

**EXECUTIVE COMMITTEE OF THE 10 COUNTY
MIDDLE GEORGIA WORKFORCE DEVELOPMENT AREA
AUGUST 31, 2021**

MINUTES

A meeting of the Executive Committee of the 10 County Middle Georgia Workforce Development Area was held at 10:00AM. on August 31, 2021, at the Wilkinson County BOE Board Room, located at 197 W. Main Street, in Irwinton, Georgia The following members were present:

Meeting Attendance Record			
Name	County/City	Present	Absent
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

Steve Williams, Chairman Middle Georgia Workforce Development Board

Chairman Chris Weidner chaired and called the meeting to order at 10:00 AM. There was a quorum present.

AGENDA

A motion was made by Mayor Joyce Denson and seconded by Commissioner Henry Craig to approve the agenda as written. There were no opposing votes and the motion carried by voice vote.

MINUTES

- 1. Approval of the June 29, 2021, Minutes of the Executive Committee of the 10-County Middle Georgia Workforce Development Area*

A motion was made by Commissioner John Williams and seconded by Commissioner Henry Craig to approve the minutes of the June 29, 2021, meetings as written. Mayor John Reid abstained from voting. There were no opposing votes and the motion carried by voice vote.

OLD BUSINESS

There was none.

NEW BUSINESS

1. *HDCI Update* – Darrell Stillings reported that as discussed at the last meeting the Be Pro Be Proud mobile unit was procured with the HDCI Grant and has been tentatively scheduled to be hosted by Houston County April 18-25, 2022, and will serve students in Houston, Pulaski and Peach counties. It will be hosted by Bibb County September 20-24, 2021 and will serve Bibb, Crawford, Monroe and Twiggs. Efforts are still being made to find a host for Baldwin County for November 8-12, 2021 to serve students in Baldwin, Putnam, Jones and Wilkinson counties.
2. *Approval of Internship Pay for Youth Participants* – Darrell Stillings reported that efforts are to try and align in-school youth participants with career pathways and provide internships with businesses that will promote their career pathway. He further explained that internships are more in-depth than regular work experience and requested that the pay be increased from \$8 an hour to \$10 an hour. The plan is to serve one in-school student from each of the ten counties. Since some youth will work 30 hours per week and others will work 20 hours per week a cost estimate was provided for both scenarios. The annual cost for wages and fringe benefits per participant is estimated at \$4,513.23 for youth working 30 hours per week and \$3,008.82 for those working 20 hours per week.

A motion was made by Commissioner Henry Craig and seconded by Tim Andrews to approve increasing the internship pay from \$8 an hour to \$10 an hour. There were no opposing votes and the motion carried by voice vote.

3. *Business Services/NEG Update* – Vann Davis provided copies of and discussed the NEG Update dated August 24, 2021. He pointed out that services have been provided to 50 participants throughout the service area under the NEG grant and participants are either participating in Temporary Work Experience or Education and Skills training. Currently there are nine participants in work experience and 41 in education and skills training and recruitment efforts for both participants and worksites are still ongoing. He also reported that there are active OJT agreements in place with Interfor in Houston and Putnam and there's an active incumbent worker training agreement with Monroe County Board of Commissioners for Paramedic Training. The report also showed discussions for OJT and Work Experience is ongoing with nine other companies in the area with most companies gathering the documentation needed to meet WIOA requirements.

Chairman Weidner asked if there was training for Heavy Equipment Operator in our area and Darrell Stillings added that there is training listed on the State's ETPL list but it is in Conyers and transportation is an issue but that he would research and see if there are any others.

4. *Subcontractor Program Monitoring Reports* - Darrell Stillings provided copies of and discussed the programmatic monitoring reports for Central Georgia Technical College's Case Management and Youth Success Academy Contracts as well as the monitoring report for Eventual Success. He reported that there were no findings that resulted in disallowed costs and that most findings related to career facilitators not updating participant files in a timely manner, which could have a negative impact on performance measures such as the Measurable Skills Gain. He is working with CGTC's career facilitators to implement a procedure to make sure it is done before it becomes a problem. Since Eventual Success is not a service provider this year and their participant files were turned over to the Consortium, staff will make the needed corrections.
5. *WDB Nomination (Gloria Knowles)* – Darrell Stillings provided a nomination for Gloria Knowles, of Legacy Link. He explained that Legacy Link is one of the required partners and Saleemah Sabree has been their representative on the Board. Ms. Sabree notified us that she has received a promotion and that Ms. Knowles will be her replacement.

A motion was made by Tim Andrews and seconded by Mayor Joyce Denson to approve the nomination of Gloria Knowles to serve on the Workforce Development Board. There were no opposing votes and the motion carried by voice vote.

6. *Expenditure Report* – Kerry Scarboro, MGCI Accountant, provided copies of the Expenditure Report dated July 31, 2021. She reported that all grants that expires on June 30, 2021 have been spent all spending requirements were met. There is currently a total of \$2.35 Million available with all grants combined and in October should receive the FY Grants for an additional \$1.2 Million and spending is consistent and she doesn't foresee any problems. She encouraged the members to contact her if they have any questions.

A motion was made Commissioner Henry Craig and seconded by Tim Andrews to accept the PY 21 Adult and Dislocated Worker grants. There were no opposing votes and the motion carried by voice vote.

7. **Activity Reports**

- *PY 2020 Enrollment Report* – Terrell Mitchell provided copies of and discussed the enrollment report dated August 12, 2021. She reported a total of 406 participants have been served and 385 are carryovers.
- *PY 2020 4th Quarter Performance Report* - Terrell Mitchell provided copies of and discussed the PY 2020 4th Quarter Performance report dated August 17, 2021. She reported that the report is unofficial but all measures were met for Adult and Dislocated Worker. All measures were met for Youth except for the Credential Attainment measures which is at 97.6% of our goal. She reported that these are unofficial and she is currently looking through the data to see if there is any discrepancies so hopefully this measure will be met in the end.

MATTERS FROM THE FLOOR

Darrell Stillings announced that the SETA Conference will be in Biloxi, in September and if members would like to attend they should notify staff.

MATTERS FROM THE EXECUTIVE DIRECTOR

1. *Next Meeting* –The next meeting is scheduled for October 26, 2021, at 10AM, in Peach County.
2. *WDB Attendance Report* – Darrell Stillings provided an attendance report for the Workforce Development Board. LuWanna Williams, of Fort Valley State University and Joey Howard, of J&J Heating and Air in Robert, had missed three meetings and were removed. Mr. Stillings reported that Fort Valley State University is a required partner and he will reach out to Ms. Williams and Mr. Howard for either a replacement or a commitment to actively continue to serve.

ADJOURNMENT

There was no further business and a motion was made by Commissioner Henry Craig and seconded by Mayor Joyce Denson to adjourn at 10:38 AM. There were no opposing votes and the motion carried by voice vote.