

**Southcentral Mississippi Works**  
**Board of Commissioners #19-03**

TeleConference/Zoom Meeting  
Thursday, June 11, 2020 - 1:00 p.m.

## Agenda

- |      |   |                            |
|------|---|----------------------------|
| I.   | Welcome and Introductions   | Willie Wright<br>BOC Chair |
| II.  | Old Business  | Willie Wright              |
| III. | ACTION: Approval of Minutes<br>EXHIBIT A: Minutes of December 12, 2019<br>Joint Meeting | Willie Wright              |

### WIOA Updates and Reports

- |      |   |             |
|------|---|-------------|
| IV.  | REPORT: WIOA Update   | Mary Powers |
| V.   | REPORT: PY'19 WIOA Activities<br>EXHIBIT B: PY'19 WIOA Enrollments  | Tina Tolar  |
| VI.  | REPORT: Report on PY'19 Out-of-School Youth Activities<br>EXHIBIT C: PY'19 Youth Provider Activities  | Tom Meek    |
| VII. | REPORTS: <ul style="list-style-type: none"><li>• 2020 Nurse Extern Program</li><li>• Madison Co. Jobs 4 Youth Program</li><li>• Refill Café Program</li><li>• In-School Youth Internship Activities</li><li>• WCARC</li></ul> | Joyce Paris |

**WIOA Budget Activities**

- |       |         |   |             |
|-------|---------|---|-------------|
| VIII. | ACTION: | Consideration of Transfer of Funds Request<br>EXHIBIT D: Transfer and Limitation Form | Mary Powers |
| IX.   | ACTION: | Consideration of Program Year 2020 Budget<br>EXHIBIT E: Proposed PY '20 Budget        | Mary Powers |

**SWIB Appointment**

- |    |         |   |             |
|----|---------|---|-------------|
| X. | ACTION: | Consideration of Workforce Area Representative<br>on the State Workforce Investment Board | Mary Powers |
|----|---------|---|-------------|

**Program Year 2020 BOC Meeting Plans**

- |     |         |                                     |               |
|-----|---------|-------------------------------------|---------------|
| XI. | REPORT: | Consideration of PY'20 BOC Meetings | Willie Wright |
|-----|---------|-------------------------------------|---------------|

ADJOURN

# **EXHIBIT A**

## **Minutes of December 12, 2019 Joint Meeting**

# MINUTES

**SOUTHCENTRAL MISSISSIPPI WORKS  
JOINT LWDB/BOC MEETING # 19-02  
EAGLE RIDGE CONFERENCE CENTER  
HINDS COMMUNITY COLLEGE  
RAYMOND, MISSISSIPPI  
THURSDAY, DECEMBER 12, 2019, 10:30 a.m.**

The Local Workforce Development Board and Board of Commissioners for Southcentral Mississippi Works (SMW) met on Thursday, December 12, 2019 at the Eagle Ridge Conference Center on the campus of Hinds Community College in Raymond, MS. The meeting convened at 10:41 a.m. with LWDB Chair Benny Hubbard and BOC Chair Willie Wright presiding.

The following Local Workforce Development Board members were in attendance at the meeting:

Ms. Nanete Darden for Ms. Janice Barry  
Ms. Carolyn Boteler  
Ms. Sarah Bridge  
Dr. Brenda Brown-Orr  
Ms. Jill Busby  
Mr. Jermal Clark  
Ms. Celine Craig  
Mr. Marcus Estes  
Mr. Arthur Lee Evans, Jr.  
Ms. Karen Gaudet  
Mr. John Graves  
Ms. Shannon Hillman  
Mr. Benny Hubbard  
Mr. Scott Kimbrell  
Ms. Dorothy King  
Mr. Allen Scott  
Ms. Sandra Sewell  
Ms. Anna Locke for Dr. Mary Sims-Johnson  
Mr. Chad Stocks  
Ms. Doris Turnage  
Mr. Daren Vandevender  
Mr. Earl Washington

The following Local Workforce Development Board members were absent from the meeting:

