Georgia Department of Economic Development, Workforce Division
State Workforce Development Board
Augusta Marriott at the Convention Center
Augusta, Georgia
August 24, 2017

Meeting Minutes

Group Members and Attendance

Attendance	Member	Attendance	Member	Attendance	Member
	Brian Anderson		Nathan Deal	√	Joseph Marks
√	Ames Barnett	√	Doug Duncan	Designee	Avery Niles
√	Randy Beall	√	Ivan Figueroa		Linda Owens
Virtual	Mike Beatty	√	Theresa Fisher	√	Richard Ray
√	Jeana Beeland		Frank Ginn	√	Mel Stowers
Designee	Mark Butler		Buddy Harden		Fred Taylor
Virtual	Sean Casey		Brenda Haught	√	Karen Viera
	Lenn Chandler	√	Todd Henry	√	Joe Vogt
√	Tom Cook		Chris Hobby	√	James Wilburn
Designee	Gretchen Corbin		Daniel Holtz	√	Mark Wilson
√	Ann Cramer	√	Cade Joiner	Virtual	Pat Wilson
Designee	Robyn Crittenden	√	Dell Keith		
√	Wendell Dallas	Designee	Camila Knowles		
	Melvin Davis	√	Chuck Little		

Opening Remarks

Chairman Wendell Dallas welcomed the State Workforce Development Board (SWDB) and guests to the Augusta 24, 2017 meeting at the Augusta Marriott at the Convention Center.

New Business

Chairman Dallas announced the SWDB Member changes. Commissioner Melvin Davis has retired after a long and successful career in public service. Additionally, Brenda Haught has accepted a new position and with great reluctance

has submitted her resignation, so that her seat may be utilized in accordance with the needs of the Board. The Governor's Office of Executive Appointment will be working to fill these seats. Chairman Dallas also announced the Workforce Division's staff changes. Program Specialist William Atkinson has accepted a new position with the Global Commerce team at GDEcD. Nicole McQueen has been hired as a new Senior Data and Information Specialist. Britney Singer has been hired as a new Program Specialist. Ashley Shaw has been hired as a new Trade Five Program Specialist. Brittany Bullock has been hired as a new HDCI Program Specialist and will begin with WFD on September 1. Jasmine Carr has been hired as a new Georgia WorkSmart Program Specialist and will begin on September 1. Nia Taylor-Brackett is now a Senior Program Specialist.

Welcome

Chairman Dallas introduced the Mayor of Augusta, Hardie Davis. Mayor Davis welcomed the State Board to the "feel good city." Mayor Davis thanked the Board for the work that they do to make sure that the workforce development activities of the state are in line with the needs of its residents. He highlighted some of the strengths of Augusta in the workforce arena.

Adopt Agenda

Chairman Dallas presented the proposed meeting agenda to the Board. Doug Duncan proposed that the State Workforce Development Board approve the meeting agenda and Ann Cramer seconded the motion. No questions were asked and the Board unanimously approved the agenda as presented.

Review and Approval of Minutes

Chairman Dallas asked the Board to review the May 11, 2017 SWDB meeting minutes. Joe Marks proposed that the Board approve the meeting minutes and Dr. James Wilburn seconded the motion. No questions were asked and the Board unanimously approved the meeting minutes as presented.

Committee Reports

- **Youth Committee, Ann Cramer**: The Youth Committee met on August 16 with almost complete attendance. Brett Lacy updated the committee about the State Policies and Procedures. There were no action items regarding these updates. In this meeting, an update on WorkSource Atlanta Regional's (ARC) NextGen program was provided by Lisa Davis and Marsharee O'Connor. ARC recently undertook a rebranding effort for this program in order to attract more youth ages 16-24. The new direction is a result of the implementation of WIOA, which increased the age limit for "youth." By changing the name, it serves to aid in recruiting older youth who don't necessarily want to be identified as youth. There are currently 8 youth providers that ensure that all target populations (school dropouts, English Language Learners, Juvenile Justice, Foster Care System, and those with disabilities) are served. The committee also heard from Kate McArdle of the Georgia Film Academy (GFA). GFA was created to take advantage of the growing film industry in Georgia, and allow Georgians the opportunity to learn new

skills or bolster existing skills in the field. They offer semester-long GFA curriculum through USG and TCSG schools that focuses on the basics of production (crew positions, protocol, set safety, etc.). Between 80-100 students are placed into internships each semester on television shows or feature film sets. While GFA has received a lot of interest from high school age youth, these students are not eligible to participant for legal reasons. However, GFA began a teacher-trainer initiative and had 29 participants this summer. The GFA Secondary School Teacher-Trainer Initiative provides career exposure for high school students who are interested in pursuing a career in production; additionally, it provides a pathway for these students to get a primer of the industry and exposes the opportunities that may be available to them. More in-depth information about GFA can be found at georgiafilmacademy.org. No questions were asked.

