

ATLANTA REGIONAL WORKFORCE DEVELOPMENT BOARD NEXTGEN COMMITTEE

August 8, 2018 Meeting Notes

Members Present

Ms. Brenda Beverly
Ms. Amanda Bryant
Ms. Lisa Collins
Ms. LeDam Doan

Ms. Dorothy Herzberg
Ms. Karen LaMarsh - Chair
Mr. Shane Persuad

Members Absent

Ms. Juli Gilyard
Mr. Chuck Little
Mr. Chris Moder – Co-Chair

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

Guests

Debbie Anglin – Hearts to Nourish Hope
Barbara Coleman – Connecting Henry
Katie Bishop – Cherokee Focus
Susan Crumbly – Connecting Henry

Eustacia Evans – Rescare
Jacinto Hall – CPACS
Tammy Miller – The Bridge Academy
LaShun Burr Danley (Member Interest) – City of
Douglasville Councilwoman

ARC Staff

Haydn Brathwaite – Finance Workforce
Richard Coore – Mobile Unit Workforce
Candice Coppin – NextGen Program
Denise Dixon – NextGen Program
Victoria Harrison – NextGen Program (SWPI)

Rob Lebeau – Manager Workforce
Marsharee O'Connor – NextGen Program
Thania Saintil – Admin. Coordinator Workforce
Helena Wallace – NextGen Program (SWPI)
Kenddal Walles – NextGen Program (SWPI)

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. Introductions were made around the room.

REQUIRES COMMITTEE ACTION(S):

1. Mr. Shane Persaud made the following motion:

MOTION: To approve the minutes of the May 09, 2017 NGC meeting.

The motion was seconded by Ms. Dorothy Herzberg and unanimously approved.

2. Ms. Dorothy Herzberg made the following motion:

MOTION: To approve the updated PY2018 Total Youth Revenues & Full-Year Obligation (YR&O) dated August 8, 2018 in its entirety.

The motion was seconded by Ms. LeDam Doan and unanimously approved.

3. Ms. Amanda Bryant made the following motion:

MOTION: To approve the NextGen Program's revised "Supportive Service Policy" and submit for approval to the Board (ARWDB).

The motion was seconded by Mr. Shane Persaud and unanimously approved.

4. Ms. Lisa Collins made the following motion (amending the recommended motion to approve the NextGen Program "Work Experience Policy" once the DRAFT is complete):

MOTION: To approve the NextGen Program "Work Experience Policy" once NextGen Administrator provides the final draft for feedback to committee members and providers. Feedback will be incorporated in the final draft presented to ARWDB for approval.

The motion was seconded by Dorothy Herzberg and unanimously approved.

COMMITTEE PLANNING ACTIVITIES:

- A. **Member Enrollment & Orientation/Training** – Mr. Rob LeBeau explains a recommended structure for the NextGen Committee moving forward. The WIOA Bylaws do not detail what the Youth Committee composition should be. However, ARC would like to streamline the committee to a core group of committed professionals. Maybe 15-19 regional and statewide representatives to create a smaller, more strategic committee. ARWDB has made a large reduction in their members and it has

resulted in attendance being more consistent and committee members being more engaged.

Ms. Amanda Bryant makes a recommendation to include some NextGen Service Providers (NGSPs) as committee members as well, since they are directly involved with the participants. Ms. O'Connor reminds the committee that NGSPs can be a part of all NGC meetings and may participate in the Task Forces, to ensure their input is included.

COMMITTEE CONTRACTS AND FUNDING:

- A. **NextGen Service Providers Contract Extension for PY2018** – Mr. Rob LeBeau recaps the State Workforce transition which officially started July 1, 2018. The department will physically move to a Technical College System of Georgia (TCSG) location by the end of this month. Mr. LeBeau continues to go over the new Office of Workforce Development (OWD) Organization Chart and the ARC Workforce Solutions Group Organization Chart (since new positions were filled). He announces that ARC received all our grant dollars last week and contracts would be sent out very soon. Ms. O'Connor confirms that contracts will be going out this week and next week.
- B. **NextGen Program PY2018 Revenue & Obligations (R&O)** – Mr. Haydn Brathwaite reminds the committee that last meeting we did not have concrete numbers, so we used the 90% Hold Harless formula from the State to determine tentative funding for PY18. Now that we have the grant money, and are in final stages of PY17 close-out, the new R&O has increased numbers, including carryover and Work Experience (WEx) dollars. Mr. Brathwaite goes on to explain the R&O, which can be found in the meeting packet online. <https://cdn.atlantaregional.org/wp-content/uploads/ngc-meeting-packet-8-8-18-1.pdf> Mr. Brathwaite concludes that a discussion still needs to be had regarding the WEx dollars and ITA funds. Also, the \$500,000 discretionary funds for the Social Welfare Program Initiative (SWPI) were removed from the budget and indicated at the bottom, due to TCSG's new format for reporting budgets.

Committee actions were taken to approve the budget (R&O) to be submitted for further approval by ARWDB later this month.

