



**WorkSource Atlanta  
Local Workforce Development Board  
Summary of the Board Meeting  
Thursday, May 27, 2021 (Virtual)**

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

Chris Ahrenkiel, Selig Enterprises  
Diane Allen, Georgia Department of Labor  
Charlye Batten-Miller, Jackmont Hospitality  
Terri Block, Bank of America  
Vonetta Daniels, Grady Health Systems  
Carl Hill, Coca Cola Bottling Company United  
Nancy A. Flake Johnson, Urban League of Greater Atlanta, Inc.  
Patricia Horton, Coaching and Consulting Services, LLC  
Mike Kenig, Holder Construction  
Amy Lancaster-King, Metro Atlanta Chamber  
Dr. Albenny Price, Atlanta Public Schools  
Beverly Riddick, UPS  
Dr. Victoria Seals, Atlanta Technical College  
DePriest Waddy, Families First  
Rashida Winfrey, JP Morgan Chase  
Brandon Worthey, Georgia Vocational Rehabilitation Agency

**Board Members Excused**

Randy Beall, Atlanta & North GA Building and Construction Trades Council

**Board Members Absent**

Dave Cole, IBM  
Rokeya Jones, Microsoft  
Joseph Lillyblad, Georgia Power  
Kenny Mullins, IBEW, Local 613  
Mary Parker, All N One Security Systems  
Mark Templeton, IUOE, Local 926

**WSA Staff**

Sonia Wilson-Westmoreland, Interim Executive Director  
Ruth Alvarez-Moon, WIOA Performance Analyst  
Rachea Brooks, Executive Assistant  
Ralph Dickerson, IT Specialist  
LaSharn Harris, Finance Coordinator  
Tammy Lipsey, Sr. Manager of Performance and Operations  
Tolton Pace, Manager of Community Engagement  
Marcos Pope, Director of Finance  
Antrell Tyson, Director of Policy and Legislation  
Tammy Williams, Career Specialist

## Guests

Rob Cherof, Rocket Camp  
Lisa Davis, WorkSource Atlanta Regional  
Latrisha Mitchell, Equus Workforce Solutions  
Glenda Allen, Equus Workforce Solutions  
Christine Grigsby, Equus Workforce Solutions  
Roscell Hall, In The Door (One Stop Operator)  
Robert Gordon, In The Door (One Stop Operator)  
Kelvin Collins, Atlanta Beltline

### **I. Call to Order**

- i. The meeting was called to order by Chair Patricia Horton at 11:25 a.m.*

### **II. Roll Call**

- i. Board Clerk (Rachea Brooks) conducted roll call. Board members present and absent are listed above.*

### **III. Public Comment**

- i. Chair Horton opened for comments from the public to the Board. No comments were entered.*

### **IV. Adoption of the Agenda**

- i. The motion to adopt the agenda was approved unanimously. Dr. Albenny Price and Amy Lancaster-King*

### **V. Approval of Meeting Minutes: January 14, 2021 and February 25, 2021**

- i. The motion to approve January 2021 minutes was made by Vonetta Daniels and seconded by Christ Ahrenkiel. Motion was approved unanimously. No Nays. No abstentions.*
- ii. The motion to approve February 2021 minutes was made by DePriest Waddy and seconded by Diane Allen. Motion was approved unanimously. No Nays. No abstentions.*

### **VI. Welcome Remarks**

- i. Interim Executive Director Sonia Wilson-Westmoreland welcomed Board members, staff, and visitors.*
- ii. Rob Cherof, Rocket Camp – Mr. Cherof presented to the Board the scope of their work as seen in the metro regional marketing campaign project which is a targeted outreach plan to increase participation in the offered workforce programs and services for the local workforce development agencies.*
- iii. IA & WSA Integration – Ms. Wilson-Westmoreland reported to the Board that WSA is scheduled to be fully integrated by July 1. Staff attended a town hall meeting with Invest Atlanta and City of Atlanta and will be receiving a welcome packet.*
- iv. Monitoring Updates – Ms. Wilson-Westmoreland presented to the Board PY 2018 and PY 2019 WSA's financial, programmatic, and compliance monitoring findings with an update on action steps being taken to correct the findings.*

