



Lower Chattahoochee Workforce Development Board Quarterly Meeting

March 15, 2018
Columbus Consolidated Government
420 Tenth Street
Columbus, Georgia 31902

Type of meeting:

WDB QUARTERLY MEETING

Agenda topics

- | | | |
|-------|---|---------------------------------|
| I. | Welcome | Chester Randolph, Chair |
| II. | Approval of Minutes (September 21, 2017) | |
| III. | Approval of Executive Committee Actions: (A. Approval of RFP for Adult / DW Services) (B. Approval of Certificate Programs of CTC Allied Health – Certified Manufacturing) | |
| IV. | Financial Report | Howard Pendleton, WIOA Director |
| V. | State Transition | |
| VI. | Recommendation for RFP for Dislocated Worker Services | Carl Brown, APOC Comm. Chair |
| VII. | Approval to Renew Current Contracts | |
| VIII. | Purchase of New Vehicle | Howard Pendleton, WIOA Director |
| IX. | Discussion of GA Tech Vet ² Program | |
| X. | Old Business | |
| XI. | Next Meeting & Adjournment | |





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Type of meeting:

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Board Members in attendance:

Chester Randolph, C. Randolph & Associates
Georgia Bethune, L&S Services
Carl Brown, Brown & Associates
Belva Dorsey, Enrichment Services
Michelle Doyle, Valley Hospitality
April Hopson, Columbus Technical College
Rick Jones, CCG/ Economic Development
Sendreka Lakes, Chamber of Commerce
Beverly LaMee, Housing Authority of Columbus
Jamie Loyd, Columbus Technical College
John Martin, The Martin Law Firm
Ernestine Ramsey, A.J. McClung YMCA
Gwen Ruff, Columbus Water Works
Wanda Rutledge, Kinetic Credit Union
Saleemah Sabree, Experience Works
Dexter Smith, Communication Workers of USA, Local 3212
Frederick Stoller, Job Corps.
Wendy Timmons, 62 Graphic Studio
Tim Vinson, MCSD
Eddie Watson, Clay Hill Hunting
Joe Lee Williams, Stewart County Board of Commissioners

WIOA Staff

Howard Pendleton
Feleshia Marshall
Lisa Lane

Guest

Jonathan Evans, HAoC.
Olivia Hankins, Job Corps.
Harry Lange, Harris Co. BoC
Gail Long, GDOL
M. Moye, Stewart Co. Mgr.
J.P. Roberson, Dr. Bloom, MD Office
Sherlonda Walker, Talbot Co. BoC
Isaac Williams, One-Stop Operator
Joseph B. Williams, Stewart Co. BoC



Agenda Discussion

I. Welcome

Chester Randolph, LCWDB 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, contain motions presented for approval. A sufficient number of members were present to satisfy a quorum for voting. These minutes are open for public viewing and made available upon request.

Action Taken:

No action taken.

II. Approval of Minutes

Chair Chester Randolph called the meeting to order with a welcome and a request for introductions. After thanking everyone for their attendance, the Chair asked if there was any discussion regarding the minutes. Board members Wendy Timmons and Frederick Stoller noted there needed to be a correction to the voting tally for they were shown absent in error. The Chair stated the Minutes would be amended to reflect the actual voting actions taken. Without any further discussion. The Chair requested a motion to approve the September 21, 2017 minutes as amended.

Action Taken:

Carl Brown so moved Dexter Smith properly second, majority of all active board members granted approval in attendance to approve the September 21, 2017 minutes as amended.

III. Approval of Executive Committee Actions A. RFP for A/DW Svcs. & B. Certificate Programs of CTC AH & CM

Prior to discussion Ms. April Hobson and Mr. Jamie Loyd abstained from discussion and voting.

Chair Randolph informed members and gave a brief overview of the Executive Committee's actions that had granted approval of A.) the RFP for Adult and Dislocated Worker Services for PY18; and B.) granted approval for Columbus Technical College's Certificate Programs for their Allied Health and Certified Manufacturing Programs of Study.

