

**EXECUTIVE COMMITTEE OF THE 11-COUNTY
MIDDLE GEORGIA WORKFORCE DEVELOPMENT AREA
APRIL 29, 2025**

MINUTES

A meeting of the Executive Committee of the 11-County Middle Georgia Workforce Development Area was held at 10:00AM, on April 29, 2025, at the Baldwin County Commissioners Office, located at 1601 N Columbia Street, Milledgeville, Georgia 31061. The following members were present:

Meeting Attendance Record			
Name	County/City	Present	Absent
Commissioner Emily Davis/Andrew Strickland	Baldwin	X/X	
Commissioner Dale Jump	Crawford	X-Virtual	
Commissioner Dan Perdue/Timothy Andrews	Houston	/X	
Commissioner Chris Weidner	Jones	X	
Commissioner Alan Gibbs	Monroe		X
Commissioner Martin Moseley	Peach	X-Virtual	
Commissioner Jenna Mashburn	Pulaski		X
Commissioner Bill Sharp	Putnam	X	
Commissioner Ken Fowler	Twiggs		X
Commissioner Anderson Ford	Wilkinson	X-Virtual	
Mayor Lester Miller	Macon-Bibb		X

Guests in Attendance

There were none.

Chairman Chris Weidner chaired and called the meeting to order at 10:22AM. A quorum was present.

AGENDA

1. *Approval of the April 29, 2025, Agenda*—A motion was made by Commissioner Bill Sharp and seconded by Commissioner Emily Davis to approve the April 29, 2025 Agenda. There were no opposing votes and the motion carried by voice vote.

MINUTES

1. *Approval of the February 11, 2025, Minutes of the Executive Committee of the 11-County Middle Georgia Workforce Development Area.* – A motion was made by Commissioner Emily Davis and seconded by Commissioner Bill Sharp to approve the February 11, 2025; minutes as written. There were no opposing votes and the motion carried by voice vote.

OLD BUSINESS

There was none.

NEW BUSINESS

1. *Independent Auditor's Report* – JT McGinnis, with McNair, McLemore, Middlebrooks & Co., presented the Independent Auditor's Report as issued on December 11, 2024. He reported the audit is issued as an unmodified opinion which is a clean opinion with no adjustments or comments and the financial statements were free of material misstatements and represent a fair presentation of the financial position for the operations of the organization. There were no disagreements with financial statements. He highlighted areas of the report as follows:
 - Total Assets - \$976,273 compared to \$817,206 last year.
 - Total Liabilities - \$511,094 compared to \$353,964 last year. He noted that not seeing any debt is always a strong position for a nonprofit.
 - Total Revenue – Increased from last year's revenue of approximate \$2.4 Million to approximately \$3.6 Million due to some additional grants received this year.
 - Total Expenditures – Increased in line with revenue – from \$2.4 Million to \$3.6 Million

He reported that the required Single Audit was filed in a timely manner and was uploaded to the Federal Clearinghouse so the agency is in compliance.

In respond to a request to clarify the decrease amount shown for cash flow in the negative amount of \$37,882, he explained that it was only a matter of the timing of when collecting the accounts receivable which increased your revenue but decreases your cash flow.

In response to the question of if the agency is on point, he replied yes, the agency is on point.

A motion was made by Commissioner Emily Davis and seconded by Tim Andrews to accept the Independent Auditor's Report as presented. There were no opposing votes and the motion carried by voice vote.

2. *Approval of WDB Nomination of Raymond Smith, Southwest Non-Profit Housing* – Darrell Stillings provided copies of the nomination received from Workforce and Career Services, - Southwest Non-Profit Housing. He explained that Raymond Smith replaces the required partner, Barbara Mosley who recently passed away and served as the Seasonal Migrant Farmworkers representative on the Workforce Development Board.

A motion was made by Commissioner Emily Davis and seconded by Commissioner Martin Moseley to approve the nomination of Raymond Smith, of Southwest Non-profit Housing, as the Seasonal Migrant Farmworkers' representative on the Workforce Development Board as presented. There were no opposing votes and the motion carried by voice vote.

3. *Approval of One-Stop Recertification* - Darrell Stillings explained that every two years we are required to recertify that our one-stop centers have all required partners represented at the one-stop centers and that they continue to be handicap accessible and meet all the requirements to be a one-stop center. He also added that complete packages were available for review by any member that would like to review the documents. The recertification of the following one-stop centers were presented for approval:
 - Middle Georgia Consortium, Inc.
 - Central Georgia Technical College – Macon, Milledgeville, Warner Robins & VECTR sites
 - Warner Robins Housing Authority
 - Houston County Career Center – Comprehensive Site
 - Milledgeville Career Center
 - Macon-Bibb Career Center
 - Vocational Rehabilitation – Warner Robins & Milledgeville Sites

A motion was made by Timothy Andrews and seconded by Commissioner Martin Moseley to approve the recertification of all of the one-stop centers as presented. There were no opposing votes and the motion carried by voice vote.