- **Re-employment Services Committee, Mel Stowers**: The Re-Employment Services Committee met on August 18. Mike Tucker, Director of WorkSource Coastal, gave a great presentation about their efforts to employ Savannah residents. They have worked to coordinate with some 3,000 contractors and employers in the Savannah area to employ Savannah residents. WorkSource Coastal has worked to complete the screening of all the applicants for the employers to help facilitate placing these residents into good jobs. Additionally, the committee received an update from Brett Lacy, WFD Programs Director, about the policies and procedures. There were no action items. No questions were asked.

- **LWDA Guidance Committee, Ames Barnett**: The LWDA Guidance Committee met August 15, during which Brett Lacy gave an update about the policies and procedures and Mary Margaret Garrett provided an update about the records retention policy. Mayor Barnett gave Mr. Lacy the floor to update the Board on those policies. Mr. Lacy pointed out that this is the first board meeting with a fully operational WIOA workforce system. Mr. Lacy acknowledged the local directors in attendance for their hard work implementing WIOA and serving Georgians. These policy updates by WFD do not include any substantive changes; but instead offer clarification on guidance letters from the federal government. Additionally, these updates rearranged the format of the State Policies and Procedures Guide. WFD used the authority granted by the board in April 2015 to complete these updates, as the federal government gave additional guidance on WIOA. WFD clarified the records retention policy for both financial and participant files. As well as clarified the definition of Dislocated Worker and the meaning of "unlikely to return" in helping to decide eligibility. Finally, these updates clarified Supportive Services for youth and youth incentives.

  (*Attachment 1: Policies and Procedures Updates; Attachment 2: Record Retention Policy*)

- **Executive Committee, Wendell Dallas**: Chairman Dallas recognized the local areas for all of the hard work that they do to implement these programs and serve the people of Georgia. He then addressed the action items that needed to be addressed by the full board.

    - **ACTION ITEM**: One-Stop Certification Process
        - Brandon Ona, WFD Programs Specialist, gave an overview of the One-Stop Certification Policy. Joseph Marks proposed that the State Workforce Development Board approve the One-Stop Certification Process. Mayor Ames Barnett seconded the motion. No questions were asked and the Board unanimously approved the One-Stop Certification Process as presented.
        (*Attachment 3: One-Stop Certification Process)*)

    - **ACTION ITEM: 2018 SWDB Meeting Dates and Locations**
        - Brett Lacy gave an overview of the meeting dates and locations for the 2018 SWDB meetings. Chairman Dallas asked the Board to review the dates of the 2018 SWDB meetings. Ann Cramer proposed that the State Workforce Development Board approve the 2018 SWDB Meeting dates. Mayor Ames Barnett seconded the motion. No questions were asked and the Board unanimously approved the 2018 SWDB Dates.
        - Chairman Dallas asked the Board to review the locations of the 2018 SWDB meetings. Mayor Ames Barnett proposed that the State Workforce Development Board approve the 2018 SWDB Meeting locations (Thomasville, Gainesville, Athens, and Atlanta). Joseph Marks seconded the motion. No questions were asked and the Board unanimously approved the 2018 SWDB Locations.
        (*Attachment 4: Proposed 2018 SWDB Meeting Dates & Locations*)

Deputy Commissioner's Report

Chairman Dallas welcomed Deputy Commissioner Ben Hames. Deputy Commissioner Hames thanked the Board and local area representatives for their attendance at the meeting today. Deputy Commissioner Hames began by talking about the trends in Georgia's workforce. While Georgia has a lot to brag about with regard to workforce development efforts, Deputy Commissioner Hames stated that "you won't hear us say 'mission accomplished' because we are focusing on the ways we can do more and be better. We are continuing to invest in Georgia and to improve the efforts currently underway." Deputy Commissioner Hames provided a big picture view of where workforce development efforts stand, stating that this is an interesting moment in American economic history, particularly in workforce development. It seems like every conference and every conversation is about workforce as an economic development tool. There is an intense, ongoing discussion about how to fulfill workforce needs around the country. Deputy Commissioner Hames provided some slides that highlighted the employment trends in Georgia and around the country. Deputy Commissioner Hames provided a chart of the U.S. Unemployment from 1986 to 2017, alongside the Georgia unemployment rate for that same time period. In that 30-year period shown, the United States faced the Flash Crash of 1987, Iraq War, Gulf

