

**MINUTES OF THE FCWPES BOARD OF DIRECTORS  
THURSDAY, JUNE 18, 2015  
SUMMARY MINUTES**

The meeting was held at the Adamsville Regional Health Center, 3700 Martin Luther King Jr. Drive, SW, Atlanta, Georgia 30331.

**BOARD MEMBERS ATTENDING:**

**AIMEE WILLIAMS, CLARA AZCUNES de OJEDA, DEBRA W. HOWEL, DIANA LYNCH, ELIZABETH NORMAN, GREG FANN, JAMES (PETE) HAYLEY, JESSICA JOHNSON, MAUREEN KELLY, MICHAEL T. HILL, DIANE ALLEN, PERRY HERRINGTON, ROBELYN MCNAIR, TOMMIE JONES, YVONNE BECKLES-THOMAS, KENNETH SLAVEN, GARY COLE, LATRON PRICE. NEIL GLUCKMAN.**

**GUEST: DARRYL COLLEY**

**STAFF:**

**ALEXIS LEONARD, AUDRY LAWRENCE, DARRIEN MOORE, DAVID KEYES, KENNETH R. FITZGERALD, OMAR JARRETT, SONIA WILSON.**

Board Chairperson Mr. Tommie Jones called the meeting to order at 9:40 A.M. Chairperson Jones introduced himself and asked Board members to introduce themselves. Chairperson Jones verified the presence of a quorum and confirmed that no public comment cards had been submitted.

**CHAIRPERSON'S REPORT:**

Chairperson Jones reviewed the meeting agenda and presented the minutes from the March 26, 2015, Board of Director's meeting.

- ✚ The minutes were reviewed and approved for adoption as presented by a majority vote of the directors present with no abstentions

Nominations for the positions of Chairperson and Vice Chairperson that were submitted prior to the meeting were distributed and the invitation was extended for nominations from the floor. Having taken all nominations from the floor, and all nominations having been accepted, Board members cast their ballots and the ballots were collected and taken for counting.

Chairperson Jones yielded the floor to Ms. Sonia Wilson to provide an overview of the status of the Fulton County Workforce Preparation and Employment System's (FCWPES) application for certification of the Local Workforce Development Board (LWDB) under the Workforce Innovation and Opportunity Act (WIOA). Ms. Wilson informed the Board of the need to reevaluate the composition of the board submitted for certification.

- ✚ Motion to accept the Executive Team's recommendation to reduce the overall size of the FCWPES Board was made by Mr. Greg Fann, seconded by Mr. James Hayley, and approved by a majority vote of the Directors present with no abstentions.

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IT Incentive Grant that was approved in January.

The Incentive Grant will be utilized to enhance the ability and performance of the ARWB training and employment services for metro Atlanta WIBs (ARWB, Cobb Works, DeKalb WIB and Fulton WIB) one-stops to assist customers with employment in Information Technology (IT) occupations, or into occupations whose skills components include specifically identifiable higher level IT skills.

Project Participants: Participants in the project will include WIA customers who may have completed training without key skills/credentials that have now been identified/will be identified as barriers to successful employment in an information technology training-related field and those currently in training for information technology. These participants could range from individuals who have been searching for jobs for an extended period, or who may still be in training but can be seen as completing an originally-planned course of study that will still leave them with skills/credential gaps.

- ✚ ARC will send us a contract to facilitate the grant once we give approval.
- ✚ Motion to approve Fulton County Workforce Division to allow ARC to serve as the Regional Facilitator for the implementation of the incentive grant was made by Diane Lynch and seconded by Greg Fann with one abstention Maureen Kelly (ARC).

Mr. David Keyes provided an update on the WIOA Action Plan Phase I. There being no questions regarding the update, Chairman Jones moved the meeting forward to Task Force reports.

The Board Visibility and Development Task Force began their report with the presentation of several candidates for Board membership. A brief introduction of each candidate was provided by Ms. Robelyn McNair with Ms. Debra Howell providing an overview of one additional candidate.

- ✚ Motion to approve all recommended candidates was made by Greg Fann, seconded by Perry Herrington, and approved by a majoring vote of the Directors present with no abstentions.

**Discussion ensued regarding Board members who have missed several meetings and who have not responded to attempts at re-engagement.**

Ms. McNair continued with a detailed overview of recommended revisions to the Bylaws as it relates to the nomination process.

- ✚ Motion to accept the proposed revisions to the Bylaws was made by James (Pete) Hayley, seconded by Clara Azcunes de Ojeda, and approved by a majority vote of the Directors present with no abstentions.

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There being no further discussion, the report of the Board Visibility and Development Task Force concluded and Chairperson Jones requested that the Quality Assurance Task Force proceed with their report.

Ms. Aimee Williams opened the Quality Assurance Task Force report with the introduction of recommended revisions to Chapter 9, Section A Non Discrimination/Equal Opportunity policy to include specific verbiage regarding the prohibitions on discrimination based on gender identity, gender expression, and sex stereotyping were next discussed.

- ✚ Motion to accept the proposed revisions to Chapter 9, Section A Non Discrimination/Equal Opportunity policy was made by Clara Azcunes de Ojeda, seconded by Maureen Kelly, and approved by a majority vote of the Directors present with one abstention.

Ms. Williams introduced new policy Section H Secondary Review and Reconciliation of Payment Information as required by the Local Area's Corrective Action Response to a recent audit. The policy requires that supporting documentation from Fulton County's main financial system for all WIA Supportive Services expenditures be filed in each customer's paper record file along with tracking of the total expended.

- ✚ Motion to approve new policy Section H Secondary Review and Reconciliation of Payment Information was made by Greg Fann, seconded by Jessica Johnson, and approved by a majority vote of the Directors present with one abstention.

Staff recommendation was made for renewal of the annual subscription for Aztec training support software.

- ✚ Motion to renew the annual subscription for Aztec training support software was made by Greg Fann, seconded by Jessica Johnson, and approved by a majority vote of the Directors present with one abstention.

Ms. Williams next introduced several provider program additions and program changes to the Fulton County Eligible Training Provider List for consideration.

- ✚ Motion to approve the recommended provider program additions and changes was made by Michael Hill, seconded by James (Pete) Hayley, and approved by a majority vote of the Directors present with one abstention.

There being no further questions or discussion, Chairperson Jones yielded the floor to Ms. Jessica Johnson for the Youth Council report. Ms. Johnson reviewed budget, performance and recruitment activity for the youth program. There being no voting items, Chairperson Jones thanked Ms. Johnson for their report and deferred to Ms. Sonia Wilson for the financial report.

Ms. Wilson directed Board members' attention to the financial report and provided an overview of the budget and obligations. Discussion ensued surrounding Rapid Response dollars and

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programming. There being no further questions and no voting items, the financial report was concluded.

Ms. Wilson next directed attendees attention to the Program report contained in their information packet. Chairperson Jones provided time for members to review the information provided and invited questions from the floor. There being no questions or discussion, Chairperson Jones asked Ms. Sonia Wilson to announce the 2015-2016 WIOA Board Chairperson and Vice-Chairperson.

Chairperson Jones confirmed meeting dates for the coming year, thanked all in attendance and adjourned the meeting at 12:10 PM.

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