



**WORKFORCE DEKALB BOARD MEETING AGENDA**

September 25, 2019

- Call to Order at 11:50AM – Vice Chair-Hope Boldon
- Welcome 11:54AM – Theresa Austin-Gibbons- Director WSD
- Roll Call & Quorum Certification 11:55 AM – Vice Chair-Hope Boldon

- o A quorum was reached

- o Group members in attendance:

Attendance	Member	Attendance	
√	Chair-Sadie Dennard		<b>WSD STAFF</b>
√	Co-Chair-Hope Boldon	√	Director-Theresa Austin-Gibbons
√	Aldridge, Diometra	√	Deputy Director- Robert Davis
√	Alli, Naushad	√	Executive Asst.-Denise Davis
√	Ashmore, Timothy	√	Manager-Michelle Jones
	DeBarr, Dorian	√	Supervisor-Jermaine Hampton
	Durham, Shioney		
	Connally, Mark	√	Senior Finance-Tawanna Smith-Fenty
√	Cody, Shawn		Contracts-Lizzie Harrington
√	McMillan, Brianna	√	Supervisor- Janice Burley-Black
√	McBride, Meghan	√	One Stop-Robert Gordon
	McClure, Steve	√	Media-Donnie Cantly
√	McLeroy, TJ		
	Myrick-Taylor, Dia		<b>GUESTS</b>
	Rogers, Jeff		Rashida Carter
√	Stewart, Hank		Catara Moore
	Still, Alan		Erica Slaton
√	Taylor, Jeffrey		Brenda Hankerson
	Taylor, Katerina		David Oliver
√	Townsend, Denise		
√	Watkins, Delmas		
√	Yohannes, Helen		

- **Business 11:40 AM – Vice Chair-Hope Boldon**
  - o Introduction of New Board Members
  - o Approval of the July 24, 2019 Meeting Minutes
    - Passed unanimously
    - Approval of Executive Committee Meeting Minutes
      - Passed unanimously

• **Committee Reports and Action Items**

- **One-Stop Sub Committee (Performance and Accountability)**
  - Vote to approve meeting minutes from July 24, 2019
    - a. Passed unanimously
  - Case Management Policy & Procedure Policy & Procedure;3.4.1.1 Individual Training Account – TABE Policy & Procedure;3.4.1 Individual Training Account – Limitation of Services Policy & Procedure;3.1 One Stop System & One Stop Criteria Policy & Procedure; Vendor Management – Timeline Policy & Procedure ;Vendor Management – Termination of Services(s)/Contract(s) Policy & Procedure
    - Vote to approve policy (6) amendments
      - a. Passed unanimously
  - Walk on Policy-3.4 Services and Activities (Workmen’s Comp) –policy will be held for amendment for clarity. Policy will return to One-Stop sub-committee for amendment.
  - Discussion to create an ad-hoc committee comprised of board members, to address DeKalb County School System’s performance stats and their implication on WorkSource. A plan will be developed and submitted to DCSD under the new chair’s signature.
- **Youth Sub-Committee**
  - Youth Expenditure Waiver
    - Vote to approve 50/50 Youth Expenditure Waiver (out of school/in school youth). Waiver is in place through June 2020.
      - a. Passed unanimously
- **Finance**
  - Vote to approve Financial Report
  - Vote to approve termination of JFCS Contract for PY18 Adult & Dislocated Worker Services
  - Vote to approve acceptance of \$106K in State Adult Funds from TCSG
  - Vote to approve acceptance of \$181,753.74 in PY19 Youth Funds from TCSG
  - Vote to approve acceptance of \$4000 from DeKalb PIC
  - Vote to approve acceptance of Director and Officers Insurance NTE \$3000 Annually
  - Vote to approve acceptance of Intergovernmental Agreement NTE \$45K (Business Service Representative)
  - Vote to approve acceptance of Integrated Seating (WSD/GDOL) NTE \$60K
  - Vote to approve acceptance of Local Match Support for Human Centered Designed NTE \$25K
  - Vote to approve acceptance of Rocket Camp Funding NTE \$40K
  - Vote to approve acceptance of transfer FY20 Dislocated Worker Funds to FY20 Adult Funds (not to exceed \$1Million)
    - a. All votes were approved unanimously

- **Director's Report**
  - SETA Update
  - Georgia Pipeline Training, UGA (September 26) Deputy Director
  - GWLA, Macon (October 24-25) Chair & Deputy Director
  - NAWB Executive Bootcamp Capstone (October 23-24) Director
  - Workforce Academy, Jekyll Island (November 12-14) Deputy Director & Supervisor
- **Elections**
  - Nominations are made for both Board Chair and Board Vice-Chair. Official ballots distributed. Unanimous vote for Chair –Timothy Ashmore-regional Human Resources Manager, CSM Bakery; a run-off vote was held for the Vice-Chair seat. Jeff Taylor- CEO, Oakhurst Medical Center was elected for this seat.
- **Public Comments : N/A**
- **Next Scheduled Meeting:**  
Wednesday, November 20, 2019.
- **Adjournment and Announcements 1:15 PM**