

**EXECUTIVE COMMITTEE OF THE 10 COUNTY  
MIDDLE GEORGIA WORKFORCE DEVELOPMENT AREA  
APRIL 27, 2021**

**MINUTES**

A virtual meeting of the Executive Committee of the 10 County Middle Georgia Workforce Development Area was held at 10:00AM, on April 27, 2021. The following members were present:

<b>Meeting Attendance Record</b>			
<b>Name</b>	<b>County/City</b>	<b>Present</b>	<b>Absent</b>
Commissioner Henry Craig	Baldwin	X	
Commissioner Omar Dickey	Crawford	X	
Timothy Andrews	Houston	X	
Commissioner Chris Weidner	Jones	X	
Commissioner Greg Tapley	Monroe	X	
Commissioner Martin Moseley	Peach	X	
Commissioner Jenna Mashburn	Pulaski		X
Commissioner Billy Webster	Putnam	X	
Commissioner Ken Fowler	Twiggs		X
Commissioner John Williams	Wilkinson	X	
Mayor John Reid	Eatonton	X	
Mayor Joyce Denson	Toombsboro	X	

**Guest in Attendance**

There were none.

Vice-Chair Mayor John Reid chaired and called the meeting to order at 10:02 AM. There was a quorum present.

**MINUTES**

- Approval of the February 23, 2021, Minutes of the Executive Committee of the 10-County Middle Georgia Workforce Development Area*

A motion was made by Commissioner Henry Craig and seconded by Commissioner Billy Webster to approve the minutes of the February 23, 2021, meetings as written. There were no opposing votes and the motion carried by voice vote.

**OLD BUSINESS**

There was none.

**NEW BUSINESS**

- Election of Chair* – A motion was made by Commissioner Henry Craig and seconded by Mayor Joyce Denson to postpone this item due to not having enough primary members present to vote to elect the CLEO as required. There were no opposing votes and the motion carried by voice vote.

2. *Approval of Work Experience Policy 4.9.2021* – Darrell Stillings provided a copy of and discussed the Work Experience Policy. He explained that WIOA allows both wage payments and stipends but the current policy only allows wages. He requested approval of the proposed revised policy to add an allowance for stipend payments since stipends can be paid for participation in required academic activities where an employer-employee relationship does not exist such as classroom training. A question was asked regarding how many participants are currently in the program. Darrell reported there are currently eleven participants that are participating in virtual training being conducted by Atlanta Career Rise through the CGTC’s Youth Success Academy. These participants can be compensated for their participation through the stipend payment option. Another question was asked regarding if there was a precedent for the program. Darrell responded that Atlanta Regional, Cobb Works and Fulton County piloted the program and it has been very successful in those areas and that is why efforts are being made to bring it to the Middle Georgia area.

A motion was made by Commissioner Chris Weidner and seconded by Commissioner Henry Craig to approve the revision of the Work Experience Policy to add stipend payments as proposed. There were no opposing votes and the motion carried by voice vote.

3. *Eventual Success Cure Notice* - Darrell Stillings provided a draft copy of the cure notice for Eventual Success, LLC. The cure notice provided detailed enrollment obligations under the contract and the actual enrollments as of April 6, 2021. Darrell Stillings pointed out that Eventual Success has had the contract for two years and was obligated to enroll 30 out-of-school (OSY) and 30 in-school youth (ISY). Eventual Success currently has 15 OSY and 20 ISY which is short of the contract obligated 60 enrollments. The Youth Committee and the Workforce Development Board has approved sending the cure notice which stipulates that if obligations are not met by June 18, 2021 then the contract will be severed and with approval of the cure notice today the notice will be sent to Eventual Success.

A motion was made by Commissioner Chris Weidner and seconded by Commissioner Henry Craig to approve the Eventual Success Cure Notice as written. There were no opposing votes and the motion carried by voice.

4. *Nomination of Christy Parker, WR Housing Authority* – Darrell Stillings provided copies of a nomination received for Christy Parker, of the Warner Robins, Housing Authority, to serve on the Youth Committee. He explained that Andre’ Washington was serving and has since received a promotion and Ms. Parker has been nominated to replace him on the Youth Committee.

A motion was made by Commissioner Chris Weidner and seconded by Commissioner John Williams to approve the nomination of Christy Parker, Warner Robins Housing Authority, to serve on the Youth Committee. There were no opposing votes and the motion carried by voice vote.

5. *On-the-Job Training Policy Update* – Darrell Stillings provided copies of and discussed the updated On-the-Job Training Policy. He explained that the policy has been updated to conform to State policy which was recently changed during the last State Workforce Development Board meeting. He pointed out that item number 22 on page 3 was changed to reduce record retention for OJT employers from six years to three years.

A motion was made by Tim Andrews and seconded by Commissioner John Williams to approve the updated On-the-Job Training policy as presented. There were no opposing votes and the motion carried by voice.

6. *NEG Update – Approval of Salary Increase and Part-time Employment* – Darrell Stillings provided an update on the National Emergency Grant/Dislocated Worker COVID-19 Relief Grant. He reported that at the time of the receipt of the grant the wage was set at \$10 per hour for 40 hours

per week. During the last NEG Update with the State they suggested we increase wages to make the program more attractive and a request was made to increase the hourly wage to allow up to \$15 per hour and allow part-time positions to create more flexibility based on the work that will be performed and where the worker is located. Efforts are ongoing to work with Macon-Bibb to partner with the Georgia Department of Labor which will add additional funding and would provide access to a larger pool of candidates. The hope is that by increasing the wage per hour and making it more competitive it will increase participation.

