



Board Members Present
(Quorum Present)

Chris Ahrenkiel, Selig Enterprises
Diane Allen, Georgia Department of Labor
Randy Beall, Atlanta & North GA Building and Construction Trades Council
Tim Cairl, Metro Atlanta Chamber
Barkat Colabawala, Dunkin' Donuts Franchisee/ZSC Enterprise
Stacy Drane, Bank of America
Te'Eris Hardwick, Verizon Wireless
Carl Hill, Coca-Cola Bottling Company United
Patricia Horton, Coaching and Consulting Services, LLC
Rokeya Jones, Microsoft
Mike Kenig, Holder Construction
Robert Lax, Accenture LLP
Joseph Lillyblad, Georgia Power
Charlye Batten Miller, Jackmont Hospitality
Dr. Albenny Price, Atlanta Public Schools
Dr. Victoria Seals, Atlanta Technical College
DePriest Waddy, Families First
Rashida Winfrey, JP Morgan Chase

Board Members Absent

Nancy A. Flake Johnson, Urban League of Greater Atlanta, Inc. (Excused)
Beverly Riddick, UPS (Excused)
Sandra Lee Williams, Atlanta North Georgia Labor Council (New Appointee/Excused)
Denine Woodson, Georgia Vocational Rehabilitation (New Appointee/Excused)

WSA Staff

Amy Lancaster-King, SVP, Executive Director
Sonia Wilson-Westmoreland, Chief Operating Officer
Ruth Alvarez-Moon, WIOA Performance Analyst
Rachea Brooks, Executive Assistant / Board Clerk
LaSharn Harris, Finance Analyst
Darrien Moore, Director of Programs
Marcos Pope, Director of Finance
Antrell Tyson, Director of Business Services and Policy
Tammy Williams, Career Specialist

Guests

Karen Kirchler, TCSG
Kellie Brownlow, First Step Staffing
Karen McGrath, MARTA
Roscell Hall, In The Door (One Stop Operator)
Sarita Shackelford Smith, Equus Workforce Solutions
Glenda Allen, Equus Workforce Solutions
Lynn Hamilton, Equus Workforce Solutions
Tosha Ford
Kori B. Alejandro

I. Call to Order

- i. The meeting was called to order by Chair Rashida Winfrey at 8:04 AM.

II. Roll Call

- i. Rachea Brooks, Board Clerk conducted roll call. Board members present and absent are listed above and quorum was established.
- ii. Chair Winfrey acknowledged two new board appointees Mrs. Denine Woodson, Georgia Vocational Rehabilitation Agency and Sandra Williams, Atlanta North Georgia Labor Council to the board.



III. Public Comment

- i. Chair Winfrey opened the meeting for comments from the public. There were no public comments.

IV. Adoption of the Agenda

- i. Ms. Winfrey called for a motion to adopt the agenda. The motion to adopt the agenda was made by board director Dr. Albenny Price and seconded by board director Pat Horton. Motion was approved unanimously. No Nays. No abstentions.

V. Approval of Meeting Minutes: October 19, 2021

- i. The motion to approve the October 19, 2021, minutes was made by board director DePriest Waddy and seconded by board director Dr. Victoria Seals. Motion was approved by unanimous vote. No Nays. No abstentions.

VI. Reports and Updates

- i. **IA & WSA Integration** – SVP, Executive Director Amy Lancaster-King came before the Board first to acknowledge the retirement of board director Mike Kenig who will roll off the board at the end of December. Mrs. Lancaster-King thanked Mr. Kenig for his service on the board.
- ii. Mrs. Lancaster-King updated the Board on the transition to Invest Atlanta. The organization needs additional funds to support the WSA administrative budget. Once new administration is in place, the Board will be updated on those conversations with the City of Atlanta.
- iii. **Finance & Performance Update** –
 - *Mr. Marcos Pope*, WSA Director of Finance came before the full board and presented an update of the total awards/total obligated/spent of the Adult, Dislocated Worker, Youth, COVID grant and the active burn rates which includes spent/unspent and obligated/unobligated funds of those grants. Ms. Lancaster-King noted that some recent updates were made to the guidelines pertaining the use of the COVID grant that will make it more accessible, and that WSA hopes to leverage these funds much more than before. Commissioner Kirchler (TCSG) reassured the Board that it has been a challenge to implement the COVID grant statewide because of the way the grant was originally designed. Mr. Carl Hill asked if the Board could investigate charting how other agencies statewide are expending the grant, have a combined dialogue and come up with recommendations on how to utilize the COVID grant funds mutually. Ms. Lancaster-King mentioned that at the Executive Committee, Mr. Robert (Bob) Lax was voted in as the new Finance Committee Chair and Nancy Flake Johnson will serve as the Co-Chair. **There were no voting items for this report.**
 - *Mr. Darrien Moore*, WSA Director of Programs & Performance, gave an update on performance as of Q1 PY21 – number of customers by funded group (adults, dislocated workers, youth) and number of services provided during Program Years (July 2010 - June 2019). Ms. Winfrey asked if the Board could see comparative numbers that track WSA year-to-date services rendered over the previous year so that any concerns might be identified. Mr. Moore to provide an update at the next Board meeting. Dr. Seals asked if we know how WSA's performance compares to the region. Mrs. Lancaster-King noted that every area has a specific budget threshold, geography, and population but will try to figure out a way to do a comparison of the local area. Mr. Lax asked if the Board could understand what drivers are contributing to the services provided. Commissioner Kirchler offered assistance from TCSG to help pull the data together as well as, assist in comparative analysis. Mr. Moore also by way of chart, presented the average quarterly performance for the years 2016-2021. **There were no voting items for this report.**
 - Ms. Lancaster-King also announced that Mr. Te'Erin Hardwick will now serve as Co-Chair of the Youth Committee and Ms. Kellie Brownlow from the State Workforce Board was present on the call to create a better connection between the state and local area boards.
- iv. **Youth Committee Update** –

