

**SOUTHERN GEORGIA
WORKFORCE DEVELOPMENT BOARD (WDB)
MEETING
April 11, 2018**

MINUTES

The Southern Georgia WDB met on Wednesday, April 11, 2018, at 11 a.m. at the Sports Complex and Civic Center in Pearson, Georgia.

<u>WDB Members (X denotes attendance)</u>			
<input checked="" type="checkbox"/> Myrna Ballard (EC)	<input checked="" type="checkbox"/> Frank Bannamon	<input type="checkbox"/> Andy Brannen (EC)	<input checked="" type="checkbox"/> Keith Bryant (EC)
<input checked="" type="checkbox"/> Myrtice Edwards	<input checked="" type="checkbox"/> Kevin Ellis	<input checked="" type="checkbox"/> Jim Glass	<input checked="" type="checkbox"/> Greg Hendley
<input checked="" type="checkbox"/> Ben Lott	<input type="checkbox"/> Brian Marlowe	<input checked="" type="checkbox"/> Jennifer Rowland (EC)	<input type="checkbox"/> Darlene Tait (EC)
<input type="checkbox"/> Adam Tolle	<input checked="" type="checkbox"/> Sharon Vickers	<input checked="" type="checkbox"/> Jamon Williams	<input checked="" type="checkbox"/> Lowell Williamson (EC)
<u>Youth Committee (X denotes attendance)</u>			
<input checked="" type="checkbox"/> Frank Bannamon	<input type="checkbox"/> Jerry Griffin	<input type="checkbox"/> April McDuffie	<input checked="" type="checkbox"/> Donna Whitney
<input checked="" type="checkbox"/> Lowell Williamson	<input checked="" type="checkbox"/> Leah Woodall		
<u>Chief Local Elected Officials (X denotes attendance)</u>			
<input checked="" type="checkbox"/> Henry Baker	<input checked="" type="checkbox"/> James Everett	<input type="checkbox"/> John Gayle	<input checked="" type="checkbox"/> John Knox
<input type="checkbox"/> Dick Larson	<input checked="" type="checkbox"/> Alex Lee	<input type="checkbox"/> Peggy Murphy	<input type="checkbox"/> Michael Richbourg
<input type="checkbox"/> Kaye Riley	<input type="checkbox"/> Julie Smith	<input type="checkbox"/> Bobby Walker	<input type="checkbox"/> Joey Whitley
<u>Staff Members (X denotes attendance)</u>			
<input checked="" type="checkbox"/> Amy Baldwin	<input type="checkbox"/> Lisa Cribb	<input type="checkbox"/> Cathy Daniels	<input checked="" type="checkbox"/> Bonnie Howard
<input checked="" type="checkbox"/> LeAnna Hiers	<input type="checkbox"/> Jenica Johnson	<input checked="" type="checkbox"/> Justin Leggett	<input checked="" type="checkbox"/> Roberta Lovett
<input type="checkbox"/> Chris Strom			
<u>Guests</u>			
Cindy Baker	Robin Cone	Allie Dixon	Shannon McConico
Tony McKenzie	Kelly Peacock	Shameca Robinson	Charmane Thomas
Mary Walker			

Call to Order and Welcome: Chair Myrna Ballard called the meeting to order and welcomed all in attendance.

Review of Attendance, Recognition of Members & Guests: LeAnna Hiers announced that a quorum of the Workforce Development Board was present. Chair Ballard requested attendees introduce themselves.

Approval of Minutes of February 14, 2018 Meetings: Chair Ballard called for a vote to approve the minutes of the February 14, 2018 WDB meeting. Greg Hendley made a motion to approve with a second from Ben Lott. The motion carried.

PY17 Financial Budget and Expenditures Report: Roberta referred to the PY17 financial report with expenditures through February 28, 2018 (see table below). She went over each funding stream and explained that we are eight months into the program year. Roberta brought the boards attention to the Dislocated Worker funding stream, she explained that expenditures were low, and unless we have a major rapid response event she does not anticipate that the expenditure rates will change drastically. Roberta stated that the SGRC staff and service providers have been doing all they could to expend the DW money. We are transferring some of the DW funds to the Adult funding stream. She explained that some of the DW

funds were expiring on June 30th and that as a result the local area would return some to the State. Roberta stated that the Adult, Youth and special grant expenditures were on track.

Chair Ballard opened the floor for questions and discussion. After review, Kevin Ellis made a motion to approve the Financial Budget and Expenditures report with a second from Jennifer Rowland. The motion carried.

<u>Funding Stream</u>	<u>Budget</u>	<u>Expended</u>	<u>Balance Remaining</u>	<u>% Expended</u>
Adult	\$ 2,843,845	\$ 1,293,462	\$1,550,383	45%
Dislocated Worker	\$ 671,317	\$ 108,459	\$ 562,858	16%
Youth	\$ 1,766,013	\$ 840,799	\$ 925,214	48%
Other	\$ 658,199	\$ 221,120	\$ 437,079	34%
Rapid Response	\$ 63,176	\$ 3,654	\$ 59,522	6%

Policies and Procedures Update

Procurement Policy - Roberta pointed out the changes made to the procurement policy and procedure. She stated that these changes were being made to align with the state monitoring findings. Our area was asked to add more details to the policy. These changes have been made. Lowell Williamson made a motion to approve with a second from Jim Glass. The motion carried.

Sector Strategy/HDCI

Amy Baldwin, Business Services Representative, spoke about the sector strategy/HDCI project. She reminded the WDB that our local area is currently focusing on healthcare, which is considered to be a high demand career in our local area. She will be working with employers, educational institutes, etc. to foster partnerships that will bring everyone together to improve the health care industry. Carl Vinson Institute of Government will be training our staff to facilitate the sector strategy/HDCI program successfully.

A Project Assistant has been hired to assist Amy with this initiative. Amy informed the board that the new hire would start next week. Amy also informed the WDB that she, Myrna, and Roberta are on a regional board (FL/GA) that works with other areas to share ideas. They are going to a meeting in Florida to discuss and find new ways to help our area with this project.

Business Services Update: Amy updated the board on various projects she has been working on. So far she has worked with SDG Trailers, Chaparral Boats, and Premium Peanut to offer On-The-Job (OJT) training assistance. All OJT programs are going well. She is currently working with Outsource Logistics who is collaborating with Wiregrass Georgia Technical College to hire newly licensed CDL drivers. They are guaranteeing employment upon completion of the program. Amy is also currently working with Carolina Skiff, Live Oak Homes, and Southeast Pipe. Everything is going well and on track.

Workforce Development- Other Business: Roberta asked that One-Stop Coordinator, Tony McKenzie, update us on the One Stop system. Tony stated that he is working on a One Stop business plan, and that they are striving to market the One Stop to help people with the necessary tools needed for success.

Other Business: Tony McKenzie provided information about a job fair being held in Valdosta, as well as a program that helps offenders with employment and training. He mentioned that the program helps employers with Federal bonding, liability insurance, and provides a tax credit.

Adjourn: Chair Ballard adjourned the meeting at approximately 12:02 p.m.

Respectfully Submitted,

Bonnie Howard

Bonnie Howard
Workforce Development Board Staff
Southern Georgia Regional Commission