

Special Call WorkSource DeKalb Board of Directors Meeting
Wednesday, October 30, 2024 @10:00 AM (Virtual)

- I. Call to Order/Welcome** – Frankie Atwater called meeting to order at 10:07 AM
- II. Establishment of a Quorum-** Quorum Established

Members Present	Members Absent
Atwater, Frankie- DeKalb Chamber of Commerce (Chair)	Gunter, Doryiane- DeKalb County Schools
Alli, Naushad- RICOH USA. Inc.	Mason, Randi- Decide DeKalb
Booth, Barry- CERM	Minyard, MacKenzie- Elevated Visions Consulting
Connally, Mark- Georgia Department of Labor	Osiname, Ellis- Center for Disease Control (CDC)
Cox, Kristi- ManPower	Rogers, Jeff- Mechanical Trades Institute
Cucalon, Monica- Latin American Association	Taylor, Jeff- MedCura Health
Slaton, Erica-Antoinette- Erica Antoinette Management	Thomas, Rondah- Georgia Power
Still, Alan- Georgia Sheet Metal JATC	
Stewart, Hank- Hank Stewart Foundation	
Townsend, Denise- United Way of Greater Atlanta	
Yohannes, Helen- Chris 180	
WorkSource DeKalb Staff	One-Stop Operator
Davis, Robert- Interim Director	Gordon, Robert- One Stop Coordinator
Cantly, Donnie- Public Relations Specialist	
Dennis, Jowan- Youth Employment & Training Supervisor	
Hewitt, Seretta- Administrative Specialist	
Hicks-King, Alanna- Workforce Development Manager	
Ingram, Robert- Fiscal Officer	
Lee, Sabrina- Employment and Training Supervisor	
McClure, Brittany- Administrative Coordinator	
Pittman, Gregory- Management Analyst II	
Sims, Anthony- Employment and Training Supervisor	

III. Action Items
Approval of Previous Meeting Minutes

- June 26, 2024
 - Erica-Antoinette Slaton made a motion to accept the meeting minutes from June 26, 2024.
 - Denise Townsend second the motion.
 - Meeting minutes approved by WSD Board.
- September 30, 2024
 - Alan Still made a motion to accept the meeting minutes from September 30, 2024.
 - Hank Stewart second the motion.
 - Meeting minutes approved by WSD Board.

Finance Reports- Robert Ingram

- Finance report as of June 21, 2024, was presented to the Board.
- The following grants were closed out: 780, 781, 782, 802, 803
- Finance report as of September 20, 2024, was presented to the Board,
- September was a successful month; all funds were expended.
- The breakdown of Fiscal Year 2024 was presented to the WSD Board.
- Denise Townsend made a motion to approve both Finance Reports, Alan Still second the motion.

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- Finance Reports were approved by the Board.

Additional Funds Requests- Robert Ingram and Robert Davis

- **QUEST- \$100,000**
 - Modification for the QUEST additional funds request was approved by TCSG.
 - WSD Board approval is needed for the additional funds request of \$100,000 to help fund the remaining participants of the QUEST grant.
 - Alan Still made a motion to approve the Additional Funds Request of \$100,000 for the QUEST Grant. Naushad Alli second the motion.
 - Additional Funds Request of \$100,000 was approved by the WSD Board.
- **Youth- Up to \$400,000**
 - WSD Board Approval is needed for WorkSource DeKalb to receive up to \$400,000 to continue to provide training and employment services to additional DeKalb County youth, who meet eligibility and suitability requirements.
 - Denise Townsend made a motion to approve the additional funds request of up to \$400,000 in youth funds. Naushad Alli second the motion.
 - Additional funds request of up to \$400,000 was approved by the WSD Board.
- **Adult- Up to \$300,000**
 - WSD Board approval is needed for WorkSource DeKalb to receive up to \$300,000 to provide training and employment services for an additional 39 Adult Program participants. There has recently been an increase in adult participation.
 - Alan Still made a motion to approve the additional funds request of up to \$300,000 in adult funds. Denise Townsend second the motion.
 - Additional funds request of up to \$300,000 was approved by the WSD Board.
- **Dislocated Worker- Up to \$200,000**
 - WSD Board approval is needed for WorkSource DeKalb to receive up to \$200,000 to provide training and employment services for an additional 29 Dislocated Worker Program participants. There has recently been an increase in dislocated worker program participation.
 - Kristi Cox made a motion to approve the additional funds request of up to \$200,000 in dislocated worker funds. Hank Stewart second the motion.
 - Additional funds request of up to \$200,000 was approved by the WSD Board.

