

Southwest Georgia Workforce Development Board  
Executive/ Finance Committee  
Meeting Summary  
Tuesday, May 31, 2022 at 12:08 pm

Members Present

Gabriel Lord, Chair  
Latonja Dotson, Vice Chair  
Allan York  
Cory Thomas  
John Marria  
Pete Stephens

Staff Present

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

- **Approval of Minutes from February 22, 2022 & March 22, 2022 (APPROVED- J. Marria/ C. Thomas)**
- **Approval of March 2022 Quarterly Financial Statements CORY THOMAS STATED CONFLICT AND ABSTAINED FROM DISCUSSION and VOTING (APPROVED- A. York/ J. Marria)**
- **Approval PY 2022/FY 2023 Operating Budget (July 1, 2022- June 30, 2023) CORY THOMAS STATED CONFLICT AND ABSTAINED FROM DISCUSSION and VOTING (APPROVED- A. York/ L. Dotson)**
- **Approval of PY 2021 One-Stop Reconciliation Quarter 3 Ending March 31, 2022 (APPROVED- C. Thomas/ A. York)**
- **Approval of the following One-Stop and One-Stop Affiliate Site Certifications PY 2022 & PY 2023 (APPROVED- C. Thomas/ A. York)**
  - Albany Career Center (Comprehensive One-Stop)
  - Bainbridge Career Center (Affiliate One-Stop)
  - Moultrie Career Center (Affiliate One-Stop)
  - Thomasville Career Center (Affiliate One-Stop)
  - Southern Regional Technical College (Bainbridge – Affiliate Satellite)
  - Southern Regional Technical College (Moultrie – Affiliate Satellite)
  - Southern Regional Technical College (Thomasville – Affiliate Satellite)
- **Approval of Review Committee PY 2022 WIOA Youth Services RFP - Recommendation of Funding for Dougherty School System, Eckerd Youth Alternatives, Inc. and Arbor E&T, LLC dba EQUUS Workforce Solutions (APPROVED- C. Thomas/ J. Marria)**
  - Negotiate and execute twelve-month PY 22 contracts beginning June 15, 2022 through June 30, 2023 within the funding limits, slot limits recommended therein by the RFP Review Committee (see the attached); and
  - Negotiate programmatic activities and performance outcomes in keeping with the Youth performance goals and expectations of the WDB; and
  - Note in each resulting contract that second, third and fourth year contract extensions

are possible, based on performance, organizational strategies and/or funding availability.

- **PY 2022 Contract Renewal One-Stop Operator Services – Arbor E&T, LLC dba Equus Workforce Solutions Approval for authority to: (APPROVED- J. Marria/ A. York)**
  - Negotiate and execute a second year twelve-month PY 2022 contract renewal beginning July 1, 2022 through June 30, 2023 within the prior recommended funding limit of \$100,000; and
  - Negotiate the operational components and performance outcomes in keeping with the WIOA performance goals and expectations of the WDB; and
  - Note in contract that two additional one-year periods through PY 2024 under the PY 2021 solicitation is possible provided that measurable outcomes are successfully achieved and that sufficient funds for the contract term remain available.
  
- **Approval of Board Policy Revisions (APPROVED - C. Thomas/ L. Dotson)**
  - Proposed Revision WDB Policy #74 – Pre-Award Contract Renewal Finance/Program Risk Assessment
  - Proposed Revision WDB Policy #29 – Demand Occupations {Approved with the following occupations to remain on the current list- Hotel Managers, Resort Managers, Room Directors, Cardiovascular Technologists and Technicians, Diagnostic Medical Sonographers, Ultra Sonographers, Ultra Technologists, Brick masons, Block masons, Construction Laborers, Dry Wall Installers, Bus Drivers and add Sleep Technologist (Neurodiagnostic Technologists)}
  - Proposed Revision WDB Policy #54 - Adult, DW, Youth Eligibility & Priority of Service
  - Proposed Revision WDB Policy #64- Family Size, Income Determination and Self Sufficiency Standards
  
- **Review of Certified Nursing Assistant (CNA) Training Programs-Recommended PY22 Regional Participant Enrollment Maximum-** WDB Staff recommends the approval of a regional maximum number of participant ITA (Individual Training Account) adult and dislocated worker slots (excluding NDWG) regarding the State ETPL (Eligible Training Provider List) not to exceed 25 for any Certified Nursing Assistant training programs for the PY 2022 program year to be effective for the period of July 1, 2022 through June 30, 2023. **(APPROVED- A. York/ J. Marria)**
  
- **PY 2022 Taylor Hall Miller Parker P.A. Monitoring Services Contract Renewal** WDB staff requests the authority to negotiate the PY 2022 contract award with Taylor, Hall, Miller, Parker, P.A. for providing PY 2022 fiscal and programmatic monitoring services in the amount not to exceed \$ 65,000 and constitutes the final year of contracting under the current solicitation. **(APPROVED- C. Thomas/ A. York)**
  
- **Review of Board Membership Compliance (Review and Discussion)**
  - a. Board Member Vacancies
    - i. Miller County
  - b. New Appointments
    - i. Turner Job Corps- Nathaniel Cooper
  - c. WDB Board Composition & Attendance Review
  
- **Eligible Training Provider Program Local Performance Reviews**
  
- **PY 2021 Service Provider Performance Reviews/Required Corrective Actions**

➤ **Operations Update**

- a. One-Stop Operator Center Update
- b. FGWA Sector Strategy Update
  - i. Good Jobs Challenge Grant Submission
- c. HDCI (High Demand Career Initiative) Healthcare Sector Strategy Grant Update
- d. National Dislocated Worker Grant (COVID) Update
- e. Taylor, Hall, Miller, Parker, P. A. Independent Monitoring Review Results April 2022 (copies provided for review)
- f. WIOA Performance Update PY2021 3<sup>rd</sup> Quarter

➤ **Next Committee Meeting- Tuesday, August 30, 2022**

With no further business, a motion was made to adjourn by C. Thomas and seconded by A. York.