Mr. Mike Barkett  
Ms. Kathryn Collins  
Mr. Bill Franklin  
Mr. Mack Haynes  
Ms. Morgan Halford  
Mr. Francis Jackson  
Mr. Robert Jones  
Mr. Clarence Scutter  
Mr. Jim Stephens

Mr. Michael Suttlar  
Mr. Lonnie Walker  
Ms. Carol Wisch

The following Board of Commissioners members were in attendance at the meeting:

Mr. Davy Craft  
Ms. Angela Hutchins  
Mr. Butch Graves  
Mr. Doug Falvey  
Mr. Robert Graham  
Mr. Daryl McMillian  
Ms. Faye Hodges  
Mr. Charles Selmon  
Mr. Kenyon Jackson  
Mr. Willie Wright

The following Board of Commissioners members were absent from the meeting:

Mr. Jimmie Bass  
Mr. David Bishop  
Mr. Tracy Collins  
Mr. Kenneth Davis  
Mr. Steve Gaines  
Mr. Stanley Stevens  
Mr. Shelton Stogner

The following staff members were in attendance at the meeting:

Ms. Karen Gates, CMPDD  
Ms. Angela Griffin, CMPDD  
Mr. Tom Meek, CMPDD  
Ms. Joyce Paris, CMPDD  
Ms. Mary Powers, CMPDD  
Ms. Tina Tolar, CMPDD  
Mr. Jimmy Giles, CMPDD  
Ms. Jessica Nichols, CMPDD  
Ms. Lynette Smith, SWMPDD

The following guests were in attendance at the meeting:

Ms. Viola Washington  
Mr. Marvin Moak – Hinds Community College  
Ms. Chtina Black – Hinds Community College  
Ms. Tawanna Ray -MDES  
Ms. Ayanna Lipsey - MCCB  
Mr. Robert Allen – Hinds Community College  
Mr. Nicholas Evans – Hinds Community College  
Ms. Sandra Kavanay – MDHS  
Ms. Tuesday Abraham – SMW Youth Committee

Ms. Willie Jones – DSC  
Ms. Kabertha Houseworth – MDRS  
Ms. Cherish Johnson – MDES  
Ms. Yvette DeLeeuw - MDES  
Mr. David Creel –Hinds Community College  
Mr. Zachary Fortenberry – MDES  
Mr. Jerry Jackson – Hinds Community College  
Ms. Vicki Burton – Goodwill of MS  
Ms. Vanessa Shiers – Hinds Community College  
Ms. Tabatha Lelonek – Hinds Community College  
Ms. Lauren Powers – Hinds Community College  
Mr. Kearney Waites - WCARC

**I. Welcome and Introductions**

The meeting convened at 10:41 am. LWDB Chair Mr. Benny Hubbard welcomed those in attendance. Mr. Wright also welcomed all. Mr. Hubbard then gave the invocation. Mr. Wright asked the guests in attendance to introduce themselves.

**II. Old Business**

No old business was presented.

**III. ACTION: Approval of LWDB Minutes of October 31, 2019 Local Workforce Development Board Meeting.**

Mr. Hubbard asked LWDB members to review Exhibit A, minutes of the October 31, 2019 LWDB meeting.

**MOTION: To approve the minutes of the October 31, 2019 LWDB meeting, by Mr. Clark.**  
**SECOND: By Ms. Boteler**  
**VOTE: Unanimous in favor of the motion.**

**ACTION: Approval of BOC Minutes of October 31, 2019 Board of Commissioners' meeting.**

Mr. Wright asked BOC members to review Exhibit B, minutes of the October 31, 2019 BOC meeting.

**MOTION: To approve the minutes of the October 31, 2019 BOC meeting by Ms. Hodges.**  
**SECOND: By Mr. McMillian.**  
**VOTE: Unanimous in favor of the motion.**

**IV. REPORT: Report on WIOA Activities**

Ms. Tolar presented the Board with Exhibit C and detailed WIOA enrollments for the SMW area for the program year 2019 which runs from July 1, 2019 to June 30, 2020. Ms. Tolar updated the Boards on enrollments in Career Services, Individual Training Accounts (ITAs) On-the Job Training (OJT) and Internships by provider for each of the three funding streams, Adult, Dislocated Worker and Out-of-School Youth.

