

Southwest Georgia Workforce Development Board

Executive/ Finance Committee

Meeting Summary

Wednesday, February 28, 2018 11:55 a.m.

WorkSource Southwest Georgia Conference Room, 75 West Broad Street Camilla, GA

Members Present

Torey Wingate, Chairman

Tommy Hill

John Marria

Allan York

Staff Present

Melody Pierce, Executive Director

Amanda Godwin, Operations Manager

Rebecca O'Neil, Programs Manager

Pascha Spence, Office Manager

- **Approval of Previous Meeting Minutes from November 29, 2017 with the correction to ADD Allan York to Members Present: (APPROVED- John Marria/ Allan York)**
- **Approval of Quarterly Financial Statements- December 2017: (APPROVED- Allan York/ John Marria)**
- **Approval of to transfer funds requested: (APPROVED- John Marria/ Allan York)**
- **Approval of Albany Technical College Training Program Application (Resubmission)- 10 slots per program: (APPROVED- Tommy Hill/John Marria)**
  - a. \*Paramedicine (Associate of Science Degree & Diploma Program)
  - b. \*Nursing (Associate of Science Nursing Degree Program)
  - c. \*Welding & Joining Technology (Diploma Program)
  - d. \*Diesel Equipment Technology (Diploma Program)
  - e. \*Industrial Systems Technology (Associate of Applied Science Degree & Diploma Program)
- **Approval of One-Stop Memorandum of Understanding (MOU): (APPROVED- John Marria/ Tommy Hill)**
- **Approval of Board Policy Additions, Revisions, Deletions:**
  - a. \*WIOA-2018-017 Grievance Policy [Rescinds Prior Grievance Policy WIOA-2017-017]
  - b. \*SWGA WDB Pre-Award Risk Assessment Procedures [New Policy]
  - c. \*WIOA-2018-069 Rapid Response Policy [New Policy]
  - d. \*WIOA-2018-070 Disaster Response Plan Policy [New Policy]
  - e. \*WIOA-2018-063 One Stop Certification Policy [Rescinds One Stop Operator Certification Policy #63]
  - f. \*WIOA-2017-033 ITA Policy Revision
  - g. \*WIOA-2017-035 Youth Incentive Policy Revision**(APPROVED- Allan York John Marria)**
- **Contractor Enrollment Benchmarks Report – Review & Discussion**
- **Review of Board Membership Compliance**
- **By-Laws Review & Discussion**
- **Status of Georgia Department of Economic Development – Workforce Division Review and Response to Georgia Office of Inspector General Report – Discussion**
- **PY 2016 State Monitoring Report for Review Conducted December 11-15, 2017 – Review and Discussion**

- **Approval of HDCI Grant Facilitator Agreement with Carl Vincent (APPROVED- John Marria/ Tommy Hill)**
- **Operations Update**
- **Adjourn**