

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

October 24, 2011

**Members Present**

Andrea Gibby  
Clark Wilingham  
Dale Harrell  
David Cagle  
Deborah K. Mack  
Dr. John Raber  
Gerald Voyles  
Mike Berg  
Mitch Griggs  
Pat Freeman  
Peter J. Hill Sr.  
Rex Farmer  
Sam Norton  
Sammy Reece  
Tim Bala  
W. Danny Lewis  
William S. Wade

**Staff/Guest Present**

Diana Eddins-Wiggin  
Diane Jackson  
John Phillips  
Nona Turk  
Peggy Lovell  
Gloria Kusmik  
Alan Carson

**Call to Order**

Mike Berg, Chairman of the Chief Local Elected Officials, called the meeting to order. He welcomed the attendees and talked briefly about how the Georgia Mountains Regional Commission was chosen to provide WIA services. He stated that Workforce Development has two Boards. The Executive Board is made up of the Chief Elected Officials (CEOs) for the thirteen county area which Workforce Development serves and the Workforce Investment Board (WIB). A roll call was done and a quorum was established.

**Welcome**

Danny Lewis, GMRC Executive Director thanked Department of Labor staff, Alan Carson, and the transition team for their assistance with the transition from DOL to the Regional Commission. Danny explained the makeup of the GMRC Council and how those Council Members were chosen. The GMRC Council has 44 members, three from each county and five that are appointed by the State. He recognized John Phillips as the new Georgia Mountains Workforce Development Director. John was promoted from the GMRC office where he was an Economic Development Representative. John was

responsible for writing and administering various economic development grants. Danny also introduced Georgia Mountains Workforce Development staff present at the meeting, Nona Turk, Billing Specialist; Diane Jackson, Administrative Assistant; and Diana Eddins-Wiggin, Adult Case Manager Supervisor.

The meeting was then turned over to John Phillips. John stated there is a change to the Meeting Agenda and Mike Berg would be in charge of the election of officers. John thanked everyone for their attendance. He explained that Workforce Development has 15 people on staff which works with the Adult and Dislocated Workers or Youth In and Youth Out. He explained Youth In is where the youth are still in school and Workforce Development helps them to advance to a higher grade level. The Youth Out Program is youth that have dropped out of school for some reason and are ages 18 to 21. Workforce Development needs to work with these youth to get them back into the system.

Dr. Raber asked John to explain what he meant by back in the system. John explained that if the youth has dropped out of school, then our staff helps them get their GED or some form of training to help them get back into the workforce. Dr. Raber asked if that included the Mountain Education Center. John stated it does not matter where they get their GED, but with a GED they can enroll in any Technical School or College.

### Elections

John stated that this group needs to elect a Chair and a Vice Chair. The Chair will serve for a two year term. Staggered terms for Board Members to serve would be for one, two, and three years in hopes of keeping consistency on the Board. John informed the board they would be receiving a letter from him in the next three weeks stating how long each member would serve. Board Member's expectations would be good attendance, to help set goals, set policy for the Board, designate how Workforce money is to be spent, and helping to find out the needs in their community and how Workforce Development can assist. Members are expected to attend as much as possible because what the Board does influences what Workforce Development does and that is very important. John referred to a budget page in the Board Packet. He explained that the Board would be the policy maker as to how the money is allocated and spend for each of the programs.

The meeting was turned over to Mike Berg for the election of the Chair and Vice Chair.

Mike Berg opened the floor for nominations for Chair. Sam Norton nominated Andrea Gibby for Board Chair. Mike asked if there were any other nominations, no other nominations were made. Dr. Raber made a motion to close the nominations. Deborah Mack seconded the motion and passed unanimously. By acclamation Andrea Gibby was elected Chair of the Workforce Development Board for a two year term.

Mike opened the floor for nominations of Vice Chair. Sam Norton nominated Will Wade. A motion was made by Dr. Raber to close nominations and Deborah Mack seconded. Motion passed unanimously. By vote Will Wade was elected Vice Chair for a two year term.

The meeting was turned over to Board Chair Andrea Gibby.

### **GMCEO/GMWIB Agreement**

Chair Gibby referred to the Memorandum of Understanding (MOU) and the Authorization to Enact Temporary Policies for 90 days giving the Workforce Board time to develop and approve various WIA policies and procedures. John Phillips and staff are currently working on the new Comprehensive Plan and needs authorization to work under the old plan for 90 days until the Plan is completed and approved.