### **VII. Committee Action Items for 2021**

- i. **Adult & Dislocated Worker Committee (Nancy Flake Johnson)***

The Adult & Dislocated Worker Committee approved the following proposed policies and/or amendment of policies and presented to the full board for its approval:

➤ **Information to be added to our Residency Policy. (2 parts)**

- Zip Codes will be included for more clarity:
- In addition, the following language will be added to the policy:

WSA One-Stop Partner will refer eligible applicants who cannot be served by WorkSource Atlanta's particular programs, to the appropriate agencies both within and outside the WIOA system.

*The motion to amend the Residency Policy to include zip codes and language that directs eligible participants who cannot be served by WorkSource Atlanta programs to the appropriate agencies was made by Nancy Flake-Johnson and seconded by Dr. Albenny Price. Motion was approved unanimously. No Nays. No abstentions.*

➤ **Language to added to the Dislocated Worker Policy:**

The first layer of eligibility criteria for the WIOA Dislocated Worker Program is documentation of SSN#, proof of City of Atlanta employment and/or proof of City of Atlanta residency, proof of age/birth date, proof of Selective Service registration if the applicant is a male, proof of U. S citizenship status/authorization to work, and date of dislocation.

*The motion to amend the Dislocated Worker Policy to include documentation that supports eligibility for the WIOA Dislocated Worker Program was made by Diane Allen and seconded by Terri Block. Motion was approved unanimously. No Nays. No abstentions.*

➤ **Approval to adopt the new Demand Occupation List and approval for staff to update the demand Occupation as they are released.**

*The motion to approve the adoption of the new Demand Occupation List and for staff to be allowed to update the list as it is released was made by Nancy Flake-Johnson and seconded by Dr. Albenny Price. Motion was approved unanimously. No Nays. No abstentions.*

ii. **Youth Committee (Rashida Winfrey)**

Youth Expenditure Waiver – Request Extension Approval for PY 20

On May 26, 2020, TCSG's Office of Workforce Development received USDOL ETA approval to extend the Youth Expenditure Waiver for Program Years (PY) 19 and 20. The waiver allows local areas to expend 50 percent for out-of-school youth and 50 percent for in-school-youth programs. WSA expects to increase the number of in-school youth served, to positively impact credential outcomes and measurable skills gain for the overall youth program.

*The motion to approve the Youth Expenditure Waiver was made by Amy Lancaster-King and seconded by DePriest Waddy. Motion was approved unanimously. No Nays. No abstentions.*

2021 Summer Youth Job Opportunities (WEx Amendment)

Increase hourly wage rate by \$1.00 going from \$13 to \$14; and increasing hours worked from 30 to 40 per week.

*The motion to approve Increase hourly wage rate by \$1.00 going from \$13 to \$14 (25-30 WEx participants); and increasing hours worked from 30 to 40 per week was made by Dr. Albenny Price and seconded by Nancy Flake-Johnson. Motion was approved unanimously. No Nays. No abstentions.*

iii. **Industry Partnerships Committee (DePreist Waddy)**

The Industry Partnerships Committee recommends the following company for an OJT contract, and now presents to the full board for its approval:

- Stanton & Worthy, LLC

*The motion to approve the OJT contract with Stanton & Worthy, Inc. was made by Diane Allen and seconded by Amy Lancaster-King. Motion was approved unanimously. No Nays. No abstentions.*

iv. **Nominating Committee (Beverly Riddick)**

The Nominating Committee gave a report on the Board Nomination Process currently in use to select nominees for the Board officer positions of Chair and Vice Chair as well as the nomination approved timeline for communication as submitted to the full Board. Board elections will be held on June 8<sup>th</sup>.

v. **Executive Committee (Antrell Tyson / Sonia Wilson-Westmoreland)**

The Executive Committee met and discussed several areas that require Board approval and proposed the following amendments:

