

**WorkSource East Central Georgia
Workforce Development Board
Tuesday, April 24, 2018 @ 5:30 PM**

Meeting Minutes

WIB Attendees

LaTunya Goodwin, Chairperson
Dixie Morris
Brian Henderson
Ginger Carrington
Chris Bodine
Donald Kelly
Donna Kerr
Al Lamar
Adela Kelley
Wanda Jordan
Carrie Edwards
Alvin Banks
Anthony Griswell
Jeffery Brown
Bob Kepshire
Robbie Bennett

ECGC Staff

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

Guests

Tammy Carden – Film Warren Co. GA
Karina Shelton – GDOL
Robin Cone – GVRA Voc. Rehab
Jade Morey – Economic Development McDuffie County

Welcome/Opening

LaTunya Goodwin, Chairperson welcomed everyone.

Invocation

Leon Fields, Director

Call To Order

Chairperson Goodwin called the meeting to order.

Guest

Ms. Tammy Carden presented the board with information concerning the filming that is taking place in Warren County.

Agenda Approval

Chairperson Goodwin asked for the board to approve the agenda. Robbie Bennett made a motion to approve the agenda and Ginger Carrington seconded the motion. There being no further discussion the motion carried.

Review/Approval of Minutes

Chairperson Goodwin presented the minutes from January 23, 2018, for approval. Ginger Carrington made a motion to approve the minutes and Robbie Bennett seconded the motion. There being no further discussion the motion carried.

WorkSource East Central Georgia Dept. Reports

WSECG Staff provided the board with Department reports and asked if they had any questions.

One Stop Operator Report

Karina Shelton stated that the total number of visits is 3547 (1720 – January, 883 – February, & 944 – March). The total for WIOA services is 442. There were some questions and discussion among the board.

Comments/Updates

Leon Fields, Director announced his retirement. Mr. Fields asked board to get on track with the HDCI. The state has requested reporting information for the HDCI grant but there was nothing to submit. Mr. Fields asked the board to make a motion to start an RFP for HDCI. Alvin Banks made a motion to send out an RFP for HDCI. There was some discussion about the RFP process. Ginger Carrington seconded the motion. There was no further discussion and the motion carried.

Vivian Stewart informed the board that the Local & Regional Plans are up for renewal and we are working with Area 12, to get them completed. The plans will be due August 2018.

Chairperson Goodwin stated that Conflict of Interest Forms and the By-laws need to be signed by the board members. She also informed the board that an additional \$60,000 was received to serve the youth.

Ms. Pecola Wiley asked the board to approve changes to the incentive policy. An amount needs to be assigned to each incentive.

- **Attainment of a Degree or Certificate \$100** – Participant must earn a diploma, GED, Post-Secondary Degree or Certificate that they did not possess prior to enrollment.
- **Measurable Skills Gain**
 - Increase TABE score by one grade level minimum \$25
 - Passage of GED Tests \$25 (per test)
 - Increase Grade Point Average beginning with 2.5 GPA \$10 (per point)
 - Training Milestone (Satisfactory or Better toward Skill Advancement while participating in Work Experience/OJT/Apprenticeship) \$25

Skills Progression – Successful passage of an exam required for a particular occupation \$25

- **Employment and Retention**
Obtain full-time Unsubsidized Employment (preferably in targeted occupation) \$50
Retention in Unsubsidized Employment for 90 days with some occupation \$75
Enter Military \$100
- **Enrollment in Post-Secondary Education \$100**
- **Complete Work Experience/Internship/Work Based Education Program Successfully \$50**
- **Retain GPA of 2.5 per Quarter or Semester \$25**

There was some discussion and questions. Chairperson Goodwin asked the board to approve the changes to the youth incentive policy. Alvin Banks made a motion to approve the changes and Anthony Griswell seconded the motion. There being no further discussion the motion carried.

Old Business

Wanda Stewart presented the board with Lean Six Sigma. She is asking the board to remove the hold from this program. Ms. Stewart has ten participants who are awaiting the board's approval. This is a three week program and the training cost is \$6000 per participant. They also will receive travel expenses (mileage & hotel). There was some further discussion and questions. Dixie Morris made a motion for Lean Six Sigma to be on a trial period, for the remainder of this program year (June 30, 2018) and Carrie Edwards seconded the motion. There was no further discussion and the motion carried. It was also suggested for the hotel stay to be increased from five days to fifteen. Carrie Edwards made a motion to approve an increase in the hotel stay and Ginger Carrington seconded the motion. There was no further discussion and the motion carried.

New Business

Chairperson Goodwin stated that every board member that is Private Sector is up for reappointment, each member has to be named individually. All of the members listed below were approved by the board for reappointment. (All Ayes and No Nays)

1. LaTunya Goodwin
2. Alvin Banks
3. Chris Bodine
4. Donna Kerr
5. Anthony Griswell
6. Brian Henderson
7. Wanda Jordan
8. Al Lamar
9. Sarah Newton
10. Carolyn Reynolds

Ginger Carrington made a motion to recommend Jade Morey to be appointed to the Workforce Development Board and Wanda Jordan seconded the motion. There was no further discussion and the motion carried.

Chairperson Goodwin asked for approval to sign the contract between the Lincoln County Board of Commissioners (Fiscal Agent)/LEO/LWDB & WorkSource East Central Georgia Director. Ginger Carrington made a motion to approve Chairperson Goodwin to sign the contract and Dixie Morris seconded the motion. There being no further discussion the motion carried.

Chairperson Goodwin informed the board about the One Stop Certification. She stated that during the monitoring it was noted that the One Stop Certification has to be voted on by the board as a whole. Donna Kerr made a motion to approve the One Stop Certification and Carrie Edwards seconded the motion. There being no further discussion the motion carried.

Chairperson Goodwin asked for a motion to renegotiate the One Stop contract. Ginger Carrington abstained from the vote for the One Stop contract. Alvin Banks made a motion to approve renegotiation of the One Stop contract and Chris Bodine seconded the motion. There being no further discussion the motion carried.

Karen Abron presented the board with some changes to the EO policy that were recommended. Chairperson Goodwin asked for the board to approve the changes. Ginger Carrington made a motion to approve the changes to the EO policy and Chris Bodine seconded the motion. There being no further discussion the motion carried.

Karen Abron asked the board to approve Oconee Fall Technical College to be added to the EPL for the Associate Bridge Degree of Nursing. Dixie Morris made a motion to approve Oconee Fall Line Technical College being added to the EPL for the Associate Bridge Degree of Nursing and Chris Bodine seconded the motion. There being no further discussion the motion carried.

Adjournment

Chairperson Goodwin adjourned the meeting.