

Minutes
Twin Districts Workforce Development Area
Local Workforce Development Board

Tuesday, January 25, 2022 11:00 AM
914 Sullivan Drive, Hattiesburg

LOCAL WORKFORCE DEVELOPMENT BOARD PRESENT:

Rebecca Brown, Wayne Buffington, Sedgie Foxworth, Lillie Graves, Newt Ishee, Lucy Lamberth, Laura Lewis, Julia Lindsay, Calvin Newsom, John Poelma, Jermaine Simmons, David Stephens, Connie Valentine, Lucretia Williams, and Marshall Wood, Sr.

LOCAL WORKFORCE DEVELOPMENT BOARD ABSENT:

Donnie Bond, Danny Box (Proxied to Rebecca Brown), Charles Fairly, Jennifer Griffith, Ricky Harrison, Newt Ishee, Tom Miles, and Phil Nichols.

STAFF:

Allison Hawkins, Patricia Morrison, Marilyn Minor, Shari White, Natalia Diaz, Marvin Dickey, Penny Patterson, and Grant Wesley

CALL TO ORDER AND COMMENTS

Mr. David Stephens called the meeting to order and greeted everyone in attendance.

APPROVAL OF AGENDA

Mr. Stephens called for a motion to approve the agenda.

ACTION: Mr. Wayne Buffington motioned to approve the agenda; Mr. Calvin Newsom seconded. Motion carried.

APPROVAL OF MINUTES

Mr. Stephens called for a motion to approve the minutes from last meeting (November 16, 2021).

ACTION: Ms. Rebecca Brown motioned to approve the minutes; Mr. Marshall Wood seconded. Motion carried.

LEO BOARD UPDATE

Mr. Stephens called on Mr. Calvin Newsom to present the LEO Board report. Mr. Newsom announced that the LEO voted to approve the appointments of Mr. John Poelma from MGCCC, Ms. Laura “Missy” Lewis from PM Farm Supply, and Mr. Cory Nelson from Boondocks Deer Processing.

Mr. Stephens formally welcomed the new members to the Workforce Board.

Mr. Newsom concluded his report.

FINANCIAL REPORT

Mr. Stephens called on Ms. Shari White to present the Financial Report. Ms. White began her report with the PY21 Overview of Current Funding. On December 14, 2021, TDWDA received PY19 NFA #7 Youth in the amount of \$315,892.50. As reported at the last meeting, the PY19 Youth Funds that were not expended at 06/30/21 have been officially been returned to TDWDA. That now brings TDWDA’s PY21 Total Funds Available to \$15,977,194.21.

Ms. White continued with the Obligation and Expenditures Summary. Program Year 21 began on July 1, 2021, and will end on June 30, 2022. The expenditures reported are for cost through 12/31/21.

As for Obligations, Adult was 99% obligated, Dislocated Worker 86.1%, Youth 80.9%, and Rapid Response/Layoff Aversion 17%.

As for Expenditures, Adult was 33% expended, Dislocated Worker 29%, Youth 26%, and Rapid Response/Layoff Aversion 5%. Overall, TDWDA has expended 29% of its PY21 Obligations. Ms. White also noted that PY21 Youth Work Experience Rate is at 44.3%.

As for Expenditures by Quarter, we have expended \$1,917,367.26 in the 1st Quarter, and \$1,970,652.92 in the 2nd Quarter, totaling \$3,888,020.21. Ms. White explained that our Expenditures this time last year were only \$2,971,749.54, so they are continuing to trend upward.

Ms. White continued with the PY21 WIOA Local Area Allocations. This data was requested by the LEO and Workforce Board at the last meeting.

Ms. White presented a Transfer of Funds Request, which would move \$500,000 from the Dislocated Worker stream to the Adult Funding stream, due to the fact that 99% of current Adult Funds have already been allocated. Ms. White called on Mr. Stephens to request a motion to approve the request.

ACTION: Mr. Sedgie Foxworth motioned to approve the Transfer of Funds Request; Mr. Wayne Buffington seconded. Motion carried.

Ms. White concluded her report.

DIRECTOR'S REPORT

Mr. Stephens called on Ms. Allison Hawkins to present the Director's Report. She began stating that SMPDD is working closely with the State and Accelerate MS on the Combined Workforce Plan update, which will include new census and demographic data. It will be submitted in the Spring, and will be available to view on the SMPDD website, as well as the State's.

