

MEETING MINUTES OF THE WDD BOARD OF DIRECTORS

THURSDAY, AUGUST 31, 2017

The meeting was held at the SE Atlanta Branch Library, SW, 1463 Pryor Road, SW, Atlanta, Georgia 30315.

BOARD MEMBERS ATTENDING:

Latron PRICE, Elizabeth SCOTT, Stephanie ROOKS, William BLINSTRUB, William PALMER, Tim BRIT, Bethany USRY, Joyce DORSEY, Neil GLUCKMAN, Perry HERRINGTON, Tommie JONES, Robelyn MCNAIR, Elizabeth NORMAN, Oscar PRIOLEAU, JR., Kenneth SLAVEN, Aimee WILLIAMS, and Marvin Laster.

Finesse BLUMENTHAL (Proxy Asjli Swanson)

Cory RUTH (Proxy Diamond Wiggins)

STAFF:

Frankie ATWATER, Mia REDD, David KEYES, Kenneth FITZGERALD, Mariska ANGALL, Tonya GUILLON, Logan WINKLE, Ebony VINES-JACKSON and Carol SHIELDS.

Board Chairperson Latron Price called the meeting to order at 10:24 A.M. Kenneth Fitzgerald, Board Clerk, made the roll call and confirmed that the required quorum was present to conduct the meeting. No public comment cards had been submitted. Chairperson Price opened the meeting in prayer with no objections. Before the meeting began, WIOA Board Clerk, Kenneth Fitzgerald made an announcement to address the board members to select a Task Force to work on to include Quality Assurance, One Stop Operator/Board Development Visibility and Youth Council. Each board member was asked to signed and return the document by end of meeting for the 2017-18 year.

WIOA Board Clerk, Kenneth Fitzgerald, also announced that as of today, August 31, 2017, he will no longer hold the position as the WIOA Board Clerk due to assuming new duties and introduced Carol Shields as the new WIOA Board Clerk. Carol Shields introduced herself to the Board and expressed her willingness to take on this new role as WIOA Board Clerk.

Chairperson Price moved forward with the agenda and asked the board members to retrieve their agenda, minutes, and program report for a motion from the floor and a second in order to pass. Chairperson Price tabled the minutes because they were not complete and there were no discussions. Perry Herrington made a motion that we abide to continue with the minutes until we get a more detailed reflection of the minutes. The motion was seconded by Mr. Ken Slaven and approved for adoption as presented by a majority vote of the board members present with one abstention by Neil Gluckman. The minutes were tabled for the record.

Financial Report

- Staff person Mariska Angall provided the Financial and Program reports.
- Upon completing the report, Chairperson Price questioned the division of modification on line items.
- Mariska Angall advised that it was a modification of line items for travel, changes in staff, etc.
- Perry Herrington requested future financial reports to see the budget and any modifications that were made because there are certain percentages that cannot be modified until it is approved.
- Chairperson Price stated that one page financial report is unacceptable; and suggested the board reject the financial report and request an updated status giving a more detailed financial report to the board going forward because the one page report does not provide the budget verses actual results

because it is not sufficient for the board to make decisions. Mariska Angall will be able provide information.

- Frankie Atwater shared that the report have breakdowns and the report is acceptable.
- Chairperson Price suggested to have conversations with the staff at a later date particularly around the budget concerns. Any other concerns can be emailed to Mariska Angall with their requests.

DISCUSSIONS

Vacant positions:

- There are several vacant personnel positions that need to be filled in the department.
- Perry Herrington concern is the risk of us telling the Federal Government of our plans to use positions but there are vacant positions; but the plans are not being followed. Suggest that if staff is needed; then these positions need to be filled.
- Chairperson Price is requesting status of unfilled positions of the staff within the department.
- Mariska Angall will distribute information with vacant positions and activity to fill the positions within in the department.

