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)

☒ Frank Bannamon	☒ Keith Bryant	☐ Sandra Cole
☐ Melissa Dark	☒ Elton Dixon	☐ Myrtice Edwards
☒ Kevin Ellis	☒ Katrena Felder	☐ Jennifer Gainey
☐ Sarah Gove	☒ Jonathan Gray	☐ Curtis Griffin
☒ Melvin Johnson	☒ Shannon McConico	☐ April McDuffie
☒ William Palmer	☒ Sean Panizzi	☒ Darlene Tait
☐ Paige Taylor	☐ Leigh Wallace	☒ Jamon Williams

Youth Committee (X denotes attendance)

☒ Frank Bannamon	☐ Rev. Gerald Copeland	☒ Adrienne Dixon
☒ Katrena Felder	☐ Jennifer Gainey	☒ Shannon McConico
☒ Kelly Peacock	☐ Leigh Wallace	

Local Chief Elected Officials (X denotes attendance)

☐ Mayor Henry Baker	☐ Chairman Neal Bennett	☐ Chairman Scott Carver
☐ Chairman Harris Skipper	☐ Mayor Michael-Angelo James	☐ Mayor Robert Johnson
☐ Chairman Alex Lee	☐ Mayor Scott Matheson	☐ Mayor Kaye Riley
☐ Mayor Julie Smith	☐ Chairman Steve Taylor	☐ Chairman Bobby Walker
☐ Chairman Dana Whiddon		

Staff Members (X denotes attendance)

☒ Tasha Bell	☐ Savannah Bennett	☒ Evi Estep
☒ Bonnie Howard	☒ Nancy James	☒ Amy Jones
☒ Felices King	☒ 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 where 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

Workforce Development Board & Youth Committee

August 16, 2023 – 11:00 a.m.
Southern Georgia Regional Commission
1725 South Georgia Parkway West
Waycross, Georgia

AGENDA

Call to Order and Welcome	Keith Bryant, WDB Chairman
Review of Attendance	Nancy James, Staff
Recognition of Members & Guests	Keith Bryant

Meeting Minutes*
May 17, 2023 WDB Meeting Minutes*   Keith Bryant
June 27, 2023 WDB Executive Committee Minutes*   Keith Bryant

Ratification of the Actions of the Executive Committee*   Roberta Lovett, Staff
  ➢ PY23 Proposed Budget
  ➢ Partner MOU & IFA PY23-PY25
  ➢ One Stop Comprehensive & Affiliate Site Certification
  ➢ PY23 WDB Meeting Schedule

Financial
  ➢ PY22 Budget and Expenditure Report*   Roberta Lovett
  ➢ PY23 Budget*   Roberta Lovett

Policies & Procedures   Roberta Lovett
  ➢ No action items

ETPL Request
  ➢ Lou-Helen Training Center*   Roberta Lovett

Officer & Committee Nominations/Appointments   Keith Bryant
  ➢ Executive Committee

Workforce Development – Other Business
  ➢ PY22 Monitoring Closeout Report*   Bonnie Howard, Staff
  ➢ PY23 Monitoring Schedule*   Bonnie Howard
  ➢ Business Services/Sector Partnership Update Amy Jones, Staff

Partner Update/Other Business   Keith Bryant

Adjourn   Keith Bryant

Vote Needed

Next Meeting: November 15, 2023

Southern Georgia Workforce Development Area #18
Program Year 2022
Budget & Expenditures Report - as of June 30, 2023 - 100%

Adults

Provider	Service	PY22/FY23 Budget	Year-to-Date Exp.	Balance Remaining	% Expended
Funds Available		**2,280,032**	-	674,402	0%
ETC Schools, Inc.	ITA Case Mgmt/Support	612,944	592,157.68	20,786	97%
Wiregrass Georgia TC	ITA Case Mgmt/Support	628,852	592,581.34	36,271	94%
On-the-Job Training	Business Services	25,000	-	25,000	0%
GDOL	One Stop Operator/Coordinator	42,119	37,828.52	4,290	90%
SGRC	Administration & Program	497,932	383,062.69	114,869	77%
	Total Budgeted	**1,806,847**	1,605,630.23	201,217	89%
	% Budgeted	79%			
	Not Yet Budgeted	473,185			

Includes transfer of 75% from DW.

