approval of Revised Youth Policies**
 - **3.2.3 Dependent/Independent Child**
 - **3.2.6 Youth Basic Skills Deficient**

Darrell Stillings provided copies of the State's Revised Policies at section 3.2.3 and 3.2.6 and discussed the changes. He explained that section 3.2.3 was revised to clarify the definition of a dependent child and an independent child. He also explained that section 3.2.6 was revised to eliminate the mandated use of the TABE assessment as the only assessment tool allowed to be used by local areas. He noted that the TABE test will still be used but the revision allows for the use of other assessment tools such as Wonderlic, which expedites the assessment process and offers both an electronic and paper version of the test. It will be loaded at the One-Stop Centers as another tool that can be used.

A motion was made by Clifford Holmes and seconded by Tyrone Evans to approve revising local policies to reflect the State's policy change at section 3.2.3. There were no opposing votes and the motion carried by voice vote.

A motion was made by Clifford Holmes and seconded by Tyrone Evans to approve revising local policies to reflect State's policy change at section 3.2.6. There were no opposing votes and the motion carried by voice vote.

2. *Approval of Revised Adult Basic Skills Deficient* – Darrell Stillings provided copies of the State's Revised Adult Basic Skills Deficient policy. He explained that it was revised the same as the youth section 3.2.6 to remove the mandatory requirement to use the TABE test as the assessment test to determine basic skills deficiency.

A motion was made by Sherrie Moody and seconded by Jeff Scruggs to approve revising local policies to reflect the State's change to the Adult Basic Skills Deficient

3. *Notice of State's Revised Grant Allocation Policy* – Darrell Stillings provided copies and discussed the State's revised Grant Allocation Policy. He reported that our area received an 18% decrease in this year's formula funding for all grants. He explained that he approached the State and protested the 18% cut because the State's minimum allocation rule at the time was that a local area must not receive an allocation "amount" for a fiscal year that is less than 90% of the average percentage of the two preceding fiscal year. The State's response was that the federal rule is

actually that a local area should not receive an allocation “percentage” amount that is less than 90% of the average percentage of the two preceding fiscal year, which prompted the revision in their grant allocation to read “percentage” instead of “amount.” Darrell is still researching and working with the State and will let the Board know what is determined.

4. *Approval of One-Stop MOU and Proposed Infrastructure Rates* – Darrell Stillings provided copies of the Memorandum of Understanding (MOU) and the proposed Infrastructure Rates. He explained the MOU was revised to include Macon-Bibb County and the proposed infrastructure rates for the shared costs of the One-Stop Centers. The infrastructure rates slightly increased based on the usage of the actual infrastructure costs for FY 2023 at each One-Stop Centers.

A motion was made by Jay Fleisher and seconded by Carolyn Watson to approve the Memorandum of Understanding and the proposed infrastructure rates as presented. Tishua Green, Dr. Ivan Allen and Jeff Scruggs abstained from voting. There were no opposing votes and the motion carried by voice vote.

5. **HDCI Monthly Report** – Paul Allen, HDCI Project Manager, provided copies of and discussed the monthly HDCI Report. The report provided updated information on Econovue, YouScience, Jobs EQ, Educator Externship and the progression made on the development of the new website.
6. **Approval to Add Fort Valley State University to Eligible Training Provider List** – Darrell Stillings announced that he has been working with Fort Valley State University to get them added back to the State’s Eligible Training Provider List. He had hoped that he would have received their application by today’s meeting so it could be presented and approved, however, the application was not received in time. The agenda item was therefore tabled until the application has been submitted.
7. **Expenditure Report** – Darrell Stillings provided copies of the Expenditure Report dated October 31, 2022. He reported he sees no problem expensing the NEG grant by the March 31, 2023 deadline. He also reported that all PY22/FY23 grants have been received and funding looks health in all grants.
8. **Activity Reports**
 - *PY 2022 Enrollment Report* – Terrell Mitchell provided copies of and discussed the enrollment report dated August 14, 2023. She reported on all funding stream enrollments, which resulted in a total of 331 participants being served and 322 are carryovers from PY22 which ended June 30, 2023. There have been 9 new enrollments since July 1, 2023.
 - *PY 2022 1st Quarter Performance Report* – Terrell Mitchell provided copies of and discussed the PY 2022 Unofficial Fourth Quarter Report dated August 14, 2023. The report showed that all measures were met for PY 2022.
9. **One-Stop Operator Report** – Doug Rohme, Middle Georgia One-Stop Operator, provided and discussed the July 2023 One-stop Operator Report for the activities for Baldwin, Houston County and Macon-Bibb Career Centers. He also provided data on workshops and job fairs that were held. He reported that a partner meeting was held and all partners were engaged. He introduced Angel Horton, the new One-Stop Operator for the Macon-Bibb Career Center.

MATTERS FROM THE FLOOR

MATTERS FROM THE EXECUTIVE DIRECTOR

1. **PY 2023 Meeting Schedule** –Darrell Stillings pointed out that the next meeting is scheduled for October 24, 2023; at Central Georgia Technical College, in Macon.

ADJOURNMENT

Chairman Williams thanked everyone for participating. There was no further business and the meeting was adjourned.