



**Southwest Georgia Workforce Development Board
Executive/Finance Committee Meeting**

February 26, 2019

11:30 a.m.

WorkSource Southwest Georgia Conference Room
75 West Broad Street, Camilla

AGENDA

- 1. Call to Order & Invocation**
Torey Wingate, Chairman
- 2. Conflict of Interest Statement / Declaration(s)**
Torey Wingate, Chairman
- 3. Call for Attendance**
Pascha Spence, Office Manager
- 4. *Approval of Minutes from August 23, 2018 and November 7, 2018 (Tab #1)**
Torey Wingate, Chairman
- 5. *Approval of Quarterly Financial Statements-December 2018 (Tab #2)**
Torey Wingate, Chairman
 - a. FY 2019 Budget vs. Expenditure Report for Review and Discussion (July 1, 2018 – January 31, 2019)
 - b. *Approval of December 2018 Quarterly Financial Statements
 - c. *Approval of Funds Transfer Request
- 6. *SWGA One-Stop PY 2018 1st and 2nd Quarter Reconciliations (Tab #3) (Handout)**
Torey Wingate, Chairman
- 7. *Approval of Board Policy Revisions (Handout)**
Torey Wingate, Chairman
 - a. Youth Incentive Policy Revision
 - b. Customized Training Policy Revision
 - c. On-the-Job Training Policy Revision
 - d. Adult, Dislocated Worker, Youth Eligibility & Priority of Service Policy Revision
 - e. Family Size Income Determination and Self Sufficiency Standards Policy Revision
- 8. *Review of Board Membership Compliance (Handout)**
Torey Wingate, Chairman
 - a. WDB Board Composition & Attendance
 - b. WDB By-Laws Pending Revision – Review and Discussion
 - c. *WDB Recommendation – Cole Possey, SRTC to replace Wendi Tostenson, SRTC



9. PY 2017 Final State Monitoring Report

Melody Pierce, Executive Director (**Tab #4**)

10. Operations Update

Melody Pierce, Executive Director

- a. One-Stop Operator Update
- b. House Bill 123 Status Update
- c. State Requirement - Electronic Case File Management [Ref: Workforce Information Guidance (WIG) Letter PS-18-002 – Status Update
- d. Approved Eligible Training Provider – Georgia Public Safety Training Center, Basic Law Enforcement Training Certification Program
- e. Southeastern Employment and Training Association (SETA) Conference update
- f. Florida/Georgia Alliance Sector Meeting in March 2019
- g. HDCI (High Demand Career Initiative) Steer Committee and Working Groups meet in March 2019
- h. AHEC (Area Health Education Centers) K-12 Recruitment Collaboration
- i. February State Workforce Board Meeting
- j. Upcoming Board Member Orientations on March 21, 2019 and March 28, 2019
- k. Youth RFP Release Update
- l. Business Service Summit in April and June 2019

11. Next Committee Meeting

Torey Wingate, Chairman

12. Adjourn

Torey Wingate, Chairman