

GEORGIA MOUNTAINS REGIONAL COMMISSION
GEORGIA MOUNTAINS WORKFORCE DEVELOPMENT
2481 HILTON DRIVE, SUITE 8 ♦ GAINESVILLE, GEORGIA 30501
PHONE (770) 538-2727 FAX (770) 538-2730
June 28, 2012

Minutes

The Georgia Mountains Workforce Investment Board (GMWIB) met on June 28, 2012 at Lake Burton Club in Clayton GA at 4:00 pm. Handouts were made available as visual aids. Also a sign-in sheet was distributed and the following were present:

Members Present

Andrea Gibby
Audrey Turner
Angela Whidby
Charlie Auvermann
Connie Smith
Dale Harrell
Deborah Mack
Mitch Griggs
Peter Hill
Rex Farmer
Stanley Darnell
Tim Bala
W. Danny Lewis
William (Bill) Chafin
Will Wade

Staff

Diana Eddins-Wiggin
Diane Jackson
Jessica Williams
John Phillips
Nona Turk
Heather Smith
Kameo Parks
Whitney Williams

Guest

Paul Kreager

Call to Order/Welcome

Andrea Gibby, WIB Chair called the meeting to order. A quorum was not established, however board members met to discuss agenda items.

Old Business

Approval of Meeting Minutes - Meeting minutes were discussed, but not voted on due to lack of quorum.

Pilot GED Program - Chair Gibby stated that the Pilot Program was up for discussion, but could not be voted on.

Diana Eddins-Wiggin, Adult DW Supervisor, explained the GED program to the Board. She stated the program would take place in Hall and Dawson Counties in conjunction with the court system. There would be five applicants from each county for the pilot program. There would also be some requirements from the applicants in order to make it work. They would have to score at the 8th grade level on the TABE and be able to complete the GED in six months. The applicants would be required to attend 20 hours a week and one hour per week for job readiness training. GMWD would help with the cost for the GED and with supportive services. Once the applicants complete their training, they could either go to work full time or continue on into occupational skills training. The Adult Learning Center would be providing these services free of charge.

Jessica Williams, Youth Case Manager Supervisor, explained the Youth GED program. She stated the youth GED program has been in place for several years. Currently there are eight active customers in Hall and White Counties. She also stated one of our Case Managers, Ebony Tucker has been working with Rabun County and hopes to have some from that area soon.

Charlie Auvermann asked for clarification on how these programs were going to work with the current GED programs already in place through Lanier Technical College. Were they going to work in conjunction with them or competition, or will it be a conflict.

John Phillips, Director, explained the pilot GED program would work in conjunction with the GED programs already in place through Lanier Technical College. John stated WD would be assisting with the cost of the GED and can help with transportation, meals and childcare while participants are in class. He also explained without a High School education there would be nowhere for them to go. WD are hoping that if this were a part of their sentence, they would complete their GED. John added that he had already met with three of the judges in the court system and they are all on board with the program.

Dale Harrell said he thought this was in conjunction with the court working with prisoners. John Phillips stated this program would be working through the court system and they would mandate for the participants to get their GED. Mr. Harrell stated if it was mandated as a part of their sentence through the court system, then he doesn't have a problem with it.

Will Wade suggested that WD submit the plan to the court system and outline the services that's offered, and ask them to mandate it as a part of sentencing. Angela Whidby added that it is up to the judge and probation officers to make the connection to our program.

Mobile Unit - Chair Gibby stated that the Executive Committee met prior to the Board meeting and approved the purchase of the two mobile units. Information on the mobile units were included in the handouts provided to the Board, along with the warranty for the units. Chair Gibby stated the purchase cost for the first unit is \$351,963.00 and the second is \$252,547.00.

Danny Lewis made a recommendation that Chair Gibby write a letter to Andrea Harper with Georgia Department of Labor and the Governor's Office of Workforce Development to thank them for their assistance in allowing WD to use this funding in making this purchase.

Charlie Auvermann suggested that in the future a line item be included in the budget showing the operating expenses of the mobile units. This would allow the Board to track the expense.

Nona Turk explained the insurance information received for the mobile units. Nona stated she received a quote from the same insurance agency that the GMRC currently has for their fleet. The insurance company gave her a quote of \$1,169.00 per year for the smaller unit and \$1,777.00 per year for the larger unit for a total of \$2, 947.61 to cover both units per year. She stated, the only other quote she received was \$10,000.00 each per year. She also contacted Northeast Georgia WIA Area to check to see what they were paying for insurance on their mobile units, which was \$11,500.00 per year.

Dale Harrell asked if the insurance coverage was comparable with all insurance agencies contacted. Nona stated they have not sent her the coverage policy at this time. She stated this was a very basic price. Danny Lewis explained that the quote was based on the GBW of the vehicle itself. Mr. Lewis also stated there would not be anyone riding in these vehicles except the driver and possibly one passenger.

Will Wade stated that the low bid was probably not going to cover everything you need. He said that he had also done some research on the cost of insurance for the mobile units and based on his information, it appeared it would be around \$3,000.00 to \$7,000.00 per vehicle. He thinks the budget should be around \$10,000.00. Mr. Wade stated he thinks WD should get another bid, get it clarified, and let management make the decision. As long as it is below the budgeted price, he feels the Board would be fine with it.

New Business

New Training Provider, Goodwill

Goodwill Industries submitted an application to become a training provider for GMWD to offer Forklift Training. The training would consist of four weeks of classroom training on Job Readiness and two weeks hands- on training driving various types of forklifts. The training would also include OSHA, 10 General Industry, CPR and first aid. This information was included in Board packets. WD staff completed the evaluation and recommends approval of Goodwill as a new training provider.

