

DeKalb Workforce Development Board
March 23, 2016

Members Present

Cathy Hardin, *DeKalb Medical*
Diane Allen, *Georgia Department of Labor*
Sadie Dennard, *Georgia Power*
Cynthia Edwards, *Georgia Piedmont Technical College*
DePriest Waddy, *United Way of Greater Atlanta*
Kim Childs, *DeKalb Chamber of Commerce*
L. Lamont Wise, *Urban League of Greater Atlanta*
Ray Gilley, *Development Authority of DeKalb County*
Audrey Turner, *Emory University*
Claudette Grant, *Center for Disease Control & Prevention*
Rhonda Briggins-Ridley, *MARTA*
Marcia Blanding, *Georgia Vocational Rehabilitation Agency*
John Lenz, *LENZ*
Hope Bolden, *Integral*

Members Absent

Jacqueline Williams, *DeKalb DFCS*
Sheila Garland, *Georgia Perimeter College*
Tommy Lester, *Private Bank of Decatur*
Katherine Hilliard, *Macy's*
Mike Carow, *Hormel Foods Corporation*
Michael Romesburg, *CVS Health*
Tony Westly, *Operative Plasterers/Cement Mason*
Baoky N. Vu, *VetConnex*
Jerome Jackson, *IBEW Local 613*

Staff

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

Guest

Jackie Echols, *Georgia Piedmont Technical College*

**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

Chairperson Sadie Dennard called the meeting to order.

Establishment of Quorum

Sadie Dennard declared the members present constituted a quorum.

Approval of Minutes (January 27, 2016)

A motion was made by Rhonda Briggins-Ridley and seconded by Cynthia Edwards to

DeKalb Workforce Development Board
Approved May 25, 2016

Language Assistance/Babel Notice

IMPORTANT! This document contains **important information** about your rights, responsibilities and/or benefits. It is critical that you understand the information in this document, and we will provide the information in your preferred language at no cost to you. **Call WorkSource DeKalb at (404) 687-3400/www.worksourcedekalb.org** for assistance in the translation and understanding of the information in this document.

Spanish

¡IMPORTANTE! Este documento contiene **información importante** sobre sus derechos, responsabilidades y/o beneficios. Es importante que usted entienda la información en este documento. Nosotros le podemos ofrecer la información en el idioma de su preferencia sin costo alguno para usted. **Llame al WorkSource DeKalb at (404) 687-3400/www.worksourcedekalb.org** para pedir asistencia en traducir y entender la información en este documento.

Chinese - Traditional

重要須知! 本文件包含**重要資訊**，事關您的權利、責任，和/或福利。請您務必理解本文件所含資訊，而我們也將使用您偏好的語言，無償為您提供資訊。請致電 **WorkSource DeKalb at (404) 687-3400/www.worksourcedekalb.org** 洽詢翻譯及理解本文件資訊方面的協助。

Vietnamese

LƯU Ý QUAN TRỌNG! Tài liệu này chứa **thông tin quan trọng** về quyền hạn, trách nhiệm và/hoặc quyền lợi của quý vị. Việc hiểu rõ thông tin trong tài liệu này là rất quan trọng, và chúng tôi sẽ cung cấp miễn phí cho quý vị thông tin này bằng ngôn ngữ mà quý vị ưa dùng. **Hãy gọi WorkSource DeKalb at (404) 687-3400/www.worksourcedekalb.org** để được hỗ trợ về việc thông dịch và hiểu thông tin trong tài liệu này.

Tagalog

MAHALAGA! Naglalaman ang dokumentong ito ng **mahalagang impormasyon** tungkol sa iyong mga karapatan, responsibilidad at/o benepisyo. Napakahalaga na nauunawaan mo ang impormasyong nakapaloob sa dokumentong ito, at ibibigay namin nang libre ang impormasyon sa pinili mong wika. **Tumawag sa WorkSource DeKalb at (404) 687-3400/www.worksourcedekalb.org** upang humingi ng tulong sa pagsasaling-wika at pag-unawa sa impormasyong nasa dokumentong ito.

