



**SOUTHERN GEORGIA
WORKFORCE DEVELOPMENT BOARD (WDB) MEETING
August 17, 2023**

MINUTES

The Southern Georgia WDB and Youth Committee (YC), met on Wednesday, August 17, 2023, at 11:00 AM at the Southern Georgia Regional Commission in Waycross, Georgia.

WDB Members (X denotes attendance)

- | | | |
|--|--|--|
| <input checked="" type="checkbox"/> Frank Bannamon | <input checked="" type="checkbox"/> Keith Bryant | <input type="checkbox"/> Sandra Cole |
| <input type="checkbox"/> Melissa Dark | <input checked="" type="checkbox"/> Elton Dixon | <input type="checkbox"/> Myrtice Edwards |
| <input checked="" type="checkbox"/> Kevin Ellis | <input checked="" type="checkbox"/> Katrena Felder | <input type="checkbox"/> Jennifer Gainey |
| <input type="checkbox"/> Sarah Gove | <input checked="" type="checkbox"/> Jonathan Gray | <input type="checkbox"/> Curtis Griffin |
| <input checked="" type="checkbox"/> Melvin Johnson | <input checked="" type="checkbox"/> Shannon McConico | <input type="checkbox"/> April McDuffie |
| <input checked="" type="checkbox"/> William Palmer | <input checked="" type="checkbox"/> Sean Panizzi | <input checked="" type="checkbox"/> Darlene Tait |
| <input type="checkbox"/> Paige Taylor | <input type="checkbox"/> Leigh Wallace | <input checked="" type="checkbox"/> Jamon Williams |

Youth Committee (X denotes attendance)

- | | | |
|--|---|--|
| <input checked="" type="checkbox"/> Frank Bannamon | <input type="checkbox"/> Rev. Gerald Copeland | <input checked="" type="checkbox"/> Adrienne Dixon |
| <input checked="" type="checkbox"/> Katrena Felder | <input type="checkbox"/> Jennifer Gainey | <input checked="" type="checkbox"/> Shannon McConico |
| <input checked="" type="checkbox"/> Kelly Peacock | <input type="checkbox"/> Leigh Wallace | |

Local Chief Elected Officials (X denotes attendance)

- | | | |
|--|---|--|
| <input type="checkbox"/> Mayor Henry Baker | <input type="checkbox"/> Chairman Neal Bennett | <input type="checkbox"/> Chairman Scott Carver |
| <input type="checkbox"/> Chairman Harris Skipper | <input type="checkbox"/> Mayor Michael-Angelo James | <input type="checkbox"/> Mayor Robert Johnson |
| <input type="checkbox"/> Chairman Alex Lee | <input type="checkbox"/> Mayor Scott Matheson | <input type="checkbox"/> Mayor Kaye Riley |
| <input type="checkbox"/> Mayor Julie Smith | <input type="checkbox"/> Chairman Steve Taylor | <input type="checkbox"/> Chairman Bobby Walker |
| <input type="checkbox"/> Chairman Dana Whiddon | | |

Staff Members (X denotes attendance)

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> Tasha Bell | <input type="checkbox"/> Savannah Bennett | <input checked="" type="checkbox"/> Evi Estep |
| <input checked="" type="checkbox"/> Bonnie Howard | <input checked="" type="checkbox"/> Nancy James | <input checked="" type="checkbox"/> Amy Jones |
| <input checked="" type="checkbox"/> Felices King | <input checked="" type="checkbox"/> Roberta Lovett | |

Guests Present

Charmane Glenn, Patricia Lee, Ginger Rollins, Kimberly Thompson, and Amanda Rousey.

Call to Order and Welcome

Chairman Keith Bryant called the meeting to order and welcomed all in attendance.

Review of Attendance

Chairman Bryant asked Roberta for the review of attendance. Roberta stated that a quorum of the WDB was present.

Approval of the Minutes of the May 17, 2023 WDB Meeting

Chairman Bryant referred members to the meeting minutes of May 17, 2023 (copy attached and made a part of these minutes). Chairman Bryant asked if there were any questions or corrections to the minutes. With no questions or corrections, he requested a motion to approve the minutes as presented. Jonathan Gray made a motion to approve with a second from Shannon McConico. The motion carried.

Approval of the Minutes of the June 27, 2023 Executive Committee Meeting

Chairman Bryant referred members to the meeting minutes of June 27, 2023 (copy attached and made a part of these minutes). Chairman Bryant explained that the minutes would need to be approved by Executive Committee members. He asked if there were any questions or corrections to the minutes. With no questions or corrections, he requested a motion to approve the minutes as presented. Frank Bannamon made a motion to approve with a second from Sean Panizzi. The motion carried.

