

MINUTES OF THE LWD BOARD OF DIRECTORS RETREAT MEETING

Strategic Planning LWDB Meeting Retreat

MONDAY, DECEMBER 4, 2017

The meeting was held at Atlanta Technical College, 1560 Metropolitan Parkway, SW, Atlanta, GA 30310 in the Dennard Building, Building B.

BOARD MEMBERS ATTENDING:

Latron PRICE, Perry HERRINGTON, Elizabeth NORMAN, Pete HARLEY, Marvin LASTER, Robelyn MCNAIR, Stephanie ROOKS, Tim BIRT, Yulonda DARDEN BEAUFORD, Beth USRY, Elizabeth SCOTT.

STAFF MEMBERS ATTENDING:

Frankie ATWATER, Mia REDD, Tracey BRADLEY, SR., David KEYES, Logan WINKLES, Kenneth FITZGERALD, Tawanda HARRIS, Tammy PURIFOY, Ebony VINES-JACKSON, Alexis LEONARD, Michelle ALSTON-BROWN, Carol SHIELDS.

GUESTS

The following guest in attendance was Sasool Muhammad.

A Retreat of the LWDB of Directors meeting was held at Atlanta Technical College, 1560 Metropolitan Parkway, SW, Atlanta, GA 30310 from 9:00AM until 2:00PM at the Dennard Building, Building B.

Agenda

The agenda was accepted as presented.

Welcome and Introductions

The meeting was called to order by Chairman Latron Price. Chairman Price welcomed and thanked everyone for their participation and attendance at the board retreat meeting.

The meeting was then followed with prayer by Chairman Price with no objections.

The LWDB roll call was made by Carol Shields, Board Clerk.

There were no public access citizen comments.

Minutes and Committee Reports

Approval of Minutes and Committee Reports were not on the agenda due to this was the end of year board retreat meeting which took the place of the December 21, 2017 board meeting.

Ice Breaker – Robelyn McNair

Following the roll call, Robelyn McNair started the training session of the retreat meeting with an ice breaker entitled “Who Are You”. The entire group participated and enjoyed learning more about each other and this activity helped get things off to a great start.

County Manager/Chief Strategy Officer

Dick Anderson, County Manager and Anna Roach, Chief Strategy Officer attended the board meeting. They both had an opportunity to address and meet some of the board members present and discuss the upcoming changes with the Workforce Development Division as they plan to consolidate WDD with Select Fulton in 2018. Dick Anderson advised the board that Workforce Development will be going under Select Fulton. With new initiatives for Fulton County in 2018, this would be great for Fulton County to serve our community under Economic Development. Anna Roach agreed and advised that additional information would be forthcoming during this transitional process. There will be ongoing meetings in the future in order to get processes underway under the new leadership of Executive Director, Al Nash.

New Members Orientation

New Members Orientation was given by several WIOA staff members to include Kenneth Fitzgerald, Tammy Purifoy, Tawanda Harris, and Ebony Vines–Jackson. The board committee previewed a power point presentation by the staff. Kenneth Fitzgerald discussed the mission, vision, levels of services to include basic, individualized and follow up career services. Tammy Purifoy and Tawanda Harris discussed residency as a customer in City of Atlanta, priority of services to veterans, basic skill deficient adults, low income adults, and person with disabilities. Ebony Vines-Jacksons gave an overview and information on how to become a new provider in Fulton County and resources for training providers. The information was very information and allowed the board members present to be enlightened from the process of becoming eligible for the WIOA program, go into training, complete training, get employed and how to become a provider with Fulton County.

Board Members Responsibilities

Staff Attorney Logan Winkles presented a power point presentation of the roles and responsibilities of the LWD Board members. Some information included in the presentation were the level of partnerships to include federal, state, regional/local government and Local Workforce Development Board. The LWDB was approved in April 15, 2015 and created to help put people back to work. Per Attorney Winkles, as board members, obligations and responsibilities are to advise about labor conditions, engagement with employers, support career paths, recommend and approve programs, and suggest new programs to fund. He discussed shared responsibilities of the LWDB under the board to include creating a budget, conduct oversight of programs, establish one stop delivery system, and submit a four year local

plan. Additionally, Attorney Winkles discussed what their expectations should be from the board to form a partnership included responsive partnership, financial stability and integrity, and shared goals: "All People have Economic Opportunity". Other issues discussed we the membership, bylaws, standing committees, and Fulton County Personnel. During the presentation the board members were able to engage by asking questions in regards to the responsibilities as a board member.

Strategic Planning

Division Manager, Tracey Bradley, addressed the board members briefly in reference to Strategic Planning, challenges within the committees, and State monitoring findings. Due to agenda being changed, Chairman recessed the board members for lunch and will begin after lunch with continuation of the meeting.

After Lunch, the meeting retreat resumed with further discussions from Chairman Price and Division Manager, Tracey Bradley. Both spoke to the board about the visions and goals for Workforce and overcoming challenges within WDD. Board members had an opportunity to engage as well. The ultimate goal is to get people trained and work. Discussions ensued with goals and responsibilities for the members, collaborations with other organizations, standing committees.

Mr. Bradley discussed several WIGS handouts – WIG LS -16-003 in reference to Guidance Regarding Local Workforce Development Board Standing Committees. Standing committees shall be chaired by a member of the local board, may include other members of the local board, and shall include other individuals appointed by the local board who are not members of the local board and who the local board determines have appropriate experience and expertise. WIG PS 16-007 with an attachment was discussed in regards to WIOA Eligibility Income changes to notify income inclusion for determination of WIOA "low income" eligibility based on total family income. The WIG GA 16-003 was reviewed concerning PY15 Youth Grant Closeout. All PY 15 youth activities and will expire upon the expiration of PY15 Youth grant funds. Also, a printout of the Summary of the Local Area Statistics for Area 6: Worksource Fulton was available for review.

Division Manager gave the board an update on the State Monitoring results were 9 (nine) findings. Finding #7 was related to lack of signed Conflict of Interest Forms. All Conflict of Interest Forms are to be kept on file and available upon request. Therefore on July 1, 2018 Conflict of Interest Forms will have to be signed again by all board members. The second finding related to the board was non-compliance with committee requirements. The LWDB violated WIOA statutory requirements regarding standing committees. The Division Manager will provide a corrective action response by January 2, 2018.

The Finance and Budget Report did not have to make a report for the meeting.

Tentatively scheduled was for the task committees to break out in their own committees, discuss and come back and discuss what and how their committee could be before the members.

Adjournment

The meeting adjourned at 2:00PM.