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9:00 a.m. **Welcome & Introductions**

Jennifer DeBusk, Chair

- ☐ New Board Members and Guests
- ☐ New Interim Finance Dept. Controller

9:05 a.m. **Approval of 03.22.23 Meeting Minutes***

(A1) 9:10 am Voting Items

- ☐ Review and Adoption of Updates to WIOA Local Plan (A2)
- ☐ Review and Approval of Draft WIOA Budget

9:30am **CEO Report**

Sonya Grant, Executive
Director/ CEO

- ☐ Strategic Plan Core Values Review & Adoption (A3)
- ☐ WIOA Performance Review (A4)
- ☐ Update on South Cobb Location

9:50 a.m. **Committee Reports**

- ☐ Finance & Administration
 - 990 and Audit Update

Ralph Rehn

- ☐ Youth Committee
 - BOSS Young Professionals Internship
Employer Match Day

Thomas Base

Daneeia Badio-McCray, Vice Chair

- ☐ Literacy Council Planning for AYS
- ☐ Governance and Organizational Dev.

Tim Gordon

- ☐ Board Engagement
- ☐ Cobb Workforce Partnership Committee

Dana Johnson

10:25 a.m. Other & Adjourn

ATTACHMENTS

- A1:** 03.22.23 Meeting Minutes:
- A2** WIOA Local Plan
- A3:** Strategic Plan Core Values
- A4:** Key performance Indicators

Workforce Development Board Minutes

Jennifer DeBusk, Chair

MEMBERS PRESENT	STAFF PRESENT	MEMBERS ABSENT	GUEST
Daneea Badio-McCray Jennifer DeBusk Daniel Cummings Joe Waldroup Dana Johnson Patricia Horton Ralph Rehn Kimberly Roberts Bryant McDaniel Shane Evans Tim Gordon Tra Moore Sabrina Wright (CLEO proxy)	Sonya Grant LaDonna Huggins Michelle Baker-Williams Lizett Royal Alisa Jackson Olivia Wilson Aida Jones	Francia Brown Lisa Cupid Matt Hoyman Sandra Williams Terri Seese	Gerald Sydnor

Welcome & Introductions

The **meeting** was called to order at **8:37 a.m.** by Jennifer DeBusk, Chair.

Approval of Prior Meeting Minutes

Motion: 1st **Daniel Cummings** and 2nd **Tra Moore**, and all in favor.

Jennifer DeBusk: Requested a correction to Page 3 of the last minutes. **Jennifer DeBusk:** Reviewed and requested updates on action items. **Sonya Grant:** Will follow up with Terri Seese on the action plan to support us. **ACTION ITEM:** Daneea Badio-McCray agreed to compose a short elevator speech about the importance of literacy.

After a review of the previous meeting minutes, the Minutes were approved.

It was announced that AYS will not be held in May. Due to competing demands and more time required to reach the funding goal, the event has been postponed.

Voting Items:

Sonya Grant: Walked the Board through the consent agenda. She stated that some items were approved previously by the Executive Committee but had not been provided to the full workforce board on a consent agenda. Items go back to September 2022.

Jennifer DeBusk: All in agreement to approve the consent agenda.

Votes: Daneea Badio-McCray 1st Daniel Cummings 2nd

All are in favor.

CEO Report

LaDonna Huggins and Aida Jones walked the Board through WorkSource Cobb WIOA performance metrics for the Q3 period. **LaDonna Huggins:** WIOA funding requires that local workforce boards meet negotiated performance metrics. The performance metrics consist of employment, credentials, and measured skills. We are required to meet the performance every program year.

Sonya Grant: Performance is very important because it's attached to our funding allocation. Workforce agencies that don't meet the requirements two years in a row can lose their designation as a workforce agency and their WIOA federal funding.

LaDonna Huggins: Cobb is measured more highly compared to other workforce areas. We help to carry the state to support the state doing well. **Aida Jones:** The data is tracked and received from TCSG in their FutureWorks data tracking portal. The most recent data that you see is from March 16, 2023.

LaDonna Huggins: All performance indicators must be met by 90% of the negotiated goal or more WIOA measures for the 2nd and the 4th quarter for performance. **Aida Jones:** went over performance metrics, stating that colors indicate the status of performance **Yellow** -Passing **Green**- Exceeding **Red**- Not Passing. She stated that we strive to stay in the green from the beginning to ensure that we pass or exceed during the Quarter 4 which is the end of the report that is recorded as the workforce areas final performance.

Jennifer DeBusk: Is this recorded on a calendar year or CobbWoks program year?

Aida Jones: It is program year quarter beginning July 1st. **LaDonna Huggins:** reviewed performance for Dislocated workers. She stated that we are meeting and exceeding all areas for our dislocated workers population.

