

GEORGIA MOUNTAINS REGIONAL COMMISSION
WORKSOURCE GEORGIA MOUNTAINS
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May 25, 2017

Minutes

The Georgia Mountains Regional Commission Workforce Development Board (GMWDB) met on May 25, 2017 at 4:00 PM. The meeting was held at the Dawson County Junior High School located at 332 Highway 9 North, Dawsonville, GA 30534. Handouts were made available as visual aids. Also, a sign-in sheet was distributed and the following were present:

Members Present

Charlie Auvermann
Bill Chafin
Chris Dockery
Andrea Gibby, Board Chair
Tony Hoyle
Deborah Mack
Rhonda McLean
Danette Smith
Will Wade, Vice Chair
Beth Williams
Thomas Bridges

Staff

John Phillips
Diane Jackson
Diana Eddins-Wiggin
Jessica Williams
Karen Clark
Heather Feldman

Guest

Shelby Ward

Members Absent

Tim Bala, David Cagle, Hillary Corey, Pat Freeman, Mitch Griggs, Cassandra Hunter, Mark Ivester, Robert Long, Sam Norton, Dr. Ray Perren, Ken Schubring and Marion Trusty

Call to Order/Welcome

Andrea Gibby, Chair, called the meeting to order and welcomed the attendees. Karen Clark, new GMRC WorkSource Georgia Mountains Receptionist was introduced. A quorum was not established.

New Business

New Board Members

Chair Gibby stated that the Board had a new member. Beth Williams, Vocational Rehabilitation, Unit Manager replaced Mary Ellen Mendiratta.

New Office Building

John Phillips, WorkSource Georgia Mountains Director, explained that the new office building had been completed and WorkSource would be moving on May 31, 2017. He thanked Heather Feldman, GMRC Executive Director and all that were involved for their help in making the transition. The Partners have designated their office space. The Department of Labor would be at the site full time. The Technical Colleges would be sharing an office space and Vocational Rehabilitation Services would also have an office. John welcomed the Board members to come visit the new office. Chair Gibby stated that the Board and staff had been working on this task for about a year now and that she was pleased with how it all came together. Heather Feldman stated that it took a while to actually locate a building, however once the building was located the transition had gone well and she was pleased and excited about the change. Charlie Auvermann suggested the Board have a meeting at the new location. Chair Gibby suggested having an open house.

WIOA One-Stop Operator RFP

WorkSource Georgia Mountains had issued a Request for Proposal (RFP) for a One-Stop Operator on May 1, 2017. The due date for the RFP was 5:00 p.m. on May 25, 2017. WorkSource did not receive any proposal questions, and as of 4:00 p.m. had not received any RFPs. John Phillips stated if RFPs are not received, the state would be informed of the failed RFP. The Board discussed options in the event of a failed RFP.

Update on Memorandum of Understanding (MOU)

WorkSource Georgia Mountains have held several WIOA One-Stop negotiation meetings with the required WIOA Partners for the development of the Memorandum of Understanding on the shared cost and the infrastructure cost for the One-Stop. The MOU is due on June 30, 2017.

One-Stop Certification

Local Workforce Development Boards are required to complete One-Stop certification for the comprehensive One-Stop and all affiliate sites. The certification must be completed by June 30, 2017.

Youth Conference

Jessica Williams, Youth Case Manager, stated that the Youth Department would be hosting their first annual Youth Conference. The Conference will be held on June 9, 2017 at the Unicoi State Park and Lodge located in Helen, Georgia. The Conference would allow participants to meet together from all of the thirteen counties that WorkSource Georgia Mountains serves. The conference would give the participants the opportunity to learn and enhance their knowledge in work/employment skills and life skills. Jessica explained that the Youth Department was looking for door prizes that would benefit the youth in employment or education. It was suggested that the door prizes be educational items such as tablets, notebooks, calculators, or it could be gas cards or a gift card for a meal.

Updated By-Laws

The Georgia Department of Economic Development Workforce Division sent out information on the requirements of standing committees on the Local Workforce Development Boards. The information stated that the requirements should be reflected in the Board's By-Laws. The By-Laws have been updated to reflect these requirements for standing committees.

Support Policy and ITA Changes

Diana Eddins-Wiggin explained that the changes to the participant support policy were to increase the amount of support that WorkSource Georgia Mountains makes available to participants. The change in the Individual Training Account (ITA) Policy was to increase the amount of training dollars to assist participants in high cost medical training programs that tend to be more expensive.

Medical Institute of Northeast Georgia

The Board approved the Medical Institute of Northeast GA on a trial basis. Trial Basis is assisting only five students. Once the five students complete, if the training was successful, and students obtain employment, the trial period would end. WorkSource has reached the limit. However, WorkSource has two additional customers that have completed the intake process and are eligible for assistance. Since the two additional customers completed the intake process at the same time as reaching the limit, we would like to be able to assist the two additional customers for the trial period

Comprehensive Plan Approval

Chair Gibby explained that WorkSource Georgia Mountains received a letter from Deputy Commissioner Ben Hames approving The Comprehensive Plan on April 14, 2017.

Budget and WIOA Grant Descriptions

Nona Turk, Billing Specialist, referred to the spreadsheet in the Board packets that showed the obligations and the balance of funds. Nona stated that \$825,000.00 was transferred from Dislocated Worker Funds to the Adult Funds. As of May 25, 2017, the available Adult funds were \$584,828.10 and the Dislocated Worker Funds was \$107,309.51. The projected obligations were reviewed and if all obligations are received then WorkSource would be spending next year's funds. The Adult Funds needed would be \$166,858.25, Dislocated Worker Funds \$26,545.34 and Youth Funds needed would be \$321,208.35. Nona explained that this means that WorkSource was where it needed to be. Nona also referred to the grant descriptions that were included in the packets.

Chair Gibby explained that WorkSource had also included additional handouts that showed the activity for January through March.

Chair Gibby informed the Board that due to a lack of a quorum the Board would need to meet in June. Based on the members that were present, the date for the meeting would be June 22, 2017 at 4:00 p.m.

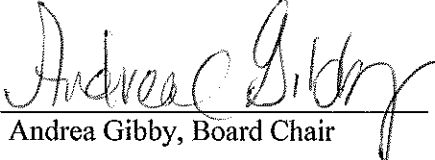
Old Business

Consideration of Minutes

No action was taken due to a lack of a quorum.

Adjournment

Andrea Gibby, Board Chair adjourned the meeting at 5:00 p.m.


Andrea Gibby, Board Chair


Deborah Mack, Secretary