

GEORGIA MOUNTAINS REGIONAL COMMISSION  
WORKSOURCE GEORGIA MOUNTAINS  
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January 27, 2022

**Minutes**

The Georgia Mountains Regional Commission, Workforce Development Board (GMRC, WDB) met on January 27, 2022, at 3:00 PM. The meeting was held as a virtual Zoom meeting. A roll call was done, and the following were present:

**Members Present**

Melissa Armstrong  
Vicki Boling  
William Chafin  
Shannon Cole  
Andrea Gibby  
Mitch Griggs  
Deborah Mack  
Tim McDonald  
Mike McGraw  
Betsy McGriff  
Rhonda McLean  
Terry Merck  
Juergen Moller  
Beth Williams  
Tonya Powers  
Shelby Ward  
Alex Warner  
Sandra Williams  
Mark Winters

**Staff**

Whitney Williams  
Heather Feldman  
Diane Jackson  
Ebony Tucker  
Danielle Avelar  
Judy Reynolds  
Niki McPherson  
Alicia Page

**Guest**

Benjie Hopkins, Hopkins Associates  
Marsha Hopkins, Hopkins Associates  
Greg Vitek, Workforce Strategies Group, LLC  
Shelly Logan, Workforce Strategies Group, LLC  
JoAnne Taylor

**Members Absent**

David Cagle, Ricky Carter, Jody Cooley, Chris Dockery, Mary Overholt, and Jon Williams were absent.

### **Call to Order/Welcome**

Rhonda McLean, Board Chair, called the meeting to order and welcomed the attendees. A roll call was completed, and a quorum was established.

### **Consideration of Minutes**

Chair McLean asked for consideration of the October 28, 2021, Workforce Development Board Meeting minutes. Bill Chafin made motion to approve the minutes. Beth Williams seconded, and the motion carried unanimously.

### **Old Business**

None

### **New Business**

#### **Program Policies**

##### **Background Check and Drug Screen:**

Judy Reynolds, Adult/Dislocated Worker Case Manager, requested to add a background check and drug screen be required for the Lineman Program. She explained, as part of the lineman program, participants obtain CDL-A License. Customers need to pass a background check and drug screen to obtain their CDL-A and complete the program. A copy of the policy was emailed to the Board for their review prior to the meeting. Tim McDonald made a motion to approve the policy. Andrea Gibby seconded, and the motion carried unanimously.

#### **Sector Strategy Request for Proposal (RFP)**

Chair McLean informed the Board that an RFP was released on December 7, 2021, for the Website Development. The due date to receive proposals was January 14, 2022. There were no proposals received. WorkSource will be revising and reissuing the RFP.

#### **Updated One-Stop Certification Criteria**

Chair McLean explained that the State Workforce Development Board, Local Workforce Boards, and Chief Local Elected Officials developed minimum criteria for the certification of comprehensive and affiliate One-Stops throughout Georgia. The State Workforce Development Board (SWDB) approved the revised criteria at their November 2021 meeting. Local Workforce Development Boards must formally adopt the SWDB approved certification criteria. A copy of the Workforce Implementation Guidance Letter (WIG) # WIG LS-19-015R was emailed to the Board prior to the meeting. Beth Williams made a motion to approve the revised One-Stop Certification Criteria. Terry Merck seconded, and the motion passed unanimously.

## **WIOAmerica Welding Program Performance**

Danielle Avelar, Outreach Coordinator, informed the Board that WIOAmerica has had two cohorts with a total of twelve people complete the Welding Program. The completion rate was 100%, employment rate was 93%, credential rate 100%, and the average pay was \$16.00 an hour. WorkSource Georgia Mountains staff recommended that WorkSource continue to use Workforce Innovators as an approved provider. After discussion, Bill Chafin made a motion to approve. Tim McDonald seconded, and motion passed unanimously.

## **Reports / Announcements:**

### **Budget**

Alicia Page, Finance Director, informed the Board that the financial report had been emailed to the Board prior to the meeting. The report showed totals for the period ending December 31, 2021. The program award amount for the Adult/DW funds were \$1,567,113. The amount expensed was \$581,888 leaving a balance of \$985,225, for which \$208,428 had been obligated. The program amount awarded for the Youth funds were \$759,946 of which \$123,843 has been expended which left a balance of \$636,103 for which \$40,815 had been obligated. The National Dislocated Worker Grant (NDWG) Program funds awarded were \$938,294 of which \$494,909 had been expended which left a balance of \$443,385 of that amount \$258,969 had been obligated. The program amount awarded for the Sector Strategy Grant was \$296,150 of which \$147,753 has been expended, which left a balance of \$148,397 for which \$148,397 has been obligated.