In Mr. Randy Beall's absence, Ms. Lancaster-King sought the approval of the Chair, Ms. Winfrey to allow Mr. Darrien Moore to present to the Board on behalf of Randy Beall and the Youth Committee, the **two voting items** for the Board approval.

 - Approval to pay \$10,000 annual contract to TRANSFR VR for virtual reality software, equipment, and training. Participants would explore and learn in a virtual reality environment about different



career industries. The contract would include 5 physical headsets (\$2,000 each), unlimited participants, with consistent updates from TRANSFR VR. WSA Staff will assist participants in how to access the programs and use the software. Participants would have over thousands of career tracks and examples of how participants can develop in those fields. The VR headsets would be used as a pre-assessment/interest tool prior to the participant going into a WEx or the creation of an ITA account. Ms. Horton commented that she currently works with TRANSFR VR on the healthcare side and wholly recommended the support of this program. The contract is for one year and will be reassessed. Commissioner Kirchler talked about their experience using TRANSFR VR and its success. If there is sufficient interest in the local workforce areas, and TCSG resources can be leveraged, it is possible that the costs can be lowered. Ms. Jones asked if the equipment is the property of WSA after one year or if it goes back to the company. WSA will return the equipment. Ms. Jones mentioned that if the program is successful, then we could go deeper and look at organizations such as Amazon, Microsoft, and other education partners to see about ways fund the purchasing of headsets verses leasing them. Mr. Beall joined the call to speak further about the technology and how it engages the youth. Mr. Lax clarified that the VR content would help participants explore career options but is not the actual training. There would be follow-up training based on the participant's interest. Dr. Seals motioned to approve the payment. Dr. Albenny Price seconded the motion. **Motion was approved by unanimous vote.** No Nays. No abstentions.

- Approval of a \$200,000 budget for WSA's youth summer WEx employment program (based on serving 100 youth). Ms. Pat Horton motioned to approve. Mr. Bob Lax seconded the motion. **Motion was approved by unanimous vote.** No Nays. No abstentions.

- v. **In The Door Operations Update** – Roscell Hall came before the Board to give update on one stop operations.
- vi. **Equus Performance Update** – Sarita Shackelford Smith, Glenda Allen, and Lynn Hamilton came before the Board to give performance update on Adults/Dislocated Worker and Youth programs.

VII. Comments & Announcements

- i. Ms. Winfrey came before the Board to introduce the establishment of a new "Governance" Committee that will provide oversight on the governance of the board bylaws and policies, and Ms. Charlye Batten-Miller as its new chair. Ms. Winfrey called for a motion to approve the establishment of a governance committee. Ms. Rokeya Jones motioned to approve the governance committee and Ms. Allen seconded the motion. **The motion was approved by unanimous vote. No Nays. No abstentions.** The motion carried to approve the Governance Committee. Ms. Winfrey introduced Charlye Batten-Miller as a nominee for chair of the Governance Committee as well as, opened the floor for additional nominations. Not receiving any other nominations from the Board, Ms. Winfrey proceeded to call for a vote to approve Ms. Batten-Miller as the chair. The motion was made by Mr. Te'Eris Hardwick and seconded by Ms. Allen. **The motion was approved by unanimous vote.** No Nays. No abstentions. The motion carried.
- ii. Ms. Lancaster-King addressed a question from the chat referencing how long the chair of a committee serves. She noted that a chair serves for one program year. One other question asked about when the WSA Board can meet in person. Ms. Lancaster-King mentioned that city boards are subject to the Mayor's Executive Order which directs all board meetings to be held virtually. Once it has been determined that city boards can meet in person, WSA will move forward in identifying a date for the Board Retreat.
- iii. The next Board meeting is scheduled for February 15, 2022, and board orientation will be scheduled right before the February meeting.
- iv. Board Orientation – Mrs. Lancaster-King announced that two board orientations had already been held and the next one will be scheduled prior to the February Board meeting.

VIII. Adjournment

Ms. Winfrey adjourned the WSA Board meeting at 10:05 AM.