

SOUTHERN GEORGIA WORKFORCE DEVELOPMENT BOARD (WDB) MEETING

Date: August 21st, 2024 @ 11:00 a.m.

MEETING MINUTES

The Southern Georgia WDB and Youth Committee (YC), met on Wednesday, August 21st, 2024, at 11:00 AM at the Southern Georgia Regional Commission in Waycross, Georgia. The following were in attendance:

Workforce Development Board					
Name	Position	Attendance		Absence	
Bannamon, Frank	WDB Member (EC)	<input checked="" type="checkbox"/> In-Person	<input type="checkbox"/> Virtual	<input checked="" type="checkbox"/> Excused	<input type="checkbox"/> Absent
Bryant, Keith	Chairman (EC)	<input checked="" type="checkbox"/> In-Person	<input type="checkbox"/> Virtual	<input type="checkbox"/> Excused	<input type="checkbox"/> Absent
Cole, Sandra	WDB Member	<input type="checkbox"/> In-Person	<input type="checkbox"/> Virtual	<input checked="" type="checkbox"/> Excused	<input type="checkbox"/> Absent
Dark, Melissa	WDB Member	<input type="checkbox"/> In-Person	<input checked="" type="checkbox"/> Virtual	<input type="checkbox"/> Excused	<input type="checkbox"/> Absent
Dixon, Elton	WDB Member	<input type="checkbox"/> In-Person	<input checked="" type="checkbox"/> Virtual	<input type="checkbox"/> Excused	<input type="checkbox"/> Absent
Ellis, Kevin	WDB Member	<input checked="" type="checkbox"/> In-Person	<input type="checkbox"/> Virtual	<input type="checkbox"/> Excused	<input type="checkbox"/> Absent
Felder, Katrena	WDB Member	<input type="checkbox"/> In-Person	<input type="checkbox"/> Virtual	<input checked="" type="checkbox"/> Excused	<input type="checkbox"/> Absent
Gainey, Jennifer	Vice-Chairman (EC)	<input type="checkbox"/> In-Person	<input checked="" type="checkbox"/> Virtual	<input type="checkbox"/> Excused	<input type="checkbox"/> Absent
Gove, Sarah	WDB Member	<input checked="" type="checkbox"/> In-Person	<input type="checkbox"/> Virtual	<input type="checkbox"/> Excused	<input type="checkbox"/> Absent
Gray, Jonathan	WDB Member	<input checked="" type="checkbox"/> In-Person	<input type="checkbox"/> Virtual	<input type="checkbox"/> Excused	<input type="checkbox"/> Absent
Griffin, Curtis	WDB Member	<input type="checkbox"/> In-Person	<input type="checkbox"/> Virtual	<input type="checkbox"/> Excused	<input checked="" type="checkbox"/> Absent
Johnson, Melvin	Parliamentarian (EC)	<input checked="" type="checkbox"/> In-Person	<input type="checkbox"/> Virtual	<input type="checkbox"/> Excused	<input type="checkbox"/> Absent
McClain, La'Rona	WDB Member	<input checked="" type="checkbox"/> In-Person	<input type="checkbox"/> Virtual	<input type="checkbox"/> Excused	<input type="checkbox"/> Absent
McConico, Shannon	WDB Member	<input type="checkbox"/> In-Person	<input checked="" type="checkbox"/> Virtual	<input type="checkbox"/> Excused	<input type="checkbox"/> Absent
Moore, Christie	WDB Member	<input type="checkbox"/> In-Person	<input checked="" type="checkbox"/> Virtual	<input type="checkbox"/> Excused	<input type="checkbox"/> Absent
Palmer, William	WDB Member	<input type="checkbox"/> In-Person	<input checked="" type="checkbox"/> Virtual	<input type="checkbox"/> Excused	<input type="checkbox"/> Absent
Panizzi, Sean	WDB Member (EC)	<input type="checkbox"/> In-Person	<input type="checkbox"/> Virtual	<input type="checkbox"/> Excused	<input type="checkbox"/> Absent
Tait, Darlene	WDB Member (EC)	<input checked="" type="checkbox"/> In-Person	<input type="checkbox"/> Virtual	<input type="checkbox"/> Excused	<input type="checkbox"/> Absent
Taylor, Paige	WDB Member	<input type="checkbox"/> In-Person	<input type="checkbox"/> Virtual	<input type="checkbox"/> Excused	<input checked="" type="checkbox"/> Absent
Velez, Jessica	WDB Member	<input type="checkbox"/> In-Person	<input type="checkbox"/> Virtual	<input type="checkbox"/> Excused	<input checked="" type="checkbox"/> Absent
Wallace, Leigh	WDB Member	<input type="checkbox"/> In-Person	<input checked="" type="checkbox"/> Virtual	<input type="checkbox"/> Excused	<input type="checkbox"/> Absent
Williams, Jamon	WDB Member (EC)	<input type="checkbox"/> In-Person	<input type="checkbox"/> Virtual	<input checked="" type="checkbox"/> Excused	<input type="checkbox"/> Absent

