

Southwest Georgia Workforce Development Board

Executive/ Finance Committee Teleconference (due to COVID-19 social distancing and shelter in place requirements)

Meeting Summary

Wednesday, May 26, 2021 12:05 pm

Teleconference

Members Present via Conference Call

Gabriel Lord, Chairman

LaTonja Dotson, Vice Chairman

Allan York

Cory Thomas

John Marria

Tommy Hill

Pete Stephens, ex-officio

Staff Present

Melody Pierce, Executive Director

Amanda Godwin, Operations Manager

Rebecca O'Neil, Programs Manager

Pascha Spence, Office Manager

- **Approval of Minutes from February 24, 2021 (APPROVED- J. Marria/ A. York)**
- **Approval of March 2021 Quarterly Financial Statements (APPROVED- J. Marria/ C. Thomas)**
- **Approval of PY 2021/FY 2022 Operating Budget (July 1, 2021-June 30, 2022) COREY THOMAS STATED CONFLICT AND ABSTAINED FROM DISCUSSION and VOTING (APPROVED- J. Marria/ A. York)**
- **PY 2020 One-Stop Reconciliation Quarter 3 Ending March 31, 2021 (APPROVED- J. Marria/ C. Thomas)**
- **Current Training Provider Program Review – South GA Career Center (APPROVED- J. Marria/ A. York)**
- **Training Provider Application for State Eligible Training Provider List Inclusion (ETPL) – Wallace Community College, Dothan and Eufaula, AL (APPROVED- C. Thomas/ J. Marria)**
 - A. Air Conditioning & Refrigeration – AAS
 - B. Practical Nursing – PN
 - C. Associate Degree Nursing – ADN
 - D. LPN to RN Mobility - ADN
- **Training Provider Application for State Eligible Training Provider List Inclusion (ETPL) – Heritage Health Career Center, Inc (APPROVED- J. Marria/ A. York)**
 - a. Certified Medical Assistant
 - b. Certified Phlebotomy Technician
- **Training Provider Program Local Performance Reviews for Georgia Dental Educational Institute (APPROVED- J. Marria/ A. York)**
- **Review of Certified Nursing Assistant (CNA) Training Programs-Recommended PY21 Regional Participant Enrollment Maximum (APPROVED- A. York/ J. Marria)**

➤ **Approval of PY 2021 Youth Contract Renewals and Funding Recommendations (APPROVED- C. Thomas/ J. Marria)**

- A. Negotiate and execute twelve-month PY 21 third-year contract renewals beginning June 15, 2021 through June 30, 2022 within the funding limits, slot limits recommended (see the attached); and
- B. Negotiate programmatic activities and performance outcomes in keeping with the Youth performance goals and expectations of the WDB; and contracting under the current solicitation.
- C. Note in each resulting contract that this PY 21 contract extension is the final year of contracting under the current solicitation.

Note in each resulting contract that this PY 21 contract extension is the final year of Proposer	Counties To Be Served	Recomm. Youth Slots [In School]	Recomm. Youth Slots [Out-of-School]	Recomm. Funding Amount (12 months)
Dougherty County School System	Dougherty	50		\$115,000
Eckerd Youth Alternatives	Calhoun, Colquitt, Dougherty, Early, Lee, Mitchell, Worth		185	\$585,000
Totals		50	185	\$ 700,000

➤ **Approval of PY 2021 Contract Renewal Adult and Dislocated Worker Career Services – Arbor E&T, LLC dba EQUUS Workforce Solutions (APPROVED- J. Marria/ A. York)**

- A. Negotiate and execute a twelve-month PY'21 contract renewal f with Arbor E&T, LLC dba EQUUS Workforce Solutions beginning July 1, 2021 through June 30, 2022 to include adult, dislocated worker and national dislocated worker funding in the amount of \$1,120,000 for contractual operating costs and pass-through customer program services costs to be negotiated up to \$1,200,000 to include customer 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.
- B. A motion is needed to recommend WDB Staff to negotiate contractual costs, enrollment goals, programmatic activities, and performance outcomes in keeping with the performance goals and expectations of the WDB; and
- C. A motion is needed to recommend WDB Staff to note in the resulting contract that the contract may be renewed for up to two (2) additional one-year periods, contingent upon available funding, positive performance outcomes and WDB approval.

➤ **Approval of the Review Committee's Recommendation of Funding – PY 2020 One-Stop Operator Contract (APPROVED- C. Thomas/ J. Marria)**

- A. Determination of competitive proposals
 - a. Arbor E&T, LLC dba EQUUS Workforce Solutions (Average Rating 91)
 - b. Eckerd Connects/Eckerd Youth Alternatives, Inc. (Average Rating 82)

- c. Georgia Department of Labor (Average Rating 80)
- B. Approval of PY 2021 One- Stop Operator, Arbor E&T, LLC dba EQUUS Workforce Solutions and recommended funding with the following parameters:
 - a. Negotiate and execute a twelve-month PY 2021 contract beginning July 1, 2021 through June 30, 2022 within the funding limit of \$100,000 recommended therein; and
 - b. Note the option for renewal of the contract for up to three (3) additional one-year periods, provided that measurable outcomes are successfully achieved and sufficient funds remain available.
- **PY 2021 Taylor Hall Miller Parker P.A. Monitoring Services Contract Renewal (APPROVED- J. Marria/ A. York)**
- **Review and Approval of Board Policy Revisions (APPROVED- J. Marria/ C. Thomas)**
 - A. *Proposed Revision WDB Policy #WIOA-2017-14 – Procurement
 - B. *Proposed Revision WDB Policy #WIOA-2017-017 – Equal Opportunity Complaint and General Grievance
 - C. *Proposed Revision WDB Policy #29 – Training in Demand Occupations
- **Review of Board Membership Compliance (Review and Discussion)**
 - a. Board Member Vacancies
 - i. Miller County
 - ii. Union Representative
 - b. New Appointments
 - i. Decatur County, Dennis Brinson
 - ii. Mitchell County, Oscar Maples
 - c. WDB Board Composition & Attendance Review
- **Operations Update**
 - a. One-Stop Operator Center Update
 - i. Status of Office Closures due to COVID-19
 - b. PY 2021 One-Stop MOU/Infrastructure Agreement Renewal - In Process
 - c. FGWA Sector Strategy Update
 - d. HDCI (High Demand Career Initiative) Healthcare Sector Strategy Grant Update
 - i. Strategic Planning Committee Meeting May 25, 2021, Phoebe Putney
 - e. National Dislocated Worker Grant (COVID) Update
 - f. Annual State Monitoring Review Feb 1-5, 2020 – Status Update
 - g. Independent Monitoring Review Results April 12-16, 2021
 - h. PY 2020 WIOA Performance Update
- **Next Committee Meeting- Wednesday, August 25, 2021**

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