

**MEETING TITLE:** Fulton County Workforce Development Board Meeting  
**MEETING DATE:** Tuesday, May 18, 2021 **MEETING TIME:** 8:00 A.M.  
**LOCATION:** ZOOM  
**MEETING SCRIBE:** Alexis Leonard **EMAIL:** alexis.leonard@fultoncountyga.gov

**BOARD MEMBERS ATTENDANCE:**

Albritten, Andrea: Present	Macke, Andy: Present	Seem, David: Present
Bell, Mike: Present	Nickerson, Amelia: Present	Stepakoff, Jeff: Absent
Boatright, Kali: Present	Noyes, Brian: Present	Stokes, Fabiola Charles: Present
Cook, Tom: Present	Reid, Brent: Present	Thompson, Dr. Lanze: Present
Darden Beauford, Yulonda: Present	Rooks, Stephanie: Present	Washington, Regynald: Excused Absence
Dover, Sanquinetta: Present	Ruder, Alex: Present	Wences, Juan: Absent
Ganesh, Bala: Present	Schofield, Kim: Present	Williams, Jason: Present
Jessie, Jamal: Present	Scott, Elizabeth: Present	

1. **Call to Order**  
 Meeting called to order by A. Macke at 8:03 A.M.
2. **Roll Call:**  
 Roll call by A. Leonard, LWDB Board Liaison. The presence of quorum met.
3. **Opening and Introductions**  
 Chairperson Macke opened the board meeting welcomed all attendees, with brief introductions of the LWDB members following.
4. **Public Comment**  
 No Public comments.
5. **Regular Agenda**
  - I. **Regular Agenda:**  
 Chairperson Macke requested a motion to accept the regular agenda.  
**Motioned:** S. Dover **Seconded:** Y. Darden Beauford  
**Required Action:** N/A  
**Motion Acceptance/Declination:** The motion was approved for the adoption of the agenda, as is, by a unanimous vote. All in favor. No oppositions. No abstentions. The motion carried accepting the regular agenda as presented.
  - II. **Adoption of February 16, 2021 LWDB Meeting Minutes:**  
 Chairperson Macke requested a motion to adopt the February 16, 2021, LWDB Meeting Minutes as presented.  
**Required Action:** N/A  
**Motioned:** S. Dover **Seconded:** K. Boatright  
**Motion Acceptance/Declination:** The motion was approved for the adoption of the February 16, 2021 LWDB Meeting Minutes, as is, by a unanimous vote. All in favor. No oppositions. No abstentions. The motion carried accepting the adoption of February 16, 2021 LWDB Meeting Minutes as presented.

## 6. Director's Report

### Workforce Response to COVID-19

B. Lacy, WorkSource Fulton Division Manager, provided a director's report on the impacts of COVID-19 on WorkSource Fulton. As of March, Fulton County is at just under 5% unemployment rate. The previous figures were readjusted, and Fulton County's unemployment rates were slightly higher than previously discussed. Women and minorities are disproportionately represented in the jobless claims. Job opportunities continue to grow, with 10,000+ job ads in 744 different occupations have been posted in the last 30 days, mainly in I.T., logistics, and healthcare. The total number of postings is up compared to the previous quarter, which mirrors the decrease in the unemployment rate. Data included in the board presentation.

G.A. Governor Kemp has eliminated the \$300 add-on unemployment effective June 26th. Job skills may not align with the current job market. Lack of childcare for women who may need to reenter the workforce is also a concern.

Career Reboot Fulton 2.0 will include three short-term credential tracks: logistics fundamentals, patient care tech accelerator course, and an I.T. boot camp. All will be 8-16 week training courses. Should TCSG approve, the National D.W. Funds would be used to service about 150 individuals.

### KPI Highlights

Career centers are closed, creating a barrier to computer access. The mobile career unit is now in use to help bridge the gap. The mobile unit is scheduled to be at Goodwill on Old National Highway, College Park MARTA Station, Roswell United Methodist Church, and a few other pop-up locations throughout the County. These events are Workforce Wednesdays. The three events generate interactions with an average of 100 potential clients a month. The target is to have the bus at a minimum of 75 events throughout the calendar year. The schedule for the mobile unit is available at [selectfultoncounty.com](http://selectfultoncounty.com).

Performance & Accountability Committee, as well as the Finance Committee, have been honing in on the customer flow and completion rate. To date, 67 customers are enrolled or eligible and have not started an ITA Program yet. Ninety-one customers are currently in training. One hundred forty-four have completed training and have not been exited. Some have jobs, and some are in a job search. From enrollment to training start, it takes 11 weeks. The training period average is 53 weeks. Upon training completion, exit takes about 33 weeks. More information will be provided as the data is collected and reviewed.

As Program Year 21-22 funds are allocated, there is an 8%-10% reduction in funding. Although there is a reduction in funds, the programs will be evaluated to better serve clients by addressing service equitability and reducing time in the system by streamlining each step.

## 7. Committee Reports and Recommendations

### Performance & Accountability Committee:

S. Rooks, Chairperson of the Performance & Accountability Committee, provided the committee report. The Performance & Accountability Committee reviewed the Equus monitoring from the previous year, and all corrective actions have been satisfied. TCSG also monitored the WorkSource Fulton LWDB. There are a few corrective actions; most were verbiage changes and needed signatures. The differences will be resolved by June 3rd, and an update will be provided at the next meeting.