Local Chief Elected Officials (LCEO) (X Denotes Attendance)					
Name	Attendance		Name	Attendance	
Baker, Henry	<input type="checkbox"/> In-Person	<input type="checkbox"/> Virtual	Bennett, Neal	<input type="checkbox"/> In-Person	<input type="checkbox"/> Virtual
Brown, Travis	<input type="checkbox"/> In-Person	<input type="checkbox"/> Virtual	Carver, Scott	<input type="checkbox"/> In-Person	<input type="checkbox"/> Virtual
Corbett, Stanley	<input type="checkbox"/> In-Person	<input type="checkbox"/> Virtual	Crews, Jesse	<input type="checkbox"/> In-Person	<input type="checkbox"/> Virtual
Harris, Skipper	<input type="checkbox"/> In-Person	<input type="checkbox"/> Virtual	James, Michael-Angelo	<input type="checkbox"/> In-Person	<input type="checkbox"/> Virtual
Johnson, Robert	<input type="checkbox"/> In-Person	<input type="checkbox"/> Virtual	Lee, Alex	<input type="checkbox"/> In-Person	<input type="checkbox"/> Virtual
McDaniel, Zinda	<input type="checkbox"/> In-Person	<input type="checkbox"/> Virtual	Matheson, Scott	<input type="checkbox"/> In-Person	<input type="checkbox"/> Virtual
Paulk, Tony	<input type="checkbox"/> In-Person	<input type="checkbox"/> Virtual	Riley, Kaye	<input type="checkbox"/> In-Person	<input type="checkbox"/> Virtual
Smith, Julie	<input type="checkbox"/> In-Person	<input type="checkbox"/> Virtual	Taylor, Shane	<input type="checkbox"/> In-Person	<input type="checkbox"/> Virtual
Taylor, Steve	<input type="checkbox"/> In-Person	<input type="checkbox"/> Virtual			

Youth Committee (X Denotes Attendance)					
Name	Attendance		Name	Attendance	
Bannamon, Frank	<input checked="" type="checkbox"/> In-Person	<input type="checkbox"/> Virtual	Copeland, Rev Gerald	<input type="checkbox"/> In-Person	<input type="checkbox"/> Virtual
Dixon, Adrienne	<input type="checkbox"/> In-Person	<input checked="" type="checkbox"/> Virtual	Felder, Katrena	<input type="checkbox"/> In-Person	<input type="checkbox"/> Virtual
Gainey, Jennifer	<input type="checkbox"/> In-Person	<input checked="" type="checkbox"/> Virtual	McConnico, Shannon	<input type="checkbox"/> In-Person	<input checked="" type="checkbox"/> Virtual
Peacock, Kelly	<input checked="" type="checkbox"/> In-Person	<input type="checkbox"/> Virtual	Wallace, Leigh	<input type="checkbox"/> In-Person	<input checked="" type="checkbox"/> Virtual

Staff & Guests (X Denotes Attendance)					
Staff Name	Attendance		Guest Name	Attendance	
Bell, Tasha	<input checked="" type="checkbox"/> In-Person	<input type="checkbox"/> Virtual	Glenn, Charmane	<input checked="" type="checkbox"/> In-Person	<input type="checkbox"/> Virtual
Bennett, Savannah	<input checked="" type="checkbox"/> In-Person	<input type="checkbox"/> Virtual	Lee, Patricia	<input checked="" type="checkbox"/> In-Person	<input type="checkbox"/> Virtual
Cherubini, Nancy	<input checked="" type="checkbox"/> In-Person	<input type="checkbox"/> Virtual	Rollins, Ginger	<input checked="" type="checkbox"/> In-Person	<input type="checkbox"/> Virtual
Estep, Evi	<input checked="" type="checkbox"/> In-Person	<input type="checkbox"/> Virtual	Rousey, Amanda	<input checked="" type="checkbox"/> In-Person	<input type="checkbox"/> Virtual
Howard, Bonnie	<input checked="" type="checkbox"/> In-Person	<input type="checkbox"/> Virtual	Thompson, Kimbelry	<input checked="" type="checkbox"/> In-Person	<input type="checkbox"/> Virtual
Jones, Amy	<input checked="" type="checkbox"/> In-Person	<input type="checkbox"/> Virtual			
Lovett, Roberta	<input checked="" type="checkbox"/> In-Person	<input type="checkbox"/> Virtual			

Introduction

This meeting was conducted in a hybrid format, with participants attending both in person at the Southern Georgia Regional Commission Waycross office and virtually via Zoom.

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 June 12th, 2024 WDB Meeting

Chairman Bryant referred members to the meeting minutes of the June 12th, 2024 meetings (copy attached and made a part of these minutes). Chairman Bryant asked if there were any questions or corrections to the minutes. Hearing none, he requested a motion to approve the minutes as presented. Sean Panizzi made a motion to approve with a second from Jonathan Gray. The motion carried.

