

Southwest Georgia Workforce Development Board

Meeting Summary

Tuesday, March 6, 2018 at 6:17 p.m.

The Camilla Depot, 212 East Broad Street, Camilla

Members Present

Torey Wingate-Chairman, Anthony Cooper, Vice Chair, Tommy Hill, Allan York, John Marria, Cory Thomas, Charlie Sol, Lynne Jones, LaTonja Dotson, Buddie Jordan, Cathy Manuel, Kevin Coker, Leslie James, Gabriel Lord, Eddie Pratt, Gloria Jenkins, Karen Rackley, Cecilia Bostwick and Renee Gee-Theophile.

19 Members Present

A quorum was DECLARED.

Staff Present

Melody Pierce- Executive Director, Amanda Godwin- Operations Manager, Jerry Chapman- Regional Planner, Gerlissa Edmonds- Program Assistant, Rebecca O'Neil- Programs Manager and Pascha Spence- Office Manager.

Guest Present

Lynn Hamilton- ResCare Workforce Services, Susan Atwell-ResCare Workforce Services and Denise Clark- Sylvester Chamber of Commerce

- Approval of Previous Meeting Minutes December 5, 2017 (**APPROVED- G. Lord/C. Sol**)
- Approval of 2/28/2018 Executive/Finance Committee Report which included, Approval of Minutes from November 29, 2017, Approval of Quarterly Financial Statements for December 2017, FY 2018 Budget vs. Expenditure Report (July 1, 2017 – January 31, 2018) and FY 2018 Budget vs. Expenditure Forecast Report for Review and Discussion (July 1, 2017 – June 30, 2018) (**APPROVED- K. Coker/C. Bostwick**)
- Approval of December 2017 Quarterly Financial Statements (**APPROVED- C. Sol/R. Gee-Theophile**)
- Approval of Funds Transfer Requests which included the Submission of State Transfer Request of \$375,000 of FY 2017 Dislocated Worker Funding to FY 2017 Adult Funding, the Submission of State Transfer Request of \$ 39,657 FY 2017 Rapid Response Funding to FY 2017 Adult Funding and the Submission of State Transfer Request of \$375,000 of FY 2018 Dislocated Worker Funding to FY 2018 Adult Funding (**APPROVED- R. Gee-Theophile/ N. Thomas**)
- Approval of Albany Technical College – Training Program Applications (**APPROVED- A. Cooper/ C. Bostwick**)
- Approval of the One-Stop Memorandum of Understanding (MOU) Revision 1 (**APPROVED- K. Coker/ N. Thomas**)
- Approval of Board Policy Additions, Revisions, Deletions
WIOA-2018-017 Grievance Policy [Rescinds Prior Grievance Policy WIOA-2017-017], SWGA WDB Pre-Award Risk Assessment Procedures [New Policy], WIOA-2018-069 Rapid Response Policy [New Policy], WIOA-2018-070 Disaster Response Plan Policy [New Policy], WIOA-2018-063 One Stop Certification Policy [Rescinds One Stop Operator Certification Policy #63], WIOA-2017-033 ITA Policy Revision and WIOA-2017-035 Youth Incentive Policy Revision
CORY THOMAS STATED CONFLICT AND ABSTAINED FROM ALL DISCUSSION AND VOTING (APPROVED- A. York/ A. Cooper)
- Contractor Enrollment Benchmarks Report – Review and Discussion
- Review of Board Membership Compliance- Review and Discussion

- WDB By-Laws Review & Discussion- Will be emailed out to include necessary revisions
- Status of Georgia Department of Economic Development – Workforce Division Review and Response to Georgia Office of Inspector General Report – Review & Discussion
- PY 2016 State Monitoring Report for Review Conducted December 11-15, 2017 – Review and Discussion
- Approval of High Demand Career Initiative (HDCI) Grant Facilitator Agreement with Carl Vincent Institute of Government (**APPROVED- C. Bostwick/ R. Gee-Theophile**)
- **Operations Update by Melody Pierce which included:**
 - State Workforce Division Change of Organizational Structure
 - One-Stop Center Update
 - HDCI (High Demand Career Initiative) Sector Strategy Grant
 - Albany Works Partnership Initiative
 - Albany Technical College Social Service Council Initiative
 - Collaboration with Local Libraries in Low Enrollment Counties
 - Albany and Cairo Housing Authority, Georgia Watch Initiative
 - Regional County Commission Meeting Engagements
 - Seminole County Empowerment Session
 - GWLA Meeting held February 1 – 2, 2018 Overview
 - Consortium Meeting held February 7, 2018
 - Board Member Orientation Session held February 14, 2018

Adjourned

