

Agenda



Lower Chattahoochee Workforce Development Board Quarterly Meeting

September 15, 2016
Columbus Consolidated Government
420 Tenth Street
Columbus, Georgia 31902

Type of meeting:

WDB QUARTERLY MEETING

Agenda topics

- I. Welcome Tony Calloway, Vice Chair
 - A. Approval of Minutes
(June 16, 2016)
- II. Financial Report Howard Pendleton, WIOA Director
- III. Approval of Local and Regional Plans
- IV. Approval of By-Law Changes
- V. Approval of Adoption to EPL
- VI. Governor's High Demand Career Initiative (HDCI)
- VII. Introduction of new Assistant Director
- VIII. Old Business
- IX. Next Meeting & Adjournment





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Type of meeting:

WDB QUARTERLY MEETING

Board Members in attendance:

Dr. Richard Bloom, Brookstone Surgical Center
Tony Calloway, PRIMERICA
Doreene Carlisle, GA Vocational Rehabilitation Services
Travis Chambers, Elite Ventures Leasing & Mgt.
Michelle Doyle, Valley Hospitality
Elsie Farley, Pearl's Catering
Carolyn Hugley, State Farm Insurance Agency
John Irvine, Columbus Career Center
Rick Jones, CCG/ Economic Development
Beverly LaMee, Housing Authority of Columbus
Tricia Llewellyn, Goodwill Industries
Jaime Loyd, Columbus Technical College
John Martin, Martin Law Firm
Ann McNeer, Master Tax
Dexter Smith, Communication Workers of USA, Local 3212
Clint Taylor, Georgia Power
Tim Vinson, Muscogee Co. School District
~~*Wendy Timmons, Sixty-Two Graphic Studio~~

WIOA Staff

Howard Pendleton
Feleshia Marshall
James Shipp
Lisa Lane

Guest

Debbie Gardner, DFACS
Olivia Hankins, CHP, Int'l. – Job Corps

*Ms. Timmons had a family emergency and did not attend the meeting.



Agenda Discussion

I. Welcome

Tony Calloway, LCWDB Vice Chair

The following is a summary of the discussion as it pertains to the Workforce Innovation and Opportunity Act of 2014 and the responsibilities conferred upon the local workforce area, which comprises the eight-counties of Chattahoochee, Clay, Harris, Muscogee, Quitman, Randolph, Stewart and Talbot, and the cities and municipalities contained therein. These minutes, in accordance with the Workforce Innovation and Opportunity Act, do not contain motions presented for approval. An insufficient number of members were present to satisfy a quorum for voting. These minutes are open for public viewing and made available upon request.

The meeting was called to order by Vice Chair Tony Calloway with a welcome and a request for introductions from those present.

Mr. Calloway began discussion by thanking the attendees for their presence. He continued by stating that due to not having enough members in attendance to satisfy a quorum, voting would be tabled for the items on the Agenda requiring approval by the board.

After thanking everyone again for their attendance, the Vice Chair asked if there were any questions or discussion regarding the June 16, 2016 minutes as earlier mailed and enclosed as part of agenda packet. No discussion followed.

Action Taken:

No action taken

II. Financial Report

Howard Pendleton, WIOA Director

A report of the WIOA Local Area Grant Summary broken down by youth/adult/dislocated worker/rapid response funds was provided to Board members for discussion. (A Copy is attached to original minutes as permanent record). Mr. Pendleton provided a brief overview and discussion of awards and expenditures.

Action Taken:

No action required.

III. Approval of Local and Regional Plans

Mr. Pendleton provided a brief overview and discussion of the local and Regional Plans. He informed Board members that both plans were currently posted on our webpage and open for comment for 30 the day period as required. The comment period began 09/01/2016 and would be open and available for comment through 09/30/2016.

The Vice Chair asked if there was any discussion or questions. No discussion followed.

Action Taken:

No action taken.

