

**East Central Georgia Consortium
Workforce Investment Board
Workforce Development Center One Stop – Thomson, GA
Tuesday, October 30, 2012 – 5:30 PM**

Meeting Minutes

WIB Attendees

Michael Boardman
Ted Dezenski
Mike Neal
Van Langham
Ken Williams
Lagaile Jones for Ginger Carrington
Lauri Tuten for Ava Searce
Jesse Mitchell
Leigh Evans for Lloyd Horadan
Fred Smith
Dorothy Parrish
Morris Beard
Wanda Jordan

ECGC Staff

Leon Fields, Director
Carrie Edwards
Pecola Wiley
Sue Richards
Mary Stein
Sondra Randall
Karen Abron
Vivian Stewart
Carrie Lokey

Guests

Georgia Parrish – Screven County
Jeff Rice

Welcome/Opening

Leon Fields, Director of the East Central Georgia Consortium welcomed everyone.

INVOCATION

Leon Fields, Director

Review/Approval of Minutes

Michael Boardman presented the minutes from July 24, 2012 for approval.

Jesse Mitchell made a motion to approve the minutes as presented and Dorothy Parrish seconded the motion. There being no discussion, the motion carried.

Offender Workforce Development Program and Project M-PACT Report:

Carrie Edwards provided the following update on the Offender Workforce Development program and Project M-PACT for July – October 2012:

- We decreased the amount of participants entered into the offender program due to the fact that we wanted our budget figures to be accurate for the new program year and also with the Governor's Office starting to administrate WIA funding we knew there would

be some changes. Now under the Governor's Office, our performance rates and wage requirements have changed.

- We are continuing to provide core services to clients that relate to employment, such as resume writing, job search and job seeking skills.
- Project M-PACT is being revamped and will begin again in January. We are also speaking with Warren County to propose working in their school system with at-risk youth.
- We have changed the name of the offender program from work experience to work assignment because most offenders already have experience. Also we are in the process of making work assignment similar to OJT because they are both employment programs. They both will remain as two separate programs.

National Emergency Grant (NEG) Report

Pecola Wiley provided the following updates on the NEG Program:

- The ARRA OJT NEG grant ended September 30, 2012. We enrolled 66 participants into the NEG Program. Eighty percent completed successfully and twenty percent were unsuccessful.
- There were 26 employers that we worked with, in various counties.
- GDOL conducted a close-out review on October 16th and 18th.
- NEG OJT total revenue at close-out was \$18,201.

One Stop Report

Karen Abron provided the following updates for the One Stop (July 01, 2012 thru Sept. 30, 2012):

- Total visits per location – Augusta Technical College (203), Oconee Fall Line Technical College (109), Screven County WIA One Stop (985), and Thomson One Stop (2697) helping with Job Search Assistance, Resumes and Cover Letters, Assessments and Referrals to other agencies.
- We are also partnered with the DOL for Rapid Response. Currently there is an active petition with Evercare Company DBA OneCare, in Waynesboro, Georgia. They will be closing their production department and moving it overseas.

Youth Council Report

Sue Richards and Lagaile Jones provided the following update for the youth council:

- Lagaile Jones stated that the Youth Council needed a vote from the WIB, to approve an additional \$9000 for the Youth Service Providers, effective February 2013 if each provider is in compliance and meeting performance. The additional funds are to be used for a Youth Work Experience Program.

Ted Dezenski made a motion to approve the additional \$9000 for Youth Service Providers and Van Langham seconded the motion. There was no further discussion and the motion carried.

- Sue Richards stated that all things are going well with our current nine youth contracts and everything is up to date and progressing well.

Education Department Report

Vivian Stewart provided the following update on the WorkKeys assessments and the Learning Center:

- In our Learning Center we had 409 visits. We serve are serving a number of older adults because most jobs are requiring for individuals to have a diploma or GED.
- The testing for the WorkKeys has decreased drastically because most employers are no longer requiring applicants to test. Eighteen clients took the assessment for this quarter. These individuals were testing for positions with City of Wrens and Workforce Capital Solutions.
- We currently have eleven students enrolled in the Medical Bridge Program. The students reside in the following counties: Columbia, Jefferson, Lincoln, McDuffie, Washington and Warren. We are still seeking participants hoping to serve someone in each of our twelve counties.
- Our testing lab is still open. We give the WorkKeys assessment on Wednesday and we also share the use of our lab with partner agencies.

Vivian also stated that a representative from The Wounded Warrior Project give her some information about funding for Veterans who are interested in going back to school and to give assistance with resumes. If anyone is interested they need their information by the end of the year in order for them to be able to attend school the first semester in January.

Financial Report

Sondra Randall provided the following update on finance:

The PY12 budget has not yet been completed because we just receive our allocations on October 24, 2012. Our total allocations are \$592,752 (Adult), \$665,980 (Dislocated Worker) and \$619,417 (Youth). A budget will be completed and presented at our next WIB meeting.

