

**MIDDLE GEORGIA
WORKFORCE DEVELOPMENT BOARD
AUGUST 23, 2016**

MINUTES

A meeting of the Middle Georgia Workforce Development Board was held at Noon, on August 23, 2016, at Tri-County EMC, 310 W. Clinton Street, Gray, Georgia. The following members were present:

Wanda Addeo	Willie Billingslea	Anita Coney	Romelda Y. Simmons
Anitra Douglas	Tyrone Evans	Henry Gallimore	Tishua Green
Clifford Holmes	Patrick Manuel	Sherrie Moody	Harry Murray, Jr.
Saleemah Sabree	Jeff Scruggs	Aundrea Simmons	Steve Williams
Ralph Snowden	Carolyn Watson		

The following guests were in attendance:

Saketha Adams, Oconee Fall Line Technical College
Bob Thompson, GDOL, Macon Career Center
Ethel Wynn, GDOL, Milledgeville Career Center
Brenda Brown, Central Georgia Technical College

WELCOME GUEST/NEW MEMBER

Steve Williams chaired in the absence of Chairman Sam Dorsey and called the meeting to order. He welcomed everyone and introductions were made around the room. There was a quorum present.

MINUTES

1. *Approval of the June 21, 2016 and July 21, 2016, Minutes* – A motion was made by Romelda Simmons and seconded by Henry Gallimore to approve the minutes of the June 21, 2016, and July 21, 2016, meeting as presented. There were no opposing votes and the motion carried by voice vote.

OLD BUSINESS

There was none.

NEW BUSINESS

1. *New Member Orientation* –Carolyn Robertson provided copies of and discussed the WDB Bylaws with the new members. She went over the functions of the Board and the membership requirements as outlined in the Bylaws.

2. *Standing Committees* – Carolyn Robertson provided copies of and discussed the functions of the new standing committees.
3. *One-Stop Procurement* – Carolyn Robertson provided copies of state correspondence and discussed the State's requirements for issuing an RFP for the One-Stop. If Baldwin County issues the RFP the Consortium can submit a proposal but it cannot provided any guidance. Carolyn Robertson reported that she will meet with Baldwin County on September 6 and discuss.
4. *Unified State Branding* – Carolyn Robertson provided copies of the State's guidance on implementing the WorkSource Georgia Logo which is to be used for the state-wide unified branding. Tishua Green reported that GDOL will also use the WorkSource Logo when it is in conjunction with WIOA.
5. *Approval to Submit Regional/Local Plan to State* – Carolyn Robertson provided copies of a draft of the Regional Plan that was developed with the Macon-Bibb County Workforce Development Office and will be jointly submitted to the State by the deadline of August 31, 2016.

A motion was made by Clifford Holmes and seconded by Patrick Manuel to approve the submission of the draft of the Regional Plan to be submitted to the State jointly with the Macon-Bibb County Office of Workforce Development. There were no opposing votes and the motion carried by voice vote.

6. *Business Services/Grant Writer Reporter* – Amy Varnum reported that OJT Contracts are being adding to serve all counties and there are currently several contracts pending. One is the Jeffersonville Police Department for officer training in Forsyth and she is also working with a non-profit for single mothers.
7. *Youth Report* - Teresa Tripp, Youth Services Specialist, reported that there are currently 26 out-of-school youth that are participating in the GED class with 24 of them being active in the work experience component also. Tutoring and resume writing are continuing to be offered.
8. *Activity Reports* - The following activity reports were provided and discussed:
 - **PY 2015 4th Quarter Performance** – The PY 2015 4th Quarter Performance report as August 19, 2016 shows all measures for the adult, dislocated worker and youth programs being met or exceeded.
 - **PY 2015 Enrollments** – The PY 2015 Enrollment report as of August 22, 2016, showed there were 254 Adults, 59 Dislocated Workers, 16 NEG and 104 Youth served for a total of 433 participants being served.
9. *PY 2015 Budget Reports* – Carla Yawn, Accountant for Baldwin County, provided copies of and discussed the Budget Reports as follows:
 - **Adult Budget** - An Adult Budget report for the fourth quarter (July 1, 2015 through June 30, 2016) was presented. The report showed the total funds available were \$1,345,724

and the expenditures of \$1,209,019 in program funds and \$84,849 in admin funds for a total of \$1,293,868 for expenditures.

- **Dislocated Worker Budget** – A Dislocated Worker Budget report for the fourth quarter (July 1, 2015 through June 30, 2016) was presented. The report showed that the total funds available were \$1,184,887 and the expenditures were \$438,234 in program funds and \$77,020 in admin funds for a total of \$515,254 in expenditures.
- **NEG Budget** - A National Emergency Grant Budget report for the third quarter (July 1, 2015 through June 30, 2016) was presented. The report showed that the total funds available were \$250,000 and the expenditures were \$54,416 in program funds and \$25,000 in admin funds for a total of \$79,416 in expenditures.
- **Youth Budget** - A Youth Budget report for the first quarter (April 1, 2015 through June 30, 2016) was presented. The report showed that the total funds available were \$1,688,624 and the expenditures were \$87,588 in program funds and \$7,291 in admin funds for a total of \$94,879 in expenditures.
- **Rapid Response Budget** - A Rapid Response Budget report for the third quarter (July 1, 2015 through June 30, 2016) was presented. The report showed that the total funds available were \$74,098 and the total expenditures were \$586 in program funds and no expenditures in admin for a total of \$586.

MATTERS FROM THE FLOOR

There was none.

MATTERS FROM THE EXECUTIVE DIRECTOR

1. *Next Meeting* – The next meeting is scheduled for October 18, 2016, at Noon, at Flint Energies, Warner Robins, Georgia.

ADJOURNMENT

There was no further business and the meeting was adjourned.