Dislocated Workers

Provider	Service	PY22/FY23 Budget	Year-to-Date Exp.	Balance Remaining	% Expended
Funds Available		**341,070**	-	255,615	0%
ETC Schools, Inc.	ITA Case Mgmt/Support	75,470	30,817.49	44,653	41%
Wiregrass Georgia TC	ITA Case Mgmt/Support	64,924	29,306.70	35,617	45%
GDOL	One Stop Operator/Coordinator	1,276	1,083.59	192	85%
SGRC	Administration & Program	24,384	24,247.29	137	99%
	Total Budgeted	**166,054**	85,455.07	80,599	51%
	% Budgeted	49%			
	Not Yet Budgeted	175,016			

Includes transfer of 75% to Adult.

Southern Georgia Workforce Development Area #18
Program Year 2022
Budget & Expenditures Report - as of June 30, 2023 - 100%

Dislocated Worker Emergency Grant (COVID)

Provider	Service	PY22/FY23 Budget	Year-to-Date Exp.	Balance Remaining	% Expended
Funds Available		**834,604**	-	179,153	0%
ETC Schools, Inc.	ITA Case Mgmt/Support	129,723	114,188.93	15,534	88%
Wiregrass Georgia TC	ITA Case Mgmt/Support	140,770	110,471.21	30,299	78%
Eckerd Connects Paxen	Disaster Relief Temporary Employment	552,787	402,084.83	150,702	73%
On-the-Job Training	Business Services	10,000	-	10,000	0%
SGRC	Administration & Program	42,048	28,706.20	13,342	68%
Total Budgeted		**875,328**	655,451.17	219,877	75%
% Budgeted		105%			
Over Budgeted		(40,723)			

Youth

Provider	Service	PY22/FY23 Budget	Year-to-Date Exp.	Balance Remaining	% Expended
Funds Available		**1,372,987**	-	278,378	0%
ETC Schools, Inc.	ITA Case Mgmt/Support	65,815	53,379.83	12,435	81%
Wiregrass Georgia TC	ITA Case Mgmt/Support	38,424	37,190.91	1,233	97%
ETC Schools, Inc.	GED Case Mgmt/Support	294,706	274,554.12	20,152	93%
Wiregrass Georgia TC	GED Test Prep	143,228	143,010.15	218	100%
Eckerd Connects Paxen	Comprehensive Youth	371,901	359,110.78	12,790	97%
Georgia Department of Labor	One Stop Operator/Coordinator	20,421	20,279.94	141	99%
SGRC	Administration & Program	251,255	207,082.79	44,172	82%
Total Budgeted		**1,185,750**	1,094,608.52	91,141	92%
% Budgeted		86%			
Not Yet Budgeted		187,237			

Southern Georgia Workforce Development Area #18
Program Year 2022
Budget & Expenditures Report - as of June 30, 2023 - 100%

Other

Provider	Service	PY22/FY23 Budget	Year-to-Date Exp.	Balance Remaining	% Expended
	Funds Available	**166,420**	-	166,420	0%
SGRC	Sector Strategy Partnership PY21 (CF)	29,805	29,805.31	(0)	100%
SGRC	Sector Strategy Partnership PY21/PY22	136,615	80,496.52	56,118	59%
SGRC	DW Rapid Response	75,000	10,785.11	64,215	14%
SGRC	DW Quest	559,525	-	559,525	0%
	Total Budgeted	**800,945**	121,086.94	679,858	15%
	% Budgeted	481%			
		(634,525)			

Southern Georgia Workforce Development Area #18
Program Year 2023
Budget & Expenditures Report

