

**FULTON WORKFORCE DEVELOPMENT BOARD MEETING
VIA TELECONFERENCE
NOVEMBER 16, 2021 – 8:00 A.M.**

AGENDA

- | | | |
|-------------|--|--------------------------------|
| I. | CALL TO ORDER | Alexis Leonard |
| II. | ROLL CALL | Alexis Leonard |
| III. | PUBLIC ACCESS | Citizen Comments |
| IV. | REGULAR AGENDA | |
| | <ul style="list-style-type: none">• ACTION ITEM: Approve Agenda• ACTION ITEM: Adopt Previous LWDB Minutes – 8/17/2021 | |
| V. | COMMITTEE REPORTS | |
| | PERFORMANCE & ACCOUNTABILITY | Stephanie Rooks |
| | YOUTH | Yulonda Darden-Beauford |
| | FINANCE | David Seem |
| | STRATEGIC PARTNERSHIPS & OUTREACH | Amelia Nickerson |
| | EXECUTIVE COMMITTEE | Andy Macke |
| | <ul style="list-style-type: none">• ACTION ITEM: Approval of 2022 Meeting Dates | |
| VI. | DIRECTORS REPORT | |
| | Workforce Response to COVID-19 | Brett Lacy |

Washington Update

VII. PROGRAM PRESENTATIONS

Karen Kirchler, Deputy Commissioner, Technical College System of Georgia

Participant Spotlight

VIII. CLOSING REMARKS AND ADJOURNMENT

AGENDA IS SUBJECT TO CHANGE

An Executive Committee Meeting will be held in the event there is not a Quorum of the Full Board

DRAFT

MEETING TITLE: Fulton County Workforce Development Board Meeting
MEETING DATE: Tuesday, August 17, 2021 **MEETING TIME:** 8:00 A.M.
LOCATION: ZOOM
MEETING SCRIBE: Alexis Leonard **EMAIL:** alexis.leonard@fultoncountyga.gov

BOARD MEMBERS ATTENDANCE:

Albritten, Andrea:	Jessie, Jamal: Present	Scott, Elizabeth: Present
Bell, Mike:	Macke, Andy: Present	Seem, David: Present
Boatright, Kali: Present	Nickerson, Amelia: Present	Stepakoff, Jeff: Proxy- Kate McArdle
Cook, Tom: Present	Noyes, Brian: Present	Stokes, Fabiola Charles: Present
Darden Beauford, Yulonda: Present	Reid, Brent: Present	Thompson, Dr. Lanze: Present
Dover, Sanquinetta: Present	Rooks, Stephanie: Present	Washington, Regynald: Excused Absence
Embry, Humeta- Present	Ruder, Alex: Present	Wences, Juan: Absent
Ganesh, Bala: Present	Schofield, Kim: Present	Williams, Jason: Present

1. Call to Order

Meeting called to order by A. Macke at 8:03 A.M.

2. Roll Call:

Roll call by A. Leonard, LWDB Board Liaison. The presence of quorum met.

3. Opening and Introductions

Chairperson Macke opened the board meeting welcomed all attendees, with brief introductions of the LWDB members following.

4. Public Comment

No Public comments.

5. Regular Agenda

I. Regular Agenda:

Chairperson Macke requested a motion to accept the regular agenda.

Motioned: S. Dover **Seconded:** Y. Darden Beauford

Required Action: N/A

Motion Acceptance/Declination: The motion was approved for the adoption of the agenda, as is, by a unanimous vote. All in favor. No oppositions. No abstentions. The motion carried accepting the regular agenda as presented.

II. Adoption of May 18, 2021 LWDB Meeting Minutes:

Chairperson Macke requested a motion to adopt the May 18, 2021, LWDB Meeting Minutes as presented.

Required Action: N/A

Motioned: S. Dover **Seconded:** L. Thompson

Motion Acceptance/Declination: The motion was approved for the adoption of the May 18, 2021 LWDB Meeting Minutes, as is, by a unanimous vote. All in favor. No oppositions. No abstentions. The motion carried accepting the adoption of May 18, 2021 LWDB Meeting Minutes as presented.

6. Director's Report

Workforce Response to COVID-19

B. Lacy, WorkSource Fulton Division Manager, provided a director's report on the impacts of COVID-19 on WorkSource Fulton. Unemployment in Fulton County is at just under 5.3%, which outpaces the current national recovery. Nationally, construction, trade, transportation, and utility job availability have almost wholly recovered, nearly reaching pre-COVID availability. Education and health job availability have significantly increased but have not reached pre-COVID numbers. The leisure and hospitality industry continues to drive current unemployment numbers with substantially less availability. Data included in the board presentation.

There are three significant regional partnerships currently in development. Ticket to Work program participants receives SSDI working to re-enter the Workforce. The Atlanta Regional Commission (ARC) will spearhead the program. Once the enrollment process is in place, the program will begin enrolling participants. The City of Refuge recently received a Tech Hire grant. The program will enroll South Fulton County and Southwest Atlanta individuals and provide training for in-demand IT careers such as coding and cybersecurity. The MOU is complete, and program enrollment is underway. In addition to funding WIOA eligible candidates, WorkSource serves in an advisory capacity. Fulton and DeKalb Counties Department of Family and Children Services (DFACS) and WorkSource are creating a program targeting young adults in foster care that are pregnant or parenting. WorkSource will provide employment and training services while DFACS simultaneously provides access and support to other basic needs. The State DFACS Office and the Technical College System of Georgia (TCGS) are producing a data-sharing agreement that will permit both programs to share and access case management data to better services program participants. As that is completed, identification of co-enrolled individuals will begin. WorkSource Fulton is serving the North Fulton Chamber in an advisory role for the recovery task force. Progress data provided in the board presentation.