John Phillips explained to the Board that Goodwill Industries would follow the customer after training and provide job placement services. GMWD would allow the customer to stay overnight if they live over 30 miles away.

Tim Bala stated that the company that hires the participant would actually be the one certifying the participant. Goodwill only gives the general instruction on the forklift. John Phillips stated that was correct.

Other

New Staff - Kameo Parks and Whitney Williams were introduced and both gave a brief bio.

Whitney is the new Adult Program Assistant and she will be doing a little bit of everything with the Adult Program. She lives in Gainesville and is a Hall County native. She attended UGA and North GA College and majored in English and Business.

Kameo is the new Youth Program Assistant. She attended North Carolina A & T, earning her Bachelors in Speech Communications. She previously worked for Workforce Investment in Connecticut and also for Children and Families for the same area. She was also a research assistant at Yale University.

Performance Reports

An explanation of the performance reports were given to the Board by Diane Jackson. She explained the reports were for PY11. The reports are from information when GDOL had the program, and were showing WD as meeting or exceeding all performance except one. Adult entered employment was the only measure we are not meeting. Over all we are exceeding performance.

John stated that there have been overview sessions in every county and plans to revisit every county by the end of the year. Dale Harrell asked if WD would continue sending the e-mails on the overviews that he missed the one for Union County. Angela Whidby stated she attended the overview today in Franklin County and Ginger Little did an excellent job. John stated we have seen over 700 people so far.

Financial Update

Discussion was made by Charlie Auvermann to add a line item in the budget to reflect the operation cost of the vehicles that are to be purchased.

Quorum was established and items were revisited for a vote from the Board at the end of meeting.

Meeting Minutes:

Chair Gibby, asked the board for a motion to approve the minutes from January 26, 2012 meeting. Connie Smith made a motion to approve, Angela Whidby seconded the motion. Discussion was made by Dale Harrell that the minutes need to be amended on the approval of the GED pilot program. The minutes should have stated the GED pilot program was tabled for one quarter. Dale made a motion to amend the minutes, Will Wade seconded the motion. The motion passed unanimously. Connie Smith made a motion to approve the minutes with the amendments, Angela Whidby seconded the motion. Motion passed unanimously.

Chair Gibby asked for a motion to approve the minutes for March 8, 2012. Bill Chafin made the motion to approve the minutes and Angela Whidby seconded the motion. Charlie Auvermann requested that on page 2, paragraph five the minutes need to be amended to reflect he had requested a two page summary of the WIA programs to be distributed to the Board with a timeline for each program so the Board would have a better understanding of the programs. Charlie Auvermann made a motion to amend the minutes, Peter Hill seconded the motion. Chair Gibby asked for a motion to approve the minutes with amendments. Will Wade made the motion to approve the minutes with amendments as stated. Bill Chafin seconded the motion and motion passed unanimously.

Chair Gibby asked the Board for a motion to approve the minutes for the called meeting on May 31, 2012. Connie Smith made the motion to approve the minutes, Charlie Auvermann seconded the motion. Motion passed unanimously.

Untable GED Pilot Program: Next item on the agenda was to approve the Pilot GED Program. Deborah Mack made a motion to untable the Pilot GED Program. Will Wade seconded motion. All was in favor.

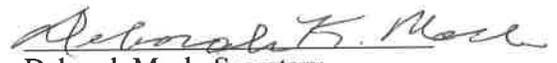
Connie Smith made a motion to approve the plan for the Pilot GED Program. Angela Whidby seconded the motion. The motion passed unanimously.

New Training Provider- Goodwill: Chair Gibby asked the Board for a motion of approval of Goodwill as a new training provider. Will Wade made the motion to approve Goodwill as a new training provider, Audrey Turner seconded the motion. Motion passed unanimously.

Budget: Chair Gibby asked the Board for approval of the PY2013 Budget. Will Wade made the motion to approve the 2013 Budget as presented, Bill Chafin seconded motion. Discussion was made by Charlie Auvermann to add a line item to reflect the operation cost of the vehicles that are to be purchased. Will Wade made a motion to approve the Budget with the amendment of the addition of a detailed line item of said purchase to show maintenance and annual upkeep. Angela Whidby seconded the motion and motion passed unanimously.

Adjournment: A motion to adjourn the meeting was made by Will Wade and seconded by Angela Whidby. Motion passed unanimously.


Andrea Gibby, Chair


Deborah Mack, Secretary

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June 28, 2012

Executive Committee Minutes

The Executive Committee of the Georgia Mountains Workforce Investment Board (GMWIB) met on June 28, 2012 at Lake Burton Club in Clayton GA 3:30 pm.

Members Present

Andrea Gibby
Deborah Mack
Will Wade

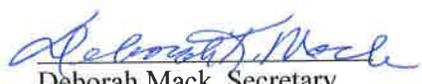
Staff

Diane Jackson
John Phillips
Nona Turk

Georgia Mountains Workforce Investment Director, John Phillips presented to the Executive Committee information on the two mobile classrooms to be approved. The Executive Committee discussed the information in detail. Nona Turk answered questions concerning the insurance estimates included in the information presented to the Committee. A motion was made by Will Wade to approve the purchase of the two mobile units. Deborah Mack seconded the motion. Motion passed unanimously.

Chairman Gibby asked for any discussion. There being none, Will Wade made a motion to adjourn. Deborah Mack seconded. Motion carried. Meeting was adjourned at 3:50pm.


Andrea Gibby, Chair


Deborah Mack, Secretary