

Minutes
Twin Districts Workforce Development Area
Local Elected Officials Board

Thursday, July 27, 2023 9:30 AM
914 Sullivan Drive, Hattiesburg

PRESENT

Wayne Barrow, Bobby Bolton, Henry Cochran, Curtis Gray, Calvin Newsom, Dwight Norris, Joe Norwood, Burkett Ross, and Greg Shaw

ABSENT

Terry Bass, Clark Bond, Randy Bosarge, Jackie Bradford, Lorenzo Carter, Marvin Chapman, Christopher Cole, Travares Comegys, Kenneth Harris, Donald Hart, Arthur Keys, Marlin Ladner, Kirby Nazary, Obbie Riley, and Bobby Rushing.

STAFF

Allison Hawkins, Patricia Morrison, Marilyn Minor, Shari White, Shonta Duncan, Marvin Dickey, Elena Borel, Natalia Diaz, and Grant Wesley.

WELCOME/CALL TO ORDER

LEO Chair Calvin Newsom greeted those in attendance and called the meeting to order.

APPROVAL OF AGENDA

ACTION: Mr. Greg Shaw motioned to approve the agenda; Mr. Joe Norwood seconded. Motion carried.

APPROVAL OF MINUTES

ACTION: Mr. Wayne Barrow motioned to approve the minutes from last meeting (April 27, 2023); Mr. Greg Shaw seconded. Motion carried.

TWIN DISTRICTS UPDATE

Mr. Newsom called on Ms. Allison Hawkins to present the Twin Districts Update. She began by giving an update on the One-Stop Centers' Wi-Fi installation progress. Although the previously established deadline was July 1, more time will be needed to complete the project due to privacy/security requirements and procurement procedures. This should take six to eight weeks to complete, with high-traffic Centers receiving priority.

Monitoring of the SMPDD Youth Program and subrecipients is almost complete. The monitors have been very efficient and thorough, and should wrap up within the next couple of weeks.

The High School Career Coach program is going well, with 16 Coaches currently in schools and another 23 expected to be placed by the end of the hiring process. Progress within the schools has been great, with many students being connected to career pathways. If any LEO member would be interested in getting a coach for one of their school districts, please let the SMPDD staff know.

Most subrecipient subawards have been executed, only one left is MDES, which is larger and takes longer to complete. All Youth Subawards are executed and in place.

The TDWDA Annual Board Meeting will be November 28-29, and will be at Centennial Plaza in Gulfport. Please let SMPDD staff know of any scheduling conflicts. Also, feel free to suggest topics of interest for meeting workshops.

Ms. Jennifer Griffith has moved to a new position at Jones County Junior College, and cannot continue to serve on the Workforce Board. As such, Ms. Wendy Evans will be her replacement.

Ms. Hawkins concluded her report.

TWIN DISTRICTS FINANCIAL REPORT

Mr. Newsom called on Ms. Shari White to present the Financial Report. Ms. White began her report with the PY22 Overview of Current Funding. On April 28, 2023, TDWDA received NFA #500-22-5. This NFA gave TDWDA the authority to expend and request an additional \$23,035 in Dislocated Worker Funds. A copy of the NFA notification letter is attached to the meeting packet.

At the April 2023 TDWDA Board meeting, the LEO approved the transfer of \$500,000 from PY22 Dislocated Worker fund to PY22 Adults funds. On June 5, 2023, MDES OGM approved that transfer request. The Funding Overview reflects that transfer. The Funding Overview reflects that transfer. This brings the Total Funds Available to \$15,682,528.07.

Ms. White continued with the Obligations and Expenditure Summary. The expenditures reported are for the Fourth Quarter costs - the period ending 6/30/23. The Obligations were as follows: Adult was 100% obligated, Dislocated Worker 100%, Youth 100%, and Rapid Response/Layoff Aversion was 82.5%. The overall obligation for all funds was 97.8%.

As for Fourth Quarter (6/30/23) Expenditures: Adult was 74% expended at \$3,956,957.31; Dislocated Worker 44% at \$983,754.42; Youth 52% at \$3,184,704.92;

and Rapid Response/Layoff Aversion was 91% expended at \$1,460,839.17. Overall, TDWDA has expended 62% of its PY22 Obligations. Please note that the PY22 Youth Work Experience Rate is at currently at 39.34%.

Next, Ms. White went over the Unobligated Remaining Funds. The only fund not 100% obligated is the Rapid Response/Layoff Aversion, and those funds will be obligated during PY23. Unliquidated Obligations are funds that were obligated, but not expended. Closeout packages are due from the youth and adult providers by August 7th. There are usually additional expenditures reported in the closeouts, so we are expecting final expenditures to increase and the total amount of Unliquidated Obligations will decrease. All PY22 funds that were not expended at 06/30/23 will roll over into the PY23, and they will be re-obligated during this program year.

Ms. White continued with the Expenditure by Quarter Report. Expenditures for Fourth quarter were \$2,881,851.52, with total expenditures this year at \$9,586,255.82. In comparison to last year expenditures at this time (\$8,888,960.14) there is an increase of \$697,295.68.

Ms. White concluded her report. Mr. Newsom called for a motion to accept both Ms. Hawkins' and Ms. White's reports.

ACTION: Mr. Dwight Norris motioned to accept the reports given by Ms. Allison Hawkins and Ms. Shari White; Mr. Curtis Gray seconded. Motion carried.

NEW BUSINESS

Mr. Newsom announced that Mr. Bobby Rushing, Mr. Curtis Gray, Sr., Mr. Jackie Bradford, and Mr. Kenneth Harris will be retiring as Board of Supervisors members this year, and therefore the TDWDA LEO Board as well. He asked that SMPDD staff present an award recognizing their years of service to the LEO and the Twin Districts Workforce Development Area. Ms. Hawkins responded by stating that preparations are being made, and will be presented at the upcoming meeting in November.

Mr. Newsom also inquired about the WIN Job Centers that were conditionally certified as One-Stop operators last meeting, and if the minor issues present were addressed. Ms. Marilyn Minor confirmed that most had, and the Columbia WIN Job Center would complete its flooring installation this week. Following that, Ms. Minor said the One-Stop Committee would commence follow-up inspections of the WIN Centers to confirm the necessary work was completed.

With Ms. Jennifer Griffith accepting a new position at Jones County Junior College, she can no longer serve on the TDWDA Workforce Board. Ms. Wendy Evans, Director of Integrated Pathways at JCJC, has been named as a suitable replacement on the Workforce Board. Mr. Newsom called for a motion to approve her appointment.

ACTION: Mr. Wayne Barrow motioned to approve Ms. Wendy Evans' appointment to the TDWDA Workforce Board; Mr. Henry Cochran seconded. Motion carried.

Mr. Newsom then announced that SMPDD staff is still missing signed acknowledgement forms for TDWDA LEO By-Laws and the TDWDA Conflict of Interest policy from some of the LEO members. In order to maintain WIOA compliance, every LEO member must read these items and sign the corresponding Acknowledgement forms. Signed forms must be returned to SMPDD staff as soon as possible.

ADJOURNMENT

With nothing further to discuss, Mr. Calvin Newsom called for a motion to adjourn the meeting.

ACTION: Mr. Joe Norwood motioned to adjourn the meeting; Mr. Greg Shaw seconded. Motion carried.

DRAFT