### Youth Committee:

Y. Darden- Beauford, Chairperson of Youth Committee, provided the Youth Standing Committee report. The Youth Committee is tracking and meeting the KPI performance goals. There are now nineteen Community-Based Organizations (C.B.Os.), many of which were not associated with Equus. The Youth Committee works diligently with Equus to ensure a variety of workshops. C.B.O.s offer various services and youth seminars not only for youth but their parents as well. The Career Compass Academy is a collaborative partnership with Career Rise and other area boards. The academy is still taking place. There are 24 youth in the current cohort, which ends May 14th. As a part of the program, youth

participate in presentations from industry experts in various pathways. Board members were allowed to participate, and several have. We will continue to engage the Board and other employers to participate. The Youth Committee will continue its efforts to develop youth partnerships and provide an update at the next board meeting.

#### Finance Committee Report:

B. Reid, Chairperson of the Finance Committee, provided the committee report. The committee continues to meet on its monthly schedule with significant participation. The committee reviewed the budget and expenditures and determined that most funds are on track to expense in the required time frame. The Dislocated Worker funds were not being expended as heavily as planned. Programs are currently serving more Adult versus Dislocated Workers; a transfer of funds from Dislocated Worker to Adult was submitted to continue serving the client population coming into the centers. The program year 2021-2022 is approaching, and with that, the new budget needed to be reviewed and approved. The Finance Committee has reviewed and approved the draft budget, and it will be finalized once the allocations from the State are completed.

#### Regional ITA Agreement

The Regional ITA Agreement is the formal agreement with ITA Providers. Current agreement 50% at participation, 25% completion, and 25% performance outcomes. Should the Regional ITA Agreement be approved, the payment structure will 70% and 30% completion. Performance is tightened on monitoring side, and should the standard not be met, providers will be removed. This change makes permits more effective movement of funds.

**Required Action:** No further action required

**Motioned:** S. Dover **Seconded:** A. Macke

**Motion Acceptance/Declination:** The motion was approved to accept the Regional ITA Agreement by a unanimous vote of the board members. All in favor. No oppositions. No abstentions. The motion carried the acceptance of Regional ITA Agreement as presented.

#### Funds Transfer: Dislocated Worker to Adult

The Dislocated Worker funds were not being expended as heavily as planned. Programs are currently serving more Adults versus Dislocated Workers. The request is to transfer \$760,326.00 from Dislocated Worker to Adult to continue serving the client population coming into the centers. Document included in packet.

**Required Action:** No further action required

**Motioned:** S. Dover **Seconded:** D. Seem

**Motion Acceptance/Declination:** The motion was approved to accept the funds transfer from Dislocated Worker to Adult by a unanimous vote of the board members. All in favor. No oppositions. No abstentions. The motion carried the acceptance of the funds transfer from Dislocated Worker to Adult as presented.

#### Strategic Partnerships and Outreach Committee:

A. Nickerson, Chairperson of the Strategic Partnerships and Outreach Committee, provided the committee report. The Strategic Partnerships and Outreach Committee is responsible for developing partnerships, and there are three the committee are currently of focus. The Ticket to Work program partnership with A.R.C. is continuously progressing without heavy pressure from the Board, and an M.O.U. is in development. An update on enrollment data will be provided for the board meeting. Equus provides the committee with data on referrals to and from current partners. There are 15 referrals, 4 of which have successfully enrolled in W.I.O.A. services. There is a potential partnership between Goodwill and Workforce to bring Goodwill into some of the One-Stop Centers. In addition, WorkSource Fulton and WorkSource DeKalb are developing a partnership with the Department of Family and Child Services. The D.F.A.C.S. pilot program will focus on foster youth that are also parents. Third-Party Sector is a consulting agency working with D.F.A.C.S. and Workforce to ensure a seamless braiding of services for the potential partnership. An update on the next steps will be provided at the next board meeting.

#### Executive Committee Report:

Chairperson A. Macke provided the Executive Committee Report. Overall board engagement is excellent. There are some committees that have not been able to meet consistently due to lack of quorum. Committee participation is being evaluated to address discrepancy and aid in increased participation.

## Policy Revisions

### Veteran Referral, Work Experience, Follow Up, and State Administration Policies

B. Lacy explained that four policies need updates. Three are required as corrective actions from the TCSG monitoring. Per the TCSG, the Veteran Referral policy did not clearly define where eligible veterans are referred. The draft Veteran Referral policy is updated to specify that eligible veterans are referred to GDOL. The detailed process will be documented in procedure format separately and will be updated as GDOL guidance is updated. The policy is included in the document packet.

Upon review, TCGS identified that the academic and educational component of work experience was not clearly defined. The Work Experience policy originally stated that the academic and education components were to be listed in each individual's employment plan in conjunction with their Work Experience. The draft Work Experience Policy has been amended to reflect a State-approved definition. The policy is included in the document packet.

Per TCGS, follow-up is mandated at least once quarterly. The draft Follow-up Policy has been amended to specify that follow-up occurs at least quarterly.

State administration clause stating anything the State policy requires is locally adhered to. Policy amendments included in the packet.

**Required Action:** No further action required

**Motioned:** K. Boatright      **Seconded:** K. Schofield

**Motion Acceptance/Declination:** The motion was approved to ratify the policy amendments by a unanimous vote of the board members. All in favor. No oppositions. No abstentions. The motion carried the amendment of the policies as presented.

#### 8. Chairperson Report

No Report.

#### 9. Program Presentation

Participant Spotlight video.

#### 10. Closing Remarks and Adjournment

The next meeting is scheduled for August 17th. The location will be determined at a later date, pending changes due to COVID-19

Meeting adjourned by Chairperson Macke at 9:01 A.M.