Adults

Provider	Service	PY23/FY24 Final Approved Budget	PY23/FY24 Initial Budget
	Funds Available	2,313,667	2,448,032
ETC Schools, Inc.	ITA Case Mgmt/Support	670,763	670,763
Wiregrass Georgia TC	ITA Case Mgmt/Support	705,039	705,039
On-the-Job Training	Business Services	-	-
GDOL	One Stop Operator/Coordinator	40,950	40,950
SGRC	Administration & Program	358,686	358,686
	Total Budgeted	1,775,438	1,775,438
	% Budgeted	77%	73%
	Not Yet Budgeted	538,229	672,594

Includes transfer of 75% from DW.

Dislocated Workers

Provider	Service	PY23/FY24 Final Approved Budget	PY23/FY24 Initial Budget
	Funds Available	319,174	301,169
ETC Schools, Inc.	ITA Case Mgmt/Support	93,595	93,595
Wiregrass Georgia TC	ITA Case Mgmt/Support	98,378	98,378
GDOL	One Stop Operator/Coordinator	5,850	5,850
SGRC	Administration & Program	49,660	49,660
	Total Budgeted	247,483	247,483
	% Budgeted	78%	82%
	Not Yet Budgeted	71,691	53,686

Includes transfer of 75% to Adult.

Youth

Provider	Service	PY23/FY24 Final Approved Budget	PY23/FY24 Initial Budget
	Funds Available	960,374	1,120,162
ETC Schools, Inc.	ITA Case Mgmt/Support	15,599	15,599
Wiregrass Georgia TC	ITA Case Mgmt/Support	16,396	16,396
ETC Schools, Inc.	GED Case Mgmt/Support	295,000	295,000
Wiregrass Georgia TC	GED Test Prep	-	-
Eckerd Connects Paxen	Comprehensive Youth	315,000	315,000
Georgia Department of Labor	One Stop Operator/Coordinator	18,200	18,200
SGRC	Administration & Program	151,175	151,175
	Total Budgeted	811,370	811,370
	% Budgeted	84%	72%
	Not Yet Budgeted	149,004	308,792

Southern Georgia Workforce Development Area #18
Program Year 2023
Budget & Expenditures Report

Rapid Response

Provider	Service	PY23/FY24 Final Approved Budget	PY23/FY24 Initial Budget
	Funds Available	72,972	64,215
SGRC		-	-
SGRC	Administration & Program	42,116	42,116
	Total Budgeted	42,116	42,116
	% Budgeted	58%	66%
	Not Yet Budgeted	30,856	22,099

Sector Partnership Grant

Provider	Service	PY23/FY24 Final Approved Budget	PY23/FY24 Initial Budget
	Funds Available	161,650	167,325
SGRC	HDCI/Sector Strategy Partnership	146,650	146,650
Other *(Filming, DEI Training, etc.)*	HDCI/Sector Strategy Partnership	15,000	15,000
	Total Budgeted	161,650	161,650
	% Budgeted	100%	97%
	Not Yet Budgeted	-	5,675

Quest Grant (15 Month Grant)

Provider	Service	PY23/FY24 Final Approved Budget	42116 Initial Budget
	Funds Available	599,472	599,472
SGRC	Quest Grant	133,347	133,347
SGRC	Administration & Program	466,125	466,125
	Total Budgeted	599,472	599,472
	% Budgeted	100%	100%
	Not Yet Budgeted	-	-

PROVIDER/PROGRAM APPLICATION RESPONSIVENESS CHECKLIST

*IF ORGANIZATION IS UNABLE TO MEET ANY REQUIREMENTS OF THE RESPONSIVENESS CRITERIA
LISTED BELOW, THE PROGRAMS WILL NOT BE REVIEWED AND WILL BE CONSIDERED NON-*

Provider Name: Lou Helen Training Center LLC   **Submittal Date: 7/25/23**

Program: Nurse Aid Training   **Length of Program: 4 Weeks**

Cost: $1,574

☐**Approved**   ☐**Not Approved**   ☐**Requires More Information**

Requirements

All training programs must exist at the time of application and be approved by the NPEC; the program(s) must be currently available to the general public and not solely dedicated/availed to WIOA customers.