Board Member Review- Robert Davis

Prospective Board Members

- 3 names for new WorkSource DeKalb Board candidates were submitted.
- 19 members are required for a full Board Composition.
- The 3 new Board candidates are:
 - Chasidy Parks
 - Jeffrey Shirley
 - Derrick Westry
 - These new members will bring great value to the WSD Board.

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Q&A Part 1

- Question 1: Frankie Atwater- Will the presented candidates meet WIOA Board guidelines?
- Answer: Robert Davis- Yes; Dr. Megan McBride transitioned to a new position. Chasidy Parks will replace Dr. McBride's position.

Approval of 3 new WSD Board Members

- Alan Still made a motion to accept and approve the 3 new Board Members
 - Chasidy Parks, Jeffrey Shirley, and Derrick Westry
- Denise Townsend second the motion.
- 3 new members were approved by the WSD Board.
- The names for the new members will next be submitted to the CLEO. (DeKalb CEO)

Q&A Part 2

- Question 1: Denise Townsend- What is next after the selection of the new Board members?
- Answer- Robert Davis- There will be 2 more vacancies available.
*Ms. Townsend mentioned she has 1 WSD board member referral and will send an e-introduction. *

Q&A Part 3

- Question 1: Erica-Antoinette Slaton- Has WorkSource DeKalb viewed non-compliant members and participation?
- Answer: Robert Davis- Yes; WSD is moving forward with working with Georgia Vocational Rehab Center to recruit one of their staff members to serve on the Board. Four Board meetings are held per year. Mr. Davis expressed that he would meet with the WSD Board Chairperson and help explain the attendance guidelines.

Virtual Board Meetings- Robert Davis

- Open Meetings Act was presented and discussed with the WSD Board.
- The policy from 2012 was presented.
- Page 5 of the Pre-May 2024 policy was discussed.
- The current Open Meetings Act policy was voted on in May 2024.
- State Bill 26A was passed.
- Page 5 section F shows that Yes, WorkSource DeKalb qualifies to have virtual meetings and teleconferences.
- WSD Board Approval is needed to agree on this policy; Additional details will be discussed during the December 2024 Board Meeting.
- Motion was made by Erica-Antoinette Slaton to approve the Open Meetings Act to include virtual component. Barry Booth second the motion.
- WSD Board approved Meetings Act to include the virtual component to have virtual meetings and teleconferences.

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Q&A Part 4

- Question 1: Barry Booth- Will there be no requests for in-person meetings?
- Answer: Robert Davis- The presented vote is to follow the rules of the state and provide recommendations for future meetings. When you are hosting virtual meetings, you must consider how many members are required to attend in person and how many meetings will be open to the public. Additional suggestions will be requested from WSD Board members.

Suggestions/Additional Comments

- Frankie Atwater: The suggestion was made to have at least 1 in-person Board Meeting per year.
- Erica-Antoinette Slaton: Ms. Slaton expressed that it's helpful to attend the on-site Board Meetings and she appreciated the networking opportunities
- Denise Townsend: Ms. Townsend agreed that in-person meetings are still needed. The frequency of the meetings needs to be reviewed to better ensure a quorum is established for voting on action items. The meeting option, which provides the best quorum should be selected to ensure business is handled.

IV. Public Comments N/A- None

VII. Announcements

- Q4 Sub-Committee Meetings: December 11, 2024, 10:00 a.m.-11:00 a.m.
- Q4 Board of Directors Meetings: December 18, 2024, 10:00 a.m.-12:00 p.m.