A motion was made to approve the Authorization to Enact Temporary Policies for 90 days by Dr. Raber. Sam Norton seconded motion and passed unanimously.

John explained the purpose of the MOU and asked Board to review it. Ms. Gibby called for a motion to give the Executive Board authority to act as an agent for the Board to sign the MOU. Motion was made by Pat Freeman and Deborah Mack seconded. Motion passed.

### **Committee Appointments**

Chair Gibby asked for volunteers from the Board to serve on the Youth Committee. John Phillips explained that the Youth Council is part of the National Initiative and will be included as a part of the Comprehensive Plan. He stated this committee should be representatives for organizations that deal with youth, such as the Boys and Girls Club and the YMCA. Workforce Development staff will work with this Committee. Sammy Reese, Banks County; Mark Willingham, Job Corp; and Will Wade, representing county school systems volunteered to serve on the Youth Committee. A motion to accept these committee members was made by Dr. Raber. Sam Norton seconded and motion passed unanimously.

### **Next Steps in Policy Development**

The Board assigned the development of its Vision and Goals and Oversight Policy to the Executive Committee.

A motion was made by Mike Berg to name the Comprehensive One Stop to be the Gainesville Career Center. Dr. Raber seconded the motion and motion passed.

The Board discussed the Growth and Demand Occupations for our 13 county region in detail. A recommendation was made to establish a Policy and Planning Committee to work on developing policies. Mitch Griggs, Dr. John Raber, Mike Berg, Peter Hill, Sam Norton, and Dale Harrell volunteered to serve on this committee. Motion was made by Dr. John Raber to accept, Rex Farmer seconded and motion passed. The Policy and Planning Committee will elect a Chairperson at their first meeting.

### Board Member Orientation

Gloria Kusmik and Alan Carson with the Department of Labor provided a brief overview presentation on the responsibilities of the Board. Gloria also gave a brief history of the different programs going back to 1962 and Man Power Development and Training. Gloria also explained the hierarchy of the program and the interaction between this program and other agencies. She discussed the importance of this Board and their need to work together in making policies and decisions regarding Workforce Development.

### Meeting Calendar

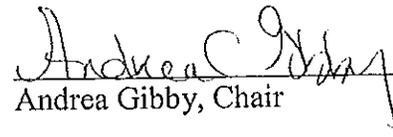
A decision was made to hold quarterly WIB meetings to coincide with the GMRC meetings starting in January. The meetings will be held at 4:00 p.m.

### Planning Retreat

A Planning Retreat would be scheduled for late November or early December based on the availability of the training consultant and WIB Board members.

### Adjournment

Chairman Gibby adjourned the meeting.

  
Andrea Gibby, Chair

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December 7, 2011

**Members Present**

Andrea Gibby  
Bill Chafin  
Janice Riley  
David Cagle  
Charlie Auverman  
Dr. John Raber  
Gerald Voyles  
Mitch Griggs  
Pat Freeman  
Peter J. Hill Sr.  
Rex Farmer  
Tim Bala  
Gloria Kusmik  
Audrey Turner

**Staff/Guest Present**

Diana Eddins-Wiggin  
Diane Jackson  
John Phillips  
Nona Turk  
Peggy Lovell  
Jessica Williams  
Angela Whidby  
Mark French

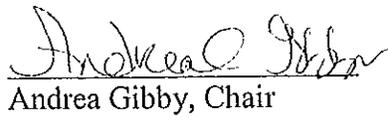
**Call to Order**

A called meeting of the GA Mountains Workforce Development Board was called to order at 12:20 p.m. by Georgia Mountains Workforce Investment Board Chairperson, Andrea Gibby.

**Item of Discussion**

John Phillips presented the current ARRA special request policy for the Boards perusal and recommended to update the policy due to ARRA funds being expended. John recommended setting the special request dollar amount to \$200.00 for the first 12 months of school and \$200.00 for the second 12 months, for a maximum amount of \$400.00 per student enrollment. A motion was made by Dr. John Raber to approve the special request change. Bill Chafin seconded the motion. No one opposed, motion passed unanimously.

Meeting adjourned

  
Andrea Gibby, Chair