

**EXECUTIVE COMMITTEE OF THE 10 COUNTY  
MIDDLE GEORGIA WORKFORCE INVESTMENT AREA  
APRIL 24, 2018**

**MINUTES**

A meeting of the Executive Committee of the 10 County Middle Georgia Workforce Development Area was held at Noon, on April 24, 2018, at the Middle Georgia Consortium, Inc., in Warner Robins, Georgia. The following members were present:

Carlos Tobar – Baldwin County	Walter Smith – Peach County
Tommy French – Baldwin County	Daylon Martin – Jones County
Bobby Blassingame – Crawford County	Mayor Eric Wilson – City of Forsyth
Timothy Andrews - Houston County	Mayor Joyce Denson – City of Toombsboro
Larry Evans – Monroe County	John Williams – Wilkinson County

Guests in Attendance:

Emily Davis –Baldwin County Board of Commissioners

Chairman Daylon Martin chaired and called the meeting to order at 10:03 AM. A quorum was present.

**OLD BUSINESS**

There was none.

**MINUTES**

1. *Approval of the February 27, 2018, Minutes* – A motion was made by Commissioner Larry Evans and seconded by Timothy Andrews to approve the minutes of the 10 County Middle Georgia Workforce Development Area meeting held on February 27, 2018, meeting with the correction of Emily Davis, title to Baldwin County Commissioner. There were no opposing votes and the motion carried by voice vote.

**OLD BUSINESS**

There was none.

**NEW BUSINESS**

1. *Approval of Revised EEO Policy* – Amy Varnum, EEO Officer, provided copies of and discussed the revised EEO Policy. She reported that the revision were made to correct findings from the PY 16 State Monitoring and were update include mandated federal requirements.

A motion was made by Commissioner Walter Smith and seconded by Mayor Denson to approve the revised EEO Policy as presented. There were no opposing votes and the motion carried by voice vote.

2. *Approve of Revised Procurement Policy* - Darrell Stillings provided copies and discussed the revised Procurement Policy. He reported that the revisions were made to correct findings from the PY 16 State Monitoring to include updating to current federal and state regulations.

A motion was made by Mayor Denson and seconded by Commissioner John Williams to approve the revised Procurement Policy with the addition of specifically where RFPs will be publicized. There were no opposing votes and the motion carried by voice vote.

3. *Approval of Workforce Development Board Membership Nominations* - Darrell Stillings provided copies and discussed the Workforce Development Board Nominations for Angie Gheesling, of Houston County Development Authority; Greg Mullis, of Tri-County EMC; Chris Carr, of International Union of Operating Engineers; Barbara Mosley, of Telamon Corporation and Laura Roberts, of Milledgeville Housing Authority for approval.

A motion was made by Mayor Eric Wilson and seconded by Commissioner Larry Evans to approve the Workforce Development Board Nominations as presented. There were no opposing votes and the motion carried by voice vote.

4. *Approval of Youth Incentive Policy* - Darrell Stillings provided copies of and discussed the proposed Youth Incentive Policy. He pointed out that the policy set guidelines for the use of funds to provide incentives for recognition and achievement to youth enrolled in the Workforce Innovation and Opportunity Act programs.

A motion was made by Commissioner Tommy French and seconded by Commissioner Walter Smith to approve the proposed Youth Incentive Policy as presented. There were no opposing votes and the motion carried by voice vote.

5. *Approve to Increase the Youth Work Experience Wage Rate to \$8.00* – Darrell Stillings recommended that the youth work experience wage rate be increased from the current rate of \$7.25 to \$8.00 an hour. The increase is an effort to make the program be more attractive to participants who could otherwise go to McDonald’s or other similar franchises where the entry wage is anywhere from \$8.59 - \$9.00 an hour.

A motion was made by Mayor Denson and seconded by Commissioner John Williams to approve increasing the youth work experience wage rate to \$8.00 an hour as presented. There were no opposing votes and the motion carried by voice vote.

6. *One-Stop MOU Update* – Darrell Stillings reported that Legacy Link has finally submitted an executed One-Stop MOU and we can now report to the State that we have a signed MOU from all required local one-stop partners.