Youth Program monitoring has been completed. Along with contracted Youth Provider sites, SMPDD also operates four Youth sites on its own. A third-party monitor was hired by SMPDD to evaluate these sites. There were no major findings; however, the monitor recommended that the Separation of Duties within the program could be improved. Based on this recommendation, Shonta Duncan, who runs the SMPDD Youth Program, will no longer be involved in the procurement process. Procurement will now be handled by other staff.

WIOA Youth Procurement is underway with Ms. Patricia Morrison's supervision, and ads have been posted in the local newspapers. The bid package will be available on the SMPDD website on Monday, January 31, 2022. A Bidders' Conference will also be held at the SMPDD Hattiesburg Office and via Zoom on Monday, February 7. Attendance is not required for potential bidders, but will provide important details and information on the bidding process.

Mr. Stephens asked for clarification on the Separation of Duties finding, and if there would be any repercussions. Ms. Hawkins explained that SMPDD was not technically in error, but problems may arise in the future if the monitor's recommendation was not heeded. This current finding would also have no impact on funding.

Ms. Hawkins explained Layoff Aversion, and how those funds are not actually spent until they are needed, such as when a factory or large business shuts down or is at risk of shutting down. This is why Layoff Aversion expenditures and obligations remain seemingly static when compared to Adult/Dislocated Worker and Youth Funds.

Ms. Hawkins also stated that events such as job fairs are considered an allowable cost under Layoff Aversion, and that SMPDD has partnered with the Governor's Job Fair Network and Mississippi Gulf Coast Community College to host two upcoming job fairs. The first will be at MGCCC Jackson County Campus on February 14, and the second at their Harrison County Campus on February 15. Mr. Stephens added that the Governor's Job Fair Network is also hosting an event in Meridian on February 10.

SMPDD is working closely with the Department of Education on the Perkins Plan, which covers students in K-12. SMPDD is providing input based on our Workforce experience and accumulated data aligned with our Sector Strategy, particularly on Career and Technical programs.

Ms. Hawkins concluded her report.

WIN JOB CENTER UPDATE

Mr. Stephens called on Ms. Connie Valentine to present the WIN Job Center update.

Ms. Valentine began by stating that there are now 21 On-the-Job training agreements, totaling \$984,978.70.

There are 412 ITA enrollments, totaling \$1,519,044.70.

Nine participants have completed their OJT programs, and 115 participants have completed their ITAs in PY21.

At this time, we have 1,547 WIOA enrollments in PY21.

Ms. Valentine concluded her report.

YOUTH COMMITTEE REPORT

Mr. Stephens called on Ms. Lillie Graves to present the Youth Committee report.

Ms. Graves stated that the Youth Committee has not met, and did not currently have a report.

ONE-STOP COMMITTEE REPORT

Mr. Stephens called on Ms. Rebecca Brown to present the One-Stop Committee report.

Ms. Brown began by offering a motion to approve the new Customized Training (CT) Policy, which was updated to better reflect current WIOA language.

ACTION: Ms. Rebecca Brown motioned to approve the Incumbent Worker Budget; Mr. Sedgie Foxworth seconded. Motion carried.

Ms. Brown concluded her report.

Mr. David Stephens thanked Ms. Brown for her report.

INDUSTRY ADVISORY COUNCIL REPORT

Mr. Stephens called on Mr. Mark Scott to present the Industry Advisory Council report.

Mr. Scott began by stating that the council had not yet met, but presented a two-step plan to connect with industries in our Area.

Step 1 is to revive 'We Survey' to better understand the wants and needs of employers. Step 2 is to ask each Supervisor to appoint a business leader from their constituency, which will all meet once a year.

Mr. Scott concluded his report.

NEW BUSINESS

Mr. Stephens presented two appointments to the One-Stop Committee: Ms. Lucretia Williams and Mr. Danny Box. Mr. Stephens asked for a motion to approve these appointments.

ACTION: Mr. Sedgie Foxworth motioned to approve the One-Stop Committee appointments; Mr. Calvin Newsom seconded. Motion carried.

Mr. Stephens presented Ms. Toni Stillman to be appointed to the Youth Committee, and called for a motion to approve.

ACTION: Mr. Wayne Buffington motioned to approve Ms. Toni Stillman's appointment to the Youth Committee; Mr. Sedgie Foxworth seconded. Motion carried.

Ms. Hawkins stated the date for the next TDWDA LEO/Workforce Board meeting has been set for April 26, 2022.

ADJOURNMENT

With nothing further to discuss, Mr. Stephens adjourned the meeting.