KPI Highlights

In the previous quarter, the focus on participant flow has aided in identifying bottlenecks in the processes. 83% of applicants progress from application to orientation. Interested customers complete an application progress to completed eligibility verification. As of July, it takes an average of 7 days to complete. Once a customer is determined eligible, orientation is scheduled. This varies based on the customer's availability. As of July, customers attend orientation within 11 days. Orientation attendance to suitability has the longest conversion period. In the month of July, it took an average of 17 days for customer suitability to be determined and routed to training. Overall, it takes about 50 days from application to training enrollment. Regional effort to reduce processing is taking place. An update will be provided at the next board meeting. Date provided in the board presentation.

7. Committee Reports and Recommendations

Performance & Accountability Committee:

S. Rooks, Chairperson of the Performance & Accountability Committee, provided the committee report. WorkSource Fulton has satisfied all corrective action required from the audit done by TCSG. The Performance & Accountability reviewed year-to-date fourth quarter performance and has determined all benchmarks have been. The committee will continue to review quarterly performance and provide the board with an updated report.

Youth Committee:

Y. Darden- Beauford, Chairperson of Youth Committee, provided the Youth Standing Committee report. The Youth Committee is tracking and meeting the KPI performance goals. As planning of Youth Committee goals continues, new KPI will be developed. On July 14th, the youth program participants and the youth committee were awarded a proclamation by the Fulton County Board of Commissioners as a part of Youth Workforce Achievement Appreciation Day. The Youth Committee will continue its efforts to develop youth partnerships and provide an update at the next board meeting.

Finance Committee Report:

B. Reid, Chairperson of the Finance Committee, provided the committee report. The committee continues to meet on its monthly schedule. The committee reviewed the budget and expenditures and determined that expenditures, both actual and committed, are on track to expense in the required time frame.

PY 21 Budget Approval

The focus of the Finance Committee has been PY21 Budget. After much deliberation and review, the Finance Committee has approved the draft PY21 Budget. Chairman Macke requested motion to approve the PY21 Budget as presented.

Required Action: No further action required

Motioned: S. Dover **Seconded:** R. Washington

Motion Acceptance/Declination: The motion was approved to accept the PY21 Budget as presented by a unanimous vote of the board members. All in favor. No oppositions. No abstentions. The motion carried the approval of the PY21 Budget as presented.

Strategic Partnerships and Outreach Committee:

A. Nickerson, Chairperson of the Strategic Partnerships and Outreach Committee, provided the committee report. The Strategic Partnerships and Outreach Committee is responsible for developing partnerships. Updates on the partnership development were shared as a part of the Director's Report. In addition to the partnership updates, the WorkSource Fulton Mobile Unit has received traction. It has been a great way for potential customers to engage with the WorkSource Team. The schedule is available via the Select Fulton website. A link will be provided to all board members. The Strategic Partnerships and Outreach Committee will continue to develop viable, productive partnerships.

Executive Committee Report:

Chairperson A. Macke provided the Executive Committee Report. Overall board engagement is excellent. There are some committees that have not been able to meet consistently due to lack of quorum. Committee participation is being evaluated to address discrepancy and aid in increased participation.

SARA 10 Month Status Report

B. Lacy explained that several performance metrics are in place to evaluate the cost-benefit of the SARA system. Metrics include reduction in the number of documentation findings, increase in Career Advisement caseloads, and increased customer satisfaction. So far, there has been a significant decrease in the number of findings in the number of documentation-related findings. Caseloads have not seen a substantial increase. A system cleanup took place, exiting participants that are nonresponsive. That caused a decrease in caseload numbers. As enrollment continues to increase, Career Advisement caseloads count will uptick. Customer satisfaction is high, particularly with youth participants. The software provides multiple methods of communication between case managers and participants; texting access has increased youth participant response to case managers.

Year one cost was \$48,300.00. The cost included the annual license fee, technical support, virtual training, customization templates, and data transfer. The second year will cost \$35,000.00, which is the annual license fee and technical support. The cost is equivalent to about 3 participants. As of now, enrollment is not on a waitlist, but as funding continues to get cut, the three participants may make a difference. Metrics progression tracking will continue.

Supportive Service Pilot

B. Lacy explained Section 2.5 of the policy and procedures manual permits the testing of new strategies and waives the standardized operating procedures. For the new practice and/ or processes to qualify, it must uphold all federal and state policies, including input from staff and customers as applicable, have a defined testing period, and have a supporting evaluation and implementation plan. The WorkSource Fulton Division Manager must present the information referenced to the LWDB. Currently, MARTA cards are the only transportation supportive services offered to participants. The pilot will provide reimbursement in the form of a flat travel stipend will be provided to participants based on the number of days the participant is training. Offering the flat rate stipend permits flexibility in transportation by providing cash funds for the customers to use rideshare services, public transportation, personal vehicles, etc. During consideration, it was found that

several areas provide flat rate stipends. Documentation requirements would remain the same as the requirements of the MARTA card stipend. The board suggested the programs look into potential partnerships with rideshare services. The board also indicated that childcare services would be beneficial and should be considered as an additional supportive service. An update on the pilot will be provided at the next board meeting.