7. *Workforce Development Board Attendance Report* – Darrell Stillings provided an updated attendance report for the Workforce Development Board.

8. *Youth Report* – Teria Coleman provided an update on the following youth program activities:

- Contractor Update – An activity report was provided for Paxen which showed 20 participants have been enrolled. Of those 20, 4 have completed RLA section, 6 have completed the science section and 6 have completed the Social Studies section. One GED completion is pending receipt of official record. It was also reported that contracts have been signed with CGTC and In-the-Door, LLC, to provide youth services through June 2019.
- Approval to Issue RFP for PY 2018 Youth Service Providers – Darrell Stillings provide copies of and discussed the RFP Work Statement for approval of the authority to issue an RFP for PY 2018 if determined that it is needed. It was explained that the Work Statement is the same one that was approved for the previous RFP release and the amount funds available at this time because the State has not issued any grant awards yet.

A motion was made by Tommy French and seconded by Mayor Wilson to approve the authority to release an RFP for PY 2018 youth services as requested. There were no opposing votes and the motion carried by voice vote.

9. *Business Services/Grant Writer Report* – Amy Varnum provided a verbal report on the business service activities. She reported that a new focus is to target participant that are enrolled in certain training program and target employers with possible openings in those fields. However she is also working with Kamen Industry, MoHawk and Kumoh to develop incumbent worker training. MoHawk is looking to hire participants from the CGTC manufacturing fundament class. Also working with the Airforce Base which is looking to hire 400 through a direct hire process for painters, maintenance sheet metal, welders and etc. Also, working with a marketing firm out of Atlanta. She also reported that iHeart Radio which has 5 or 6 stations has offered free advertising for local events. She also reported that Kate Russell will be here Wednesday and Thursday to monitor the HDCI grant which doesn't have any activities yet but Kate has offered to provide additional technical assistance while she is here.

10. *Approval of the HDCI Grant Funding Priority List* – Amy Varnum reported that there were two proposals received proposing to serve as the project manager for the HDCI grant. However, only one met the minimum score of 75 requirement to be considered. The proposal which was successful was Eventual Success, LLC, which proposed to serve as the project manager and carry out the functions at a cost of \$249,000. Amy explained that contract negotiations will begin after the Board's approval today.

A motion was made by Mayor Denson and seconded by Commissioner Larry Evans to approve the HDCI Grant Funding Priority List as requested. There were no opposing votes and the motion carried by voice vote.

## *17. Activity Reports*

- **PY 2017 Enrollment Report** – Due to Terrell Mitchell attending training out of town, Darrell Stillings provided copies of PY 2017 Enrollment Report dated April 17, 2018, which shows there are 361 enrollments, which also showed there 198 currently active, 57 are in job search and 88 have exited the program.

11. *Expenditure Report* — Gail Barton provided copies of and discussed the expenditure report for the period through February 28, 2018. The report showed a balance of \$302,878.59 in PY 16 Youth program funds that need to be spent by June 30, 2018, however, Gail Barton reported that with current expenditures that are not reported it is closer to \$248,560.83.

## **MATTERS FROM THE FLOOR**

Commissioner Larry Evans commended Amy Varnum and Teria Coleman for their efforts in Monroe County. Mayor Denson also thanked them and Darrell Stillings. Chairman Martin also thanked staff for the excellent job of coordinating the meeting with the high school superintendent.

Chairman Martin instructed Amy Varnum to place more focus on getting other grants.

Darrell Stillings was instructed to determine what positions are needed so funds can be allocated in the budget for them.

Amy Varnum reported that GDOL has announced that the Re-Entry Grant opportunity is coming soon.

## **MATTERS FROM THE EXECUTIVE DIRECTOR**

1. *Next Meeting* –The next meeting is scheduled for June 26, 2018, at 10AM,at the MGCI office, in Warner Robins, Georgia.

## **ADJOURNMENT**

There was no further business and a motion was made by Larry Evans and seconded by John Williams to adjourn the meeting at 11:32AM and enter into the Board of Directors session. There were no opposing votes and the meeting carried by voice vote.