

DeKalb Workforce Development Board
July 13, 2016

Members Present

Cathy Hardin, *DeKalb Medical*
Jackie Echols, *Georgia Piedmont Technical College*
Audrey Turner, *Emory University*
Hope Bolden, *Integral*
Tony Westly, *Operative Plasterers/Cement Mason*
Jerome Jackson, *IBEW Local 613*
Kim Childs, *DeKalb Chamber of Commerce*
Ray Gilley, *Development Authority of DeKalb County*
Diane Allen, *GDOL*
Claudette Grant, *Center for Disease Control & Prevention*

Members Absent

Jacqueline Thompson, *Macy's*
Mike Carow, *Hormel Foods Corporation*
John Lenz, *LENZ*
Tommy Lester, *Startup BFF*
Michael Romesburg, *CVS Health*
Rhonda Briggins-Ridley, *MARTA*
Sadie Dennard, *Georgia Power*
DePriest Waddy, *United Way of Greater Atlanta*
L. Lamont Wise, *Urban League of Greater Atlanta*
Jacqueline Williams, *DeKalb County DFCS*

Staff

Sheryl B.C. Stone
Kala Waran
India Johnson
Sandeep Gill
Roderick Wyatt

Guest

Monique Cunningham, *DeKalb County Citizen*

****A proxy representative may be designated by the board member to participate in discussion, but does not exercise proxy authority (no voting).***

Welcome/Greetings - Call to Order

Vice-Chairperson Hope Boldon called the meeting to order.

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Language Assistance/Babel Notice

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Spanish

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Chinese - Traditional

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Vietnamese

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Tagalog

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French

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Haitian Creole

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Portuguese

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Arabic

مهم! يحتوي هذا المستند على **معلومات مهمة** حول حقوقك ومسؤولياتك و/أو فوائدها. من الأهمية بمكان فهم المعلومات الواردة في هذا المستند، وسنوفر المعلومات بلغتك المفضلة دون تحميلك أي تكلفة. **اتصل على الرقم WorkSource DeKalb at (404) 687-3400/www.worksourcedekalb.org** للحصول على مساعدة في ترجمة المعلومات الواردة في هذا المستند وفهمها.

Russian

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Korean

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Establishment of Quorum

According to the Bylaws, at any meeting 51% of the membership constitutes a quorum for the transaction of business. In any case where a quorum has not been established, business may be moved to the Board or Executive Committee for action. When the Executive Committee acts on behalf of the Board in the absence of a Board quorum, the acts of the Executive Committee shall be the acts of the Board unless rejected by the Board at the next meeting. Due to a quorum not being established at today's board meeting, only members of the Executive Committee will address items requiring a vote.

Executive Committee - Hope Boldon: **Board Co-Chair**, Jerome Jackson: **Finance Committee**, Jacqueline Echols: **Youth Committee**, Diane Allen: **One-Stop Partners & Disabilities Committee**

Approval of Minutes (May 25, 2016)

A motion was made by Jerome Jackson and seconded by Jacqueline Echols to approve the May 25, 2016 meeting minutes as presented. The Executive Committee approved unanimously.

Committee Reports

All prior committee meeting minutes were e-mailed to the Board for review.

Action Items

PY16 Budget

The PY16 DWD Program Year Budget was presented to the Board. The budget covers DWD's annual program revenue and expenditures for July 1, 2016 – June 30, 2017. Mrs. Stone briefly discussed the budget and informed the board that these are some of the same funds voted on every year; the budget itemizes expenditures by category and funding stream.

A motion was made by Jerome Jackson and seconded by Diane Allen to accept the PY16 budget as presented. The Executive Committee approved unanimously.

Program Updates

One-Stop Procurement Meeting – June 29, 2016

This One-Stop Procurement Meeting was held to demonstrate to the Georgia Department of Economic Development, Workforce Division that the DeKalb Workforce Development Board (DWDB) is making progress towards the procurement of a One-Stop operator, per WIOA § 121(d)(2)(A). The procurement, with a vendor in place, must be completed no later than June 30, 2017. As required, the DeKalb Workforce Development Board has established a Procurement Committee to issue the Request for Proposal (RFP), evaluates the responsible and responsive bidders, and selects a vendor. The One-Stop Procurement Committee consists of Sadie Dennard, *Georgia Power- Board Chair*, Hope Bolden,

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Integral- Board Vice-Chair, Jacqueline Williams, DeKalb DFCS, Marcia Blanding, Georgia Vocational Rehabilitation Agency, Diane Allen, Georgia Department of Labor and Jackie Echols, Georgia Piedmont Technical College. Minutes from the meeting were shared with the board.