IV. Approval of By-Law Changes

Mr. Pendleton reminded board members that during the State's review of our Board Certification Report they cited two issues that required a Corrective Action Response (CAR). At the end of July, we submitted the CAR with a draft of the mandatory provisions incorporated into the By-Laws to the State (A Copy was earlier mailed to the board members and is attached to original minutes as permanent record). The CAR has met their approval contingent upon the Board's approval.

Mr. Pendleton asked if there were any questions or discussion about the changes to the By-Laws. Members present all agreed with the changes that were made; however due to the insufficient number of members present for a quorum, no vote was taken to approve the changes. Mr. Pendleton informed the Board that an Executive Committee meeting would be held to vote on the changes.

Action Taken:

No action taken.

V. Approval of Adoption to EPL

Mr. Pendleton informed the Board that there was one Vendor requesting a new program of study for inclusion on the Eligible Provider List (EPL) and changes to an existing listing for our workforce area. The State grandfathered in a lot of the technical schools, Universities and college, but they're required that the local workforce boards approve recommendation for any Vender that provides training services to their workforce area. Columbus State University Continuing Education is an active Vendor on the State EPL and has requested the following:

- **Columbus State University Continuing Education:** 4225 University Avenue, Columbus, GA 31907. **Medical Billing & Coding Training Program.** Requested change of provider listing to reflect increase in total costs and length of training for the program from \$2,775.00 to \$2,863.00 and total class time from 189 to 192 hours. Cost increase due to increase in required books and costs due to upgrade from ICD9 codes to ICD10 codes. (Active Vendor on the EPL Listing).
- **Columbus State University Continuing Education:** 4225 University Avenue, Columbus, GA 31907. **Graphic Design Certification Program.** Requested inclusion on the EPL List for our workforce area. The length of training would be 46

weeks; 100 curriculum hours (1 day per week; 2.05 to 3.0 hours per week). The total training cost would be \$1,279.00 (including tuition, books and certification exam). Based upon program of study, the training facility, or vocational training provided, proposed training costs are competitive to comparable training in local workforce area. A plus is that addition to EPL gives customers additional choice of program of study.

Mr. Pendleton asked if there were any questions or discussion. All members present agreed the programs of study offered by CSUCE were good programs and would enhance the array of choices for our customers.

No action taken.

VI. Governor's High Demand Career Initiative

Mr. Pendleton gave a brief overview and discussion on the Governor's High Demand Career Initiative discussing the primary focus of the initiative and their hope of engaging the private sector in their present and future workforce needs..

Action Taken

No Action required.

VII. Introduction of new Assistant Director

Mr. Pendleton introduced Ms. Feleshia Marshall as the new Assistant Director. She had been promoted from Program Specialist I and has worked with our department for over 27 years.

Ms. Marshall thanked the Board for their support and looked forward to serving in this new capacity. The Board gave Ms. Marshall their congratulations on being promoted.

Action Taken:

No action required.

V. Old Business

No discussion followed.

Action Taken:

No action required.

VI. Next Meeting

Next meeting is scheduled for Thursday, December 15, 2016.

Action Taken:

No action required

VII. Adjournment

With no further discussion, meeting was adjourned. We wish all members and their families a very Happy Thanksgiving Holiday!

