

GEORGIA MOUNTAINS REGIONAL COMMISSION
WORKFORCE DEVELOPMENT BOARD
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April 24, 2014

Minutes

The Georgia Mountains Regional Commission Workforce Development Board (GMWDB) met on April 24, 2014 at 3:30 PM. The meeting was held at The Ridges Resort and Marina in Hiawassee, Georgia. Handouts were made available as visual aids. Also, a sign-in sheet was distributed and the following were present:

Members Present

Charlie Auvermann
Tim Bala
Thomas Bridges
Chris Dockery
Rex Farmer
Andrea Gibby
Mitch Griggs
Danny Lewis
Deborah Mack
Sam Norton
Danette Smith
Will Wade

Staff

Diana Eddins-Wiggin
Diane Jackson
Jessica Williams
John Phillips
Ginger Little
Nona Turk

Guest

Jane O’Gorman
Tom O’Bryant

Call to Order/Welcome

Andrea Gibby, Board Chair called the meeting to order and welcomed the attendees. Andrea welcomed guest Jane O’Gorman, Director of Public Services and Continuing Education with the University of North Georgia. The University of North Georgia is an approved provider for the Georgia Mountains Workforce Development area. Each attendee gave a brief introduction of themselves. The Board was informed of the transition and name change of The Governors Office of Workforce Development to Georgia Department of Economic Development Workforce Division. A quorum was established.

New Business

2014 Local Plan (Old Business)

Chair Gibby asked to amend the agenda, to move an item of Old Business to the New Business section. The reason for the change was due to updates that needed to be added to the Plan. She explained the Board needed to first vote on the original Plan before any updates could be approved. The Plan was placed on the Georgia Mountains Regional Commission Workforce Development (GMRCWD) website for public review and comment for the required thirty day period. To this date, there have been no comments. Chris Dockery made the motion to approve the 2014 Local Plan. Rex Farmer seconded and the motion passed unanimously at 3:45 pm.

Plan Update

Chair Gibby explained the first update to the Plan was to define the definition of "attachment to the workforce". Attachment to the workforce is used in the eligibility criteria for a dislocated worker. A time period needed to be defined for "attachment to the workforce". Other Workforce Development (WD) areas in the state have the definition set at six months. Chair Gibby asked if there were any questions. Mitch Griggs asked to explain the six month criteria. Diana Eddins-Wiggin explained that in order for someone to be eligible as a dislocated worker, they are required to have shown that they had an attachment to the workforce.

Also, in the Plan was the second update of the Federal Lower Living Income Chart which was updated with the new income limits that went into effect as of April 2, 2014.

The third update that needed to be made was to Table 5.5 Individual Training Accounts (ITA) item. Number three on the ITA was updated to define items that may or may not be purchased for customers utilizing WIA funds. Also, updated on the ITA was number eight to more clearly define the process of using WIA funds in conjunction with other financial aid such as Hope and Pell.

Vice Chair Will Wade made the motion to approve all of the mentioned Plan updates. Mitch Griggs seconded and the motion passed unanimously.

New Provider Applications

Chair Gibby explained that WD had received three new provider applications requesting to become a provider for the GMWD area. The three providers are: University of Georgia Continuing Education, CNU Medical Institute and Target IT. Diana Eddins-Wiggin explained each provider. Diana stated that University of Georgia (UGA) Continuing Education was asking approval for a Paralegal Certificate program which was an eighty-four hour program. However, the eighty four hours does not prepare a participant to take the credential exam to become a Certified Paralegal. Therefore, WD staff have recommended not to approve this program. Mitch Griggs asked if WD had any participants that are interested in the Paralegal Program and if WD currently had any providers that offer this program. Diana stated that WD did not have any participants interested in the Paralegal program at UGA. Diana explained that Kennesaw State, University of North Georgia and Technical Colleges all offer a Paralegal Program in which participants would be able to become certified. Chris Dockery made a motion to not approve the

UGA Paralegal Continuing Education Program provider application because it did not rank the minimum score for consideration. Thomas Bridges seconded and motion passed unanimously.

Diana Eddins-Wiggin stated that CNU Medical Institute submitted an application for several different programs. Most of the programs did not meet the employment percentage rate required for the GMWD area. However, the Certified Electronic Health Records Specialist Program had a ninety-one percent employment rate. Therefore, WD staff recommended approving this program on a trial basis with a limit of five participants. Sam Norton made a motion to approve just the Electronic Health Records program on a trial basis. Will Wade seconded and the motion passed unanimously.

The third provider application received was from Target IT. Target IT has a Project Management Professional (PMP) Program. This provider offers participants two options, participants can complete only the PMP program or it can be coupled with several other certificate programs, such as Oracle and Microsoft Dynamics. WD staff recommended approving Target IT on a trial basis with a limit of five participants. After a brief discussion Sam Norton made a motion to approve Target IT on a trial basis. Thomas Bridges seconded and motion passed unanimously.