☒**Yes** ☐**No**   Is the provider operating in LWDA #18?

☐**Yes** ☐**No**   If no, has the provider applied in the LWDA it operates?

☒**Yes** ☐**No**   Has the program being submitted for review had at least five (5) student who have completed the program of study and obtained related employment, with documentation available on their employment status?

 Newly formed programs should wait to apply until this has occurred. New programs without documentation of completion and employment records will not be reviewed.

☒**Yes** ☐**No**   Is the provider in statutory compliance with the laws of this state as related to its operation as a training or educational institution?

☒**Yes** ☐**No**   Has the provider been in business for at least six months prior to initial application and must maintain legal active status to conduct business, evidenced by a current business license and/or proof of active compliance with the Secretary of State Corporations Division (attach to application)?

☒**Yes** ☐**No**   Did the provider supply certification from accounting/tax firm of current tax standing regarding Federal and State taxes, including Unemployment Insurance (UI) taxes?

☒**Yes** ☐**No**   Is the provider in good standing with the Better Business Bureau with no outstanding complaints?

☒**Verified**   Please verify that the provider:
(1) Has not been found in fault in criminal, civil, or administrative proceeding related to performance as a training or educational institution.

☒**Verified**   (2) Has disclosed any pending criminal, civil or administrative proceeding as either a defendant or a respondent (sign Debarment Statement, Attachment A).

☒**Yes** ☐**No**   Has the provider disclosed any and all conflicts of interest with state, or local LWDB staff or Board Members, including, but not limited to family ties, (spouse, child, parent), fiduciary roles, employment, or ownership interests in common?

☒**Yes** ☐**No**   Does the application include the current federal tax identification number (the number used to file employee income taxes with the Internal Revenue Service)?

☒**Yes** ☐**No**   Does the provider meet the requirements listed below?

 To be considered for review, each program must have at least five students who have completed the program and obtained training related employment, with documentation available on employment status. Newly formed programs should wait to apply until this has occurred. New programs without documented completion and employment records will not be reviewed.

Training Program Criteria

☒**Yes** ☐**No** Training skills are specific and in demand in the labor market?

☒**Yes** ☐**No** A recognized post-secondary credential is attained after program completion?

☒**Yes** ☐**No** The program(s) are existent, ongoing and continuous?

☒**Yes** ☐**No** The training programs are open to the general public, have published catalog price structures and are not solely dedicated/availed to WIOA customers?

☒**Yes** ☐**No** Job search and/or placement assistance is provided by the organization?

☒**Yes** ☐**No** The organization does not appear on current federal, state or local debarment and suspension lists?

☒**Yes** ☐**No** The provider assures that the proposed training facility is handicapped accessible or are reasonable accommodations made for provision of services to handicapped individuals?

Performance Criteria

Students Past Performance Information – past 12-month period.

Providers must pass two (2) of the six (6) below listed performance measures.

Meets Y/N		Performance Measure	Minimum Standard	Definition
☒Yes	☐No	Media Earnings	$11.50 **$13.45**	The median earnings of program participants who are in unsubsidized employment during the second quarter after exit from the program
☒Yes	☐No	Average Wage @ Placement	$10.70 **$13.45**	Average wage at placement of completers obtaining employment during the above period
☒Yes	☐No	Attainment of Post-Secondary Credential	60% **100%**	The percentage of program participants who obtain a recognized post-secondary credential or a secondary school diploma or its recognized equivalent during participation in or within 1 year after exit from the program
☒Yes	☐No	Completion Rate	70% **100%**	Program completion rate for student completing all coursework and exams
☒Yes	☐No	Employment Rate	70% **100%**	Employment rate for all students completing the program coursework
☒Yes	☐No	Training-Related Employment Rate	70% **100%**	Percent of completers exiting the program who have obtained training related employment