War, the prosperous 1990s, 9/11, the housing boom and subsequent crash, among many other events that affected the American economy. Despite all of those events, that 30-year period was relatively placid; there were little ups and downs, but the rate was always close to 6% unemployment, with the exception of the Great Recession and recovery that we find ourselves in today. This 30-year period ends with a 4.4% unemployment rate, which is very low and below what most economists call "full employment." Deputy Commissioner showed the last nine (9) years of that 30-year period. During that time, unemployment in Georgia peaked at 10.4%; when we fast forward to June of 2017, the Georgia unemployment rate of 4.8%.

Deputy Commissioner Hames then presented a more focused look on Georgia trends in unemployment. While the U.S. unemployment rate shows a great story of broad-based strength, things are good for workforce everywhere and Georgia is no exception. There has been recovery across most of the state, although it is concentrated in some areas greater than others. For example, Atlanta and areas in the North and Northeast of the state have been recovering and have seen a lot of job growth. Just last month, the Atlanta-Roswell-Sandy Springs MSA was ranked #3 out of 387 areas for the highest non-farm payroll employment job growth. However, there is relatively high unemployment in rural Georgia. The highest unemployment rates in the state extend from Columbus to just south of Augusta, and workforce efforts are focusing on this more now. In key MSAs across the state, the unemployment rates are relatively low compared to the national rate. According to Burning Glass, the most active job openings by sector are in healthcare, transportation, food service, retail, manufacturing, and telecommunications. There are opportunities for Georgians in communities across the state as these six (6) sectors are very diverse and offer a lot of options. Also, these sectors match up with the sectors on which we are focusing our workforce development efforts. An additional advantage of Georgia is the diverse economy, which varies from business management and operations to computer programming to manufacturing and software development. Because of these many assets, Georgia is a "sticky magnet" meaning that we are good at keeping the talent that is born and raised here, but also good at attracting people from other places. According to US News & World Report, Georgia also has highly ranked public and private universities in Emory, Georgia Tech, and the University of Georgia.

Deputy Commissioner Hames highlighted the workforce assets of the State by showing some key demographic statistics. According to the US Census Bureau's American Community Survey, Georgia is the 8th youngest state with a median age of 36.1. Relative to other states, Georgia is well-positioned to deal with an aging workforce as we have the next generation to help replace current workers who will be leaving the workforce in the coming years. Additionally, Georgia grew 6.43% from 2010-2016, while the U.S. growth rate was 4.66%. And most pertinent to the work of the Board, Georgia has an attractive workforce. Georgia was ranked #2 in this year's CNBC's America's Top States for Business, and the most heavily weighted factor is workforce. Georgia is consistently ranked at the top in terms of best states to do business. Georgia offers quality and affordable workers, effective government-sponsored workforce training programs in placing participants in jobs, and high-demand STEM workforce.

Although things are good for workforce in Georgia, we are continuing to invest in Georgians and workforce efforts across the state to further set ourselves apart. Deputy Commissioner Hames highlighted some of the ways that these efforts are being supported.

