

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

The Southern Georgia WDB and Youth Committee (YC), met on Wednesday, May 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 type="checkbox"/> Elton Dixon                 | <input checked="" type="checkbox"/> Myrtice Edwards |
| <input type="checkbox"/> Kevin Ellis               | <input checked="" type="checkbox"/> Katrena Felder   | <input checked="" type="checkbox"/> Jennifer Gainey |
| <input checked="" type="checkbox"/> Sarah Gove     | <input type="checkbox"/> Jonathan Gray               | <input type="checkbox"/> Curtis Griffin             |
| <input checked="" type="checkbox"/> Melvin Johnson | <input checked="" type="checkbox"/> Shannon McConico | <input checked="" type="checkbox"/> April McDuffie  |
| <input checked="" type="checkbox"/> William Palmer | <input type="checkbox"/> Sean Panizzi                | <input checked="" type="checkbox"/> Darlene Tait    |
| <input type="checkbox"/> Paige Taylor              | <input checked="" 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 type="checkbox"/> Adrienne Dixon              |
| <input checked="" type="checkbox"/> Katrena Felder | <input checked="" type="checkbox"/> Jennifer Gainey | <input checked="" type="checkbox"/> Shannon McConico |
| <input checked="" type="checkbox"/> Kelly Peacock  | <input checked="" type="checkbox"/> Leigh Wallace   |  |

**Local Chief Elected Officials (X denotes attendance)**

- |   |   |  |
|---|---|--|
| <input checked="" 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 checked="" 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	Carley Huguley	Tony McKenzie
Racquell Scott	Dan Walker	Mary Walker

**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.

### **Recognition of Members, Guests & New Staff**

Chairman Bryant introduced new staff members Tasha Bell and Nancy James.

### **Approval of Minutes of the March 22, 2023 WDB Meeting**

Chairman Bryant referred members to the meeting minutes of March 22, 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. Frank Bannamon made a motion to approve with a second from William Palmer. The motion carried.

### **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). Roberta reviewed the report by funding stream. She stated that Adult enrollments had been put on hold with at least one provider due to limited funding. After the review, Roberta opened the floor for questions. With no questions, Chairman Bryant requested a motion to approve the report. Shannon McConico made a motion with a second from Sarah Gove. The motion carried.

### **PY22 Quarterly Performance Report**

Bonnie referred the members to the handout "PY22 Q3 Performance Report" (copy attached and made a part of these minutes). Bonnie reviewed the performance by funding stream. She stated that overall, we are meeting all performance measures. Roberta explained that in order to "meet" performance actual performance numbers had to be at 90% of the goal or above. At the conclusion of her report, Chairman Bryant opened to the floor for questions or discussion. After a brief discussion regarding measurable skills gains, Chairman Bryant requested a motion to approve the report. William Palmer made a motion with a second from Frank Bannamon. The motion carried.

### **PY23 Allocations/Funding**

Chairman Bryant requested that Roberta share some of the financial discussion that took place during the Executive Committee and Budget Proposal and Review Committee meetings held prior to the WDB meeting. Roberta explained that no official allocations had been received; however, it was anticipated that funding would be reduced by approximately 10% in all three (3) funding streams. She stated that over the last several years the cuts have truly taken it toll on the program. Roberta shared that staff were exploring many different avenues in order to cut expenses. Chair Bryant thanked Roberta for the information and stated that the information would give context to the next item on the agenda.

### **Southern Georgia Supportive Services Policy**

Vice-Chairman Jennifer Gainey stated that the Executive Committee met earlier and discussed the transportation and child care supportive service policy. She directed members to the handout "Transportation and Child Care Supportive Services (copy attached and made a part of these minutes). Vice-Chair Gainey stated that due to additional cuts in funding the Executive Committee was recommending the following changes:

**Transportation (Current)**

\$20/day  
\$25/day 50+ miles one way

**Transportation (Recommended)**

\$20/day

**Childcare (Current)**

\$20/day 1 child  
\$25/day 2 or more children

**Childcare (Recommended)**

\$20/day

After Vice-Chair Gainey presented the recommendations, Chairman Bryant opened the floor for discussion. A question was asked regarding when this would become effective. Roberta stated that it would be effective beginning in the Fall semester. She also stated that it would be effective July 1<sup>st</sup> for all new enrollments. With no additional questions, Chairman Bryant called for a motion to approve the supportive service recommendations. Shannon McConico made a motion with a second from Leigh Wallace. The motion carried.

