



**SOUTHERN GEORGIA  
WORKFORCE DEVELOPMENT BOARD (WDB) MEETING  
February 20, 2024**

**MINUTES**

The Southern Georgia Executive Committee of the WDB met on Tuesday, February 20<sup>th</sup>, 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 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 type="checkbox"/> Shannon McConico          | <input type="checkbox"/> April McDuffie            |
| <input checked="" type="checkbox"/> William Palmer | <input checked="" type="checkbox"/> Sean Panizzi   | <input 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 type="checkbox"/> Jennifer Gainey          | <input type="checkbox"/> Shannon McConico |
| <input 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"/> Mayor Travis Brown              |
| <input type="checkbox"/> Chairman Scott Carver        | <input type="checkbox"/> Chairman Stanley Corbett   | <input type="checkbox"/> Chairman Jesse Crews            |
| <input type="checkbox"/> Chairman Harris Skipper      | <input type="checkbox"/> Mayor Michael-Angelo James | <input checked="" type="checkbox"/> Mayor Robert Johnson |
| <input type="checkbox"/> Chairman Alex Lee            | <input type="checkbox"/> Mayor Zinda McDaniel       | <input type="checkbox"/> Mayor Scott Matheson            |
| <input type="checkbox"/> Mayor Tony Paulk             | <input type="checkbox"/> Mayor Kaye Riley           | <input type="checkbox"/> Mayor Julie Smith               |
| <input type="checkbox"/> Chairman Shane Taylor        | <input type="checkbox"/> Chairman Steve Taylor      |  |

**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"/> Roberta Lovett   | <input type="checkbox"/> Amy Jones            |
| <input checked="" type="checkbox"/> Nancy James   |  |   |

**Guests Present**

Mary and Dan Walker, Charlissee Culp

**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 there was not a quorum of the full board; however, there was a quorum of the Executive Committee present.

### **Approval of the Minutes of the November 15<sup>th</sup>, 2023 WDB Meeting**

Chairman Bryant referred members to the meeting minutes of November 15<sup>th</sup>, 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. Melvin Johnson made a motion to approve with a second from Frank Bannamon. The motion carried.

### **PY23 Budget and Expenditure Report**

Roberta invited everyone to look at the "Budget and Expenditure Report" (copy attached and made a part of these minutes). Roberta explained that as a result of suggestions from the November meeting the report had been updated so that the numbers could be presented more clearly. She reviewed expenditures by funding stream. Roberta pointed out that spending was low on the Quest grant and she anticipated moving some of that funding to service providers for short term ITA's. At the conclusion of her report, Chairman Bryant opened the floor for questions and/or discussion. With no questions, Chairman Bryant call for a motion to approve the report. Frank Bannamon made a motion, which was seconded by Melvin Johnson. The motion carried.

### **PY23 Q1 Performance Report**

Chairman Bryant turned the floor over to Bonnie Howard to give her report on PY23 Q1 Performance Outcomes (copy attached and made a part of these minutes). Bonnie reviewed the performance numbers by funding stream. She explained that these were early numbers and there were still three (3) quarters remaining for performance to improve. At the conclusion of her report, Chairman Bryant opened the floor for questions and/or discussion. With no questions, Chairman Bryant called for a motion to approve the report. Melvin Johnson made a motion, which was seconded by Sean Panizzi. The motion carried.

### **One-Stop Operator**

Roberta referred members to the Schedule of Events for the One-Stop Operator RFP (copy attached and made a part of these minutes). Roberta stated that she had received a termination letter from the Georgia Department of Labor (GDOL) stating that they would no longer serve as the one stop operator for the area. GDOL sent this same termination letter to other areas in the state where they were serving as the One Stop Operator. Due to this, a Request for Proposal (RFP) needs to be issued to obtain a new One Stop Operator for PY2024. Roberta stated she would like the WDB's approval to proceed with issuing the RFP. Chairman Bryant asked for a motion to approve the request. Frank Bannamon made a motion with a second from Sean Panizzi. The motion carried.

### **Workforce Development- Other Business**

Roberta directed members to the handout "Senate Bill 26" (copy attached and made a part of these minutes) and the current "WDB By-Laws" (copy attached and made a part of these minutes). She stated that with the passing of this bill the Workforce Board could not meet virtually. Roberta stated she would review the by-laws and if any changes were necessary, she would present them at the May meeting.

Roberta shared that guidance had been issued to local areas in regards to the update of the Regional Plan. The revised plan is due to OWD by June 30, 2024. She also shared that there were no findings or observations as a result of the State monitoring that took place in November.

**Business Services/Sector Partnership Update**

Chairman Bryant requested that Savannah Bennett provide an update on Business Services/Sector Partnership. Savannah reminded the WDB that the 4<sup>th</sup> Annual Healthcare Summit would be held on February 21, 2024 (tomorrow) and stated that there were currently 294 registered to attend. She also shared that there would be 29 vendors at the Summit. At the conclusion, Savannah shared that we would be awarding eight (8) scholarships to local students from our region.

**Adjourn**

Chairman Bryant thanked everyone for attending the meeting and reminded members and guests of the next meeting taking place on May 15<sup>th</sup>, 2024. He adjourned the meeting at approximately 11:50 AM.

Respectfully Submitted,

*Nancy Cherubini*

Workforce Development Board Staff  
Southern Georgia Regional Commission