The Chair noted that Carl Brown would present the results of the RFP released for the Adult and Dislocated Worker Services and the APOC Committee's recommendation for these services letter in the meeting. The Chair asked if there were any questions or discussion regarding the Executive Committee's actions. There being no further discussion, the Chair asked for a motion to approve the Executive Committee's actions for A.) the RFP for Adult and Dislocated Worker Services for PY18; and B.) approval of Columbus Technical College's Certificate Programs for their Allied Health and Certified Manufacturing Programs of Study.

Action Taken:

Carl Brown so moved Georgia Bethune properly second, approval was granted by majority of all active board members in attendance to approve the Actions of the Executive Committee for A.) RFP for A/DW Services for PY18; and B.) CTC's Certificate Programs for Allied Health and Certified Manufacturing.

IV. Financial Report

Howard Pendleton, WIOA Director

Mr. Pendleton provided a brief overview and discussion of the WIOA Local Area Grant Summary broken down by youth/adult/dislocated worker funds (A copy is attached to original minutes as permanent record).

Mr. Pendleton asked if there were any questions or discussion. No discussion followed.

Action Taken

No action taken.

V. State Transition

Mr. Pendleton reiterated that an email was sent to both the LEO Board Members and the Workforce Development Board members of a notice we were given regarding the Governor's decision to move our State's Division of Workforce Development from the Georgia Department of Economic Development to the Technical College System of Georgia (TCSG). Governor Deal had given an overview of the plans during his final State of the State address January 11, 2018.

Mr. Pendleton noted this transition would commence July 1, 2018. Going forward, the organizational structure will change at the State level; however, the local Workforce Development Areas, their fiscal agents, the funding source and funding levels would remain the same. Only the entity we would request our reimbursements from would change. However, we don't know a lot of the details for reporting our data. At this point, we don't know what changes will be made as a result of this transition, but the notice sent was intended to inform both Boards of the coming changes at the State level.

Mr. Pendleton further noted, as we receive new information, we will keep the boards updated.

Action Taken

No Action taken.

VI. Recommendation for RFP for Adult / Dislocated Worker Services

Carl Brown

Carl Brown gave a brief overview and discussion regarding the results of the Adult and Dislocated Worker Services for Program year 2018. Two proposals were received. One from Georgia Job T.I.P.S. and one from The Urban League. Neither proposal was responsive to the RFP solicitation package. Georgia Job T.I.P.S. submitted their budget plan as a total budget, rather than providing

their proposed budget for each funding stream as the RFP called for. The Urban League proposal included funding for Youth Programs, which was not part of the services solicited.

Carl Brown stated the APOC Committee had met and their recommendation was for the current Service Provider, Georgia Job T.I.P.S., be awarded the contract. Mr. Pendleton noted that the RFP was considered a failed Bid and therefore the services would be considered a sole source. Georgia Job T.I.P.S. proposed budget was at the same level as their current contract.

Mr. Brown asked if there were any questions or discussion. There being no further discussion, the Chair asked for a motion to approve the APOC Committee's recommendation to award the contract to Georgia Job T.I.P.S..

Action Taken:

Joe Lee Williams so moved Frederick Stoller properly second, approval was granted by majority of all active board members in attendance to approve the APOC Committee's recommendation to award the contract to Georgia Job T.I.P.S..

VII. Approval to Renew Current Contracts

Carl Brown gave a brief overview of the contract awards recommended for renewal. Renewal of the specified youth services for Program Year 2018 were discussed. During discussion it was noted that these contracts could be renewed at their current funding level (with the board's approval).

The Chair asked if there was any questions or discussion. No discussion followed. The Chair asked for a motion to approve the renewal of the current contracts with a remaining renewal option for PY18 at their current funding levels.

Action Taken:

Belva Dorsey so moved Rick Jones properly second, majority of all active board members granted approval in attendance to approve the current contracts with a remaining renewal option for PY2018.

VIII. Purchase of New Vehicle

Howard Pendleton, WIOA Director

Mr. Pendleton reminded the Board that we currently had two vehicles and a mobile unit. Unfortunately, the 2003 Dodge Intrepid was having several mechanical issues. Fleet Maintenance had advised that the impending repairs required were more than the value of the vehicle and recommended the purchase of a new vehicle. The vehicle would most likely be a Chevy Impala listed on the City's State contract of vehicles in the price range of \$19,000 dollars.