**Summary and Comparison of Proposals for RFP 11-23**

Roberta turned everyone's attention to the summary of proposals "RFP 11-23 Comprehensive Youth and RFP 11-23 Service Coordination and Case Management for ITA's (copy attached and made a part of these minutes). Roberta stated that three (3) proposals were received and were evaluated for the Comprehensive Youth program. Roberta stated that four (4) proposals were received for the ITA program; however, only three (3) were considered for funding. In The Door scored below the threshold to be considered for funding. Roberta concluded her overview.

**Executive Committee Recommendations for RFP 11-23; Youth GED**

Vice-Chairman Gainey stated that the Executive Committee, Youth Committee and Budget Proposal and Review Committee met prior to the WDB meeting and would be offering the following recommendations for funding:

- (1) Comprehensive Youth – recommend funding ETC Schools at \$295,000 and Eckerd Connects Paxen at \$315,000. The Wiregrass Georgia Technical College youth instructor proposal would not be funded at this time. Vice-Chair Gainey stated that this was a very difficult recommendation to make; however, due the limited funding there was no other choice. Roberta added that she would ask for additional youth funding from the TCSG, OWD and if it was made available would work with Wiregrass to possibly fund instructors at a later date.
- (2) Service Coordination and Case Management for ITA's – recommend funding ETC Schools at \$770,000 and Wiregrass Georgia Technical College at \$820,000. Equus was not recommended for funding.

**Selection of Provider(s) for RFP 11-23 – Comprehensive Youth**

Chairman Bryant called for a vote to approve the recommendation from the Executive Committee, Youth Committee and BPRC regarding the comprehensive youth programs. A motion was made by Melvin Johnson, with a second by William Palmer. Chairman Bryant asked if there were any questions and or discussion. With none, he asked and received approval from the WDB.

### **Selection of Provider(s) for RFP 11-23 - Service Coordination & Case Management for ITAs**

Chairman Bryant called for a vote to approve the recommendations from the Executive Committee. A motion was made by Melvin Johnson and a second was made by Leigh Wallace. With no discussion, the motion carried.

### **Exception Request Wiregrass Technical College BPRC Recommendation**

Roberta stated that at the March meeting an exception requested was presented to the WDB for an increase from \$6,000 to \$10,000 for the ITA limit for the dental hygienist program at Wiregrass Georgia Technical College. After much discussion, Melvin Johnson made a recommendation that the exception be reviewed by the Executive/Budget Proposal and Review Committee.

Vice-Chair Gainey stated that the request was reviewed by the committees prior to the WDB meeting and due to limited funding, it was recommended that this exception not be approved. Chairman Bryant reiterated the committee's recommendation. He then called for a vote to disapprove the exception request. A motion was made by Sarah Gove, followed by a second from Frank Bannamon. The motion carried.

### **Business Services Update**

Amy Jones provided a brief update regarding Business Services. Amy stated that the Quest Grant application that was submitted had been approved. The region was awarded \$600,000 to assist Dislocated Workers who were still trying to recover from the pandemic. Amy shared that a grant application was submitted for Sector Partnership funding. The announcement of awards for this grant has not been made.

### **Proposed PY23 WDB Meeting Schedule**

Chairman Bryant turned everyone's attention to the PY23 draft meeting schedule (copy attached and made a part of these minutes). He stated that a revision would need to be made due to some conflicts and that an updated schedule would be presented at the June meeting.

### **PY23 Nominations for Executive Committee**

Chairman Bryant presented the slate of nominations for the Executive Committee (copy attached and made a part of these minutes). Chair Bryant stated that the WDB would vote on these appointments at the June meeting. He also stated that if there were any other nominations they could be added.

### **Partner Update/Other Business**

Chairman Bryant asked if there were any partner updates or other business that needed to be discussed. Roberta stated that Sean Panizzi is recovering from heart surgery and that he is doing well.

### **Adjourn**

Chairman Bryant reminded everyone of the next meeting on June 14<sup>th</sup>, 2023. He adjourned the meeting at approximately 12:00 PM.

Respectfully Submitted,

*Nancy James*

Workforce Development Board Staff  
Southern Georgia Regional Commission