Minutes Reviewed By: Howard T. Pendleton

Approval Date: 06/15/2017

Member Name	Organization	Action Taken							
		<i>Agenda Item I (Minutes)</i>				<i>Agenda Item III (Approval of RFP – Out-of-School Youth Services)</i>			
		Yes	No	Absent	Abstain	Yes	No	Absent	Abstain
Beard-White, Georgia	L & S Services	X				X			
Bloom, Richard	Brookstone Surgical Center			X				X	
Brown, Carl	Upshaw, Brown & Associates	X				X			
Calloway, Tony	Primerica	X				X			
Carlisle, Doreene	GA Voc Rehab Svcs	X				X			
Chambers, Travis	Elite Realty			X				X	
Dorsey, Belva	Enrichment Services	X				X			
Echols, Monica	2 nd Chance Act	X				X			
Farley, Elsie	Pearl's Catering			X				X	
Harp, Charles	Swift Spinning	X				X			
Holmes, Franklin	Talbot County BoC			X				X	
Hopson, April	Columbus Tech	X				X			
Hugley, Carolyn	State Farm Insurance			X				X	
Irvine, John J.	Cols Career Center	X				X			
Jones, Rick	CCG Eco / Dev	X				X			
King, Brian	IBEW Local 613	X				X			
LaMee, Beverly	Housing Authority of Columbus, GA	X				X			
Llewellen, Tricia	Goodwill Industries	X				X			
Lloyd, Jamie	Cols Tech College	X				X			
Martin, John	The Martin Firm			X				X	
McNeer, Ann	Master Tax Solutions			X				X	
Murphy, William	Cols Chamber of Commerce	X				X			
Plemmons, Brian	Valley Hospitality			X				X	
Ramsey, Ernestine	A.J. McClung YMCA	X				X			
Randolph, Chester	Caldwell Bankers Realtors	X				X			
Reed, Marva	Dept Health & Human Services			X				X	
Ruff, Gwendolyn	Columbus Water Works			X				X	
Sabree, Saleemah	Experience Works	X				X			
Seda, Kike	A-1 Postage Meters & Shipping			X				X	
Smith, Dexter	Com Wkrs of USA, Local 3212	X				X			
Stoller, Frederick	CHP, International – Job Corps.			X				X	
Taccati, Kim	Staffing Connections	X				X			
Taylor, Clint J.	GA Power Comp.			X				X	
Timmons, Wendy	Sixty Two Graphic Studio			X				X	
Vinson, Tim	MCSD			X				X	
Watson, Eddie	Clay Hill Hunting	X				X			
Williams, Joe Lee	Stewart Co. BoC			X				X	
Totals:		21	0	16	0	21	0	16	0

Member Name	Organization	Action Taken							
		<i>Agenda Item IV (Approval of Adoption to EPL)</i>							
		Yes	No	Absent	Abstain	Yes	No	Absent	Abstain
Beard-White, Georgia	L & S Services	X							
Bloom, Richard	Brookstone Surgical Center			X					
Brown, Carl	Upshaw, Brown & Associates	X							
Calloway, Tony	Primerica	X							
Carlisle, Doreene	GA Voc Rehab Svcs	X							
Chambers, Travis	Elite Realty			X					
Dorsey, Belva	Enrichment Services	X							
Echols, Monica	2 nd Chance Act	X							
Farley, Elsie	Pearl's Catering			X					
Harp, Charles	Swift Spinning	X							
Holmes, Franklin	Talbot County BoC			X					
Hopson, April	Columbus Tech	X							
Hugley, Carolyn	State Farm Insurance			X					
Irvine, John J.	Cols Career Center	X							
Jones, Rick	CCG Eco / Dev	X							
King, Brian	IBEW Local 613	X							
LaMee, Beverly	Housing Authority of Columbus, GA	X							
Llewellyn, Tricia	Goodwill Industries	X							
Loyd, Jamie	Cols Tech College	X							
Martin, John	The Martin Firm			X					
McNeer, Ann	Master Tax Solutions			X					
Murphy, William	Cols Chamber of Commerce	X							
Plemmons, Brian	Valley Hospitality			X					
Ramsey, Ernestine	A.J. McClung YMCA	X							
Randolph, Chester	Caldwell Bankers Realtors	X							
Reed, Marva	Dept Health & Human Services			X					
Ruff, Gwendolyn	Columbus Water Works			X					
Sabree, Saleemah	Experience Works	X							
Seda, Kike	A-1 Postage Meters & Shipping			X					
Smith, Dexter	Com Wkrs of USA, Local 3212	X							
Stoller, Frederick	CHP, International – Job Corps.			X					
Taccati, Kim	Staffing Connections	X							
Taylor, Clint J.	GA Power Comp.			X					
Timmons, Wendy	Sixty Two Graphic Studio			X					
Vinson, Tim	MCSD			X					
Watson, Eddie	Clay Hill Hunting	X							
Williams, Joe Lee	Stewart Co. BoC			X					
Totals:		21	0	16	0	0	0	0	0