French

IMPORTANT! Le présent document contient **des informations importantes** sur vos droits, vos responsabilités et/ou vos avantages. Il est essentiel que vous compreniez les informations figurant dans ce document, et nous vous fournirons gratuitement les informations dans la langue de votre choix. **Appelez au WorkSource DeKalb at (404) 687-3400/www.worksourcedekalb.org** pour obtenir de l'aide pour la traduction et la compréhension des informations contenues dans le présent document.

Haitian Creole

ENPÒTAN! Dokiman sa a gen **enfòmasyon enpòtan** ladan konsènan dwa, responsablite ak/oswa avantaj ou yo. Li ap vrèman enpòtan pou ou konprann enfòmasyon yo ki nan dokiman sa a, epi n ap ba ou enfòmasyon sa yo nan lang ou prefere a gratis. **Rele WorkSource DeKalb at (404) 687-3400/www.worksourcedekalb.org** pou jwenn asistans pou tradui ak pou konprann enfòmasyon ki nan dokiman sa a.

Portuguese

IMPORTANTE! Este documento contém **informações importantes** sobre os seus direitos, responsabilidades e/ou benefícios. É essencial que compreenda as informações constantes neste documento, as quais disponibilizaremos, gratuitamente, na língua à sua escolha. **Contacte o número WorkSource DeKalb at (404) 687-3400/www.worksourcedekalb.org** para solicitar ajuda para traduzir e compreender as informações contidas neste documento.

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

ВАЖНО! В настоящем документе содержится **важная информация** о ваших правах, обязанностях и/или преимуществах. Крайне важно, чтобы вы поняли информацию, содержащуюся в данном документе, а мы бесплатно предоставим вам эту информацию на выбранном вами языке. **Позвоните по телефону WorkSource DeKalb at (404) 687-3400/www.worksourcedekalb.org** для получения помощи в переводе и понимании информации, содержащейся в данном документе.

Korean

중요! 본 문서는 귀하의 권리, 책임 및/또는 이익에 관한 **중요한 정보**를 포함하고 있습니다. 귀하가 본 문서에 있는 정보를 이해하는 것은 대단히 중요하며, 귀하가 원하는 언어로 정보를 제공받으실 수 있습니다. **WorkSource DeKalb at (404) 687-3400/www.worksourcedekalb.org** 로 전화하여 본 문서에 있는 정보의 번역 및 이해를 위해 도움받으시길 바랍니다.

approve the January 27, 2016 meeting minutes as presented. The Board approved unanimously.

Committee Reports

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

Action Items

Transfer of Funds

With the increase in Adult long-term unemployment, DeKalb County has experienced a major shift in providing services to more Adult WIOA participants than Dislocated Workers. According to the Georgia Department of Economic Development - Workforce Division's Financial Policies and Monitoring, transfers of Rapid Response and Dislocated Worker funds to the Adult funding stream are allowed, keeping in mind the 100% transfer limitation. We are requesting to transfer \$752,299.00 of Dislocated Worker funds and \$68,361.00 of Rapid Response funds to Adult. The transfers will allow us to meet the work readiness needs of the increasing adult population. DWD has provided services to 1342 Adult participants during PY14 at the rate of \$1,367 per participant.

A motion was made by Ray Gilley and seconded by Hope Boldon to approve transferring Dislocated Worker and Rapid Response funds to the Adult funding stream as presented. The Board approved unanimously.

Partners Resource Sharing Agreement

The Resource Sharing Agreement is between DeKalb Workforce Development, the DeKalb Workforce Development Board (DWDB) and Partners, operating under the name *DeKalb Workforce Development One-Stop*. This Agreement specifies the programmatic and financial commitments being made by the Partners for the operation of DeKalb Workforce Development One-Stop. It is understood by the Partners that this Agreement is not a contract. Rather, this Agreement expresses good faith and intentions of each Partner to participate in and contribute to the program.

