



*Approved*  
**WorkSource Atlanta  
Local Workforce Development Board  
Microsoft Teams Meeting  
Meeting Minutes  
Thursday, April 16, 2020**

**Board Members Present**  
**(Quorum Present)**

Chris Ahrenkiel, Selig Enterprises  
Diane Allen, Georgia Department of Labor  
Charlye Batten, Jackmont Hospitality  
Randy Beall, Atlanta & North GA Building and Construction Trades Council  
Terri Block, Bank of America  
Dave Cole, IBM  
Patricia Horton, Georgia Hospital Association  
Nancy A. Flake Johnson, Urban League of Greater Atlanta, Inc.  
Rokeya Jones, Microsoft  
Mike Kenig, Holder Construction  
Amy Lancaster-King, Metro Atlanta Chamber  
Joseph Lillyblad, Georgia Power  
Jerald Mitchell, Atlanta Beltline  
Mary Parker, All N One Security Systems  
Dr. Albenny Price, Atlanta Public Schools  
Beverly Riddick, UPS  
Dr. Victoria Seals, Atlanta Technical College  
Rashida Winfrey, Mosaic Advisors

**Board Members Excused**

Bernadette Amerein, Georgia Vocational Rehabilitation Agency

**Board Members Absent**

Kenny Mullins, IBEW, Local 613  
Mark Templeton, IUOE, Local 926

**WSA Staff**

Katerina Taylor, Executive Director  
Antrell Tyson, Deputy Executive Director, Policy and Operations  
Tammy Lipsey, Sr. Manager of Performance and Operations  
Ruth Alvarez-Moon, Performance Analyst  
Phyllis Bryant, Executive Assistant to Executive Director  
Ralph Dickerson, Senior IT Analyst  
LaSharn Harris, Finance Analyst  
Tolton Pace, Senior Project Manager  
Tammy Williams, Career Specialist

Britney Singer, Technical College System of Georgia

**I. Call to Order**

The meeting was called to order by Chair Patricia Horton at 11:06 a.m.

**II. Roll Call**

Chair Horton conducted roll call. Board members present and absent are listed above.

**III. Adoption of the Agenda**

A motion was made by Board Member Randy Beall to approve the adoption of the agenda and seconded by Board Member Jerald Mitchell. The motion to adopt the agenda was approved unanimously by voice vote.

**IV. Approval of Meeting Minutes: February 20, 2020**

A motion was made by Board Member Randy Beall to approve the minutes and seconded by Board Member Joseph Lillyblad. The motion to approve the minutes was approved unanimously by voice vote.

**V. Public Comment**

Chair Horton asked if the public wanted to address the Board. There were no comments.

**VI. Welcome Remarks**

Executive Director Katerina Taylor welcomed Board members and staff. Due to the COVID-19 pandemic, all of our staff and contractors are working remotely. Like many other agencies within the state, we had to quickly shift and make sure that our training providers were able to move to a virtual platform. We are open for business, are actively having meetings and are fully operational to ensure that we are addressing our customer's needs. We have recently hired Antrell Tyson to fill the role as Deputy Director. He is an attorney, has a lot of experience and can assist us with legislation and language around WIOA.

**VII. Action Items**

***Homeless Grant Modification:***

We have currently spent more than 50%-60% of the funds and have asked the State for an additional modification that has been approved and extended.

- We asked to extend the grant period to June 30, 2020 to spend the grant.
- We asked to expand the scope of the grant to not just target homeless individuals but to include dislocated workers and other adult populations that have been impacted by COVID-19.
- We asked to expand the duration to 16-20 weeks for the Work Experience Program.

A motion was made by Board Member Dr. Seals to modify the Homeless Grant as approved by TCSG and seconded by Board Member Randy Beall. The motion to modify the Homeless Grant was approved unanimously by voice vote.

***Emergency Needs Related Payment and Supportive Services Policy:***

When a State of Emergency has been declared by the Governor, we want to have a disaster emergency supportive services policy in place. Currently, we provide supportive services to our participants like transportation, childcare, tools and uniforms. With this emergency policy, we're able to cover additional things that wouldn't normally be covered in our regular program; like paying rent for (1) month, food assistance, housing assistance, utilities, and car repairs not to exceed \$250. Initially, we were asking for a maximum of up to \$1,000 however, after thinking about the cost of living in the City of Atlanta, we would like for you to consider a maximum of up to \$2,000. This would go directly to the vendor and not the participant. Due to the high costs of car repairs, Board Member Nancy Johnson proposed that we increase the amount to \$500. A motion

was made by Board Member Nancy Johnson to approve the Emergency Needs Related Payment and Supportive Services Policy for a maximum of up to \$2,000 to include up to \$500 for car repairs and seconded by Board Member Randy Beall. The motion to approve the Emergency Needs Related Payment and Supportive Services Policy was approved unanimously by voice vote.

***Adding Tech Bridge to WSA Training Provider List:***

Tech Bridge is a technology career program that is a 16 week part-time training program. They have a 90% graduation rate; 91% of their graduates earn certificates; and once they graduate from the program, they earn an average of \$56,000. Additionally, they have a 93% job retention rate, 48% of graduates are women and 14% are veterans. A motion was made by Board Member Randy Beall to add Tech Bridge to WorkSource Atlanta's Training Provider List and seconded by Board Member Amy Lancaster-King. The motion to approve adding Tech Bridge to the WSA Training Provider List was approved unanimously by voice vote.

***Reestablishing Executive Committee/Committee:***

The proposed committees are:

- Executive Committee – Consists of the Board Chair, Vice Chair, and Committee Chairs who will have limited oversight of our One-Stop Operations and its partners as well as performance and monitoring. It will vote on agenda items prior to the board and would advise the Board Chair.
- Finance Committee – This committee will have oversight of the budget, grant expenditures and the agency budget must be approved and recommended by this committee prior to full board submission.
- Adult and Dislocated Worker Committee – This committee will have oversight of Adult and Dislocated Worker programming, outreach strategies and will advise on budgets and training providers.
- Youth Services Committee – This committee will have oversight of Youth Services, in-school youth and out of school youth programming, outreach strategies, and will advise on budget and training providers.
- Business Services Committee – This committee would assist with engagement of business to help identify and execute more coordinated efforts.

The Committee Chairs would be responsible for presenting at the Board Meeting what the committees are doing. Board members were encouraged to send their interest in the committees presented to Ms. Bryant by Friday, April 17, 2020. A motion was made by Board Member Randy Beall to approve the Committees as presented changing the Business Services Committee to the Industry Partnerships Committee and seconded by Board Member Joseph Lillyblad. The motion to approve the committees was approved unanimously by voice vote.

**VIII. Adjournment**

Chair Horton adjourned the meeting at 11:59 a.m.