Did the provider include the performance data on at least five (5) students per program? ☒**Yes** ☐**No**

Has the LWDA contacted the employers to verify the information? ☒**Yes** ☐**No**

NPEC and/or Other Accreditation/Authorization

All program requests must be currently approved by NPEC.
Did the provider include a copy of NPEC certification for each program? ☒**Yes** ☐**No**

Proprietary colleges or schools operating in Georgia are required by the Nonpublic Post-Secondary Educational Institutions Act of 1990 (NPEIA) to have a certificate of authorization from the Georgia Nonpublic Post-Secondary Education Commission (NPEC) before beginning operation or advertising in the state. This certificate must be renewed annually. The NPECs' primary purpose is to ensure that each authorized college or school is educationally sound and financially stable.

Nonpublic Degree Granting Post-Secondary Educational Institutions in Georgia - The Nonpublic Post-Secondary Educational Institutions Act of 1990 provides that a post-secondary educational institution must apply for and be granted a Certificate of Authorization before beginning operation or advertising in Georgia. NPEC must authorize

each degree program. Following initial authorization, the institution's Certificate must be renewed annually[9]Any institution operating or advertising to begin operation without acquiring the necessary Certificate of Authorization is in violation of Georgia law, and shall be subject to civil penalties.

Nonpublic Non-Degree Granting Post-Secondary Institutions in Georgia – Any instructional program defined as a proprietary school according to the Nonpublic Post-Secondary Educational Institutions Act of 1990 must apply for and be granted a Certificate of Authorization before beginning operation or advertising in Georgia. Following initial authorization, the institution's Certificate must be renewed annually. Any institution operation or advertising to begin operation without acquiring the necessary Certificate of Authorization is in violation of Georgia law, and shall be subject to civil penalties.

NPEC allows exemptions when another governmental agency is providing oversight. For example, the Georgia Department of Safety provides oversight of Truck Driver Training Programs. Proprietary schools interested in becoming a WIOA ITA provider will need to contact NPEC to begin the authorization process.

Did the provider identify the agency/agencies providing accreditation/authorization for their organization and did they attach a copy of the certification document? ☒Nonpublic Post-Secondary Education Commission (NPEC) ☐Georgia Healthcare Partnership (GHP/GMCF) ☐Department of Public Safety (DPS) ☐Other(s):	
☒Yes ☐No	Did the provider provide licensure documentation if another governmental agency is providing oversight (i.e., GA Public Safety or GA Medical Care Foundation)?
☒Yes ☐No	Did the provider attach a copy of the credential and a confirming statement that graduates of the program may sit for the Credential Examination?

Attachments to Application

Did the provider include the following items as an attachment to the application?

☒ Program Description

☒ Catalog or Brochure

☒ Schedule of Classes

☒ Copies of credential(s) to be received by students

☒ Published Course Price Listing
(Copy of catalog or website page, if price included)

☐ Training Provider Relationship Disclosure

☒ Debarment Form

☒ Signed EEO and Conflict of Interest Assurance

☒ Current Business License*

☒ Accreditation/Authorization Documents*
(Including authorizing agency description)

☒ NPEC Certification*

*Please attach is applicable for your organization.

SOUTHERN GEORGIA WORKFORCE DEVELOPMENT BOARD
EXECUTIVE COMMITTEE NOMINATIONS PY2023

Effective Date: **July 1, 2023 – June 30, 2024**

Nomination/Appointment for: **Executive Committee of the Workforce Development Board**

(1) Chairman	**Keith Bryant**
(2) Vice-Chairman	**Jennifer Gainey**
Immediate Past Chair	**Not Available – see list below.**
(3) Parliamentarian	**Melvin Johnson**
(4) WDB Member	**Frank Bannamon**
(5) Name – Non WDB Member	**April McDuffie**
(6) WDB Member	**Sean Panizzi**
(7) WDB Member	**Darlene Tait**
(8) WDB Member	**Jamon Williams**

Notes regarding Executive Committee:

The Chairman, Vice Chairman, Parliamentarian and the immediate past chairperson (if available) will serve on the Executive Committee. The Chairman of the WDB shall act as the Chairman for the Executive Committee. The board will elect, by majority vote, the other three members (four members if the immediate past chairperson is not available to serve) of this committee in the June meeting.