Ratification of the Actions of the Executive Committee

Chairman Bryant stated that the Executive Committee of the WDB met on June 27, 2023. He explained that the WDB had received via email all action items and handouts from that meeting. Chairman Bryant ask Roberta to briefly review the actions taken. Roberta reviewed with the WDB the following: PY23 Proposed Budget, Partner MOU & IFA for PY23-PY25, One Stop Comprehensive & Affiliate Site Certification and the PY23 WDB Meeting Schedule. At the conclusion of her review, Chairman Bryant opened the floor for questions and/or discussion. With no questions, Chairman Bryant call for a motion to ratify the actions of the Executive Committee. Shannon McConico made a motion with a second from Jonathan Gray. The actions were ratified.

PY22 Financial Budget and Expenditures Report

Roberta directed everyone to the 'PY22 Budget and Expenditure Report' (copy attached and made a part of these minutes). She stated that these are the final numbers for PY22. Roberta reviewed the report by funding stream. At the conclusion of the report, Roberta asked if there were any questions. With no questions, Chairman Bryant requested a motion to approve the report. A motion was made by Jonathan Gray, with a second from Kevin Ellis. The motion carried.

PY23 Budget and Expenditures Report

Roberta referred the members to the handout "PY23 Budget and Expenditure Report" (copy attached and made a part of these minutes). Roberta reminded members that the Executive Committee had approved the PY23 Proposed Budget at the June meeting. Roberta explained that there were some variations in the funds available due to projected versus actual carryover. At the conclusion of her report Chairman Bryant opened the floor for discussion. After some discussion, Chairman Bryant called for a motion to approve the report. Shannon McConico made a motion with a second from Sean Panizzi. The motion carried.

ETPL Request- Lou-Helen Training Center

Roberta referred members to the handout "Provider/Program Application Responsiveness Checklist" (copy attached and made a part of these minutes). She stated that Lou Helen Training Center had submitted an ETPL application for Nurse Aid Training. Roberta stated that the training was in a demand occupation for the area and that Lou Helen had satisfied all the requirements for inclusion to the ETPL. The floor was

opened for questions and/or discussion. After a brief discussion, Chairman Bryant called for a motion to approve the request. Darlene Tait made a motion with a second from Elton Dixon. The motion carried.

ETPL Requests

Roberta asked if she could discuss with the WDB future ETPL requests. She stated that other LWDB's grant staff approval to add ETPL requests as long as they meet all the requirements as set forth in the ETPL policy. She stated that only those with exceptions are brought to the WDB for direct approval. WDB members were in favor of this; however, Parliamentarian Johnson stated that this would need to be tabled and added to the next meeting agenda. Roberta agreed she would do so.

Officer & Committee Nominations/Appointments

Chairman Bryant referred members to the handout "Executive Committee Nominations PY2023" (copy attached and made a part of these minutes). Chairman Bryant reminded all that this slate of nominees was presented at the May meeting. He asked if there were any changes or new nominations. With none, Chairman Bryant asked for a motion to approve the appointments to the Executive Committee as presented. A motion was made by Jonathan Gray with a second by Sean Panizzi. The motion carried.

PY22 Monitoring Closeout Report

Bonnie Howard presented the "PY22 Monitoring Closeout Report" (copy attached and made a part of these minutes). Bonnie stated that all monitoring had been completed and that there were no outstanding items. Chairman Bryant asked if there were any questions. With no questions, Chairman Bryant called for a motion to approve the PY22 monitoring closeout report. A motion was made by Shannon McConico, followed by a second from Sean Panizzi. The motion carried.

PY23 Monitoring Schedule

Bonnie presented the "PY23 Monitoring Schedule" (copy attached and made a part of these minutes). Bonnie reminded the members that the draft schedule was presented to the WDB at the beginning of each program year. At the conclusion of her report, Chairman Bryant then called for a motion to approve the report. A motion was made by Sean Panizzi with a second from Kevin Ellis. The motion carried.

Business Services/Sector Partnership Update

Amy Jones and Savannah Bennett provided an update on Business Services and the Sector Partnership.

Adjourn

Chairman Bryant thanked everyone for attending the meeting and reminded members and guests of the next meeting taking place on November 15th, 2023. He adjourned the meeting at approximately 12:00 PM.

Respectfully Submitted,

Nancy James

Workforce Development Board Staff
Southern Georgia Regional Commission