Executive Committee Meeting – June 29, 2016

Local Plan

The Workforce Innovation and Opportunity Act (WIOA) requires each local workforce development board (LWDB) to develop and submit, in partnership with the chief elected official (CEO), a comprehensive four-year plan to the Governor. The local plan shall support the vision, goals and strategy described in the State plan and otherwise be consistent with the State plan. Board members received a copy of the proposed DeKalb Workforce Development Board Local Plan and a Plan Overview for 2016-2020. Updates to the Local Plan include Governance and Structure, Local Boards and Plan Development, Service Delivery and Training, Coordination with Core Partners, Performance and State Initiatives. The Local Plan will be posted on the DeKalb Workforce Development website for public comments on July 13, 2016 through August 12, 2016.

Regional Plan

The Regional Plan provides the framework for the local areas to define how their workforce development systems will achieve the purpose of the Workforce Innovation and Opportunity Act (WIOA). WIOA provides designated regions and local workforce areas the responsibility and opportunity to develop employment and training systems tailored specifically to the region's economy. Board members received a copy of the proposed Regional Plan and a Regional Plan Overview for 2016-2020.

By-Laws

The DeKalb Workforce Development Board is responsible for providing policy guidance for and exercising oversight with respect to the local workforce system conducted under the Workforce Innovation Opportunity Act (WIOA) in partnership with the Chief Elected Official (CEO). By-laws have been created to guide and govern board proceedings. A revised copy of the By-laws was shared with the Executive Committee, with the updates highlighted; the total number of board members, nomination process used to select the adult/higher education board members, conflict of interest and firewall information was added to the by-laws. The revised By-laws were approved by the Executive Committee on June 29th. All board members received the revised by-laws and will sign off, acknowledging receipt.

Dislocated Worker RFP Vendors

The Dislocated Worker Vendors' Selection Committee has selected two (2) vendors (JH Business Services, LLC (\$591K) & Smart Talk Seminars and Events (\$382K)) to provide

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employment and training services for the Workforce Innovation and Opportunity Act (WIOA) Dislocated Worker Program for a three (3) year contract, contingent upon annual funding from the US Department of Labor (USDOL) and evaluation of successful performance. Board member Tommy Lester served on the selection committee.

WIOA Final Rules

The WIOA Final Rules were received on June 30th. The Final Rules clarifies the expected involvement of stakeholders, core programs, and the State Workforce Development Boards. The rules ensure consistency by requiring a description of joint planning and coordination across core programs, required one-stop partners, and other programs and activities included in the State Plan.

Status of Vendor Monitoring

The Vendor Monitoring Report was shared with the Board. All monitoring has been completed and was conducted by DWD staff. Amongst other documents shared with the vendors, a Monitoring Tool was completed as well as the Ethics Policy and Grievance and Complaint Policy were shared with each vendor.

WIOA Convening: August 1-3, 2016

The Workforce Division of the Georgia Department of Economic Development in partnership with the Georgia Department of Labor, Georgia Vocational Rehabilitation Agency, Technical College System of Georgia, and Department of Human Services is hosting a statewide WIOA Convening that will run from August 1st through August 3rd at the Cobb Galleria. The convening will contain plenary and breakout sessions that feature local and nationally known speakers and will cater to individuals across multiple workforce disciplines. An offer to attend was extended to board members..

Southeastern Employment & Training Association Conference (SETA)

The 2016 Southeastern Employment & Training Association Fall Conference will be held September 25-28 at the Beau Rivage, Biloxi, MS.; four DWD staff and 2-3 board members are able to attend. SETA provides workforce professionals the opportunity to network and grow professionally. These opportunities are provided through the spring and fall conferences that are hosted annually.

Public Comments

N/A

Adjournment

There being no further business, the meeting was adjourned.

Next Scheduled Meeting: October 5, 2016

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Signature – Chief Local Elected Official (CLEO)

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