VIII. Closing Remarks/Adjournment

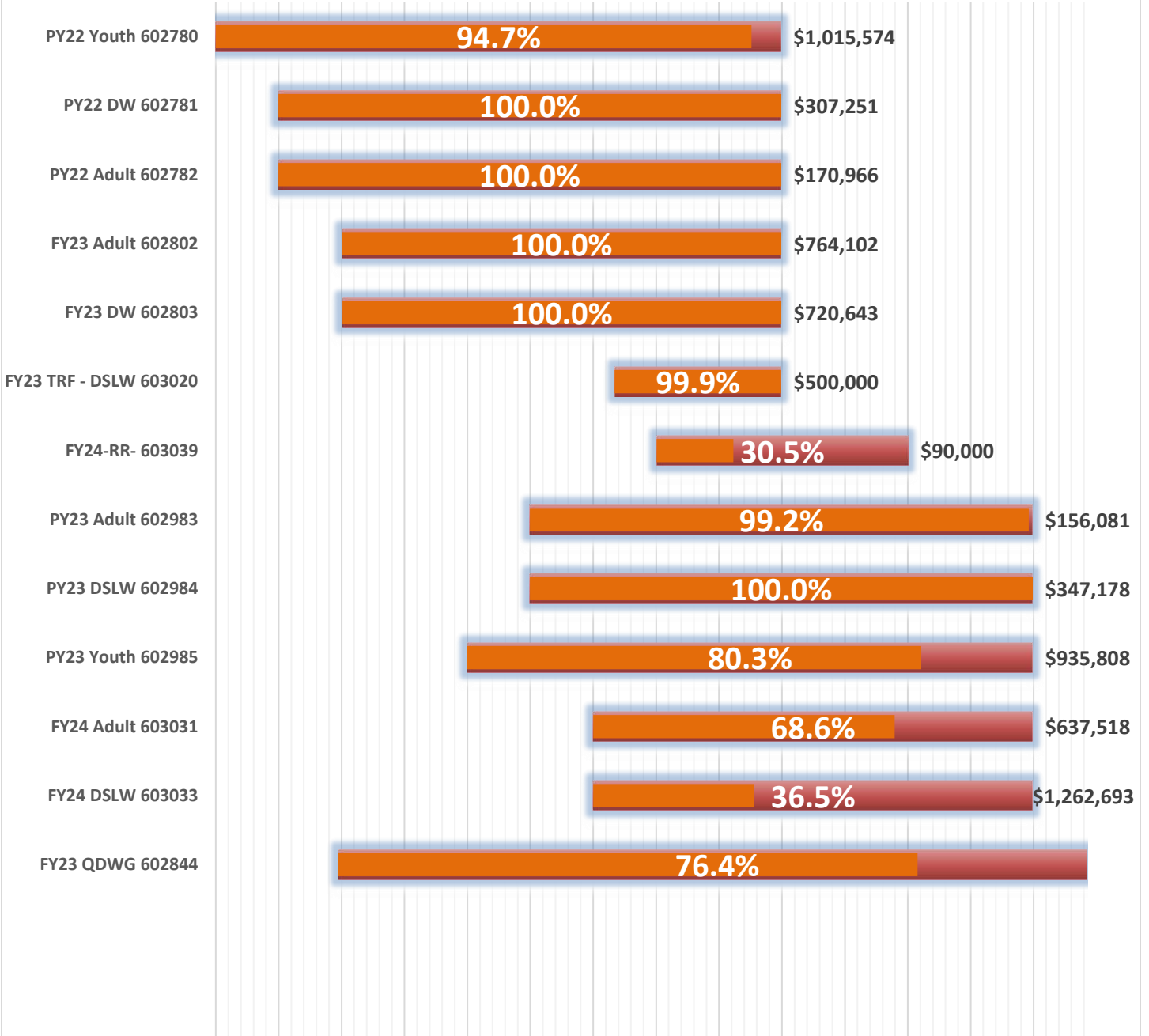
- Mr. Frankie Atwater provided appreciations to all Board members for participating in the virtual meeting.
- Alan Still made a motion to adjourn the meeting. Denise Townsend second the motion.