8. Program Presentation

Participant Spotlight video.

9. Closing Remarks and Adjournment

The next meeting is scheduled for August 17th. The location will be determined at a later date, pending changes due to COVID-19

Meeting adjourned by Chairperson Macke at 8:59 A.M.

DRAFT

Funding	Program Year	Award	Expended	% Expended	*Obligated	% Obligated	*Balance after Obligations	% Balance		
ADMINISTRATION										
Ending June 2022	PY 2020	\$ 265,467.00	\$ 170,244.19	64%	\$ 9,888.00	4%	\$ 85,334.81	32%	●	Admin. On Track to expense by June 30, 2022
Ending June 2023	PY 2021	\$ 268,170.00	\$ 44,442.77	17%	\$ -	0%	\$ 223,727.23	83%	●	Admin. operation expense by 6/30/2023
TOTAL		\$ 533,637.00	\$ 214,686.96		\$ 9,888.00		\$ 309,062.04			
ADULT										
Ending June 2022	PY 2020	\$ 571,564.00	\$ 132,327.67	23%	\$ 341,391.57	60%	\$ 97,844.76	17%	●	On Track to expense by June 30, 2022
Ending June 2023	PY 2021	\$ 513,820.00	\$ -	0%	\$ -	0%	\$ 513,820.00	100%	●	80% obligated by 6/30/2022
TOTAL		\$ 1,085,384.00	\$ 132,327.67		\$ 341,391.57		\$ 611,664.76			
DISLOCATED WORKER										
Ending June 2022	PY 2020	\$ 1,169,734.00	\$ 102,363.26	9%	\$ 867,566.98	74%	\$ 199,803.76	17%	●	On track for 6/30/2021 (DW TRF to AD pending)
Ending June 2023	PY 2021	\$ 1,327,591.00	\$ -	0%	\$ -	0%	\$ 1,327,591.00	100%	●	80% obligated by 6/30/2022
Ending March 2022	PY 2019 NDWG-CV19	\$ 926,877.20	\$ 150,000.00	16%	\$ 700,000.00	76%	\$ 76,877.20	8%	●	On track to expense by 3/31/2022
TOTAL		\$ 3,424,202.20	\$ 252,363.26		\$ 1,567,566.98		\$ 1,604,271.96			
YOUTH										
Ending June 2022	PY 2020	\$ 647,930.00	\$ 243,528.14	38%	\$ 352,875.18	54%	\$ 51,526.68	8%	●	On Track to expense by June 30, 2022
Ending June 2023	PY 2021	\$ 572,130.00	\$ -	0%	\$ 384,512.94	67%	\$ 187,617.06	33%	●	80% obligated by 6/30/2022
TOTAL		\$ 1,220,060.00	\$ 243,528.14		\$ 737,388.12		\$ 239,143.74			
		\$ 6,263,283.20	\$ 842,906.03	13%	\$ 2,656,234.67	42%	\$ 2,764,142.50	44%		

*Obligations are a minimum of 80% requirement criteria for Adult, DW, and Youth contract commitments by June 30th, Year 1 of awards. 100% Expense requirement by Year 2 of awards.

PY19 Obligations	Contract Budget	Contract Budget Modification +/-	New Contract Budget	Expended	% Expended	Contract Balance	YTD Pending Payments	% Pending Payment	Contract Remaining Balance after pending payments.	% Remaining Balance
Equus, Inc.	\$ 1,741,227.00	\$ 238,482.19	\$1,979,709.19	\$ 217,302.70	11%	\$ 1,762,406.49	\$ 250,338.99	14%	\$ 1,512,067.50	86%
In The Door, LLC.	\$ 129,704.00	\$ -	\$ 129,704.00	\$ 21,283.82	16%	\$ 108,420.18	\$ 9,019.40	8%	\$ 99,400.78	92%
MAX	\$ 5,000.00	\$ -	\$ 5,000.00	\$ -	0%	\$ 5,000.00	\$ -	0%	\$ 5,000.00	100%
Atlanta Regional Commission Outreach Chattahoochee Tech.	\$ 50,000.00	\$ -	\$ 50,000.00	\$ -	0%	\$ 50,000.00	\$ 12,525.00	25%	\$ 37,475.00	75%
College Incumbent Worker Training	\$ 20,520.00	\$ -	\$ 20,520.00	\$ -	0%	\$ 20,520.00	\$ 20,520.00	100%	\$ -	0%
SubTotal Program Contracts	\$ 1,946,451.00	\$ 238,482.19	\$ 2,184,933.19	\$ 238,586.52	11%	\$ 1,946,346.67	\$ 292,403.39	15%	\$ 1,653,943.28	85%
Operating PO/Invoices Payments Due	\$ 9,888.00	\$ -	\$ 9,888.00	\$ -	0%	\$ 9,888.00	\$ -	0%	\$ 9,888.00	0%
Total YTD Program Contracts	\$ 1,956,339.00	\$ 238,482.19	\$ 2,194,821.19	\$ 238,586.52	11%	\$ 1,956,234.67	\$ -	0%	\$ 1,663,831.28	
Goodwill of NorthGA COVID-19 - Reboot Project	\$ 850,000.00	\$ -	\$ 850,000.00	\$ 150,000.00	18%	\$ 700,000.00	\$ -	0%	\$ 700,000.00	82%
Total Operating & Contracts	\$ 2,806,339.00	\$ 238,482.19	\$ 3,044,821.19	\$ 388,586.52	14%	2,656,234.67	292,403.39	11%	\$ 2,363,831.28	84%