Ebony Tucker, Youth Program Supervisor, explained that the Youth Department has seen an increase in participants, and they are hoping that the upcoming Boot Camps will help in expending the Youth funds. Also, the Youth Department is developing work experiences which should help.

Heather Feldman, Executive Director, stated another fund to consider is the NDWG. The NDWG expires at the end of March. We are hopeful that the Technical College System of Georgia (TCSG) will extend the date to allow Local Areas more time to expend the funds.

Whitney Williams, WSGM Director, stated that the State is confident that the date would be extended, however, there are staffing issues at the Federal level, therefore, it is taking longer for the grants to be reviewed.

### **One-Stop Update**

Marsha Hopkins, Hopkins Associates, gave a brief update on the WorkSource Georgia Mountains One-Stop. Since the last Board meeting, there has been two One-Stop Partners Meetings – Dec. 1st and Jan. 25th. The purpose of these bi-monthly meetings is to learn about services available, to share updates from each partner organization, and to promote referrals among organizations. Collaboration is required between the core One-Stop Partners. The required partners are: WorkSource Georgia Mountains; Area Technical Colleges (Lanier, North Georgia, and Athens); Georgia Department of Labor, Georgia Vocational Rehabilitation Agency, and Legacy Link. Also, normally in attendance are representatives from several other organizations who have an interest in workforce development. Hopkins Associates were pleased to have had six first-time participants at the recent Partner meetings, which included: United Way, Salvation Army, Family Connections, a food bank, a public library, and a local high school vocational department. The December meeting was held at Gainesville High School's HUB, a new community resources center.

Hopkins Associates continues to reach out to various groups, attend meetings, and invite them to participate in the One-Stop partnership.

At the January Partner Meeting, a general discussion was held regarding challenges to service delivery and ideas for improved collaboration. Hopkins Associates learned that a big barrier is a need for funding for individuals to obtain proper documentation to receive employment training or to begin working. For example, getting a birth certificate or a social security card. A lack of funding for transportation to and from training sites and employment sites was identified as a critical barrier to be overcome. There was a recommendation to develop an electronic portal for Partners to use in sharing information, in which they are now exploring ways to accomplish.

Marsha recently joined the Small Business Roundtable of the Greater Hall Chamber. Hopkins Associates participate monthly in the Dawson County Workforce Development Committee. Marsha has been a part of the United Way of Hall County's Economic Stability Committee for the past three years. Danielle Avelar, Outreach Coordinator for WorkSource Georgia Mountains has joined that group in a leadership role.

The minutes of all One-Stop Partners meetings are available online at the One-Stop website: <http://onestopworkgamtns.org/> For questions or recommendations regarding the One-Stop operations contact Benjie or Marsha Hopkins at (470) 577-0823.

## **Workforce Strategies Group LLC Report**

Shelley Logan, Workforce Strategy Group LLC, shared PowerPoint slides for the Sector Strategy update. She explained the Be Pro Be Proud information included on the slide. As of this week, they were able to take the Career Trailer with the hands-on activities to multiple high schools in our area. On Monday they went to the Union County High School. Josh Davis, the CTAE Director hosted them at Union County High School. Board member, Mitch Griggs, and WorkSource staff, Danielle Avelar, and Catherine Allen also attended. On Tuesday they went to Dawson County, and on Friday they will be going to Banks County.

The Training Workgroup with regional manufacturing employers developed the Quality Tech two-year apprenticeship program that was approved by USDOL. The second apprenticeship cohort will begin next month, and eight apprentices will be attending.

The Marketing Workgroup has developed newsletters. The newsletters will be monthly and are short and to the point. They will be about the Regional Manufacturing Strategy and Workforce Development. The WDB members will be added to the distribution list for the newsletter.

Mitch Griggs thanked WorkSource for funding Be Pro Be Proud. He encouraged everyone to visit the Career Trailer when it comes to the high school in their area.

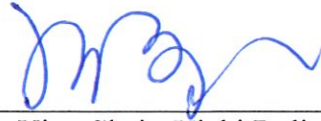
## **Performance**

Chair McLean requested that Diane Jackson present the performance report. The performance report was included in the agenda packet that was emailed to the Board prior to the meeting. The information showed the performance for PY21. WorkSource met or exceeded all measures for the Adult Program performance. Dislocated Worker Program met or exceeded all but one, which was the quarter four employment, and the Youth Program exceeded one out of the four performance goals.

Chair McLean announced that the next Workforce Development Board meeting is scheduled for April 28, 2022.

**Adjournment**

Meeting adjourned at 4:00 PM

A handwritten signature in blue ink, appearing to read 'V. Boling', written above a horizontal line.

Vice Chair, Vicki Boling

A handwritten signature in blue ink, appearing to read 'Deborah Mack', written above a horizontal line.

Secretary, Deborah Mack