Mr. Pendleton noted that because the purchase was above the \$5,000 dollars threshold, the State required final approval of the purchase. However, the Board must approve the purchase prior to presenting it to the State for consideration.

There being no further discussion, the Chair asked for a motion to approve a new vehicle from the City's State contract that would not exceed \$20,000 dollars

Action Taken:

Belva Dorsey so moved Carl Brown properly second, approval was granted by majority of all active board members in attendance to approve the purchase of a new vehicle not to exceed \$20,000 dollars and submit the request to the State for consideration and approval.

IX. Discussion of GA Tech Vet² Program

Feleshia Marshall gave a brief overview and discussion of the Vet² Program. The program's progress and successes were discussed.

Action Taken:

No action taken.

X. Old Business

Mr. Pendleton reminded the Board that we had contracted for the One-Stop Operator and that Mr. Isaac Williams, the One-Stop Operator, was in attendance.

Mr. Pendleton noted we were still waiting on the acceptance of the State Corrective Action Response (CAR) Report submitted as a result of their monitoring visit. He would keep the Board informed as more information was provided by the State.

Mr. Pendleton informed the Board that it was time to recertify the Board and that some of the members who had 3 consecutive unexcused absences would have to be removed for failing to attend the meetings. Once the attendance records had been researched, anyone having to be removed, would be notified at that time.

Action Taken:

No action taken.

XI. Next Meeting & Adjournment

The next Board meeting was scheduled for Thursday, June 21, 2018. With no further discussion, meeting was adjourned.

Minutes Reviewed By: Howard T. Pendleton

Approval Date: _____

| Member Name | Organization | Action Taken | | | | | | | |
|--------------------|-----------------------------------|---|----------|-----------|----------|--|----------|-----------|----------|
| | | <u>Agenda Item II</u> (Minutes as amended) | | | | <u>Agenda Item III</u> (Approval of Executive Committee Actions A.) A/DW RFP & B.) Approval of CTC's Certificate Programs for <u>Allied Health & Certified Manufacturing</u> | | | |
| | | Yes | No | Absent | Abstain | Yes | No | Absent | Abstain |
| Bethune, 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 | |
| Chambers, Travis | Elite Realty | | | X | | | | X | |
| Deppe, Jeff | IBEW Local 613 | | | X | | | | X | |
| Dorsey, Belva | Enrichment Services | X | | | | X | | | |
| Doyle, Michelle | Valley Hospitality | X | | | | X | | | |
| Farley, Elsie | Pearl's Catering | | | X | | | | X | |
| Harp, Charles | Swift Spinning | | | X | | | | X | |
| Hopson, April | Columbus Tech | X | | | | | | | X |
| Hugley, Carolyn | State Farm Insurance | | | X | | | | X | |
| Pending... | Cols Career Center | | | | | | | | |
| Jackson, Barbara | Cols. Regional Health | | | X | | | | X | |
| Jones, Rick | CCG Eco / Dev | X | | | | X | | | |
| Lakes, Sendreka | Cols Chamber of Commerce | X | | | | X | | | |
| LaMee, Beverly | Housing Authority of Columbus, GA | X | | | | X | | | |
| Lewis, Carvel | Lewis Mortuary II | | | X | | | | X | |
| Llewellyn, 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 | |
| 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 | | | |
| Rutledge, Wanda | Kinetic Credit Union | X | | | | X | | | |
| Sabree, Saleemah | Experience Works | X | | | | X | | | |
| Smith, Dexter | Com Wkrs of USA, Local 3212 | X | | | | X | | | |
| Stoller, Frederick | CHP, International – Job Corps. | 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 | 13 | 0 | 19 | 0 | 13 | 2 |