- WorkSource Georgia Training Institute: This effort is all about supporting local counterparts. There will be training materials and other resources available through the Training Institute to support the local areas in carrying out the day-to-day work of implementing WIOA programs. This renewed effort will offer some technological capabilities that did not exist when the institute existed before. WFD will begin to roll the effort out this fall; and the dedicated website will be up and running in January.
- 2nd Annual WorkSource WIOA Convening: We had almost 300 people there. We plan to continue this annual event, as it has proven to be an important part of our efforts to improve the implementation of WIOA programs across the state.
- HDCI Sector Partnerships: We will see a continued focus on these efforts. The Grantee Conference is coming up in November. This was a competitive grant opportunity for all 12 areas. These efforts are geared toward businesses in the local areas, and attempt to reshape workforce development efforts to best serve the critical needs identified by stakeholders. Thus far, WFD has approved seven (7) grant applications, six of which went live on May 1, and the last application was approved to go live on October 1. The applications for the remaining funds available are due Friday, August 25.
- Apprenticeships: We have seen the second administration in a row in Washington put a priority on apprenticeships as a workforce tool. Registered Apprenticeships have been a great way to meet demand; and the Technical College system has been the MVP of these efforts in the state of Georgia. Additionally, Georgia WorkSmart has been instrumental in supporting these efforts and presenting it to employers across the state. Deputy Commissioner Hames shared a success story for Registered Apprenticeships; Interfor, one of the nation's largest lumber mill companies with seven mills within Georgia. This company has big plans for growing in Georgia and has been a large part of pushing apprenticeships as a workforce development model. They have been working in some of the rural counties and have faced some workforce challenges in finding qualified employees. In response to these challenges, we have created a registered millwright program to implement in five (5) workforce areas around the state. This program currently has 22 apprentices going through a 3-year apprenticeship program.

Deputy Commissioner Hames highlighted that the Workforce Division is now officially in the monitoring season. This year, WFD has new tools for monitoring, such as the MOU testing tool and an updated comprehensive monitoring guide. These efforts were done in order to bring the state fully into the WIOA era, and to update the processes within WFD to better prepare us to bolster the training and understanding of the monitoring team to better serve the local areas. Since we are in a new era governed by WIOA, it may prove to be a tough year for monitoring with all these new processes and tools. However, WFD sees findings as the responsibility of the locals and of WFD because we are all a part of the same team.

Deputy Commissioner also highlighted that the Georgia Defense Exchange. The Guard Initiative has completed the revamp of the Aerospace and Defense Industry Portal. In launching the Georgia Defense Exchange, the team has refreshed the economic model and made the site more intuitive and user-friendly. Deputy Commissioner Hames encouraged the Board to take some time to explore that website and see what resources are available there. The site now features a business-to-business tool that allows businesses in the aerospace and defense industries to connect directly and learn more about supply chain and partnership opportunities.

Deputy Commissioner also noted the efforts of the GDEcD marketing team to highlight efforts around the state with the Great Georgia Jobs programming. This effort is to help combat the issue of WIOA and the workforce development activities being the best kept secret of the state. These episodes will help to spread the word about what services and activities are available to Georgians. WFD launched a partnership with Trustdale TV to create these media spots, which will be in every media market across the state. This programming is intended to point folks to the workforce system. Shemeeka Johnson, Senior Communications Specialist, played a portion of the Great Georgia Jobs episodes for the board.

No questions were asked.

Board Member Engagement

Chairman Wendell Dallas asked the Board to review and complete the Board Engagement Survey included in their packets, either on paper or electronically. Chairman Dallas explained that he hopes to use this survey to highlight what the board does well, but also to identify areas for improvement to better serve the local workforce areas. The results of the survey will be reviewed by Chairman Dallas and WFD, and will be presented at the November SWDB meeting in Atlanta. No questions were asked.

(*Attachment 5: Board Survey*)

Budget Update

Kate Russell, WFD Grants Administrator, provided the year-end budget for FY17 noting that funding carried forward into FY18. Ms. Russell also provided the initial FY18 budget update and asked Deputy Commissioner Ben Hames to highlight the contract with the Georgia Tech Research Institute, who is doing the data integration work. Ms. Russell also provided an update on the discretionary grants received from USDOL, nothing an extension to the SPNEG Grant that allows an additional year to enroll participants and invest the funds. Doug Duncan asked if the Board could receive the budget earlier than the meeting to allow time for review so questions could be asked. WFD agreed to send the budgets with the agenda and meeting information before future SWDB meetings. No other questions were asked.

(*Attachment 6: WFD WIOA Administrative Budget PY17/PY18*)

Georgia Disability Employment Initiative (DEI) Presentation

Rossany Rios, Disability Employment Initiative Lead, gave an update on the efforts of DEI. DEI is projected to positively impact Georgia. Currently, DEI is targeting efforts in Local Area 12 (Augusta: Burke, Jefferson, Jenkins, and Richmond counties) and Local Area 9 (Athens: Barrow, Clarke, Elbert, Greene, Jackson, Jasper, Madison, Morgan, Newton, Oconee, Oglethorpe, and Walton counties), as these areas have limited resources and coordination to adequately assist job seekers with significant disabilities looking for employment. Across the United States, there are 318,857,056 individuals ages 18-64 (working age) that have reported disabilities. The unemployment rate for persons with a disability was 13.4% in 2012, which is higher than the rate for persons without a disability at 7.9%. Unemployed persons are those who did not have a job, were available for work, and were actively looking for a job in the four (4) weeks preceding the survey.