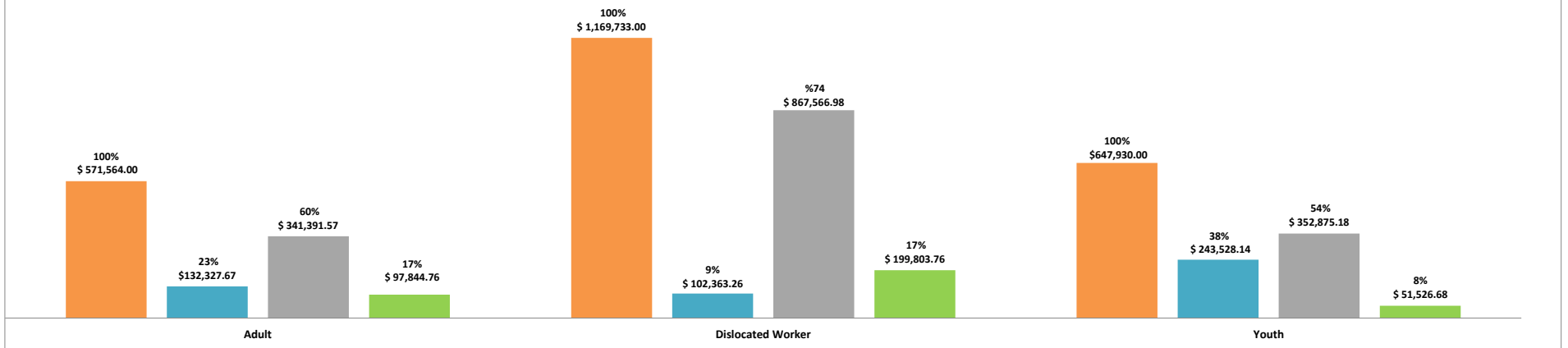
**Remaining Balance includes YTD total after contract obligations plus operating remaining funds. (80% does not apply to Administration Total)

