

**MIDDLE GEORGIA
WORKFORCE DEVELOPMENT BOARD
APRIL 23, 2024**

MINUTES

A meeting of the Middle Georgia Workforce Development Board was held on April 23, 2024, at noon, at Flint Energies, located at 98 Carl Vinson Parkway, Warner Robins, Georgia. The following members were present:

Kendrick Butts-Virtually	Joseph Howard
Crystal Buzza	Jessica Maldonaldo-Virtually
Joy Carr-Virtually	Leslie Mitchell
Eddie Cummins	Jasmine Newton
Tyrone Evans	Jeff Scruggs
Jay Flesher	Aundrea Simmons
Tishua Green	Lee Thompkins-Virtually
Myrtle Habersham-Virtually	Brian Utley
Clifford Holmes	Carolyn Watson
Richard Hinson	Steve Williams

The following guests were in attendance:

Demme McManus, Oconee Fall Line Technical College
Douglas Rohme, In-the-Door, One-Stop Operator
Angel Horton, In-the-Door, One-Stop Operator
Corey Douglas, PWC Training
Vann Davis, TCSG (Rapid Response)
Moniqueca Sims, SSG Appliance Academy

WELCOME GUEST/NEW MEMBER

Chairman Steve Williams chaired and called the meeting to order at 12:16 PM. 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 February 20, 2024, meeting of the Middle Georgia Workforce Development Board.

A motion was made by Jessica Newton and seconded by Tyrone Evans to approve the minutes of the February 20, 2024; meeting of the Middle Georgia Workforce Development Board with the correct spelling of Aundrea Simmons' name. There were no opposing votes and the motion carried by voice vote.

OLD BUSINESS

There was none.

NEW BUSINESS

1. **SSG Appliance Academy** – Darrell Stillings introduced Moniqueca Sims, of SSG Appliance Academy out of Northwest Georgia. He explained that SSG Appliance Academy is a two-week household appliance repair course and cost \$2,750 plus an additional cost of \$800 for tools. He reported that he has reviewed the program and feels that the program is suitable for Middle Georgia because they have a 100% placement rate. Ms. Sims conducted a presentation and in response to questions she added that they have been conducting the training since 2021 and they are trying to get more women in the industry. It is in-person training and if there is enough interest in the area they will conduct the training locally. They currently have an individual in Middle Georgia that wants to enroll in the training but need more interest to setup program in the area.
2. **PWC Training** – Corey Douglas, of PWC Training conducted a presentation. He pointed out that they have three different certificate programs – they are Information Technology, Office Technologies and Restaurant Management. The Restaurant Management is not offered remotely but the other two programs are offered remotely. Student must have a cell phone, tablet or PC to complete the course. Once completed they will take the certification examination and if the student does not pass on their first attempt a second attempt is included. There are two class sessions offered - one at 10AM-1PM and another at 6PM-9PM, however, if a student signs up for one session but is unable to attend that session the lessons are the same for each session so they can attend the other session. They are located in Marietta, Georgia and College Park but are looking at Albany, Georgia or Macon, Georgia as a third location.
3. **WDB Committee Reports – Chairman Steve Williams**

– One-Stop Committee –

- Approval of the One-Stop RFP Budget (\$260,000) and Work Statement - Darrell Stillings provided copies of and discussed the One-Stop RFP Budget, Timeline and Work Statement for approval. He explained that every three years the services for the One-Stop Operator has to be competitively procured through the RFP process. He noted that the closing date for receipt of proposals is May 8 and that proposer notification is scheduled to be completed by May 29 so the contract should be ready to be submitted for approval at the next scheduled meeting in June. In response to the question of who currently has the one-stop contract, he added that In-the-Door currently has the contract.

A motion was made by Brian Utley and seconded by Clifford Holmes to approve the RFP Budget and Work Statement as presented. There were no opposing votes and the motion carried by voice vote.

