

Full Board Meeting

Mark Gibson, Chair

- 8:00 a.m. **Welcome & Introductions**
Mark Gibson
- 8:05 a.m. **Approval of Past Meeting Minutes: June 22, 2018 (A-I)**
- 8:10 a.m. **Reports**
- Literacy Council Tim Gordon
 - AYSTAYO 2019
 - Youth Committee DEFERRED
 - Governance and Organizational Development Bryant McDaniel
 - New members
 - Dashboard
 - Board Survey
 - Cobb WDB Yearly Calendar 2019 **(A-II)**
 - Finance & Administration Sarah Dimond
 - Partners Council Jamaal Hall
 - Cobb Workforce Partnership Committee John Helton
- 8:30 a.m. **CEO Report**
- Facility and CDBG Grant Update
 - Maintenance Contract Renewal **(A-III)**
 - Incumbent Worker Training (IWT)
- 8:40 a.m. **Program Showcase**
- Per Scholas Jasmine Miller, Managing Director
 - Goodwill of North Georgia Alicia Battle, WFD Director
Margaret Johnson, WFD Manager for Smyrna
- 9:15 a.m. **Adjourn**

ATTACHMENTS:

- A-I:** June 22, 2018 Meeting Minutes
- A-II:** Cobb WDB Yearly Calendar 2019
- A-III:** Maintenance Contract Renewal

Workforce Development Board Minutes

Mark Gibson, Chair

MEMBERS PRESENT	NON-VOTING MEMBERS PRESENT	MEMBERS ABSENT	GUEST PRESENT
Daneeza Badio-McCray Francia Browne Valerie Carter Rob Garcia Tim Gordon Patricia Kellner Bryant McDaniel Rich Mohr Tra Moore Terence Norman Kimberly Roberts Elizabeth Scott Tamika Stafford McKieva Sullivan Dennis Winslow	Ro' Lesha Coleman David Cormier Donna Frankovsky Glenda Hicks Alisa Jackson Jacob Johnson Aida Jones	Trina Boteler Greer Gallagher Mark Gibson Nick Kelland Jeff Rogers Scott Russell Mark Templeton Petra Young	Cynthia Brown Austin Riley

I. Welcome & Introductions

The **meeting** was called to order at **8:38 a.m.** with welcome and introductions by Tim Gordon.

II. Approval of Prior Meeting Minutes

Motion made to approve March 13, 2018 meeting minutes by Rob Garcia and further seconded by Elizabeth Scott. Motion subsequently carried (*Fifteen members voted yea and there were no nays*).

III. Reports

Literacy Council

Tim Gordon announced that the 4th Annual "Are You Smarter than a Ten-Year-Old" went well. The event raised \$15,000 net through team sponsorships, silent auction donations, raffle prizes and more. The sponsors included SJV & Associates, Infomart, Braves, Georgia Lottery, Home Depot and more. SJV won the game.

Gordon presented a 30 second recap video of the event and announced that they would be hosting the 5th Annual event at SunTrust Park. A tentative date and time for the event was May 9, 2019 at 6:00pm. The board was asked to attend, have a team or donate to the event.

He also made the board aware that the literacy program's Dictionary Project held its dictionaries at Cumberland Community Church but due to their move a new location was needed. There are 24 boxes with 100 dictionaries in each. It was requested to contact Tim Gordon or Donna Frankovsky if there was a location that could be used.

Youth Committee

Daneea Badio McCray made the board aware that the youth committee was looking into homelessness and childcare. She requested that board members let her know if they had any resources.

Daneea Badio McCray proposed that the WEX rate be increased from \$8.25 to \$10.00. Rob Garcia made the board aware that \$10.00 was equivalent to the pay for work based learning in schools. Tim Gordon suggested that the board evaluate if the \$10.00 increase was enough and increase the rate in the future if needed.

Motion made to increase the WEX Wage Rate from \$8.25 to \$10.00 by Daneea Badio McCray and further seconded by Bryant McDaniel. Motion subsequently carried (*Fifteen members voted yea and there were no nays*).

Governance and Organizational Development

Bryant McDaniel informed the board that the succession plan was being reviewed by the Governance and Organizational Development Committee and would be shared with the board once approved.

Bryant McDaniel recommended Rich Mohr for vice chair of the Cobb Workforce Development Board.

Motion made to approve Rich Mohr as vice chair of the Cobb Workforce Development Board by Bryant McDaniel and further seconded by Daneea Badio McCray. Motion subsequently carried (*Fifteen members voted yea and there were no nays*).

Finance & Administration

Glenda Hicks announced that the audit report and tax returns had been completed and were officially filed with all parties. She then presented the budget for 2018-2019 of just over \$6 million and fielded questions.

Motion made to approve the budget for the next fiscal year by Rob Garcia and further seconded by Kimberly Roberts. Motion subsequently carried (*Fifteen members voted yea and there were no nays*).

Partners Council

Alisa Jackson reported on behalf of Michelle Jenkins Clark. She informed the board that there were 25 participants at the disability event and the surveys from the event came back with excellent ratings.

Cobb Workforce Partnership Committee

Rob Garcia had no updates.

IV. CEO Report

Low Income Eligibility Guidelines

John Helton explained that the adult program eligibility was historically based on the federal poverty level. The board had the ability to increase the income threshold to allow

WorkSource Cobb to service more people. Helton recommended the board increase the Adult funding income level guideline to 200% of the FPL.

Motion made to approve the low income eligibility guidelines by Tra Moore and further seconded by Daneea Badio McCray. Motion subsequently carried (*Fifteen members voted yea and there were no nays*).

