

**MIDDLE GEORGIA  
WORKFORCE DEVELOPMENT BOARD  
February 16, 2021**

**MINUTES**

A meeting of the Middle Georgia Workforce Development Board was held virtually on February 16, 2021, at noon. The following members were present:

|                            |                 |
|----------------------------|-----------------|
| Barbara Moseley            | Patrick Manuel  |
| Steve Williams             | Amy Kelly       |
| Lisa Sipp for Darreth Roby | Dan Brandon     |
| Angie Gheesling            | Tyrone Evans    |
| Jeff Scruggs               | Megan Black     |
| Aundrea Simmons            | Clifford Holmes |
| Brian Utley                | Joy Carr        |
| Ivan Allen                 | Ronnie Mathis   |
| Wade Yoder                 | John Howard     |
| Saleemah Sabree            | Keith King      |
| Willie Billingslea         |                 |

The following guests were in attendance:

Demme McManus, Oconee Fall Line  
Janie Reid, In-the-Door, One-Stop Operator  
Paul Allen, In-the-Door, One-Stop Operator  
Brenda Brown, Central Georgia Technical College  
Dr. Ulrica Jones, Eventual Success, LLC  
Ethel Wynn, GDOL-Milledgeville Career Center

**WELCOME GUEST/NEW MEMBER**

Vice-Chairman Willie Billingslea chaired the meeting due to the unavoidable late arrival of Chairman Williams. He called the meeting to order at 12:05PM. He welcomed everyone and thanked them for participating. There was a quorum present.

**MINUTES**

1. Approve of the Minutes of the October 20, 2020 and December 8, 2020, meeting of the Middle Georgia Workforce Development Board.

A motion was made by Tyrone Evans and seconded by Saleemah Sabree to approve the minutes of the October 20, 2020 and December 8, 2020, meeting of the Middle Georgia Workforce Development Board as written. There were no opposing votes and the motion carried by voice vote.

**OLD BUSINESS**

1. **Ratify Action Taken at December 8, 2020, Meeting**

- a. *Approval of Revised MOU* – A motion was made by Tyrone Evans and seconded by Wade Yoder to approve the Revised MOU as presented. There were no opposing votes and the motion carried by voice vote.
- b. *Approval of Adult Education Grant Application* – A motion was made to approve the Adult Education Grant Application as presented. There were no opposing votes and the motion carried by voice vote.

## **NEW BUSINESS**

### **1. WDB Committee Reports**

- *One-Stop Committee* – Aundrea Simmons, One-Stop Committee Chair, reported that the committee met on January 26 and approved the revisions to the Strategic Population Policy as required by the USDOL and creating a regional resource guide with Macon-Bibb County Workforce Development area. She turned the floor over to Ashlee Simmons, MGCI Program Specialist.

- *Approval of Revisions to the Strategic Population Policy* – Ashlee Simmons explained that the USDOL issued a TEGL requiring the changes made to the local strategic population policy. She provided copies of the policy and gave an overview of the changes required.

A motion was made by Angie Gheesling and seconded by Tyrone Evans to approve the revised Strategic Population Policy as presented. There were no opposing votes and the motion carried by voice vote.

- *Approval to Create a Regional Resource Guide with Macon-Bibb County Program* – Aundrea Simmons explained that the plan is to merge our resource information with Macon-Bibb County information to create a regional resource guide. Paul Allen provided Macon's Guide which will require some changes and plans are to add a workforce development area coverage map to show the area that each office serves.

A motion was made by Tyrone Evans and seconded by Patrick Manuel to approve creating a regional resource guide with the Macon-Bibb County Workforce Development program as presented. There were no opposing votes and the motion carried by voice vote.

- *Disability Committee* – Darreth Roby, Disability Committee Chair, was unable to attend, however, Lisa Sipp attended in her absence and used a report provided by Ms. Roby. She reported that the Disability Committee is developing a one-pager-frequently asked question to be used to identify individuals with disabilities and their issues. The committee started with 37 questions and are currently reviewing the questions to narrow it down to the top five to ten questions. She also report that as a Disability Committee member, Darreth Roby, in partnership with Paul Allen, presented training on disability awareness, sensitivity and etiquette on February 5, 2021. The next Disability Committee meeting is scheduled for April 20.
- *Youth Committee* – Darrell Stillings reported that the Youth Committee approved the next agenda item and at this time moved to that agenda item.