Performance Renegotiations

Chair Gibby explained that GMWD was in the process of renegotiation for their performance rates for the upcoming year. This year, WD would like to recommend changing the Adult retention rate from 86% to 85%, which was in line with the Georgia Department of Economic Development Workforce Division PY13 state negotiated rate. GMWD was also requesting to change the youth attainment of degree or certificate rate from 75% to 65%. This request is due to the new computer system which all WIA areas in the state have had difficulty implementing and being able to rely on the system for correct numbers. John Phillips, WD Director explained the issues that the WIA areas had been experiencing. The Board had a lengthy discussion regarding the issues with the new computer system. A suggestion was made by Will Wade to have the Board write a letter of resolution to the State to explain the situation. Chris Dockery made a motion to allow the Board officers to speak on behalf of the Board and to meet as often as needed or at least every thirty days. Thomas Bridges seconded and motion passed unanimously.

Rabun County Job Fair

Chair Gibby informed the Board of the Job Fair in Rabun County on Thursday June 12, 2014 from 10:00am until 2:00pm which will be held at the Rabun Civic Center Ballroom. A flyer was included in their packets. Danny Lewis, Executive Director made a suggestion to the Board that they share the information regarding the job fair and suggested sending a note to their counterpart within their county.

Budget

Nona Turk directed the Board members to the spreadsheet included in their packets. She stated that the current amounts are through the end of March. The fourth column on the spreadsheet reflects the balance of each fund that should be spent by June 30, 2014. The balance on the Adult funds that GMWD should spend by June 2014 was \$136,506.88, Youth funds including Youth In and Youth Out was \$60,576.95 and the Dislocated Worker fund balance was \$365,328.54. The total amount that WD had spent in the last month and a half was \$567,000.00. Nona stated that GMWD is on target in spending these funds. She explained that WD needs to start spending next year's funds because those funds are the funds that could be taken from WD and given back to the state if 80% of the funds have not been spent. If Adult funds get

low then Dislocated funds can be transferred to Adult and the same is true for Dislocated funds. The Youth funds cannot be transferred to another fund stream. Diana Eddins-Wiggin made a comment that the percentage of the unspent funds may be changing to a smaller percentage due to the shutdown of the government. WD is waiting on a final answer from the State.

John Phillips stated that dislocated workers are the hardest to find and that was one of the reasons why WD was going to have a job fair. Danny Lewis requested that John explain the changes that were going into effect and how the changes will make it even harder to spend the funds. Mr. Phillips explained the amount of support WD could assist with would be lowered effective July 1, 2014. Sam Norton stated that he was concerned about the lack of participation and asked what the Board could do to help. Mr. Lewis stated that was one reason why WD is going to have a job fair. Mitch Griggs suggested increasing the marketing budget.

A video was shown of the summer youth program orientation. John Phillips informed the Board the next orientation would be on Saturday, April 26, 2014 and everyone was welcome to attend. Sam Norton asked how many people are currently in the youth program. Jessica Williams, Youth Program Supervisor stated there are 235 youth currently in the program. The Board discussed at length different avenues to market and recruit more participants. John explained that WD had a Facebook page and recently opened a Twitter page.

Chair Gibby stated that a lot of information had been discussed and to remember that our youth are more tuned in to smart phones and social media but at the same time the adults and dislocated workers are struggling to make ends meet. She requested that the Board share the information regarding the Job Fair with their area.

Old Business

2014 Local Plan

The Local Plan was moved to first item on agenda.

Approval of Minutes

Sam Norton made a motion to approve the March 27, 2014 Board meeting minutes. Tim Bala seconded and motion passed unanimously.

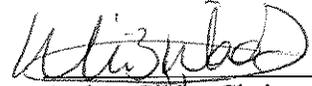
Chair Gibby announced the next meeting would be on July 31, 2014 in Union County.

Danny Lewis stated he would like to share some information from a meeting he attended. He stated that the Governor used the words Workforce Development several times within his speech and also discussed assisting inmates in getting their GED. Mr. Lewis stated he would like to publicly applaud the Governor for the work he was doing. This Board has had a lot of good ideas and that he is proud of the work the Board was doing. WD is heading in the right direction. John Phillips stated that the job fair that would be taking place in Rabun County was the Board's idea.

Deborah Mack reported that she had a meeting this morning with Hall County Family Connection and was proud that WD will be working with this group. Tim Bala with Lanier Tech also shared that Home Depot stated that over 60% of their workforce was not coming from Georgia, but from surrounding states due to the fact that they cannot find qualified people.

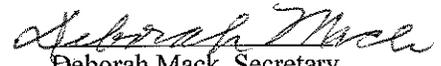
Adjournment

Will Wade made a motion to adjourn, Danny Lewis seconded and motion passed unanimously. Meeting adjourned at 5:00 pm.



Andrea Gibby, Chair

William Wade, Vice-Chair



Deborah Mack, Secretary