4. *Approval of the Revised Eligibility Procedures, TEGL 10-23 Change 1* – Darrell Stillings provided copies of the Revised Eligibility Procedures, TEGL 10-23 Change 1 and explained that about a year ago TEGL 10-23 was issued and required that services be provided to individuals who refused to provide a social security card, however, the TEGL has been changed to state that a social security card is required in order for WIOA services to be provided.

In response to a question of if we will direct/help them obtain a social security card, Darrell Stillings added that they will be directed to the Social Security Administration office. It was further suggested that we provide paperwork with the information on it. Darrell added that we can do that.

In response to a question of who wouldn't have a social security card, Darrell Stillings added that often young people will come in and their parents may have their social security card and they would have to provide a copy before services could be provided. The question was expanded to ask is it that they don't have a number or that they don't have a physical copy. Darrell Stillings added it could be both but either way they couldn't be served until they provide a copy of their Social Security card.

A motion was made by Commissioner Bill Sharp and seconded by Timothy Andrews to approve the revised Eligibility Procedures to reflect the changes to TEGL 10-23, Change 1. There were no opposing votes and the motion carried by voice vote.

5. *Approval of Revised In-the-Door, LLC OSO Contract Budget* – Darrell Stillings provided copies of the In-the-Door, LLC, One-Stop Operator Contract Modification #2. He explained that the purpose of the modification is to increase the Warner Robins Housing Authority JobPlus Grant's One-Stop Operator's annual salary from \$40,000 to \$42,000 plus the additional fringe benefit and indirect costs associated with the salary increase. The total requested increase cost is \$2,500 and is contingent upon the Warner Robins Housing Authority's agreement to reimburse the cost under its JobPlus Grant agreement with the Middle Georgia Consortium.

A motion was made by Tim Andrews and seconded by Commissioner Emily Davis to approve the In-the-Door, LLC, One-Stop Operator Contract Budget Modification #2 as presented. There were no opposing votes and the motion carried by voice vote.

6. *Expenditure Report* – Kerry Scarboro provided and discussed the Expenditure Report dated March 31, 2025. She pointed out that the total funds available for all grants is \$2,408,584.09. She reported that we have receive additional funds under the Quest Grant in the amount of \$150,000 which expires September 30, 2025. All spending requirements are being met.

7. **Activity Reports** – Darrell Stillings

- **PY 2024 Enrollments** – Darrell Stillings reported on enrollments through April 8, 2025. He reported that Adult enrollments are at 71, the dislocated worker enrollments are at 0 due to using DLW/Quests funds for DLW enrollments freeing up DLW funds to be transferred to Adult funds, Incumbent Worker Training enrollments are at 4, DLW/Quest enrollments are at 174 and Youth enrollments are at 156 for a total of 405 enrollments. An enrollment by counties report and a historical enrollment report for 2014-2024 were also provided and both were dated February 5, 2025.

Commissioner Emily Davis reported she has not heard back from Howard Scott on their conversation regarding participants interested in Life Guard training and they are still in need of addition workers for their recreation centers. Darrell Stillings assured her he would be in touch with Mr. Scott for his response to her.

- **PY 2024 Into 2nd Quarter Performance Report** – Darrell Stillings provided a Performance Report dated April 8, 2025 which explained that the performance report continues to lag behind so hopefully an updated report can be given at the next meeting.

MATTERS FROM THE FLOOR

There were none.

MATTERS FROM THE EXECUTIVE DIRECTOR

1. *PY 24 Meeting Schedule* –The next meeting is scheduled for June 24, 2025, at 10AM, at the Middle Georgia Consortium office.
2. *WDB Attendance Report for April 2025* – Darrell Stillings provided copies of the WDB Attendance Report for April 2025. He pointed out that with the approval of the nomination of the Seasonal Migrant Farmworkers representative today it puts the Boards composition back in compliance. He further noted that no members had missed three consecutive meeting resulting in no action being needed.

In response to a question of if Dan Brandon is still on medical leave, Darrell Stillings added that he is and that he talked with him this morning and he is recovering well and will hopefully be back soon.

ADJOURNMENT

There was no further business and a motion was made by Tim Andrews and seconded by Commissioner Bill Sharp to adjourn the Executive Committee meeting at 10:51AM and enter into the Board of Director's session. There were no opposing votes and the motion carried by voice vote.