A motion was made by Commissioner John Williams and seconded by Commissioner Billy Webster to approve increasing the NEG Work Experience wage to up to \$15 per hour and to allow part-time positions as requested. There were no opposing votes and the motion carried by voice vote.

7. *Approval to Apply for Round 3 of HDCI Grant* – Darrell Stillings reported that round two of the HDCI Grant ends in June and that the State has approved a round three of the HDCI Sector Partnership Grant. The deadline for application is May 14, 2021 and a request was made to approve submitting an application for round three of the HDCI Sector Partnership Grant for up to \$200,000. The grant application along with a budget proposal will be completed and submitted by the deadline. Round three will be a one-year grant to continue efforts for the internship program which was planned for round two of the grant but was put on hold due to the pandemic. A question was asked as to how exactly the \$200,000 will be utilized. Mr. Stillings responded that this round will be used to cover the salary of the HDCI Project Manager and to cover the cost associated with participants and educators who participate in the internship program, which is designed to allow teachers to come in and explain various career paths associated with local businesses to participants.

A motion was made by Commissioner Martin Moseley and seconded by Tim Andrews to approve the submission of an application for round three of the HDCI Grant as requested. There were no opposing votes and the motion carried by voice vote.

8. *Letter of Support for Re-Entry Grant* – Darrell Stillings provided a draft copy of a letter of support for the Re-Entry Young Adult Education and Employment Partnership Grant. He explained that the grant is to continue the efforts of the Juvenile Justice System to integrate employment and training services to individuals that are being released out of the system before they are released. The Consortium will not be the lead agency of the grant but will partner with Goodwill, Central Georgia Technical College and the Department of Juvenile Justice. A question was asked regarding who will be the administrative agency. Mr. Stillings reported that LaNise Alexander Research & Consulting firm is applying for the grant and will be the administrative agency.

A motion was made by Commissioner Henry Craig and seconded by Commissioner John Williams to approve the Letter of Support for the Re-Entry Young Adult Education and Employment Partnership Grant as written. There were no opposing votes and the motion carried by voice vote.

9. *Approval of PY 2021 Contract Budgets* – Darrell Stillings provided copies of and discussed the PY 2021 contract budgets and work statements for In-the-Door LLC for One-Stop Operator Services, Central Georgia Technical College for Youth Services and Central Georgia Technical College for case management services. He reported that In-the-Doors budget and work statement will remain the same as it was for PY 2020 for a total cost of \$144,464 to continue to provide one stop operators at the Houston Career Center and the Milledgeville Career Center. The Central Georgia Technical College youth services budget and work statement will also remain the same as it was for PY 2020 for a total cost of \$384,336 to serve a total of 125 out-of-school youth in all counties except Wilkinson, which is served by Oconee Fall Line Technical College. He also reported that the Central Georgia Technical College case management budget was reduced a \$100,000 in personnel cost due to the 10% reduction in our Adult and DLW allocations. However, the Macon-Bibb program reimburses 50% of one of the case manager's salary since that case manager also services Bibb county residents. The

total cost for the case management contract is \$826,421 with a participant cost budget of \$411,857 to cover the training cost for 125 participants.

A motion was made by Commissioner John Williams and seconded by Mayor Joyce Denson to approve the PY 2021 contract budgets and work statements for In-the-Door, LLC, Central Georgia Technical College youth contract and case management contract as presented. Mayor John Reid abstained from voting. There were no opposing votes and the motion carried by voice vote.

10. *Expenditure Report* – Kerry Scarboro, MGCI Accountant, provided copies of the Expenditure Report dated February 28, 2021, however, she had completed the March FSR and she reported that there is only \$108,984.06 needing to be expensed in grants ending on June 30, 2021 and she foresees no problem expensing those grants by the deadline. She encouraged the members to let her know if they have any questions.

11. *Legal Services* – A motion was made by Henry Craig and seconded by Mayor Joyce Denson to postpone this item. It was the consensus of the members that were present that an attorney who specializes in both WIOA and day to day operations was needed. A committee was created to work with staff and Commissioner Henry Craig, Commissioner Chris Weidner and Mayor Joyce Denson volunteered to serve.

## 12. Activity Reports

- *PY 2020 Enrollment Report* – Terrell Mitchell provided copies of and discussed the enrollment report through April 7, 2021. The reports showed that a total of 634 participants were served in PY 20 and 483 were carried over. It also showed that there have been 150 new enrollments since July 1, 2020.

## MATTERS FROM THE FLOOR

There were none.

## MATTERS FROM THE EXECUTIVE DIRECTOR

1. *Next Meeting* –The next meeting is scheduled for June 29, 2021, at 10AM. It was the consensus of the members present to hold it in person and Commissioner Henry Craig volunteered to host the meeting in Baldwin County.
2. *WDB Attendance Report* – Darrell Stillings provided an attendance report for the Workforce Development Board. There were no issues that needed to be addressed.

## ADJOURNMENT

There was no further business and a motion was made by Commissioner Billy Webster and seconded by Mayor Joyce Denson to adjourn at 11:12 AM. There were no opposing votes and the motion carried.