



**Regular Meeting**  
**WorkSource Atlanta Local Workforce Development Board**  
**818 Pollard Blvd., SW, Room 240, Atlanta, GA 30315**  
**Tuesday, December 3, 2019 / 5:30pm - 6:30 pm**

**Nancy Flake Johnson, Acting Chair**  
**Katerina Taylor, Executive Director**

5:30 pm	I.	Call to Order	Nancy Flake Johnson, Acting Chair
5:35 pm	II.	Roll Call	Nancy Flake Johnson, Acting Chair
5:40 pm	III.	Adoption of Agenda	Nancy Flake Johnson, Acting Chair
5:45 pm	IV.	Approval of March 14, 2019 Meeting Minutes Approval of November 21, 2019 Meeting Minutes	Nancy Flake Johnson, Acting Chair
5:50pm	V.	Public Comment (2 minutes per speaker)	
6:00 pm	VI.	Welcome Remarks	Katerina Taylor, Executive Director
6:05 pm	VII.	Action Items <ul style="list-style-type: none"> <li>– Election of Board Chair and Vice-Chair</li> <li>– Amend Bylaws (no. of meetings a year/removal of Board member)</li> <li>– Removal of Board Member (due to absences)</li> <li>– One-Stop Partner MOU/IFA</li> <li>– WorkSource Georgia One-Stop Certification Guidelines for PY17 - PY19</li> <li>– Eligible Training Provider Policy (revised)</li> <li>– Participant Medical Records Policy (new)</li> <li>– Pick Up Policy (new)</li> <li>– Records Retention Policy (revised)</li> <li>– Secondary Review Policy (new)</li> <li>– Selective Service Policy (revised)</li> <li>– Subrecipient Monitoring Policy (new)</li> <li>– Approve FY20 Operating Budget</li> </ul>	Board Chair, Newly Elected Katerina Taylor, Executive Director
6:30 pm	VIII.	Adjournment	Board Chair, Newly Elected