



ATLANTA REGIONAL WORKFORCE DEVELOPMENT BOARD NEXTGEN COMMITTEE

May 9, 2018 Meeting Notes

Members Present

Ms. Brenda Beverly
Ms. Lisa Collins
Ms. Juli Gilyard
Ms. Karen LaMarsh - Chair

Mr. Chuck Little
Mr. Chris Moder – Co-Chair
Mr. Shane Persuad

Members Absent

Ms. Amanda Bryant
Ms. LeDam Doan
Ms. Dorothy Herzberg

Ms. Denese Rodgers - Honorable Member
Mr. Ron Scroggy
Ms. Elizabeth Webb

Guests

Debbie Anglin – Hearts to Nourish Hope
Sonja Baisden – Eckerd/Paxen
Katie Bishop – Cherokee Focus
Susan Crumbly – Connecting Henry
Eustacia Evans – Rescare
Christine Grigsby – Rescare
Jacinto Hall – CPACS
Carley Huguley – Eckerd/Paxen

Crystal Huynh (Member Interest) – Woodforest Bank
Dr. Natalie Jackson – Eckerd/Paxen
Nanya Joseph – The Bridge Academy
Joan McNeil – The Bridge Academy
Rasool Muhammad – Global Apprenticeship
Angela Spight – Woodforest Bank
James Williams – Connecting Henry

ARC Staff

Haydn Brathwaite – Finance
Candice Coppin – NextGen Program
Denise Dixon – NextGen Program

Marsharee O’Connor – NextGen Program
Kenddal Walles – NextGen Program

The meeting was held at Atlanta Regional Commission (ARC).

Ms. Karen LaMarsh, Chair, called the meeting to order at 12:05 p.m.

ANNOUNCEMENT(S) & INTRODUCTIONS:

1. The NextGen Committee (NGC) continues to operate paperless, except for meetings held outside of ARC office. For copies of the information discussed during the meeting, visit the ARC website <http://www.atlantaregional.com/about-us/board--committees/atlanta-regional-workforce-development-board/youth-committee>, under *Meeting Archives* or send a request to ARC Staff Marsharee O'Connor via email at MO'Connor@atlantaregional.org.
2. Crystal Huynh, interested in becoming a NextGen Committee member, introduces herself and Woodforest National Bank.

REQUIRES COMMITTEE ACTION(S):

1. Mr. Shane Persuad made the following motion:

MOTION: To approve the recommended PY2018 Total Youth Revenues and Full-Year Obligation (R&O) and approve the allocation of funding for service areas as discussed.

The motion was seconded by Ms. Lisa Collins and unanimously approved.

COMMITTEE PLANNING ACTIVITIES:

- A. **Member Enrollment & Orientation/Training** – Ms. LaMarsh gives an update on the process for enrolling new NextGen Committee members. ARC plans to recruit heavily in June and July. Letters will go out by May 31 to different partners and potential committee members. The letter will explain what ARC, the ARWDB and NextGen Program does, with an attached application. Wednesday, August 8th committee meeting will also be onboarding training for new committee members. At that time new members will be able to volunteer for the different Task Force. If you are interested or have someone you would like to recommend, reach out to Marsharee O'Connor at moconnor@atlantaregional.org.
- B. **Taskforce Updates** – Ms. LaMarsh explains that the committee needs volunteers to scribe for the Task Forces. Since the scribe can be a none committee member, anyone present in the meeting who was interested could volunteer. Volunteers as follows:

Economic Development – Katie Bishop (Cherokee Focus)
Strategic Planning – Joan McNeil (Eckerd Connects)
Resource Leveraging – Debbie Anglin (Hearts)
Program Oversight – Tammy Miller (The Bridge Academy)

Scribe volunteers were advised to begin taking notes today to prepare for next meeting's Task Force.

COMMITTEE CONTRACTS AND FUNDING:

- A. **NextGen Service Providers Contract Extension for PY2018** – We were informed at the February committee meeting that ARC management will be meeting to discuss contract performance and extension status. Ms. LaMarsh informs us that the decision has been made to extend all current contracts for an additional program year. Marsharee O'Connor says NextGen Service Providers will get a contract extension letter in the coming weeks and will receive an email from Ms. O'Connor asking to provide an estimated budget.
- B. **NextGen Program PY2018 Revenue & Obligations (R&O)** – Marsharee O'Connor shows us the Youth allocation fair share (historical data of what fair share percentages look like across ARWDB county lines). For PY2016 and PY2017, we used the same percentage because we had not received a new percentage calculation from the State. We will continue to use those numbers for PY2018 unless the State provides updated ones. Any changes will be presented in the August committee meeting to be approved by the Board.

Chuck Little reminds us that the State Workforce governing board is being moved from GDEcD to the Technical College System of Georgia (TCSG), leaving some processes on hold. Ms. O'Connor explains that typically, youth funding is the first funding ARC receives around April. However, ARC has not received any funding for PY2018.

Haydn Brathwaite explains that in the event of budget emergency or crisis, we can calculate pay at a minimum of 90% of the average of the last two years of funding and use that information to figure out the minimum funding we will receive this year. County allocations in the R&O are based on minimum 90% Hold Harmless, but this will change when actual funding is received. Those numbers do not include Carryover funds or ITA funds.

Approval of this interim budget will allow everyone to start planning. Final budget to be approved by the ARWDB meeting May 24.

- C. **NextGen Program PY2017 Quarterly Performance (3rd and Cumulative Quarters)** – Marsharee O'Connor reports on the PY2017 3rd Quarter Performance (January 1, 2018 – March 31, 2018), in terms of recruitment, placement in employment or education, and attainment of a credential.