Facility and CDBG Grant Update

John Helton informed that he was looking at facilities around the county. The Executive Committee would be looking into this topic at the next committee meeting.

State Agency Transition Update

John Helton announced that there was no new information about the transition and WorkSource Cobb would continue business as usual.

HDCI Implementations & Contracts

Helton announced that WorkSource Cobb was trying to increase training numbers. A Request for Proposal (RFP) was issued in May specifically soliciting proposals to address the training initiatives in specific sectors of the High Demand Career Initiative. Four were submitted and three met the criteria for funding. The three that met standards were Construction Education Foundation of Georgia (CEFGA), Goodwill of North Georgia and Per Scholas, Inc. They were presented for approval. John Helton also recommended that the In The Door, LLC. contract be renewed for \$55,000 for the upcoming fiscal year. All of the contracts would be for a one-year period to end June 30, 2019.

Motion made to approve the HDCI contracts by Tra Moore and further seconded by Rob Garcia. Motion subsequently carried (*Fifteen members voted yea and there were no nays*).

V. Adjourn

After hearing no other business, the meeting was adjourned at **9:54 a.m.**

**Cobb Workforce Development Board & Related Committees
2019 Meeting Dates**

Day	Date	Time	Location			
Full WDB						
Wednesday	January 23, 2019	8:00 – 9:30 a.m.	WorkSource Cobb			
Wednesday	March 20, 2019	8:00 – 9:30 a.m.	WorkSource Cobb			
Wednesday	May 22, 2019	8:00 – 9:30 a.m.	WorkSource Cobb			
Wednesday	July 24, 2019	8:00 – 9:30 a.m.	WorkSource Cobb			
Wednesday	September 11, 2019	8:00 – 9:30 a.m.	WorkSource Cobb			
Wednesday	November 20, 2019	8:00 – 9:30 a.m.	WorkSource Cobb			
New Member Orientation Dates						
Wednesday	January 23, 2019	9:30 -10:30 a.m.	WorkSource Cobb			
Executive Committee						
Wednesday	February 27, 2019	8:00 – 9:30 a.m.	WorkSource Cobb			
Wednesday	April 24, 2019	8:00 – 9:30 a.m.	WorkSource Cobb			
Wednesday	June 26, 2019	8:00 – 9:30 a.m.	WorkSource Cobb			
Wednesday	August 28, 2019	8:00 – 9:30 a.m.	WorkSource Cobb			
Wednesday	October 23, 2019	8:00 – 9:30 a.m.	WorkSource Cobb			
Wednesday	December 18, 2019	8:00 – 9:30 a.m.	WorkSource Cobb			
Planning & Organization Development Committee		Finance Committee				
Tuesday	January 8, 2019	8:00 AM	CW	Wednesday	April 17, 2019	TBA
Tuesday	March 5, 2019	8:00 AM	CW	Wednesday	October, 17, 2019	TBA
Tuesday	May 7, 2019	8:00 AM	CW			
Tuesday	July 9, 2019	8:00 AM	CW			
Tuesday	September 10, 2019	8:00 AM	CW			
Tuesday	November 5, 2019	8:00 AM	CW			
Literacy Council						
Wednesday	February 13, 2019	8:30 – 9:30 a.m.	TBA			
Wednesday	April 10, 2019	8:30 – 9:30 a.m.	TBA			
Wednesday	June 12, 2019	8:30 – 9:30 a.m.	TBA			
Wednesday	August 13, 2019	8:30 – 9:30 a.m.	TBA			
Wednesday	October 15, 2019	8:30 – 9:30 a.m.	TBA			
Wednesday	December 10, 2019	8:30 – 9:30 a.m.	TBA			
Youth Committee						
Wednesday	January 16, 2019	1:00 – 3:00 p.m.	WorkSource Cobb			
Wednesday	March 27, 2019	1:00 – 3:00 p.m.	WorkSource Cobb			
Wednesday	May 15, 2019	1:00 – 3:00 p.m.	WorkSource Cobb			
Wednesday	July 17, 2019	1:00 – 3:00 p.m.	WorkSource Cobb			
Wednesday	September 18, 2019	1:00 – 3:00 p.m.	WorkSource Cobb			
Wednesday	November 13, 2019	1:00 – 3:00 p.m.	WorkSource Cobb			
Workforce Partners' Council						
Thursday	January 10, 2019	8:30 – 10:00 a.m.	WorkSource Cobb			
Thursday	March 7, 2019	8:30 – 10:00 a.m.	WorkSource Cobb			
Thursday	May 9, 2019	8:30 – 10:00 a.m.	WorkSource Cobb			
Thursday	July 11, 2019	8:30 – 10:00 a.m.	WorkSource Cobb			
Thursday	September 12, 2019	8:30 – 10:00 a.m.	WorkSource Cobb			
Thursday	November 7, 2019	8:30 – 10:00 a.m.	WorkSource Cobb			

*Location, date, and time are tentative or subject to change. Please refer to reminder notices for final meeting information.

2018 Maintenance Contracts

Janitorial Service

Contractor Awarded: American Facility Services, Inc.

Contract Amount: \$1,200.00 monthly for 5 nights per week
\$70.00 per occurrence for Saturday service

Contract Period: July 1, 2018 through June 30, 2019
1st year contract renewal period

Floor Maintenance Service

Contractor Awarded: American Facility Services, Inc.

Contract Amount: \$2,200.00 quarterly

Contract Period: July 1, 2018 through June 30, 2017
1st year contract renewal period

Maintenance contracts have an option for up to two years of renewal with satisfactory service.