WorkSource Southern Georgia PY22 Monitoring Schedule - Closeout

Month	Type of Monitoring	Provider	Contract Type	Scheduled Date	Notes
JULY	On-the-Job Training	OJT Contract	OJT		
	Case Notes	E.T.C. Schools Inc.	GED	7/15/2022	Completed
AUGUST	Quarterly Performance	All Providers		8/30/2022	Completed
	Case Notes	E.T.C. Schools Inc.	ITA	8/12/2022	Completed
	Work Experience	Eckerd Connects Paxen	GED	8/18/2022	Completed
SEPTEMBER	Temporary Employment	Eckerd Connects Paxen	TE	9/9/2022	Completed
	Data Validation	E.T.C. Schools Inc.	ITA	9/19/2022	Completed
	On-the-Job Training	OJT Contract	OJT	9/26/2022	Completed
	Financial	Eckerd Connects Paxen	TE	9/27/2022	Completed
	Financial	Eckerd Connects Paxen	GED	9/27/2022	Completed
OCTOBER	Work Experience	E.T.C. Schools Inc.	GED	10/11/2022	Completed
	Data Validation	Wiregrass Georgia Technical College	ITA	10/14/2022	Completed
	Invoice Review	Eckerd Connects Paxen	GED	10/28/2022	Completed
NOVEMBER	Quarterly Performance	All Providers		11/30/2022	Completed
	Data Validation	Eckerd Connects Paxen	GED	11/10/2022	Completed
	Invoice Review	E.T.C. Schools Inc.	ITA	11/18/2022	Completed
DECEMBER	Financial	Wiregrass Georgia Technical College	ITA	12/1/2022	Completed
	Financial	Wiregrass Georgia Technical College	GED	12/1/2022	Completed
	Case Notes	Eckerd Connects Paxen	GED	12/8/2022	Completed
	Data Validation	E.T.C. Schools Inc.	GED	12/14/2022	Completed
	Invoice Review	Wiregrass Georgia Technical College	ITA	12/19/2022	Completed
JANUARY	Case Notes	Wiregrass Georgia Technical College	ITA	1/6/2023	Completed
	Data Validation	Eckerd Connects Paxen	TE	1/16/2023	Completed
	Invoice Review	E.T.C. Schools Inc.	GED	1/23/2023	Completed
	Temporary Employment	Eckerd Connects Paxen	TE	1/31/2023	Completed
FEBRUARY	Programmatic/Compliance	Eckerd Connects Paxen	GED	2/3/2023	Completed
	Equal Opportunity	Eckerd Connects Paxen	GED	2/3/2023	Completed
	Invoice Review	Eckerd Connects Paxen	TE	2/9/2023	Completed
	Financial	E.T.C. Schools Inc.	ITA	2/28/2023	Completed
	Financial	E.T.C. Schools Inc.	GED	2/28/2023	Completed
MARCH	Quarterly Performance	All Providers		3/30/2023	Completed
	Programmatic/Compliance	E.T.C. Schools Inc.	ITA	3/29/2023	Completed
	Equal Opportunity	E.T.C. Schools Inc.	ITA	3/29/2023	Completed
APRIL	One Stop Certification	Georgia Dept. of Labor		4/4/2023	Completed
	Programmatic/Compliance	Wiregrass Georgia Technical College	ITA	4/12/2023	Completed
	Equal Opportunity	Wiregrass Georgia Technical College	ITA	4/12/2023	Completed
MAY	Quarterly Performance	All Providers		5/30/2023	Completed
JUNE					