PY 2020 Grant Award
July 1, 2020 - June 30, 2022

80% of Award must be obligated by June 30, 2021

Month Ending, September 30, 2021

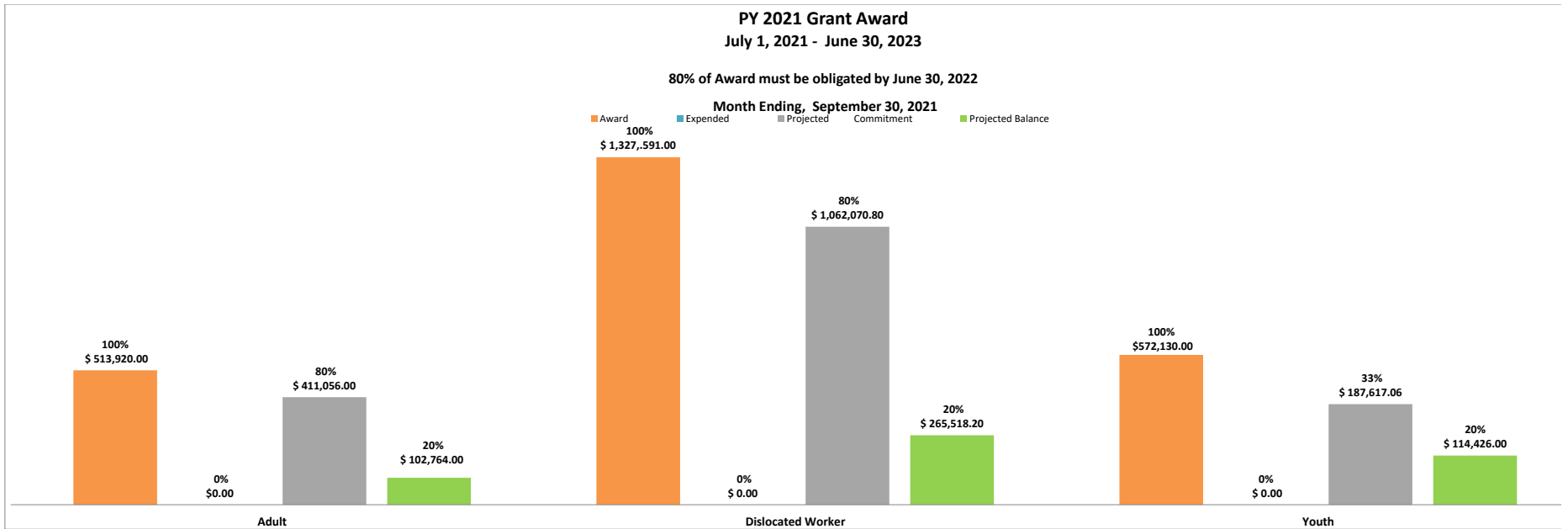
Award Expended Commitment Balance



Fund	PY 2020 Award	Expended	% Expended	Commitment	% Commitment	** Balance after Commitment	% Balance after Commitment
Administration Program	265,469.00	\$ 170,244.19	64%	9,888.00	4%	\$ 255,581.00	96%
	Award	Expended	% Expended	Commitment	% Commitment	Balance	% Balance
Adult	\$ 571,564.00	\$ 132,327.67	23%	\$ 341,391.57	60%	\$ 97,844.76	17%
Dislocated Worker	\$ 1,169,733.00	\$ 102,363.26	9%	\$ 867,566.98	74%	\$ 199,803.76	17%
Youth	\$ 647,930.00	\$ 243,528.14	38%	\$ 352,875.18	54%	\$ 51,526.68	8%
Subtotal	\$ 2,389,227.00	\$ 478,219.07	20%	\$ 1,561,833.73	65%	\$ 349,175.20	20%
PY 2020	\$ 2,654,696.00	\$ 648,463.26	24%	\$ 1,571,721.73	59.2%	\$ 604,756.20	23%

*Projected obligation totals includes the 80% contract commitment estimates by June 30, 2021.

**Projected Balance is the amount remaining for operating expenses YTD.

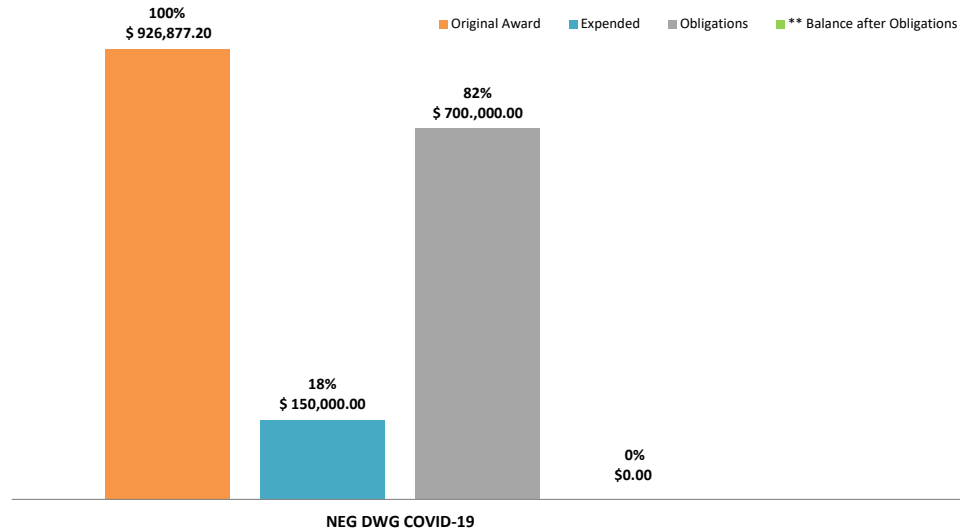


Fund	PY 2021 Award	Expended	% Expended	Commitment	% Commitment	** Balance after Commitment	% Balance after Commitment
Administration	268,170.00	\$ 44,442.77	17%	9,888.00	4%	\$ 85,334.81	32%
Program	Award	Expended	% Expended	Projected Commitment	% Projected Commitment	Projected Balance	% Projected
Adult	\$ 513,820.00	\$ -	0%	\$ 411,056.00	80%	\$ 102,764.00	20%
Dislocated Worker	\$ 1,327,591.00	\$ -	0%	\$ 1,062,072.80	80%	\$ 265,518.20	20%
Youth	\$ 572,130.00	\$ -	0%	\$ 384,512.94	67%	\$ 187,617.06	33%
Subtotal	\$ 2,413,541.00	\$ -	0%	\$ 1,857,641.74	77%	\$ 555,899.26	23%
PY 2020	\$ 2,681,711.00	\$ 44,442.77	2%	\$ 1,867,529.74	69.6%	\$ 641,234.07	24%

*Projected obligation totals includes the 80% contract commitment estimates by June 30, 2021.

**Projected Balance is the amount remaining for operating expenses YTD.

**PY 2019 National Emergency Grant (COVID-19) Dislocated Worker
 October 1, 2020 - March 31, 2022
 100% of Award must be expended by March 31, 2022
 Month Ending, September 30, 2021**



Fund	PY 2019 Award	Expended	% Expended	*Obligations	% Obligated	**Balance after Obligations	% Balance after Obligation
Administration	76,877.20	\$ -	0%	-	0%	\$ 76,877.20	100%
Program	Original Award	Expended	% Expended	Obligations	% Commitment	** Balance after Obligations	% Projected
NEG DWG COVID-	\$ 850,000.00	\$ 150,000.00	18%	\$ 700,000.00	82%	\$ -	0%
Total PY 2019	\$ 926,877.20	\$ 150,000.00	16%	\$ 700,000.00	82%	\$ 76,877.20	8%

*Obligation totals includes the 100% contract commitment for expense by March 31, 2022.
 **Balance after obligations is the amount remaining for operating expenses YTD.