- C. **NextGen Program PY2017 Quarterly Performance (4th and Cumulative Quarters)** – Ms. Marsharee O'Connor reports on the PY2017 4th Quarter Performance (April 1, 2018 – June 30, 2018) and PY2017 Cumulative Performance (July 1, 2017 – June 30, 2018), in terms of recruitment, placement in employment or education, and attainment of a credential.

Ms. Lisa Collins comments on the credential attainment rate, explaining that finding certified credentials can be difficult. Ms. Collins suggests collaborating with the Dept. of Economics, who have similar challenges, and solidify a list of certified credentials available in Georgia. Suggestion to be explored in later meetings.

- D. **PY17 Federal Performance Measures and PY18 State Negotiated Performance Rates** – Ms. O'Connor also goes over the federal performance measures and performance negotiated rates with the State. All reports can be found in the committee packet at <https://cdn.atlantaregional.org/wp-content/uploads/ngc-meeting-packet-8-8-18-1.pdf>.

PLANNING AND SERVICES:

A. Policies – Supportive Services (SS) and Work Experience (WEx)

Ms. LaMarsh introduces the revised SS Policy and Ms. O'Connor highlights the significant changes. A copy of the SS Policy can be found in the committee packet online. The WEx Policy is still being worked on due to the many nuances of the Work Experience Program, including information that must come from other policies and the Scope of Work in NGSP contracts. Ms. O'Connor needs to ensure the policy language is the correct language and does not conflict with any policies. She also mentions that the NextGen Program will start to do Stipends this PY2018 which will be outlined in a later policy.

Ms. Bryant recommends receiving comments from committee members before presenting the policy to the Board, maybe through email. Ms. O'Connor stresses the importance of having a WEx Policy approved before State monitoring later this month.

Committee actions were taken, modifying the original recommendation to approve the WEx Policy. Please see the section titled **Requires Committee Action(s)** for details.

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

1. Linda Shepard (PEPP) gave the update on PEPP's special project working with persons with disabilities. She discusses the success of PEPP's Micro Enterprise Expo and Closing Ceremony, where all merchandise created by the NextGen participants was for sale. Ms. Shepard is very excited about the support she has received to incorporate this project in to her regular program design and the buzz it has created in the community about PEPP.
2. Debbie Anglin (Hearts) spoke about the Re-entry population and apprenticeship development program Hearts established. One participant was lost because he ended up back to jail, but 8-10 participants have received credentials and are employed, 16 participants completed a successful work experience, and 2 are going to college. Overall, the Hearts team thought 6 months would not be enough time for a participant to complete the program, but instead found that most could finish in time.
3. Jacinto Hall (CPACS) spoke about the English Language Learner (ELL) population and the strides CPACS has made to expand the countries they serve. Mr. Hall mentioned an influx of Korean speaking students and the challenge in servicing this population. However, CPACS has been working closely with Peachtree Ridge High School and CPACS is excited about the new Korean population coming in. Mr. Hall goes on to speak about a participant from Burma and one from Honduras, further detailing the expansion of CPACS English Language Learner program. Mr. Hall also mentions how great it is to be a part of the NextGen Program's growth in Gwinnett County over the years, making sure to cover the whole county with services.

C. Discretionary Grant Special Projects – Social Welfare Program Initiative (SWPI) – Ms. O'Connor gives an overview of the SWPI project and Ms. Candice Coppin updates us on its progress. Currently in the second stage (recruitment) Ms. Coppin discusses the first stage of preparing SWPI staff,

producing SWPI processes and forms, and overcoming the challenges of connecting with government agency case managers and getting the word out. By combining efforts with the Communications team at ARC to assist with targeted outreach and the persistent hard work of the SWPI team, the project has officially moved into recruitment stage and potential participants are making contact. SWPI is recruiting 25 participants in Clayton County and 25 participants in Gwinnett County. Updates on recruitment will be given in the next committee meeting.

D. NextGen Program Status Updates & Activities –

1. **NextGen Service Provider (NGSP) Updates** - Each NGSP reported information on activities, services, initiatives, projects and successful participant outcomes in their respective organizations.
2. Debbie Anglin boasts about the success of a collaborative between service providers in Clayton and Gwinnett County. The collaborative is offering more funding streams, in-kind donations, and an opportunity to streamline the services being offered.

OTHER DISCUSSIONS:

- A. **PY2017 NextGen Committee (NGC) Meeting Schedule & Locations** – Ms. LaMarsh confirms the locations of the PY18 meetings with the NGSPs that volunteered to host at the last committee meeting in May.

A tentative date will be scheduled for Orientation and Training of committee members. Ms. O'Connor explains what will be covered in training, including committee member duties and the election of Task Force leaders.

The next NGC meeting is scheduled to be held at Center for Pan Asian Community Services (CPACS), 3510 Shallowford Rd. NE, Atlanta GA 30341.

The next meeting will be November 14, 2018.

Meeting adjourned at 2:08 p.m.