Commissioner Marvin Arrington:

- Commissioner Arrington attended the meeting and was welcomed by Chairperson Price and the board and staff.
- Frankie Atwater shared that the discussion of the role of the CLEO. Under the CLEO, any gaps will be filled to ensure services are provided.
- Discussion ensued regarding staff vacancies and understaffing that leads Workforce Development Department because the board discussed there is a gap in service with key positions not being filled. Even though there appear to be gap in services, Frankie Atwater assured board that the staff is operating efficiently. He gave one example where WDD served over 192 summer interns participants with our summer Youth program and it was very successful.
- Mia Redd shared that they tried to fulfill the position as Division Manager some months ago but there was no qualified applicants to fill the position. However there are other candidates that are set for interviews for the position of Division Manager. Also part time assistants are being made full time to maintain coverage for the entire day at the centers. With staff positions being filled, this will not allow gap in service.
- David Keyes is the Interim Division Manager until the new Division Manager is hired as it relates to leadership in the department to have clear understanding of the direction of the organization. Elizabeth Norman shared there has not been interruptions in services. The only interruption is that the funding has been hold which is not unique which is typical in using grant services.

RETREAT

- A retreat for the LWDB was discussed.
- The Chair for this Taskforce, Perry Herrington, will organize the retreat.
- The Chair and Board Member Stephanie Rooks agreed that the retreat would help them to learn their roles and responsibilities as a Board Member. The retreat would be to simply come together and learn information because it would be very valuable for the work of the Board in the future.
- The retreat was suggested for December 2017.
- The retreat would include an orientation and information about the Boards functions. Perry Herrington is requesting the County Attorney attend and make a presentation to help the Boards understand their roles and responsibilities.

- The retreat will be handled by the Board Visibility and Development. Perry Herrington along with his committee will organize the retreat with coordination from the staff, Carol Shields, Kenneth Fitzgerald, and Board members Stephanie Rooks, and Chairperson Price.

VOTING ITEMS

- Perry Herrington moved and Robelyn McNair seconded no items on the agenda for the Quality Assurance Task Force.
- Kenneth Fitzgerald advised that a voting item came up on yesterday and Ebony Vines Jackson, with Provider Relations will make the presentation.

Before doing so, Chair Price moved and will add new business to the agenda.

- Chairperson Price turned meeting over to Ebony Vines Jackson who introduced herself as new staff assigned to Provider Relations.
- The voting was included on the agenda from Quality Assurance and Disability /One Stop Operators to be discussed at the meeting.
- Ebony Vines Jackson discussed the board request for approving requests for shift in payments structure for non BOR/TCSG from 75/25 to 50/25/25 for adult funding category; in addition to language articulating the payment structure for bor/tcsg vs. non bor/tcsg, as well as data illustrating challenges with credentialing and training related employment with non bor/tcsg.
- Motion to approve the request as submitted was made Perry Herrington and properly seconded by Robelyn McNair and approved for adoption as presented by a majority vote of the directors presented with abstentions.
- Neil Gluckman –NAY. Abstentions: Tim Brett, Elizabeth Norman, Leroy Palmer, and Chairperson Latron Price. The motion moved to have the payment structure changed.

Discussions continued after the Financial Report. Chairperson inquired from Mariska Angall what percentage the community incurs to manage programs. Mariska advised much is” in-kind.

Vote on Member Replacement – Task Force

- Chairperson Price made a vote on replacing Audrey Lawrence with Ebony Vines Jackson on the Quality Assurance Task Force.
- The vote was unanimous.
- Motion made by Elizabeth Scott and seconded by Neil Gluckman.
- Ebony Vines Jackson will move to the Quality Assurance and Disability Board to replace Audrey Lawrence.

County Attorney

- Frankie Atwater introduced Logan Winkle to the board from the County Attorney’s Office to talk about roles and responsibilities of the board.
- It was deferred and request the presence of Mr. Logan the County Office to attend the retreat. Frankie Atwater will handle any requests and will go directly through him.

Seta Conference

- Robelyn McNair and Dr. Joyce Dorsey scheduled to attend SETA Conference on Sept. 24th through Sept. 26th.
- Stephanie Rooks made a motion for Robelyn McNair and Dr. Joyce Dorsey to attend SETA Conference. Ken Slaven seconded the motion. 12 unanimous votes.

GWLA Conference for 9/14/ and 9/15/2017

- Chairperson Price moved and 2nd by Stephanie Rooks.
- The motion carried and approved for Chairperson Price and Director Frankie Atwater to attend GWLA Conference.
- All in favor. The motion carried to attend the conference.

Adjourned

- Robelyn McNair moved that the meeting be adjourned at 12:41PM.
- Latron Price seconded the motion.