**PY 2021, PY2020, PY2019, and PY2018 Allocations:
National Level, State Level and Local Level**

Sources: TEGL 19-20, 16-19, 16-18, State Allocations Prepared 5/7/2021

PY2021	Adult	Dislocated Worker	Youth	Total
National Level	860,675,000	1,339,473,000	918,577,000	3,118,725,000
State Level Share	18,383,564	33,419,357	19,124,371	70,927,292
<i>15% retained for Admin</i>	2,757,535	5,012,904	2,868,656	10,639,095
<i>25% retained for Rapid Response</i>	-	8,354,839	-	8,354,839
Local Level Share	15,626,029	20,051,614	16,255,715	51,933,358

PY2020	Adult	Dislocated Worker	Youth	Total
National Level	854,474,000	1,322,493,000	912,906,000	3,089,873,000
State Level Share	20,279,015	36,871,224	21,118,115	78,268,354
<i>5% retained for Admin</i>	1,013,951	1,843,561	1,055,906	3,913,418
<i>10% retained for Admin</i>	2,027,902	3,687,122	2,111,812	7,826,836
<i>25% retained for Rapid Response</i>	-	9,217,806	-	9,217,806
Local Level Share	17,237,162	22,122,735	17,950,397	57,310,294

PY2019	Adult	Dislocated Worker	Youth	Total
National Level	843,487,000	1,258,639,000	900,791,000	3,002,917,000
State Level Share	22,242,515	38,491,175	23,153,178	83,886,868
<i>5% retained for Admin</i>	1,112,126	1,924,559	1,157,659	4,194,344
<i>10% retained for Admin</i>	2,224,252	3,849,118	2,315,318	8,388,688
<i>25% retained for Rapid Response</i>	-	9,622,794	-	9,622,794
Local Level Share	18,906,137	23,094,704	19,680,201	61,681,042

PY2018	Adult	Dislocated Worker	Youth	Total
National Level	842,530,000	1,257,214,000	899,577,000	2,999,321,000
State Level Share	24,685,866	40,436,884	25,691,083	90,813,833
<i>5% retained for Admin</i>	1,234,293	2,021,844	1,284,554	4,540,691
<i>10% retained for Admin</i>	2,468,587	4,043,688	2,569,108	9,081,383
<i>25% retained for Rapid Response</i>	-	10,109,221	-	10,109,221
Local Level Share	20,982,986	24,262,131	21,837,421	67,082,538

2022 LWDB Meeting Dates

Proposed: 2nd Thursday of Month

February 10th: 4:00 PM

May 12th: 4:00 PM

August 11th: 4:00 PM

November 10th: 4:00 PM

*Committees meeting at minimum once per quarter
Scheduled at least 2 weeks prior to LWDB Meeting*

Fulton



Connecting Talent with Opportunity
A proud partner of the American  network

KEY PERFORMANCE INDICATORS

November 16, 2021

Q2 KEY PERFORMANCE INDICATORS

Program Year 21: 7/2021 – 6/2022

1,417,073
impressions

159,177
reached in target audience

12,304
clicks

528
form sign-ups



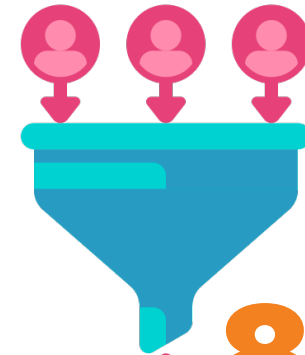
Facebook & Instagram Impressions
Regional ATLWorks Outreach Campaign
September 6 – October 22

Q2 KEY PERFORMANCE INDICATORS

Program Year 21: 7/2021 – 6/2022



88% of customers who submitted an application made it through orientation



483 customers registered for **ORIENTATION** July-September

The first quarter of PY21 saw an increase in the average monthly enrollments and the largest volume of enrollments in the last calendar year

