

**EXECUTIVE COMMITTEE OF THE 10 COUNTY  
MIDDLE GEORGIA WORKFORCE INVESTMENT AREA  
OCTOBER 27, 2020**

**MINUTES**

A virtual meeting of the Executive Committee of the 10 County Middle Georgia Workforce Development Area was held at 10:00AM, on October 27, 2020. The following members were present:

<b>Meeting Attendance Record</b>			
<b>Name</b>	<b>County/City</b>	<b>Present</b>	<b>Absent</b>
Commissioner Tommy French	Baldwin	X	
Commissioner Bobby Blassingame	Crawford		X
Timothy Andrews	Houston	X	
Commissioner Daylon Martin	Jones	X	
Commissioner Larry Evans	Monroe	X	
Commissioner Shanita Bryant	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, WDB Chair

Chairman Daylon Martin chaired and called the meeting to order at 10:01 AM. There was a quorum present.

**MINUTES**

- 1. Approval of the August 10, 2020, Minutes of the Executive Committee of the 10-County Middle Georgia Workforce Development Area*

A motion was made by Commissioner Larry Evans and seconded by Commissioner John Williams to approve the minutes of the August 10, 2020 meetings as written. There were no opposing votes and the motion carried by voice vote.

**OLD BUSINESS**

There was none.

**NEW BUSINESS**

- 1. Approval of CCGTC, VECTR and Voc Rehab One-Stop Recertification - Darrell Stillings provided copies of and discussed the One-Stop Recertification's for CGTC, VECTR and Voc. Rehab based on*

the criteria previously approved. He reported that all required partners are scheduled to be represented either by a physical or virtual presence, however, due to the pandemic all partners are represented by a virtual presence for now.

A motion was made by Commissioner Larry Evans and seconded by Mayor Joyce Denson to approve the One-Stop Recertification's for CGTC, VECTR and Voc. Rehab as presented. There were no opposing votes and the motion carried by voice vote.

2. *Approval of the One-Stop Survey and Video* – Darrell Stillings provided copies of the Barriers to Employment Survey and video. The survey was created in both paper and electronic format and will be used to identify special populations with barriers to employment at the one-stop centers.

A motion was made by Mayor Joyce Denson and Commissioner John Williams to approve the Barriers to Employment Survey and video as presented. There were no opposing votes and the motion carried.

*Approval of the Revised Youth Policy and Procedures* - Darrell Stillings provided copies of and discussed the Revised Youth Policy and Procedures. Local Strategic Population Policy. He explained that the policy was revised to meet WIOA requirements and to include everything a service provider needs to serve youth.

A motion was made by Commissioner Larry Evans and seconded by Mayor Joyce Denson to approve the revised Youth Policy and Procedures as presented. There were no opposing votes and the motion carried by voice vote.

3. *Approval of Revised ITA Policy* – Darrell Stillings provided copies of and discussed the revised ITA Policy. He explained that policy was revised to remove the stipulation that the GI Bill must be exhausted prior to WIOA funds being used. He further explained that since military personnel pays into the GI Bill we cannot mandate that they use it.

A motion was made by Commissioner Larry Evans and seconded by Mayor Joyce Denson to approve the revised ITA Policy as written. There were no opposing votes and the motion carried.

4. *Approval of Revised Work Experience Policy* – Darrell Stillings provide copies and discussed the revised Work Experience Policy. The policy was revised to define the work hours for Out-of-School as 60 hours per week and In-School Youth as 20 hours per week and to also allow for additional hours during the summer if funds are available. It was further revised to allow for virtual work if a supervisor is available and to also include the Worksite Nonfinancial Agreement.

A motion was made by Mayor Joyce Denson and seconded by Commissioner Larry Evans to approve the revised Work Experience Policy as presented. There were no opposing votes and the motion carried.

5. *Approval of Confidentiality and Security Policy* – Darrell Stillings provided copies of and discussed the Confidentiality and Security Policy. He reported that policy is mandated by the State and it is medical information for all individuals involved with the program.

A motion was made by Commissioner John Williams and seconded by Commissioner Larry Evans to approve the Confidentiality and Security Policy as written. There were no opposing votes and the motion carried.

6. *Notice of State's Approval of Local/Regional Plan* –Darrell Stillings provided copies of and discussed the State's notice of the Local/Regional Plan approval. He reminded them that the Plan was submitted back in June along with the Macon-Bibb County Workforce Office and that the State required some

changes. The changes were made and it was resubmitted and this letter is notice that the Local/Regional Plan has been fully approved.

7. *Expenditure Report* – Kerry Scarboro, MGCI Accountant, provided copies of and discussed the Expenditure Report dated September 30, 2020. She pointed out that she has received the FY '21 Grants and that there are no issues with spending. The report shows that spending occurred in all PY 19 grants as well as program funds in the FY 20 Adult and DLW grants. The report also showed that as of September 30 there was a total of \$2,182,996.65 in available funds for all grants.
8. *Activity Reports* –
  - ***PY 2019 Enrollment Report*** – Terrell Mitchell provided copies of and discussed the enrollment reports through October 12, 2020. The reports showed that a total of 544 participants were served in PY 20 and 513 were carried over. It also showed that there have also been 31 new enrollments since July 1, 2020. Also provided was reports showing new enrollees by county and total enrollees by county.
  - ***PY 2019 4<sup>th</sup> Quarter Performance Report*** – Terrell Mitchell, MIS Coordinator, provided copies of and discussed the PY 2019 4<sup>th</sup> Quarter Performance Report prepared October 12, 2020. She reported that all measures were exceeded for PY 19. Chairman Martin congratulated staff on an exceptional job.

## **MATTERS FROM THE FLOOR**

Darrell Stillings added that he hopeful that the approved Youth Policy and Procedures will overcome some of the administrative issues Eventual Success and CGTC are having. He also stressed that there are NEG funds and worksites available for temporary employment for anyone that has been laid off due to COVID-19, He asked members to refer anyone in their county that they think could utilize the program because having issues enrolling individuals because most are afraid they will lose their stimulus pay if they do temporary job. Chairman Martin recommended that each county HR put announcements on county and chamber websites.

## **MATTERS FROM THE EXECUTIVE DIRECTOR**

1. *Next Meeting* –The next meeting is scheduled for December 15, 2020, at 10AM, at the MGCI office, in Warner Robins, Georgia unless the State of Emergency is extended.
2. *WDB Attendance Report* – Darrell Stillings provided an attendance report for the Workforce Development Board. He pointed out that Tarell Register has missed three consecutive meetings. He reported that WDB Chairman Steve Williams spoke with Mr. Register and is unable to continue to serve because has changed positions. He is now working at the Airforce Base.

## **ADJOURNMENT**

Chairman Martin – Chairman has and will continue to put meeting virtually on the ACCG agenda. Also, since Commissioner French is retiring, staff was instructed to put the election of a new vice-chair on the next agenda.

Commissioner Williams wished good luck to those up for reelection.

There was no further business and a motion was made by Commissioner Larry Evans and seconded by Mayor Joyce Denson to adjourn at 10:34 AM. There were no opposing votes and the motion carried.