

Southwest Georgia Workforce Development Board  
Executive/Finance Committee  
Meeting Summary  
Tuesday, June 10, 2025 at 5:10 pm  
WorkSource Southwest Georgia Conference Room  
75 West Broad Street, Camilla

Members Present

Gabriel Lord, Chair  
Charlie Sol  
Donna Williams  
Brenda Arnold  
Jerry Chapman, Ex-Officio

Staff Present

Melody Pierce, Executive Director  
Rebecca O'Neil, Programs Manager  
Pascha Spence, Office Manager

Members Absent

Tommy Hill  
Cory Thomas

- **Approval of Minutes from March 6, 2025 (APPROVED – B. Arnold/ C. Sol)**
- **Approval of March 2025 Quarterly Financial Statements (APPROVED – C. Sol/ B. Arnold)**
- **Approval of PY 2024 One-Stop Reconciliation Quarter 3 Ending March 31, 2025 (APPROVED –B. Arnold C. Sol)**
- **Approval of PY2025/FY2026 Proposed Operating Budget (APPROVED – C. Sol/ B. Arnold)**
- **Approval of PY 2024 One-Stop Memorandum of Understanding-Revision #1 (APPROVED – C. Sol/ B. Arnold)**
- **Approval of Board Policy Revisions (APPROVED – B. Arnold/ C. Sol)**
  - a. WDB Policy 37 Revision – Georgia Eligible Training Provider List (ETPL) and Eligibility for New Training Providers or Eligible Training Providers Submitting New Programs
- **Approval of PY 2025 Adult and Dislocated Worker Career Services Contract Renewal - Arbor E&T, LLC dba Equus Workforce Solutions to Negotiate and execute a contract renewal with Arbor E&T, LLC dba EQUUS Workforce Solutions a twelve-month PY25 contract beginning July 1, 2025 through June 30, 2026 within the funding limits to include adult, dislocated worker and rapid response funding; and Negotiate funding limit amounts up to \$600,000 for contractual operating costs and pass-through participant program services costs to be negotiated up to \$465,000 to include participant costs of ITA (individual training account) costs, supportive services, on-the-job training, customized training, incumbent worker training and work experience/transitional jobs training programs; and Negotiate programmatic activities and performance outcomes in keeping with the Adult and Dislocated Worker performance goals and expectations of the SWGA WDB; Note in the resulting contract that, provided measurable outcomes are successfully achieved and availability of funding, the contract may be renewed for up to two additional one-year periods through June 30, 2027. (APPROVED – C. Sol/ B. Arnold)**

- **PY 2025 Youth Contract Renewals and Funding Recommendations Approval to Negotiate and execute twelve-month PY 25 fourth year renewal contracts beginning June 15, 2025 through June 30, 2026 within the funding limits, slot limits recommended (see the attached); Negotiate programmatic activities and performance outcomes in keeping with the youth performance goals and expectations of the WDB; Note in each resulting contract that a fourth and final year contract extension is possible under the current solicitation, based on performance, organizational strategies and/or funding availability. (APPROVED – C. Sol/ B. Arnold)**

| ➤ Provider   | Counties To Be Served                                     | PY 24 Prior Year Funding Recommendation | PY 25 Minimum Youth Slots | PY 25 Funding Recommendation |
|--|---|---|---------------------------|------------------------------|
| Arbor E&T, LLC dba EQUUS Workforce Solutions (Out of School Youth) | Baker, Decatur, Grady, Miller, Seminole, Terrell, Thomas  | \$ 180,000                              | 60                        | 152,125                      |
| Eckerd Youth Alternatives, Inc. (Out of School Youth)              | Calhoun, Colquitt, Dougherty, Early, Lee, Mitchell, Worth | \$ 375,000                              | 115                       | 317,875                      |
| <b>Totals</b>  |   | <b>\$ 555,000</b>                       | <b>175</b>                | <b>\$ 470,000</b>            |

- **Approval of Review Committee PY 2025 One-Stop Operator Services Contract Award and Funding- Approve the determination of the one (1) competitive proposal, Arbor E&T, LLC dba Equus Workforce Solutions, Approve the Review Committee's recommendation to approve funding for Arbor E&T, LLC dba Equus Workforce Solutions; Negotiate and execute a twelve-month PY' 25 contract beginning July 1, 2025, through June 30, 2026, within the funding limits recommended therein by the SWGA WDB Review Committee; Negotiate and execute a twelve-contract beginning July 1, 2025, through June 30, 2026, to include One Stop Operator services funding to be negotiated up to \$ 115,000. Negotiate programmatic activities and performance outcomes in keeping with the One Stop Operator Services outlined in the RFP in addition to the Adult and Dislocated Worker performance goals and expectations of the SWGA WDB; Note in the resulting contract that, provided measurable outcomes are successfully achieved and availability of funding, the contract may be renewed for up to three additional one-year periods through June 30, 2029. (APPROVED – C. Sol/B. Arnold)**
- **PY 2025 Taylor Hall Miller Parker P.A. – Fiscal and Programmatic Monitoring Services Contract Renewal- Approval to give WDB Staff the authority to negotiate a PY 2025 contract renewal with Taylor, Hall, Miller, Parker, P.A. for providing PY 2025 fiscal and programmatic monitoring services in the amount not to exceed \$60,000. The PY 24 contract will be effective September 1, 2025 through August 31, 2026 and may be extended for one (1) additional, consecutive year, if the performance of the provider so warrants. Renewal will be at the option of the WDB. (APPROVED – B. Arnold/ C. Sol)**
- **Approval of approval of a regional maximum number of participant ITA (Individual Training Account) adult and dislocated worker slots regarding the State ETPL (Eligible Training Provider List) not to exceed 25 for any Certified Nursing Assistant training programs for the PY 2025 program year to be effective for the period of July 1, 2025 through June 30, 2026. (APPROVED – B. Arnold/ C. Sol)**

➤ **Review of Board Membership Compliance**

- a. New Appointments
  - 1. Amy Carter, Southern Regional Technical College
  - 2. Janet Walden, Georgia Vocational Rehabilitation
- b. Board Vacancies
  - 1. None
- c. WDB Board Composition & Attendance Review

➤ **Operations Update**

- a. One-Stop Centers Update
- b. Youth Programs Update
- c. Dislocated Worker Outreach Efforts
- d. Regional Rapid Response and Business Services Team
- e. The Workforce Alliance (TWA) Sector Strategy Update
- f. Board Member Orientations and Future Lunch and Learn Sessions
- g. Georgia Workforce Leadership Association Update
- h. WIOA Performance Update
- i. Taylor, Hall, Miller, Parker, PA-Monitoring Review April 2025
- j. GWLA (Georgia Workforce Leadership Association) Meeting – June 5-6, 2025, Columbus, GA
- k. SETA Conference Fall 2025 – September 28-October 1, 2025, Biloxi, MS

➤ **Next Committee Meeting- September 16, 2025 @ 5:00pm**

With no further business, the meeting was adjourned @ 5:59 p.m.