Q2 KEY PERFORMANCE INDICATORS

Program Year 21: 7/2021 – 6/2022

Benchmark Measure: Training Completion Rate



On Track

Cobb County

75.7%



On Track

Fulton County

79.2%



Behind Measure

Mecklenburg County

66.5%

Benchmark: Percent of Job Seekers
Completing Training Program
Statewide: 80.1%

Q2 KEY PERFORMANCE INDICATORS

Program Year 21: 7/2021 - 6/2022

Benchmark Measure: Length of Service Time



On Track

Off Target

On Track

Cobb County

39 Weeks

Fulton County

112 Weeks*

*Application to Enrollment - <5 weeks

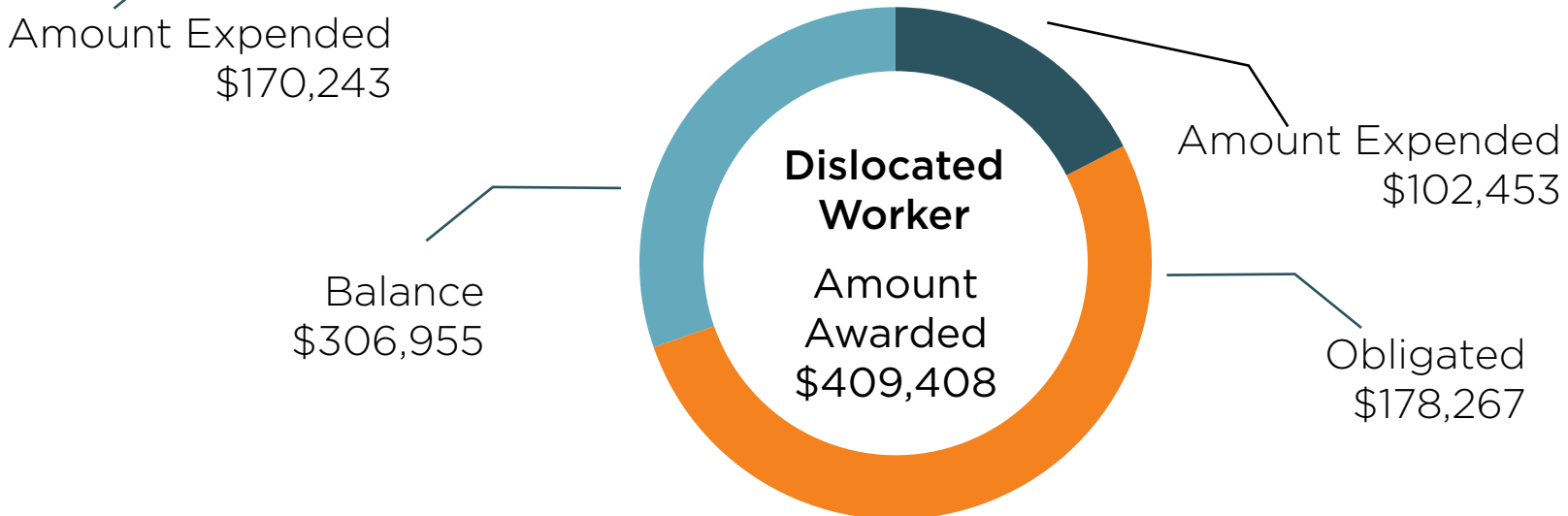
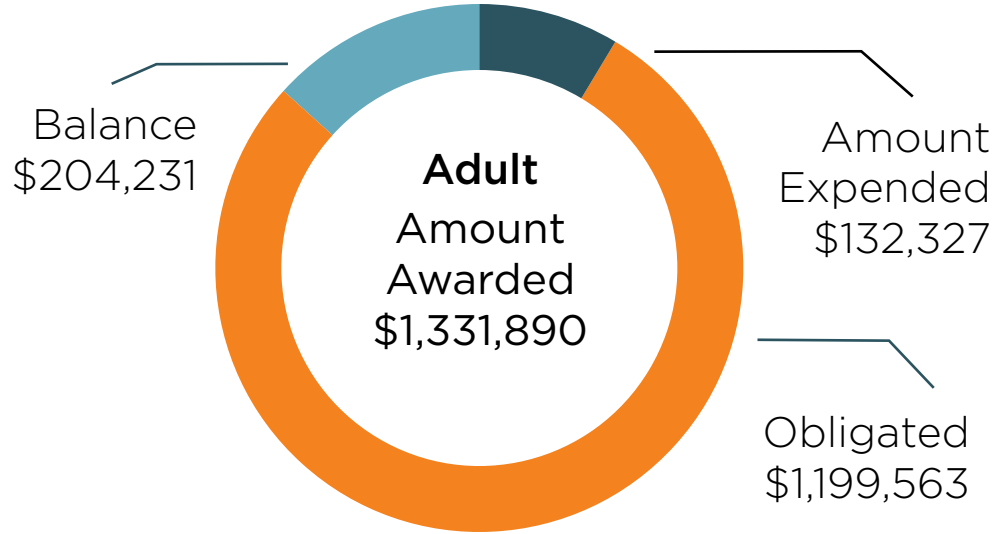
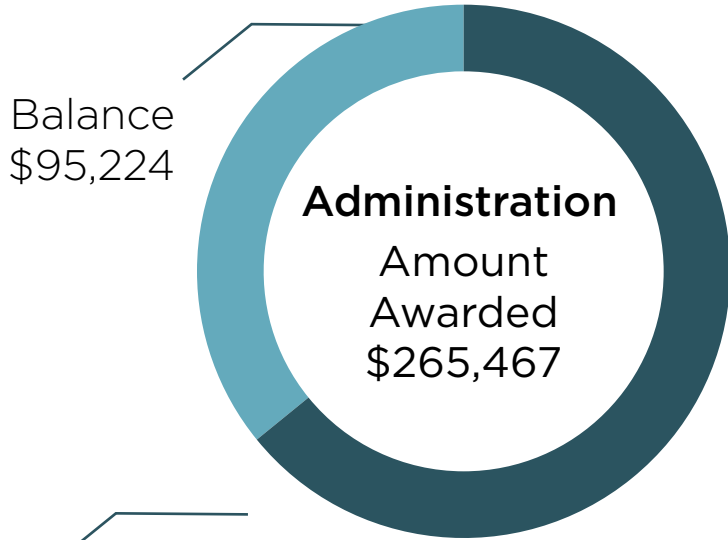
Mecklenburg County