Approval of the Minutes of the June 11th, 2024 Executive Committee Meeting

Chairman Bryant referred members to the Executive Committee meeting minutes of June 11th, 2024 (copy attached and made a part of these minutes). Chairman Bryant explained that the minutes would need to be approved by Executive Committee members only. 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 Melvin Johnson. The motion carried.

Ratification of the Actions of the Executive Committee for the February 20th, 2024 WDB Meeting

Roberta stated that despite there not being a quorum of the full Workforce Development Board, there was a quorum of the Executive Committee for the February 20th, 2024 WDB meeting. She explained that because there was an Executive Committee quorum, the meeting was deemed an Executive Committee meeting and the actions taken had to be ratified. She turned the topic back over to Chairman Bryant. He asked if there were any questions or comments. With none brought forward, Chairman Bryant asked for a motion to approve the

ratification. Sean Panizzi made a motion, which received a second from Jonathan Gray. The actions were ratified.

PY23 Financial Budget and Expenditures Report

Roberta directed everyone to the "PY23 Budget and Expenditure Report" (copy attached and made a part of these minutes). She stated that these are the final numbers for PY23. 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 Darlene Tait. The motion carried.

PY24 Budget and Expenditures Report

Roberta referred the members to the handout "PY24 Budget and Expenditure Report" (copy attached and made a part of these minutes). Roberta let everyone know that there is a different format being used for this year's budget and explained how it was laid out for each line item. At the conclusion of her report, Chairman Bryant opened the floor for discussion. Jonathan Gray approved of the new format. With no further discussion, Chairman Bryant called for a motion to approve the report. Sean Panizzi made a motion with a second from Darlene Tait. The motion carried.

PY23 Monitoring Closeout Report

Chairman Bryant turned the discussion over to Bonnie Howard to talk about the PY23 Monitoring Closeout Report (copy attached and made a part of these minutes). She referred everyone to the documents that show the complete monitoring's for the program year. Bonnie further explained how the monitoring works and the process for the service providers. Once she was finished, Chairman Bryant asked if there were any questions. With none brought forward, he called for a motion to approve the PY23 Monitoring Closeout Report. Jonathan Gray made a motion, followed by a second from Darlene Tait. The motion carried.

PY23 Q3 Performance Report

Bonnie then continued and referred the members to the documents showing the PY23 Q3 Performance Reports (copy attached and made a part of these minutes). She explained that there is a delay from the State in receiving performance numbers for Q4 of the program year. Roberta and Bonnie explained the numbers and ratings behind the reports for each funding stream. Roberta let the Board know that the Youth numbers may not change much for the next couple of program years and explained why. Bonnie then let the Board know that because there are no performance measures for the QUEST Grant yet, they were not included in the report. After further discussion from the Board, Chairman Bryant asked if there were any further questions or concerns. With no further discussion, Chairman Bryant asked called for a motion to approve the report. Darlene Tait made a motion, seconded by Frank Bannamon. The motion carried.

PY24 & PY25 Negotiated Performance Measures

Roberta turned everyone's attention to the PY24 & PY25 Negotiated Performance Measures (copy attached and made a part of these minutes). She explained how the negotiations took place and the results of new performance measures for the Youth funding stream. After discussing the performance measures, Chairman Bryant asked if there were any questions. With no questions presented, he called for a motion to approve the PY24 & PY25 Negotiated Performance Measures report. A motion was made by Kevin Ellis with a second by Jonathan Gray. The motion carried.

Business Services/Sector Partnership Update

Amy updated the Board on the OJT contract with Bacon County Hospital. She let everyone know that the contract was modified to reflect an extension until 2025. She stated that because of the QUEST Grant, she is working on beginning an EMT/Firefighter OJT Program with Valdosta City and Brooks County.

QUEST Grant Update

Roberta discussed updates with the QUEST Grant. She explained that the State had requested a corrective action plan regarding expenditures. She explained that initially the local area had not enrolled participants in ITA's, but after clarification from the State realized that we could do this. Due to these misunderstanding expenditures were behind the target numbers set by TCSG. A corrective action plan was submitted and we are awaiting the response. The corrective action requested that all monies from the grant remain with WorkSource Southern Georgia and presented a spend down plan.

Partner Update/Other Business

Roberta introduced Robert Gordon from In the Door. She reminded the Board that In The Door was awarded the contract for One-Stop Coordinator. Guest Robert Gordon introduced himself and his team and expressed his excitement to be a part of the region's Workforce Development programing.

Adjourn

Chairman Bryant thanked everyone for attending the meeting and reminded members and guests of the next meeting taking place on November 13th, 2024. The meeting was adjourned at approximately 11:45 AM.

Respectfully Submitted,

Nancy James

Workforce Development Board Staff
Southern Georgia Regional Commission