A motion was made by Rhonda Briggins-Ridley and seconded by Hope Boldon to approve the Partners Resource Sharing Agreement as presented. The Board approved unanimously.

Regional Plan

The Regional Plan provides the framework for 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 regional economies. These systems must meet the needs of the full range

DeKalb Workforce Development Board
Approved May 25, 2016

of learners and workers, including those with barriers to employment. The system must also address the specific needs of regional employers and the skills they require.

A motion was made by Lamont Wise and seconded by Claudette Grant to approve the Regional Plan as presented. The Board approved unanimously.

Dislocated Worker RFP \$1M

DeKalb Workforce Development is requesting proposals from qualified sources to provide career and training services for WIOA eligible dislocated workers. The purpose of the RFP is to identify appropriate service providers to provide employment and training services for the Workforce Innovation and Opportunity Act (WIOA) Dislocated Worker Program for three (3) continuous years, contingent upon annual funding from the US Department of Labor (USDOL) and evaluation of successful performance.

A motion was made by Cathy Hardin and seconded by Audrey Turner to approve the Dislocated Worker RFP as presented. The Board approved unanimously.

***Before the Emory Training Proposal was addressed, Cathy Hardin of DeKalb Medical was excused, to ensure there was no conflict of interest.**

IWT – Emory Training Proposal \$200,000

DeKalb Workforce Development is collaborating with Emory Continuing Education to provide Incumbent Worker Training to DeKalb Medical employees. Several topic areas have been identified for learning interventions supporting all areas throughout the DeKalb Medical system that might be addressed over a multi-year development initiative. Some of the long term key topic areas are Workplace Behaviors, Patient-facing Responsibilities and Cross-Cultural Issues. The overall goal of DeKalb Medical is to provide learning and employee development programs and services that will result in improved overall patient satisfaction ratings. After an extensive discussion by board members, it was determined that the proposed solution will promote increased employment, job retention, earnings and occupational skills improvement by participants.

A motion was made by Claudette Grant and seconded by Lance Wise to approve the Emory IWT as presented. The Board approved unanimously.

One Stop Assessment Tool Activity

The WIOA Comprehensive One-Stop Self-Assessment has been produced by the WIOA Implementation Working Groups in order to identify the suitability of Georgia's comprehensive one-stops. The results of this self-assessment will help inform core partners of the issues we face in meeting WIOA comprehensive one-stop requirements.

Upon completion of the assessment, boards should have a resource which will assist in determining the location of the comprehensive One-Stop. The document is intended to help inform the board as to whether the current location is adequate to fully integrate all core partners, or whether a new location will be needed. All assessments must be returned with the signature of the Board Chair attesting that the board has reviewed the results.

Due to the importance of the board being involved in the completion of the survey, board members were split up into two groups and a DWD staff member reviewed the assessment with each group. Upon the board reconvening, and there being no questions or concerns, a motion was made by Cynthia Edwards and seconded by Rhonda Briggins-Ridley to approve the One-Stop Assessment Tool. The Board approved unanimously.

Program Updates

Go Build Georgia

The Go Build Georgia Foundation is the private arm of the public/private partnership of the Go Build Georgia program undertaken by the Georgia Department of Economic Development's Workforce division (WFD). The Foundation was established to support the Go Build Georgia program by rolling out an educational campaign using television, print, online, social media outlets and promotional events. The end goal is to educate students and the workforce at-large about the program and drive them to the Go Build Georgia website where they can learn about opportunities in the skilled trades. WFD works with macro-level workforce and employment issues to help Georgia be competitive economically in the southeast, the nation, and around the world.

Southeastern Employment & Training Association Conference (SETA)

The 2016 Southeastern Employment & Training Association Spring Conference was held March 6-9 at the Kingston Plantation-Embassy Suites, Myrtle Beach, SC.; three DWD staff and two board members were in attendance. 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: May 25, 2016