– Youth Committee –

- Approval of Revised Program Element 10 – Optional Mental Health Evaluation - Darrell Stillings provided copies of and discussed the State’s Youth Program Element 10 “Comprehensive Guidance and Counseling” WIG. He explained that in the recent past the State mandated that participants complete the Mental Health Evaluation and the local policy was revised to reflect the requirement, however, the State has revised their policy

again and made the Mental Health Evaluation optional and the local policy was revised again to reflect the State's policy change to make it optional.

A motion was made by Jeff Scruggs and seconded by Crystal Buzza to approve the revised Youth Program Element 10–Mental Health Evaluation Policy as optional as presented. There were no opposing votes and the motion carried by voice vote.

- 4. Approval of Fort Valley State University ETPL Application** – Darrell Stillings provided copies of and discussed the Fort Valley State University ETPL Application for their Elementary Special Education program. He reported the application has been reviewed for the cost, data and performance and all meets the requirements. He pointed out that our ITA Policy has a limit of \$14,300 so as long as cost stays within that limit it should be approved to be included on the State's ETPL List. Chairman Williams commended staff on efforts made to get the application submitted for approval.

A motion was made by Clifford Holmes and seconded by Richard Hinson to approve the Fort Valley State University ETPL Application as presented. There were no opposing votes and the motion carried by voice vote.

- 5. Revised ITA Policy to Allow Online Courses** – Darrell Stillings provided copies of and discussed the proposed revise ITA Policy. The proposed revisions included increasing the self-sufficient wage to \$15 per hour and the allowance of online courses. He explained that with the cost of living adjustment in the region a self-sufficient rate of \$15 per hour after training completion should be required. He also recommended changing the policy to allow hybrid or online courses.

A motion was made by Richard Hinson and seconded by Crystal Buzza to approve the revised ITA Policy as presented. There were no opposing votes and the motion carried by voice vote.

- 6. Approval to Publish Regional Plan for Public Comments** – Darrell Stillings provided copies of the Local & Regional Plan Guidance received from the State. He explained that every four years local areas have to submit their Plan to the State for approval and every two years Plan updates needed are required to be submitted. This year the Plan must be re-developed and submitted for approval by June 30, 2024 and efforts have already begun to work with partners for their input and the Regional Commission will provide the data to complete the necessary data requirements. The Plan should be completed and ready for publishing in mid-May. The requirement is to publish for 30 days for public comments which consists of putting notice in the local newspaper providing a link to our website where it will be published for review and comments from the public. This will allow the Plan to be ready to submit to the Board at the June meeting for approval to submit to the State by the June 30 deadline.

A motion was made by Clifford Holmes and seconded by Tyrone Evans to approve publishing the Regional Plan for Public Comments as requested. There were no opposing votes and the motion carried by voice vote.

- 7. HDCI Update** – Darrell Stillings provided copies of and discussed the WorkSource Georgia Sector Partnership Grant Guidance provided by the State. He pointed out that unfortunately the guidance states that this is the final year of the Sector Partnership Grant. Over the years great partnerships have been formed such as Youth Science, Job GQ, the website, the industry videos and other great partnerships have been leveraged through this grant. Unfortunately, with the continued WIOA budget cuts each year it will be fiscally impossible for the State to continue the grant and they have

decreased the funds that are available this year up to 60 to 75 percent. With that in mind the application this year is requesting up to \$200,000 but it will most likely be less than the \$200,000 requested.

A motion was made by Richard Hinson and seconded by Eddie Cummins to approve requesting up to \$200,000 for the Sector Partnership Grant as presented. There were no opposing votes and the motion carried by voice vote.

