

WorkSource DeKalb Board Meeting Minutes

Wednesday, June 28, 2023

ZOOM Conference @10:00 AM

- I. **Call to Order/Welcome** – Jeff Taylor
- II. **Establishment of a Quorum**- Quorum Established

Members Present	Members Absent
Taylor, Jeff- MedCura Health (Vice Chair)	Alli, Naushad- RICOH USA. Inc.
Atwater, Frankie- DeKalb Chamber of Commerce	Cody, Shawn- Ironworks Local 387
Booth, Barry- CERM	Cox, Kristi- ManPower
Connally, Mark- Georgia Department of Labor	Osiname, Ellis- Center for Disease Control (<i>CDC</i>)
Mason, Randi- Decide DeKalb	Rogers, Jeff- Mechanical Trades Institute
McBride, Meghan Dr.- Georgia Piedmont Tech (<i>GPTC</i>)	Stewart, Hank- Hank Stewart Foundation
Still, Alan- Georgia Sheet Metal JATC	Yohannes, Helen- Chris 180
Slaton, Antoinette-Erica- Erica Antoinette Management	
Townsend, Denise- United Way of Greater Atlanta	
WorkSource DeKalb Staff	One-Stop Operator
Davis, Robert- Interim Director	Gordon, Robert- In the Door (<i>One-Stop Operator</i>)
Cantly, Donnie- Public Relations Specialist	Guests
Dennis, Jowan- Youth Employment and Training Analyst Sr.	Powers, Alexis- International Rescue Committee
Hicks-King, Alanna- Business Solutions Unit Manager	Reynolds, Emma- Soft Skills Zone
Hewitt, Seretta- Administrative Specialist	
Ingram, Robert- Fiscal Officer	
Pittman, Gregory- Management Analyst II	
Smith, Matthew- Administrative Coordinator	

- III. **Approval of Meeting Minutes (April 12, 2023)**
 - Motion was made by Alan Still to approve the April 12, 2023, meeting minutes, Erica Antoinette-Slaton second the motion.
- IV. **Finance Report- Robert Ingram**
 - Expenditure Status Report from May 31, 2023, was presented to the Board. (Page 4)
 - WSD is on track for closing out grants for June 30th.
 - Motion was made by Alan Still to approve the Finance Report, Barry Booth second the motion.

Updates

RFP Vendor Selection- Matthew Smith

- The RFP 500614: WIOA and Career Training for Youth was fully executed on June 12, 2023.
- Signatures from Goodwill are in progress for Adult and Dislocated Worker RFP.

Youth- Matthew Smith and Rob Davis

- Clarkston High School held its first Career and Technology Fair.
- Clarkston Community Center has an agreement with WorkSource DeKalb to provide work experience opportunities to 5 youth.
- DeKalb Virtual Career Academy program is running smoothly: 660 youth were hired (Ages 14-24)

WorkSource DeKalb Board Meeting Minutes

Wednesday, June 28, 2023

ZOOM Conference @10:00 AM

- DVCA program is a 5-week Workforce program which WorkSource DeKalb partners with Georgia Piedmont Technical College and DeKalb School District.
- WorkSource DeKalb staff is working with youth on a daily basis to assist with year round services.
- The goal of the WSD youth program is to provide youth with soft skills, business management skills, Entrepreneurship, and Financial Literacy.
- Sonia Ladd (*Youth Program Supervisor*) and Tammy Purifoy (*WorkSource DeKalb Manager*) recently moved on from WorkSource DeKalb to work in other positions.
- WSD's new youth vendor *In the Door* will assist Georgia Piedmont Technical College with their intake process.
- Youth RFP was signed on June 12, 2023.
- WorkSource DeKalb is one of the 3 Workforce centers that provide in-depth services.
- Goodwill will sign agreement within the next week for Adult and Dislocated Worker RFP.
- Jowan Dennis will serve as the WorkSource DeKalb Youth Unit Lead until a Supervisor is hired.