Worksource Southern Georgia PY23 Monitoring Schedule

JULY

Type of Monitoring	Provider	Contract Type	Scheduled Date
On-the-Job Training	OJT Contract	OJT	
Case Notes	E.T.C. Schools Inc.	GED	7/19/2023

AUGUST

Type of Monitoring	Provider	Contract Type	Scheduled Date
Closeout PY 22 Performance	All Providers		8/1/2023
Case Notes	E.T.C. Schools Inc.	ITA	8/10/2023
Work Experience	Eckerd Connects Paxen	GED	8/21/2023

SEPTEMBER

Type of Monitoring	Provider	Contract Type	Scheduled Date
Work Experience	Eckerd Connects Paxen	ISY	9/5/2023
Financial	E.T.C. Schools Inc.	GED	9/27/2023
Invoice Review	E.T.C. Schools Inc.	GED	9/27/2023

OCTOBER

Type of Monitoring	Provider	Contract Type	Scheduled Date
Case Notes	Eckerd Connects Paxen	GED	10/4/2023
Work Experience	E.T.C. Schools Inc.	GED	10/18/2023
Quarterly Performance	All Providers		10/30/2023

NOVEMBER

Type of Monitoring	Provider	Contract Type	Scheduled Date
Data Validation	Wiregrass Georgia Technical College	ITA	11/10/2023
Invoice Review	E.T.C. Schools Inc.	ITA	11/16/2023
Financial	E.T.C. Schools Inc.	ITA	11/16/2023

DECEMBER

Type of Monitoring	Provider	Contract Type	Scheduled Date
Data Validation	E.T.C. Schools Inc.	GED	12/6/2023
Financial	Wiregrass Georgia Technical College	ITA	12/20/2023
Financial	Wiregrass Georgia Technical College	GED	12/20/2023

Worksource Southern Georgia PY23 Monitoring Schedule

	Type of Monitoring	Provider	Contract Type	Scheduled Date
JANUARY	Case Notes	Wiregrass Georgia Technical College	ITA	1/9/2024
	Financial	Eckerd Connects Paxen	GED	1/18/2024
	Invoice Review	Eckerd Connects Paxen	GED	1/18/2024
	Quarterly Performance	All Providers		1/30/2024
	Type of Monitoring	Provider	Contract Type	Scheduled Date
FEBRUARY	Data Validation	E.T.C. Schools Inc.	ITA	2/6/2024
	Programmatic/Compliance	Eckerd Connects Paxen	GED	2/21/2024
	Equal Opportunity	Eckerd Connects Paxen	GED	2/21/2024
	Type of Monitoring	Provider	Contract Type	Scheduled Date
MARCH	Data Validation	Eckerd Connects Paxen	GED	3/5/2024
	Programmatic/Compliance	E.T.C. Schools Inc.	ITA	3/15/2024
	Equal Opportunity	E.T.C. Schools Inc.	ITA	3/15/2024
	Type of Monitoring	Provider	Contract Type	Scheduled Date
APRIL	Programmatic/Compliance	E.T.C. Schools Inc.	GED	4/5/2024
	Equal Opportunity	E.T.C. Schools Inc.	GED	4/5/2024
	Invoice Review	Wiregrass Georgia Technical College	ITA	4/18/2024
	Type of Monitoring	Provider	Contract Type	Scheduled Date
MAY	Quarterly Performance	All Providers		5/1/2024
	Programmatic/Compliance	Wiregrass Georgia Technical College	ITA	5/15/2024
	Equal Opportunity	Wiregrass Georgia Technical College	ITA	5/15/2024
	Type of Monitoring	Provider	Contract Type	Scheduled Date
JUNE				

Workforce Development Board Meeting Schedule Program Year 2023

Date	Day	Time
August 16, 2023	Wednesday	11:00 am – 12:00 pm
November 15, 2023	Wednesday	11:00 am – 12:00 pm
February 20, 2024	Tuesday	11:00 am – 12:00 pm
May 15, 2024	Wednesday	11:00 am – 12:00 pm
June 12, 2024	Wednesday	11:00 am – 12:00 pm