

**MIDDLE GEORGIA  
WORKFORCE DEVELOPMENT BOARD  
OCTOBER 19, 2021**

**MINUTES**

A meeting of the Middle Georgia Workforce Development Board was held virtually on October 19, 2021, at noon. The following members were present:

Barbara Moseley	Dan Brandon
Steve Williams	Clifford Holmes
Darreth Roby	Joy Carr
Richard Hinson	Amy Kelly
Brian Utley	Keith King
Ivan Allen	Tishua Green
Gloria Knowles	Aundrea Simmons
John Howard	Tyrone Evans
Patrick Manuel	Lee Tompkins
Kendrick Butts	

The following guests were in attendance:

Ethel Wynn, GDOL, Milledgeville Career Center  
Brenda Brown, CGTC  
Demme McManus, Oconee Fall Line  
Janie Reid, In-the-Door, One-Stop Operator  
Paul Allen, In-the-Door, One-Stop Operator

**WELCOME GUEST/NEW MEMBER**

Chairman Steve Williams chaired and called the meeting to order at 12:08PM. He welcomed everyone and thanked them for participating. There was a quorum present.

**MINUTES**

1. Approve of the Minutes of the August 24, 2021 meeting of the Middle Georgia Workforce Development Board.

A motion was made by Patrick Manuel and seconded by Dan Brandon to approve the minutes of the August 24, 2021 meeting of the Middle Georgia Workforce Development Board as written. There were no opposing votes and the motion carried by voice vote.

**OLD BUSINESS**

There was none.

## NEW BUSINESS

- 1. Chair Position Election Options** - It was explained that the Workforce Development Board Bylaws allows the Chair to serve two consecutive terms or the Vice-Chair assumes the chair position and a new Vice-Chair is elected. It was the consensus of the members participating to allow Chairman Steve Williams to serve a second term and the following actions were taken.

A motion was made by Aundrea Simmons and seconded by Tyrone Evans to approve Steve Williams' second term as Chair. There were no opposing votes and the motion carried by voice vote.

A motion was made by Tishua Green and seconded by Patrick Manuel to approve Willie Billingslea's second term as Vice-Chairman. There were no opposing votes and the motion carried by voice vote.

- 2. Success Story** – Jessica Robinson a graduate of the RN program at Wesleyan College spoke of her appreciation of the Consortium and the Program. She thanked the Board for the opportunity and told of remembering Cristy Freeman [MGCI Career Facilitator] speaking during her orientation at Wesleyan and that is how she became aware of the program. She stated it was a blessing that allowed her to focus on her studies without the financial worry. Chairman Williams congratulated her on her success and encouraged her to speak with new participants whenever the opportunity presented itself.

### **3. WDB Committee Reports**

- **One-Stop Committee** – Aundrea Simmons provide copies of the final One-Stop Partners Directory and the One-Stop Resource Pamphlet that was created by the one-stop operators Janie Reid and Paul Allen. She reported that the One-Stop Committee met on September 28, 2021 and approved the both the Directory and the Pamphlet. Ashlee Simmons added that both the Directory and the Pamphlet will be given out to participants.

A motion was made by Aundrea Simmons and John Howard to approve both the One-Stop Partner Directory and the One-Stop Resource Pamphlet as presented. There were no opposing votes and the motion carried by voice vote.

- **Disability Committee** – Tyrone Evans reported that a meeting was held in September and the committee elected hold meetings quarterly.
- **Youth Committee** – Darrell Stillings reported that the Youth Committee did not hold a meeting and that there was no report.

- 1. Approval of Revised Eligibility Policy & Procedures** - Darrell Stillings provided copies of and discussed the revised Eligibility Policy & Procedures. He pointed out that the Eligibility Policy & Procedures currently does not list Housing Authority vouchers as a form of public assistance when documenting low-income as allowed under WIOA. However, with the new Warner Robins Housing Authority's Jobs Plus Grant an individual's Section 8 Voucher can be used for eligibility. Therefore, the Eligibility Policy & Procedures were revised to include the Section 8 Vouchers as low-income documentation.

A motion was made by Dan Brandon and seconded by Patrick Manuel to approve the revised Eligibility Policy & Procedures as presented. There were no opposing votes and the motion carried by voice vote.

2. **Business Services/NEG Update** – Vann Davis provided copies of and discussed the NEG Update dated October 19, 2021. He pointed out that services have been provided to 64 participants throughout the service area under the NEG grant and 14 participants are participating in Temporary Work Experience and 50 are participating in a variety of Education and Skills training. There are an additional 13 pending approval through the VECTR Center. Recruitment efforts for both participants and worksites are still ongoing. He also reported that there are active OJT agreements in place with GiGa, Interfor, in Houston and Putnam counties, and there's an active incumbent worker training agreement with Monroe County Board of Commissioners for Paramedic Training. Also, an incumbent worker training agreement is in place with Buzzell Plumbing Heating and Air for HVAC technician internship and there are six participants in the cohort. Efforts are ongoing with various companies in the area for OJT, IWT and Work Experience opportunities.
  3. **Expenditure Report** – Kerry Scarboro, MGCI Accountant, provided copies of the Expenditure Report dated August 31, 2021, however, she reported that she has finished the September report and provided updated numbers. She reported that all FY 21 program funds have been expended and spending has started on the PY 21 program funds. Also, with the new NEG activities the first NEG program funds have been drawn down and should be fully expended in a couple months. The FY 22 grants have been received but have not been fully executed and between the Adult and Dislocated Worker grants it will add an additional \$1,009,424 – \$464,696 in Adult funds and \$544,728 in DLW funds. She does not foresee any issues.
4. **Activity Reports**
- *PY 2021 Enrollment Report* – Terrell Mitchell provided copies of and discussed the enrollment report dated October 11, 2021. She reported on all funding stream enrollments, which resulted in a total of 425 participants being served and 385 are carryovers. There have been 19 new enrollments since the August report.
5. **One-Stop Operator Report** – Janie Reid, Middle Georgia One-Stop Operator, provided reports for August 2021 and September 2021 activities for both Baldwin and Houston County Career Centers. She reported that both she and Paul Allen have continued to serve customers and that they are getting a few more calls from people inquiring about jobs and what we can do to help them. Members were encouraged to contact her or Paul with any questions.

#### **MATTERS FROM THE FLOOR**

There were none.

#### **MATTERS FROM THE EXECUTIVE DIRECTOR**

1. **PY 2021 Meeting Schedule** – The next meeting is scheduled for December 7, 2021, at noon and will most likely be held virtually unless something changes.

Darrell asked about the Workforce Wednesday and Janie Reid and Paul Allen will send out Workforce Wednesday notices, which will be held in a virtual setting and everyone was encouraged to refer anyone that wants to participate.

Darrell Stillings reported that the Be Pro Be Proud trailer was in Macon/Bibb in September and there was a great turnout with over 300 high schoolers participating. Baldwin County is scheduled to host the Be Pro Be Proud training during the last week of March and first week of April 2022 and Jones

and Wilkinson counties will be participating in the event with Baldwin County. Additionally, Houston County has secured the fairgrounds for late April and Pulaski and Peach counties will participate in the event with Houston County.

### **ADJOURNMENT**

Chairman Williams thanked everyone for participating and there was no further business and the meeting was adjourned at 12:44PM.