Performance Report- Gregory Pittman

- Performance report was shared and discussed with the Board.
- Data provided on report is from June 16, 2023.
- Performance Report serves as report card of WorkSource DeKalb's progress.

One-Stop Operator Report- Robert Gordon

- May Unemployment Rate:
 - DeKalb: 3.5%
 - Georgia: 3.2%
 - USA: 3.5%
- WorkSource DeKalb is processing 30 people a month for eligibility. 40-45 applications were processed January-March, 100 were processed in April.
- Additional staff was added to assist with the eligibility process.
- WSD will continue to help the refugee community.
- Customer activity has increased using the Mobile Career Unit, In-person services, and community outreach events.
- Customer activity has also increased thanks to the Georgia Department of Labor Partnership; WorkSource staff provides presentation of services during the Unemployment Orientation Sessions.
- Report regarding the number of refugees being served in the community will be provided to Dr. McBride. Georgia Piedmont has 600 refugees enrolled in school.
- The most common GPTC enrollment issue are visas and English barrier.
- Georgia Piedmont Technical College offers free ESOL classes.

WorkSource DeKalb Board Meeting Minutes

Wednesday, June 28, 2023

ZOOM Conference @10:00 AM

V. Public Comments- N/A

VI. Board By-Laws Modifications

- The Board nomination committee met recently regarding the By-Laws.
- Page 2, Article 4, Second paragraph was changed:
 - The number of Board members required was changed to 19.
 - The number of business reps needed to serve on the board was changed to 10.
- Page 4, Section 4, 1st bullet point was changed to “Vacancies must be filled within 90 days.
- Motion to accept the By- Law changes was made by Denise Townsend, Frankie Atwater second the motion. Changes will be made and signed by the required representative.

VII. Nomination of Board Officers (Chair and Vice Chair)

- Chair and Vice Chair positions are 2-year terms.
- Nomination committee has voted Denise Townsend to serve as Chairperson and Frankie Atwater to serve as Vice Chairperson.
- Alan Still made a motion to accept the nomination committee’s vote, Erica-Antoinette Slaton second the motion.

VIII. Next Scheduled Meetings

- Finance/ Performance & Accountability Sub-Committee- September 6, 2023 (10 AM- 11 AM)
- WorkSource DeKalb Board Meeting- September 20, 2023 (10 AM-12 PM)
(This date is TBD due to schedule conflict from Chair and Vice Chair)