2. **Approval of Mercer MOU** – Darrell Stillings provided copies of and discussed the Mercer MOU for their Trio-Program. He also provided copies of flyers which gave an overview of the workshops that have been previously held as well as the workshops coming up in February. He explained that the Trio-Program is designed to help high school youth prepare for college and the workshops line up with the required 14 elements of the youth program. He further explained that the MOU

is for participant referrals, sharing office space and there are no funds involved. For the time being due to the COVID-19 pandemic there is no plans to share space.

A motion was made by Wade Yoder and seconded by Aundrea Simmons to approve the Mercer MOU as presented. There were no opposing votes and the motion carried by voice vote.

3. **Final State Monitoring Report** - Darrell Stillings provided copies of and discussed the Final Notice received from the State which showed all corrective action requirements have been completed satisfactorily for the PY 19 on-site State monitoring.
4. **NEG Update** – Vann Davis, MGCI Business Specialist, provided an update on the National Emergency Grant/Dislocated Worker COVID-19 Relief Grant. He reported that there are currently 12 worksites spread across the service area and efforts are still ongoing to recruit participants. The grant is for temporary work experience positions to help sanitize government or non-profit building to prevent the spread of COVID-19 and occupational skills training. Eligibility is based on individuals that were laid-off due to COVID-19 or who are long term unemployed. The program is free to the worksites but the worksites have to supervise the participants and make sure they are doing the work. The positions have to be COVID related such as being stationed at the front door to take temperatures, distribute masks and/or maintaining social distancing requirements for persons entering the building. They can also be to sanitize the buildings to prevent the spread of COVID. Funding is available for next six months so hopefully participant numbers will increase because if money isn't spent then it will be allocated to another area that can use it. Members were encouraged to refer anyone that they know that could possibly benefit from the program either as a worksite or a participant. The wage is set at \$10 per hour for up to 40 hours per week up to 20 weeks permitting funding is available.
5. **Expenditure Report** – Kerry Scarboro, MGCI Accountant, provided copies of and discussed the Expenditure Report dated January 31, 2021. She explained that the report is December information not January. The only information that is January is the transfer from DLW to Adult for FY 21 for \$250,000. The report showed a total expenditure of \$2,480,645.11 and a total for remaining of funds of \$3,007,589.27. She report that spending is on target and she doesn't have any concerns in meeting spending requirements.
6. **Activity Reports**
  - *PY 2020 Enrollment Report* – Terrell Mitchell provided copies of and discussed the enrollment report through February 9, 2021. The reports showed that a total of 584 participants were served in PY 20 and 483 were carried over. It also showed that there have been 101 new enrollments since July 1, 2020. It also showed that wage match was incomplete at time of report.
  - *PY 2020 2<sup>nd</sup> Quarter Performance Report* – Terrell Mitchell, MIS Coordinator, provided copies of and discussed the PY 2020 2<sup>nd</sup> Quarter Performance Report prepared February 8, 2021. She reported that all measures are being met with the exception of the Measurable Skills Gain for DLWs and Youth, however, we have until June 30, 2021 to meet those goals.
7. **One-Stop Operator Report** – Janie Reid, Middle Georgia One-Stop Operator, provided reports for December 2020 and January 2021 activities for both Baldwin and Houston County Career Centers. She reported there has been no issues or concerns to bring before the board at this time and that they continue to serve clients from home since the career centers are still closed. Their phone numbers are still posted on the door and most calls are for UI benefits. She instructed the Board members to call if they have any questions or concerns with the reports provided.

## **MATTERS FROM THE FLOOR**

There were none.

## **MATTERS FROM THE EXECUTIVE DIRECTOR**

1. **Proposed PY 2020 Meeting Schedule** – Next meeting scheduled for April 20, 2021, at noon, at Flint Energies, in Warner Robins, Georgia unless the Governor extend the state of emergency in that case it will be held virtual again.
2. **House Bills 107 and 98** – Legislation is back on the floor to allow virtual meetings which will allow members who can't participate in meetings in person to participate by phone.

## **ADJOURNMENT**

There was no further business and the meeting was adjourned at 12:40PM.