➤ **Amended Bylaws**

- Clearly state that the Annual Meeting should be the quarterly meeting prior to the start of the new Program Year (July 1st).
- Include a section that provides the titles and duties for the Board Chair and Vice-Chair.
- Remove language from bylaws that refer to Secretary or Treasurer positions (not required by law)

*The motion was put forth from the Board to move forward with amending bylaws on 5/27 instead of June 8<sup>th</sup> and was made by DePriest Waddy and seconded by Dr. Albenny Price. Motion was approved unanimously. No Nays. No abstentions.*

Clarification was given by Mr. Tyson that the above motion did not include the acceptance of the amendments. The Board decided to approve the following instead:

- Remove language from bylaws that refer to **proxy voting**.

*A recommendation to approve the removal of proxy voting language was put forth from the Board and a motion was made by Beverly Riddick and seconded by DePriest Waddy. Motion was approved unanimously. No Nays. No abstentions.*

➤ **Revised OJT/WEX Agreement**

Approval to update/amend the On-the-Job Training contract language according to TCSG OWD Policy Manual Section 3.4.1.2 (II)(A) and Work Experience Agreement according to TCSG OWD Policy Manual Section 3.4.1.5 (IV)(A) and Section 3.4.1.5(II).

*The motion to update/amend the OJT/WEX Agreement was made by Beverly Riddick and seconded by Nancy Flake-Johnson. Motion was approved unanimously. No Nays. No abstentions.*

➤ **Metro Regional Marketing Campaign**

Approval to enter a \$50,000 contract for Regional Targeted Outreach Cost Sharing for the metro regional marketing campaign.

*The motion to approve the \$50,000 cost sharing agreement for the metro regional marketing targeted outreach campaign was made by Nancy Flake-Johnson and seconded by Dr. Albenny Price. Motion was approved unanimously. No Nays. No abstentions.*

➤ **RFQ –DWG/NEG Outreach Campaign**

Approval to move forward with the RFQ process for DWG/NEG outreach campaign.

*The motion to amend the Dislocated Worker Policy to include documentation that supports eligibility for the WIOA Dislocated Worker Program was made by Carl Hill and seconded by DePriest Waddy. Motion was approved unanimously. No Nays. No abstentions.*

➤ **ETPL Training Approval Authority**

WorkSource Atlanta is requesting authorization for the Executive Director to approve Eligible Training Providers. This will allow the customers to be served in a timely manner without having to wait until the quarterly board meetings are held.

*The motion to give approval authority to the Executive Director to approve eligible training providers approved at the state level, vetted through the Regional ITA process, and demonstrating that they are meeting all the performance measures based on the application and the agreement was made by Nancy Flake-Johnson and seconded by DePriest Waddy. Motion was approved unanimously. No Nays. No abstentions.*

➤ **One-Stop and Service Providers RFPs**

Request approval for WSA to move forward with a youth services component RFP for a service provider that focuses solely on youth.

*The motion to approve WSA moving forward with an RFP process for a youth services provider was made by DePriest Waddy and seconded by Nancy Flake-Johnson. Motion was approved unanimously. No Nays. No abstentions.*

➤ **Board Resignations**

Ms. Wilson-Westmoreland informed the Board of the following Board member resignations.

- Mary Parker, All N One Security
- David Cole, IBM

**VIII. Reports** – Nothing needs to be approved. Information and slides will be sent to the full Board to review.

*i. Finance (Marcos Pope)*

WSA Director of Finance reported on PY20/FY21 budget's revenues, expenses, areas of overages, additional funding allocations, and continuous monitoring activities.

*i. One-Stop Operator (In The Door Operations) Update – Roscell Hall*

*ii. Equus Performance Update – Sarita Shackelford-Smith*

**IX. Adjournment**

DePriest Waddy motioned to adjourn, and Diane Allen seconded. Chair Horton adjourned the meeting at 2:43 pm.