Director's Report

Leon Fields, Director stated that there has been a great deal of changes with the Governor's Office taking on administrative duties of WIA funding and we are adapting well to these changes. There has been a tremendous reduction in staff, there are currently fourteen employees. There is no decrease in workflow and each employee has taken on one or more duties. All work continues to be done and everyone works as a team. We received a Close-Out letter for NEG/OJT. Eighty percent of our participants were employed and seventy-seven percent remained employed for three months or longer. The NEG/OJT Program was a success. Mr. Fields stated that there are a few things that need to be voted on. One of the items is Liability Insurance for the WIB. We received this information from SETA concerning WIB members being sued because of a decision that he/she made. Mr. Boardman assured the board members that they can be sued as an individual so this liability insurance would be a wonderful idea. The second item that needs a vote is to elect a proxy in case neither the Chairperson nor Vice Chairperson attends the meetings. Mr. Fields stated that this is something that we would like to input into our policy and bylaws.

Old Business

There was no old business.

New Business

Mr. Boardman stated there are four items that require a vote from the board. The first item that needs a vote is the state plan. Jesse Mitchell made a motion to approve the state plan and Wanda Jordan seconded the motion. There being no further discussion the motion carried. The second item is liability insurance for WIB members. Jesse Mitchell made a motion to approve the liability insurance and Dorothy Parrish seconded the motion. Mr. Boardman asked what funding would be used to purchase the liability insurance. Sondra Randall stated that we would use administrative funds. There was no further discussion and the motion carried. Karen Abron presented two policy changes to the board that needed a vote. Mrs. Abron stated that the Governor's Office completed a monitoring visit and the observations that they made is the reason for us presenting these changes. Per observation #7 from the GOWD monitoring report dated 10/26/12 for LWIA 13 in regards to supportive services. East Central Georgia Consortium proposes that WIA funded training be limited to individuals who are unable to obtain other grant assistance and/or require assistance beyond other grants, i.e. Hope and Pell Grants. ECGC proposes to develop and implement a policy stating how WIA funds will be allocated when multiple funding sources are available, to the customer for training. Customers will use HOPE, then PELL (if applicable) and WIA funds will be categorized as third party. WIA funding will not be available until HOPE and PELL Grants have been exhausted. If the customer is not eligible for HOPE or PELL funding WIA becomes the primary funding source. We are requesting that this policy be implemented effective 1/1/2013 therefore this change will not affect our current customers. Lagaile Jones asked if this would be effective for all areas. Karen Abron stated that this will probably be effective for all local areas. Mrs. Jones stated that some students depend on PELL for living expenses and she further asked would WIA step in and take on other supportive services. Mrs. Abron stated if customers don't have HOPE or PELL WIA will be the primary funding source. Leigh Evans asked how is funding currently being used for payments. Mrs. Abron stated that HOPE pays first, then WIA and the participants keep PELL funding. Mr. Boardman asked what is best for the students. Mrs. Jones stated that the way we are currently do things is best for the students because they can keep their PELL to assist with living expenses. Lauri Tuten asked what is the basis for the recommended changes. Sue Richards stated that this is recommended by the state, making this change will enable us to serve more clients or give more supportive service. Mr. Boardman stated that our decision should be based on what is best for our students. Mrs. Jones further stated that PELL is designed to be used for education not living expenses. Ted Dezenski stated that PELL is need base and it is for education and since HOPE is not paying for books and tuition, which are constantly increasing, students are using more of their PELL funding for education. Mrs. Abron stated that if this change is approved maybe we can start again with the onetime emergency payment, to cover other supportive services. It was clarified that this change will affect our customers who are currently receiving WIA funding because everyone has to receive the same services. Ted Dezenski made a motion to approve the policy change and Dorothy Parrish seconded the motion. The motion did not carry. It was decided to table this decision until further information was received about what other local areas were doing concerning this situation about WIA being the third party payee. Ted Dezenski withdrew the motion. Mrs. Abron presented that second policy change to the board which is to increase transportation supportive service from \$6.00 to \$10.00 per day. Lauri Tuten made a motion to approve the increase in transportation supportive service and Lagaile

Jones seconded the motion. There being no further discussion, the motion carried. Carrie Lokey presented a policy change to OJT concerning payments to employers. Ms. Lokey asked the board to approve a non-payment policy for employers, if a participant doesn't complete at least 50 percent of his/her training hours. Ms. Lokey further stated that some employers are starting to classify OJT as an entitlement program. Ted Dezenski made a motion to approve the OJT policy change and Jesse Mitchell seconded the motion. There being no further discussion, the motion carried.

Adjournment

Mr. Boardman asked for a motion to adjourn the meeting. Jesse Mitchell made a motion to adjourn and Ken Williams seconded the motion. The motion carried and the meeting was adjourned.