She then reviewed measurable skills gains, stating that (Youth) measurable skills gain are anything that is going to increase their employability. For example taking a training course and completing it for employment, going from one level to the next or unemployed to employed.

Aida Jones: Went reviewed credential rates in the state of Georgia in comparison to Cobb County. Also reviewed performance of the five Metro-Atlanta workforce boards to show how Cobb compares.

Sonya Grant: explained the Wagner Peyser performance, stated that workforce agency is not responsible for this metric. She stated that Wagner Peyers is a funding source that provides career services and use to be operated by DOL. However, because of problems the funds are being pulled from DOL and given to TCSG. The 19 workforce agencies are advocating that monies to be distributed amongst workforce agencies. This would be helpful as all allocations are decreasing because the state of Georgia is doing well economically.

Aida Jones: stated that we have met or exceeded all performance metrics.

Jennifer DeBusk: Does the workforce agencies know the number of percentages of the population they can support? **Sonya Grant:** Replied Yes. **Aida Jones:** During negotiations that is one of the factors that are looked at. CobbWorks is usually at the higher end because we have the foot traffic of individuals looking for training. We have a relationship with the department of labor, which refers the dislocated workers to CobbWorks.

Daneea Badio- McCray: stated that she wanted to acknowledge the great staff because the populations they working with are difficult to manage.

Sonya Grant: provided an update on the **ARPA Grant award**. She stated that we received 6.8 million dollars to support a year-round experience program during the next two years, for 500 youth ages 15-24. In addition to the youth work experience program, funding will also support opening a workforce access point at the Gritters Library.in Northeast Cobb and the renovations for new workforce center in South Cobb, scheduled to open Sept-Oct of 2023.

Sonya also went over the 3d pictures of the new WorkSource building and how it will serve the community by providing:

- Full service workforce center (One Stop)
- Rental Spaces for other organizations

- Board meetings
- Co-working spaces

The project will spur economic development.

Sonya went on to discuss strategic planning. She stated that we are working to complete an organizational strategic plan. She is working with a consultant. She will discuss with the Executive Committee shortly to go over the goals and

Action Item: the information will be sent to the Full Board at the end of the month in May for final approval, covering our three-year strategic plan.

Sonya gave an update on the PowerUp! program. **She** stated that we are working with the Mechanical Trades Institute to expand training offerings. She stated that she was in process of writing additional grant with United Way to fund this project. Provides education, skills, training, and apprenticeship. The focus is on youth 18 to 24yrs, we plan to move this to the adult category as well. Our four-sister workforce are interested in joining the effort. We will be able to offer the program in Fulton, Dekalb, throughout the seven ARC counties and the city of Atlanta. She stated that CareerRise- John Hilton is also interested in investing in this project.

Joe Waldroup stated that ideally, in as little as four-week courses the Mechanical Trades Institute can teach individuals through a pre-apprenticeship which will get direct entry to the full apprenticeship program. For example an individual not having any skills has the opportunity to earn \$35 an hour plus benefits. After 400 hours they will receive benefits at no cost to them. He also stated that Shelly Winter can help promote program on the radio and bring awareness.

Sonya Grant: The goal is to take this project statewide at some point. This started as a pilot, that Donna Robinson and I came up with in 2021. To-date over 36 individuals have been trained. We were invited to Indianapolis in the month of April 2023 to talk about our work. The United Way is interested in investing in this program as well. The plumbing, heating, and cooling contractors will continue to be an additional training tract. The tentative launch is July 2023.

Tra Moore: What keeps a project like this from providing services? **Sonya Grant:** Outside funding must be identified; a big part of the program is to be able to pay wages through the training period to support retention. Recruitment is tough and the program implementation is a lot of work with participants experiencing a number of barriers, such as transportation, which is a persistent issue.

Finance Committee Report

Jennifer announced that Brenda Ganaway, Finance Director has left. We now have an interim Controller, Thomas Base started two weeks ago. **Sonya Grant:** The audit had not yet been completed and that the firm was still working on it. The firm stated that the audit must be completed by March 2023.

Youth Committee Update

Daneea Badio-McCray: The focus is summer employment; we are looking for work sites for approximately 150 youth ages 15 to 24 yrs. They can work up to 40 hours a week. **Sonya Grant** stated that CobbWorks is paying the wages and is the employer of record.

Are You Smarter Update

Olivia Wilson: AYS will take place Monday September 25, 2025. It will give us time identify sponsors.

Workforce Partners Council

Dana Johnson announced that the next industry partners meeting for Construction Trades will take place on June 14, 2023, at 10-11am.

Meeting Adjourned.