56 Weeks

Benchmark: Number of Weeks Between Enrollment and Exit
Statewide: 69 Weeks

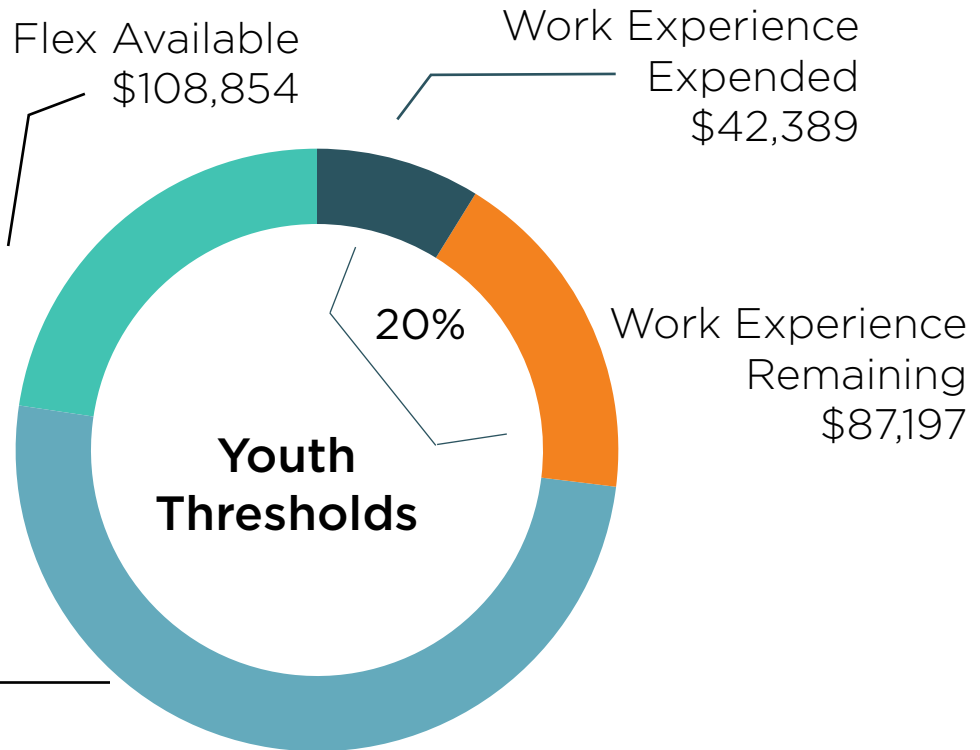
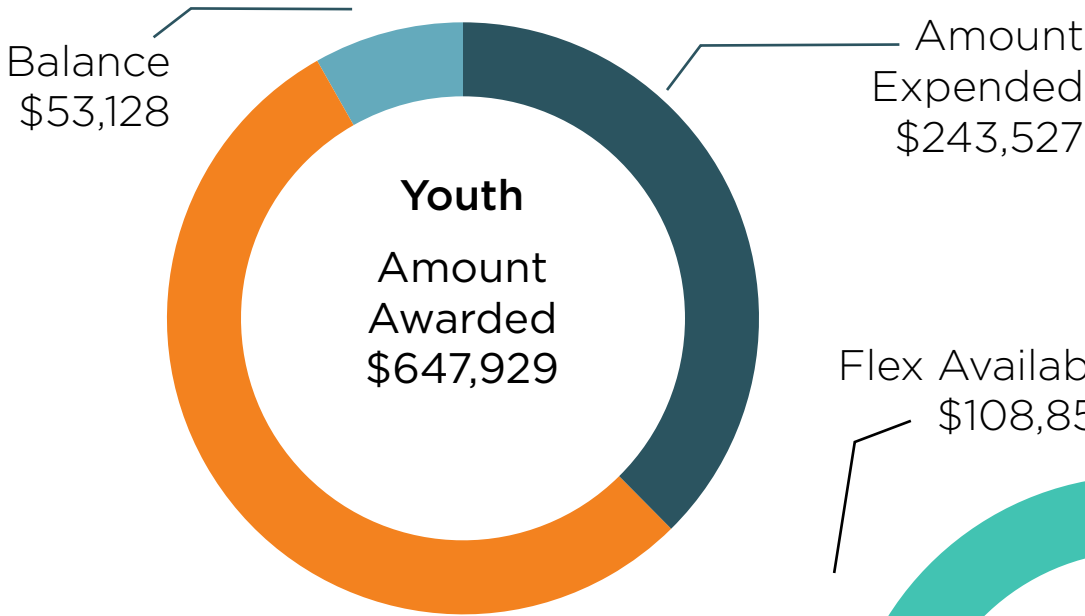
Q2 KEY PERFORMANCE INDICATORS

Funds Expiring June 2022



Q2 KEY PERFORMANCE INDICATORS

Funds Expiring June 2022



Q2 KEY PERFORMANCE INDICATORS

Funds Expiring June 2023



Adult	\$513,820
Dislocated Worker	\$1,327,591
Youth	\$572,129
Admin	\$268,170

