

**WorkSource DeKalb Board
September 28, 2017**

Members Present

Jerome Jackson, *IBEW Local 613*
Hope Bolden, *Integral*
Darrien Moore, *YouthBuild*
Bruce Nelson, *RICOH USA, Inc.*
Tommy Lester, *Startup BFF*
Ray Gilley, *Development Authority of DeKalb County*
Audrey Turner, *Emory University*
Dia Taylor, *Center for Disease Control & Prevention*
Cathy Hardin, *DeKalb Medical*
Timothy Ashmore, *CSM Bakery Solutions*
Sadie Dennard, *Georgia Power*
Ryan Millsap, *Blackhall Studios*
Denise Townsend, *United Way of Greater Atlanta*
Diane Allen, *GDOL*
TJ McLeroy, *Zaxby's*
Hank Stewart, *Hank Stewart Foundation*

Members Absent

Mitchell Byrd, *IUOE Local 926*
Shirley Robinson, *Georgia Vocational Rehabilitation Agency*
Rhonda Briggins-Ridley, *MARTA*
Kim Childs, *DeKalb Chamber of Commerce*
Michael Romesburg, *CVS Health*
Jackie Echols, *Georgia Piedmont Technical College*

Guest

Robert Gordon, *In the Door (One-Stop Operator)*

Staff

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

Welcome/Greetings - Call to Order

Chairperson Sadie Dennard called the meeting to order.

Establishment of Quorum

Ms. Dennard declared the members present constituted a quorum.

Approval of Minutes (July 12, 2017)

A motion was made by Cathy Hardin and seconded by Ray Gilley to approve the July 12, 2017 meeting minutes as presented. The Board approved unanimously.

Committee Reports

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

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Action Items

By-Laws

The WorkSource DeKalb Board By-Laws have been updated to reflect the change in the board composition (updated with new members) and the combining of the One-Stop Partners Committee and the Disabilities Committee to the One-Stop and Disabilities Committee.

A motion was made by Hope Boldon and seconded by Jerome Jackson to approve the updated by-laws; the Board rendered a unanimous vote of approval.

Local Area Recaptured Funds

WIOA funds are recaptured and re-allocated by the State when local areas do not expend and/or obligate 80% of the funding stream initially received. The amount the State recaptures from each area is added together and the total sum is re-allocated to the local areas that have met the 80% obligation and expenditure threshold required. At this time WorkSource DeKalb is eligible for reallocation of \$308,366.00/Adult and \$163,678.00/Youth funds. Mrs. Stone explained that accepting additional funds would be unfavorable at this time due to the challenges of spending initial funds allotted to WorkSource DeKalb. The Finance Committee has recommended to the board that additional funds not be accepted at this time.

A motion was made by Cathy Hardin and seconded by Jerome Jackson to not accept recaptured funds this time around; the Board rendered a unanimous vote of approval.

Program Updates

Board Attendance

Board Chairperson, Sadie Dennard stressed the importance of attending scheduled board meetings. Ms. Dennard reminded members that meetings are only held six times a year and absences are excused if notice is provided prior to the meeting. Also, a board member will be automatically removed and replaced for failing to attend three consecutive board meetings without cause.

Conflict of Interest

A Conflict of Interest Provision must be signed by each seated, voting member prior to their participation in any official board action. In the event that a board member participates in an official action, such as a vote, without signing and completing the Conflict of Interest Provision, the board member's action/actions shall be void. The member's signature will serve as proof that the member fully understands what constitutes a conflict of interest and knows what steps that member needs to take in the event an official action may create a conflict or potential conflict.

Board Succession Planning

In order to prepare for board term expirations, a replacement plan will be put in place. Succession planning increases the availability of experienced and capable members that are prepared to assume roles as they become available.

Sub-Committee Chairpersons

Along with succession planning for board members, replacement planning for sub-committee chairpersons is necessary to ensure these positions are never vacant. Sub-Committee Chairpersons make up the majority of the Executive Committee.

One-Stop Operator Report

The WorkSource DeKalb Board selected the One-Stop Operator, In the Door LLC, through a competitive process. Mr. Robert Gordon will attend board meetings for updates, questions or concerns. The One-Stop Partners Monthly Customer Tracking Report was shared with the board. This report tracks customer visits to WorkSource DeKalb as well as Partners. The board also received the One-Stop Partners Schedule and a list of virtual partners.

Disabilities Awareness Forum – October 25, 2017

A Disabilities Awareness Forum will be held here at WorkSource DeKalb on October 25th from 10a.m.-2p.m. (Panel Discussion: 10a-12p, Recruiting Event: 12p-2p). The forum will inform and educate the community, service providers and job seekers about accommodation and services for persons with physical and mental disabilities.

National Emergency Grant: Hurricane Irma

Due to the significant impact of Hurricane/Tropical Storm Irma across Georgia, a new grant program to assist workers in need is available - the Hurricane Irma Emergency Assistance Fund. This new fund expands coverage from the 40 counties surrounding Atlanta to the entire state of Georgia, greatly enhancing ability to provide relief to those most acutely feeling the effects of Irma.

Public Comments

N/A

Adjournment

There being no further business, the meeting was adjourned.

Next Scheduled Meeting: November 15, 2017

Signature – Chief Local Elected Official (CLEO)

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