DEI is employing strategies to maximize resources through new partnerships and collaboration. For example, DEI works with state agencies such as Vocational Rehabilitation (VR) and the Technical College System. Additionally, DEI partners with the local school systems and community providers that support job seekers with disabilities (i.e., mental health providers, Salvation Army, Veterans' programs, etc.). DEI is working to build internal capacity through staff training and exposure. For Disability Resource Coordinators in Athens and Augusta, DEI has provided Career Mapping, integrated the resources team, and has trained VR staff on WIOA Title I. For the WIOA Title I staff, DEI has implemented a new level of partnership and collaboration with key partners, and new job development strategies for hard to serve populations. DEI has also obtained a new funding source through the Social Security Administration (SSA). SSA will reimburse WIOA Title I for services rendered to SSA beneficiaries who obtained employment. This gives DEI the ability to provide on-going services and additional income will expand available services and create new services. Through these efforts, DEI strives to promote real access to an untapped talent pool of job seekers by implementing best practices from other workforce systems in the nation, maximizing resources and time through strong and active partnerships to break the service delivery silos, take a more active approach to job development beyond training, and help Georgians with disabilities obtain employment. Finally, Ms. Rios provided the Board with a success story of a DEI participant. No questions were asked.

WorkSource Central Savannah River Area (LWDA 12) –Spotlight Presentation

Stephanie Quattlebaum, Director of WorkSource CSRA, provided an update on the efforts happening in her area. WorkSource CSRA is currently working with Unisys, Battle Lumber, and Merit Flooring on On-the-Job Training, Incumbent Worker Training, and other Work-Based Learning efforts. With regard to veterans, WorkSource CSRA is working with Lean Six Sigma and the VET2 Traditional programs to serve that population. Additionally, they are working to serve participants with disabilities, ex-offenders, and coordinating Rapid Response efforts. CSRA has also implemented the CSRA Parent University to serve parents in the community continue their education. CSRA has partnered with Richmond County Schools for credit recovery, Augusta Technical College for GED and Adult Education programs, CSRA Regional Commission for Supportive Services and Job Readiness, and the Augusta Metro Chamber of Commerce for connection to the employment community. They have had over 500 attendees and 180 are registered for services. WorkSource CSRA has also created the CSRA Builds program, which serves young adults, age 16-24, who are

committed to working toward their GED while learning a marketable construction skill. Ms. Quattlebaum provided some examples of the impacts of this program on both participants and those that they are serving in the community. It has been a successful program and they plan to continue these efforts.

WorkSource East Central Georgia (LWDA 13) – Spotlight Presentation

Leon Fields, Director of WorkSource East Central Georgia, welcomed the Board and guests to Augusta. Mr. Fields presented some promotional videos that highlighted the work of WorkSource East Central Georgia and opportunities available to participants. Mr. Fields introduced Calvin Rhodes, the CEO of the Georgia Cyber Innovation Center, who gave an overview of the cyber security work happening in and around Augusta. The Georgia Cyber Innovation Center will bring together multiple agencies and jurisdictions into a centrally located facility.

US Army Garrison, Fort Gordon Presentation

Chairman Wendell Dallas introduced Colonel Todd Turner, Garrison Commander at Fort Gordon. Colonel Turner gave an overview of the ongoing cyber security activities happening at Fort Gordon. He also discussed the ongoing expansion efforts at Fort Gordon and the implications of those efforts for the surrounding communities and the state of Georgia.

Adjourn Meeting

Chairman Wendell Dallas thanked everyone for their attendance and thanked all guests for attending the meeting. Chairman Dallas then adjourned the meeting.

Attachment Key

Attachment 1: Policies and Procedures Updates

Attachment 2: Record Retention Policy

Attachment 3: One-Stop Certification Process

Attachment 4: Proposed SWDB Meeting Dates & Locations

Attachment 5: Board Survey

Attachment 6: WFD WIOA Administrative Budget

Attachment 7: Media Schedule for Great Georgia Jobs