IX. Adjourn

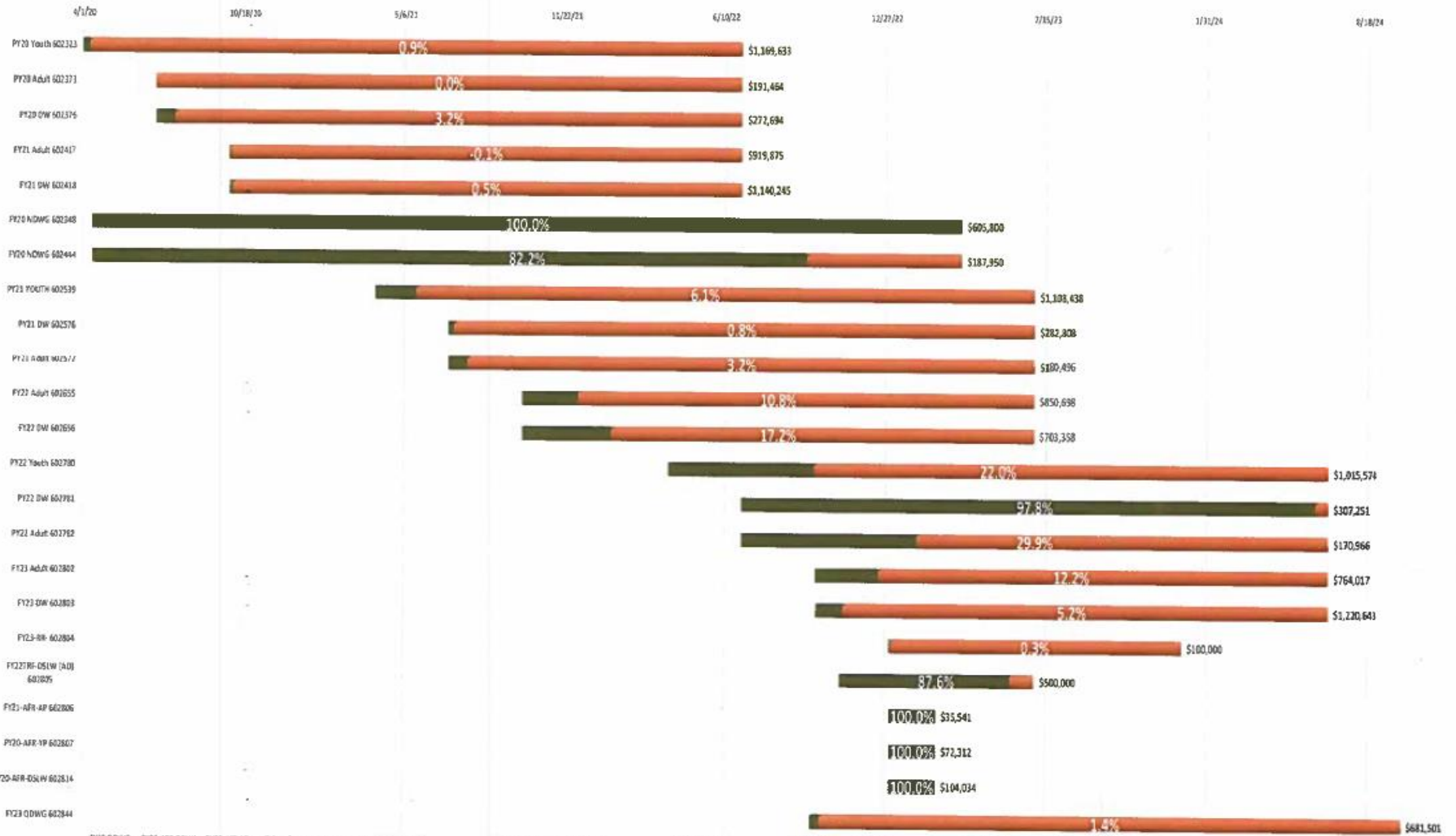
Meeting adjourned at 11:02 a.m.

WorkSource DeKalb Board Meeting Minutes

Wednesday, June 28, 2023

ZOOM Conference @10:00 AM

WorkSource DeKalb Funds Expenditure Status as of May 31, 2023



	FY23 ODWG 602844	FY20-ARR-OSLW 602814	FY20-ARR-1P 602807	FY21-ARR-AP 602806	FY22RR-OSLW (AD) 602805	FY21-RR-602804	FY23 DW 602803	FY23 Adult 602802	FY22 Adult 602782	FY22 DW 602781	FY22 Youth 602780	FY22 DW 602656	FY23 Adult 602655	FY21 Adult 602577	FY21 DW 602576	FY21 YOUTH 602539	FY20 NDWG 602348	FY20 NDWG 602444	FY21 DW 602418	FY21 Adult 602417	FY20 DW 602376	FY20 Adult 602371	FY20 Youth 602323
POA START DATE	9/26/22	1/1/23	1/1/23	1/1/23	1/1/23	1/1/23	10/1/22	30/1/22	7/1/22	7/1/22	4/1/22	10/1/21	10/1/21	7/1/21	7/1/21	4/1/21	4/1/20	4/1/20	10/1/20	7/1/20	7/1/20	4/1/20	
DURATION	735	58	58	58	241	364	637	638	730	700	821	637	637	729	729	820	1682	637	637	729	729	820	
AMOUNT	\$681,501	\$104,034	\$72,312	\$35,541	\$500,000	\$100,000	\$1,220,643	\$764,017	\$170,966	\$307,251	\$1,015,574	\$703,358	\$850,698	\$180,496	\$282,808	\$1,109,438	\$187,350	\$1,140,245	\$919,875	\$272,694	\$191,464	\$1,169,633	