Out of 47 individuals exited from the program, 40 were positive, 1 Negative, and 6 Neutral. For the cumulative quarter which covers July 1, 2017 – March 31, 2018. We exited 120 individuals, 101 Positive, 13 Negative, and 6 Neutral. These are stand-in performance measures so that ARC and ARWDB can know how the NextGen Program is performing in real-time data. The federal performance measure is based on one year back lag. Federal requirements: Credential 67% and Placement 70%.

Shane Persaud and Chuck Little suggest adding a column to the report to compare last year's numbers and possibly show a three to five-year trend. Chris Moder suggest adding information showing how much of the total eligible population are being captured for the program, as it would be interesting to see how providers are assigned to/or get their clients.

PLANNING AND SERVICES:

A. PY17 Special Projects – Target Populations: Disability, Offender (Re-entry) & English Language Learner (ELL) –

1. Jacinto Hall (CPACS) spoke about the English Language Learner (ELL) population. He mentioned an influx of Korean speaking students and the challenge in servicing this population.
2. Debbie Anglin (Hearts) spoke about the Re-entry population and apprenticeship development with HVAC or maintenance tech programs. Almost 90% of participants have received a credential, plus Hearts has been doing a lot of intensive counseling, helping with driver's license and car insurance. Ms. Anglin thought most of the participants would want training in one of the trades (like participants in the past), but most are interested in customer service.

Hearts was also asked to work with the Executive session at the 100k Job Fair. The session included executives from the companies represented at the fair. Four former Hearts participants were facilitators at the tables and one Hearts student was selected as a main speaker.

3. Candice Coppin (NextGen/ARC staff) gave the update on PEPP's special project working with persons with disabilities. PEPP's Micro Enterprise Expo and Closing Ceremony will be held June 7 and all merchandise is for sale.

Chris Moder mentions that the ex-offender population could also benefit from an entrepreneurial program. He offers to connect us to a faculty member at University of Georgia, Rich McCline, who works on developing entrepreneurial programs for P.L.P (People Leaving Prison).

Marsharee O'Connor recaps the history of this special project grant which came from recaptured funds of other workforce areas. ARC received \$537,000 to be spent by June 30, 2018 and we allocated \$460,000 to the special project which will end on June 30th. The remaining funds go towards activities in our regular program.

B. Discretionary Grant Special Projects – Social Welfare Program Initiative (SWPI) – Marsharee O'Connor explains that the State had additional discretionary funds and put out an RFP for local workforce areas to apply for those funds. ARC applied, and it was competitive, but we received the max allotment of \$500,000. The funds are being utilized to serve individuals who are direct recipients of government assistance - SNAP (Supplemental Nutrition Assistance Program), TANF (Temporary Assistance for Needy Families), Medicaid, Section 8 Housing, and WIC (Women, Infants, and Children). Recruitment pipeline will come from organizations that provide government assistance like DFCS (Division of Family and Children Services) or DHHS (Department of Health and Human Sciences).

The purpose is to provide these individuals with the means to get them off social welfare and in to self-sustaining wages. The project will be from March 1, 2018 – December 30, 2019 and these funds will not go in to any service provider contract. We have posted for 3 positions – one synonymous to a business services representative (Recruitment and Talent Development Manager) who is

responsible for job placement, and two Talent Development Coordinators (career advisors). These employees will work directly for ARC in our first internal project.

Lisa Collins applauds ARC NextGen staff for advocating for additional funds and taking on more responsibility to provide more services.

C. Program Status Updates & Activities –

1. **Work Experience (WEx) RFP** – Marsharee O’Connor reminds us of the discussion in last meeting regarding a possible Work Experience RFP to help expend those WEx funds. She goes on to announce that a RFP will be issued. The RFP is to solicit for a WEx provider who is solely responsible for WEx activities – regular WEx, OTJ, Pre-apprenticeship, and long-term job placement - working in conjunction with other NGSPs. NGSPs who have done well with their Work Experience Programs (WEP) and WEx expenditures, may still have access to WEx funds, to be determined as the final RFP is hashed out.

Karen LaMarsh asks committee members to volunteer for the RFP review process, explaining that proposals will be accessible online and can be reviewed according to the committee member’s schedule. Volunteers as follows:

Lisa Collins
 Brenda Beverly
 Shane Persaud

2. Ms. LaMarsh explains that the “Universal Program Design”, concept discussed in past meetings, is being put on hold to focus on the WEx RFP and committee Task Force projects.
3. Ms. LaMarsh then asks for volunteers to host the PY2018 committee meetings. Volunteers as follows:

Date	Aug. 8, 2018	Nov. 14, 2018	Feb. 13, 2019	May 8, 2019
Location	ARC – committee member orientation	CPACS	Hearts	C. Henry

4. **NextGen Service Providers (NGSPs) Updates** - Each NGSP reported information on activities, services, initiatives, projects and successful participant outcomes in their respective organizations.
5. Candice Coppin gives an update on the PY2017 Monitoring process which went well and is now complete. Every NGSP was given Corrective Actions, to be complete by the end of the program year, to clean up their participant files.
6. Kenddal Walles gives an update on the status of the “lost” file project. To recap, files from all NGSPs were collected of those participants that were “lost” in the program (unable to reach and no longer participating). Ms. Walles has attempted to reach out to those individuals and research their current credential/placement status, so they can be exited positively.

OTHER DISCUSSIONS:

A. PY2017 NextGen Committee (NGC) Meeting Schedule & Locations –

To conclude the meeting, a card was passed around to be signed and given to one committee member who has been under the weather. Also, a flyer was passed around advertising ARC's Youth Leadership Program.

The next NGC meeting is scheduled to be held at ARC.

The next meeting will be August 08, 2018.

Meeting adjourned at 1:48 p.m.