Meeting adjourned at 10:45 AM

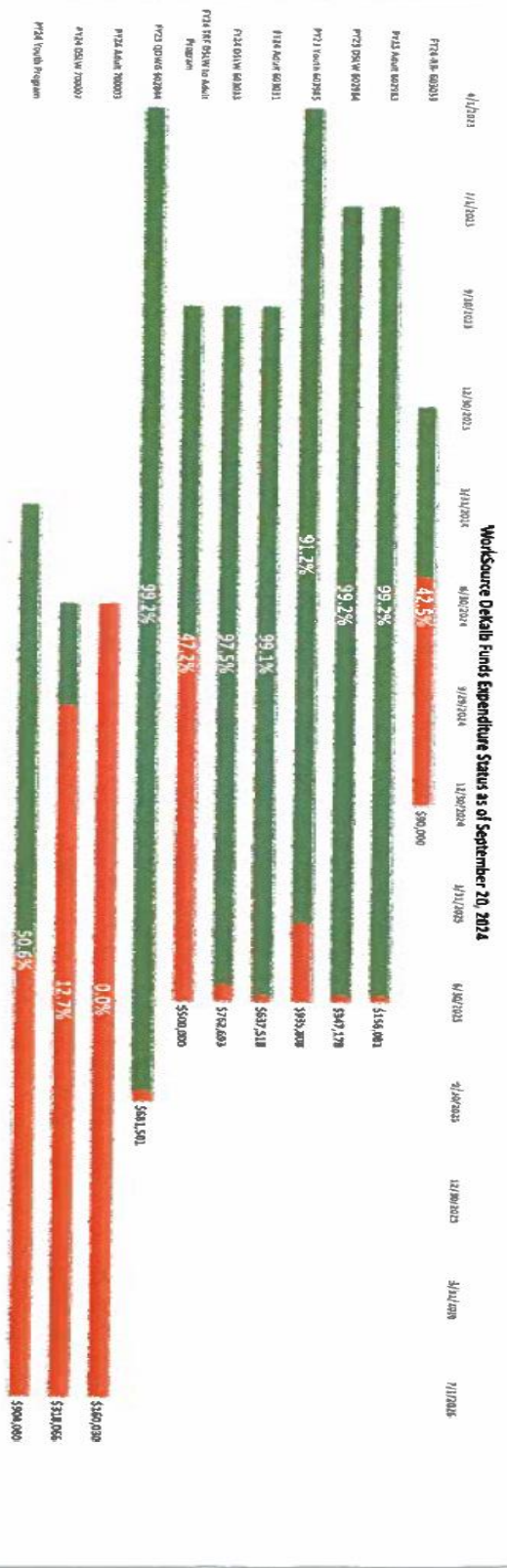
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WorkSource DeKalb Funds Expenditure Status as of June 21, 2024

4/1/2022/1/2022/30/2022/30/2022/30/2023/1/2023/30/2023/31/2023/31/2024/30/2024/30/2024/30/2024/30/2024/31/2024/31/2025



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AWARD	PROGRAM	AMOUNT	EXPENDED	COMMITTED	UNCOMMITTED	POA START DATE	POA END DATE	EXPIRATION	EXPENDITURE PROGRESS	Commit % Progress to Date	DAYS TO GO
603039	P24 RR-603039	\$90,000	\$ 38,257	\$ -	\$ 51,743	1/1/24	12/31/24	365	42.5%	155	95
602983	P23 Adult 602983	\$156,081	\$ 145,208	\$ 9,682	\$ 1,191	7/1/23	6/30/25	730	99.2%	724	276
602984	P23 DSLW 602984	\$347,178	\$ 344,433	\$ -	\$ 2,745	7/1/23	6/30/25	730	99.2%	724	276
602985	P23 Youth 602985	\$935,808	\$ 832,302	\$ 21,264	\$ 82,242	4/1/23	6/30/25	821	91.2%	749	276
603031	P24 Adult 603031	\$637,518	\$ 541,112	\$ 90,798	\$ 5,608	10/1/23	6/30/25	638	99.1%	632	276
603033	P24 DSLW 603033	\$762,693	\$ 697,409	\$ 46,561	\$ 18,723	10/1/23	6/30/25	638	97.5%	622	276
700012	P24 TRF DSLW to Adult Program	\$500,000	\$ 170,217	\$ 65,598	\$ 264,185	10/1/23	6/30/25	638	47.2%	301	276
602844	P23 CDWVG 602844	\$681,501	\$ 572,346	\$ 103,434	\$ 5,720	9/26/22	9/30/25	1100	99.2%	1091	368
700003	P24 Adult 700003	\$160,030	\$ -	\$ -	\$ 160,030	7/1/24	6/30/26	729	0.0%	0	641
700007	P24 DSLW 700007	\$318,066	\$ 29,021	\$ 11,415	\$ 277,630	7/1/24	6/30/26	729	12.7%	93	641
700011	P24 Youth Program	\$904,080	\$ 365,794	\$ 91,839	\$ 446,448	4/1/24	6/30/26	820	50.6%	415	641
	TOTAL	\$5,492,955	\$3,736,100	\$440,392	\$1,316,464						