8. **PY 24 State Planning Allocations** – Darrell Stillings provided copies of and discussed the PY 24 State Planning Allocations provided by the State. He reminded everyone of the 18% cut received last year and pointed out that we received another 2% cut this year. Chairman Williams encouraged staff and board members to look outside of the Federal and State funding and try to partner with other private companies to help us continue the work in our communities.
9. **Business Services Report** – Paul Allen reported that through the incumbent worker training program efforts continue successfully to work with employers and job seekers to address the skills gap, which not only helps employers to improve their workforce but it also helps individuals to gain a credential and improve their lives. A list of the current agencies that are being assisted was also provided. Mr. Allen also reported that one of our innovated initiatives is being copied by other local areas across the State which is the creation of a Business Services Team consisting of one-stop partners such as Vann Davis, with Rapid Response; Doug Rohme and Angel Horton, our One-Stop Operators; Aundrea Simmons, with the Business Services Department of TCSG; and John Shaw, with Wagner Peyser, in an effort to make sure we have a consistent message to employers that we are here to help.
10. **Expenditure Report** – Kerry Scarboro, MGCI Accountant, reported as of March 31, 2024, we have a balance of \$3,035,560.52. She reported that grants expiring on June 30, 2024 total \$482,888.46. In response to a question of if spending as should be or if sending any money back, Ms. Scarboro added that we are spending as should be and are not sending any money back.

11. Activity Reports – Terrell Mitchell

- **PY 2023 Enrollments** - Terrell Mitchell reported on enrollments through April 12, 2024. She reported that Adult enrollments has grown to 98, which is an increase of 2 from the last meeting in February. She reported there were no changes in the regular dislocated worker enrollments which is still seven or the incumbent worker training which remains at three. There are currently 152 enrolled in the Quest Dislocated Worker grant, which is an increase of 15 from the last meeting and 156 youth enrolled which is an increase of 31 from the last meeting. An enrollment by funding and county of residence was also provided.
- **PY 2023 2nd Quarter Performance** - Terrell Mitchell provided a Performance report dated April 12, 2024. She reported performance looks fairly well except for the Entered Employment for the second quarter which the actual is at 52.63% and the negotiated rate is 83% but there is two more quarter to improve the measure. The DLW Measured Skills Gain is also not currently being met which is at 20% and the negotiated rate is 56% but this is due to low number of participants. For the Youth Performance the Credential Attainment Measure is at 22.96% and the negotiated rated is 55% and it is possible that the measure will not be met. The Measurable Skills Gain is also not being met at 25.29% but the negotiated rate is 38% and with two more quarters remaining it is possible to meet that measure. Darrell Stillings added that when the two areas merged a lot of Macon's Youth did not fit into our

program design and had to be exited. When asked to clarify why the Youth didn't fit in to the program design, Mr. Stillings added that since WIOA doesn't allow money to be spent on college tuition for in-school youth a lot of Macon's Youth were enrolled in college for incentive purposes only and once they had exhausted their Pell Grant were financially unable to continue and dropped out without meeting the Measurable Skills Gain or the Credential Attainment performance measures but they had to be exited since they were no longer active.

12. One Stop Operator Report – Angel Horton, One-Stop Operator, provided a One-Stop Operator Summary Report for the period February 20 through April 22, 2024. She reported that during the period 2,348 individuals were served and the top three services provided were Job Search, On-the-Job Training and WIOA. She also reported that 647 individuals participated in the Leap Into Success Event with 23% of them finding the event through word of mouth and 44% found it via social media. It was also discovered that 59% of the participants didn't bring a resume'.

Jeff Scruggs thanked them for the new report summary format. When asked if there is a strategy in place to address the issue of the 59% not having their resume', Ms. Horton added that future plans are to have a computer station set up where individuals can print out their resume'.

MATTERS FROM THE FLOOR

There were none.

MATTERS FROM THE EXECUTIVE DIRECTOR

1. **PY 2023 Meeting Schedule** – Darrell Stillings reminded members that the next WDB meeting is scheduled for June 18, 2024, at noon, at Central Georgia Technical College, in Macon

ADJOURNMENT

Chairman Steve Williams thanked everyone for participating. There was no further business and the meeting was adjourned at 12:58 PM.