| Member Name | Organization | Action Taken | | | | | | | |
|--------------------|-----------------------------------|--|----------|-----------|----------|--|----------|-----------|----------|
| | | <u>Agenda Item VI</u> <u>(APOC Committee</u> <u>recommendation for Adult /</u> <u>DW Services for PY2018)</u> | | | | <u>Agenda Item VII</u> <u>(Approval to renew current contracts for</u> <u>Youth Services for PY2018)</u> | | | |
| | | Yes | No | Absent | Abstain | Yes | No | Absent | Abstain |
| Bethune, 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 | |
| Chambers, Travis | Elite Realty | | | X | | | | X | |
| Deppe, Jeff | IBEW Local 613 | | | X | | | | X | |
| Dorsey, Belva | Enrichment Services | X | | | | X | | | |
| Doyle, Michelle | Valley Hospitality | X | | | | X | | | |
| Farley, Elsie | Pearl's Catering | | | X | | | | X | |
| Harp, Charles | Swift Spinning | | | X | | | | X | |
| Hopson, April | Columbus Tech | X | | | | X | | | |
| Hugley, Carolyn | State Farm Insurance | | | X | | | | X | |
| Pending... | Cols Career Center | | | | | | | | |
| Jackson, Barbara | Cols. Regional Health | | | X | | | | X | |
| Jones, Rick | CCG Eco / Dev | X | | | | X | | | |
| Lakes, Sendreka | Cols Chamber of Commerce | X | | | | X | | | |
| LaMee, Beverly | Housing Authority of Columbus, GA | X | | | | X | | | |
| Lewis, Carvel | Lewis Mortuary II | | | X | | | | X | |
| Llewellyn, 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 | |
| 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 | | | |
| Rutledge, Wanda | Kinetic Credit Union | X | | | | X | | | |
| Sabree, Saleemah | Experience Works | X | | | | X | | | |
| Smith, Dexter | Com Wkrs of USA, Local 3212 | X | | | | X | | | |
| Stoller, Frederick | CHP, International – Job Corps. | 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 | 13 | 0 | 21 | 0 | 13 | 0 |

| Member Name | Organization | Action Taken | | | | | | | |
|--------------------|-----------------------------------|---|----------|-----------|----------|----------|----------|----------|----------|
| | | <i>Agenda Item VIII (Purchase of New Vehicle)</i> | | | | | | | |
| | | Yes | No | Absent | Abstain | Yes | No | Absent | Abstain |
| Bethune, Georgia | L & S Services | X | | | | | | | |
| Bloom, Richard | Brookstone Surgical Center | | | X | | | | | |
| Brown, Carl | Upshaw, Brown & Associates | X | | | | | | | |
| Calloway, Tony | Primerica | | | X | | | | | |
| Chambers, Travis | Elite Realty | | | X | | | | | |
| Deppe, Jeff | IBEW Local 613 | | | X | | | | | |
| Dorsey, Belva | Enrichment Services | X | | | | | | | |
| Doyle, Michelle | Valley Hospitality | X | | | | | | | |
| Farley, Elsie | Pearl's Catering | | | X | | | | | |
| Harp, Charles | Swift Spinning | | | X | | | | | |
| Hopson, April | Columbus Tech | X | | | | | | | |
| Hugley, Carolyn | State Farm Insurance | | | X | | | | | |
| Pending... | Cols Career Center | | | | | | | | |
| Jackson, Barbara | Cols. Regional Health | | | X | | | | | |
| Jones, Rick | CCG Eco / Dev | X | | | | | | | |
| Lakes, Sendreka | Cols Chamber of Commerce | X | | | | | | | |
| LaMee, Beverly | Housing Authority of Columbus, GA | X | | | | | | | |
| Lewis, Carvel | Lewis Mortuary II | | | X | | | | | |
| Llewellyn, Tricia | Goodwill Industries | | | X | | | | | |
| Loyd, Jamie | Cols Tech College | X | | | | | | | |
| Martin, John | The Martin Firm | X | | | | | | | |
| McNeer, Ann | Master Tax Solutions | | | 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 | | | | | | | |
| Rutledge, Wanda | Kinetic Credit Union | X | | | | | | | |
| Sabree, Saleemah | Experience Works | X | | | | | | | |
| Smith, Dexter | Com Wkrs of USA, Local 3212 | X | | | | | | | |
| Stoller, Frederick | CHP, International – Job Corps. | 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 | 13 | 0 | 0 | 0 | 0 | 0 |