**V. REPORT: Report on PY '19 Out-Of-School Youth Activities**

Mr. Meek presented Exhibit D, which further detailed PY '19 OSY enrollments and activities by provider, and discussed the specific activities and services each provider was asked to provide in their subawards, including their goals and year to date performance in attaining the stated goals.

**VI. Vicksburg WIN Job Center Grand Opening**

Ms. Powers thanked the group for their participation and commitment to WIOA programs in the SMW area, then announced that the WIN Job Center in Vicksburg recently had held its grand opening in its new location on the Hinds Community College campus in Vicksburg. Ms. Powers then introduced Mr. Marvin Moak, Dean of the Vicksburg campus. Mr. Moak described the festivities of the grand opening, which was very well attended, and noted that since opening, the new Center was working with approximately 100 people per day. In addition, Mr. Moak informed the Boards that the Center is very customer-friendly in layout, located on a public transportation route and is holding a number of events, including job fairs and employer interviews.

**VII. ACTION: Consideration of LWDB Nominations**

Prior to consideration of the action item, Mr. Wright nominated Mr. Kenyon Jackson to serve as BOC Vice Chair as a replacement for Mr. Collins, who had lost his election.

**MOTION: To accept the nomination of Mr. Kenyon Jackson as BOC Vice Chair, by Ms. Hutchins.**

**SECOND: By Mr. McMillian**

**VOTE: Unanimous in favor of the motion, with Mr. Jackson abstaining.**

Mr. Wright then called the BOC's attention to Exhibit E, a list of nominations for vacant seats on the LWDB. Following a brief discussion, Mr. Wright asked for a motion to approve the nominations.

**MOTION: To accept the nominations for LWDB seats as presented, by Mr. Graves.**

**SECOND: By Mr. Jackson**

**VOTE: Unanimous in favor of the motion.**

**VIII. Presentations**

**Maritime Academy**

Mr. Chad Stocks of Hinds Community College addressed the Boards regarding the HCC Maritime Academy, which trains individuals to work on the barges of the Mississippi River. Mr. Stocks noted that the expansion of the Panama Canal has greatly increased the amount of commercial and industrial commerce on the river, leading to an increased need for qualified deck hands. With three river transport companies located in Vicksburg, HCC is conducting a week-long certification program that trains people to earn \$36,000 per year right out of the classroom, with the opportunity to more than double the salary within a year.

**WCARC Services**

Mr. Kearney Waites, Director of Mid-West Corp. dba WCARC, informed the Boards regarding the types of workforce development service his organization provides for people with learning disabilities. Mr. Waites described the history of the organization, which began in 1980, and described the methods used to help their

clients fully integrate into society, including the workforce. WCARC operates a janitorial services operation that trains and employs WCARC clients at \$15.00 per hour, and also successfully trains disabled individuals for positions with the federal postal service.

**Participant Testimonial**

Ms. Tabatha Lelonek discussed her personal journey through some very difficult times as a child and young adult to her acceptance and study in HCC's MI-BEST Program. Ms. Lelonek described the ways in which HCC and the WIOA programs had helped her discover herself and find that she could be successful. Ms. Lelonek is now gainfully employed as a receptionist with Hinds Community College at the Vicksburg WIN Job Center.

**IX. PY 2019 meeting Schedule**

Mr. Hubbard and Mr. Wright presented their respective boards with a schedule of the remaining meetings for PY 19.

There being no further business, the meeting adjourned at approximately 11:55 am.

**LWDB:** Recorded by: \_\_\_\_\_

Approved by: \_\_\_\_\_

Date Approved: \_\_\_\_\_

Amendments: \_\_\_\_\_

**BOC:** Recorded by: \_\_\_\_\_

Approved by: \_\_\_\_\_

Date Approved: \_\_\_\_\_

Amendments: \_\_\_\_\_

# **EXHIBIT B**

## **PY'19 WIOA Enrollments**

## Southcentral Mississippi Works Workforce Development Area

*Program Activity for Program Year 19*

*July 1, 2019 – June 30, 2020*

### Mississippi Department of Employment Security

WIOA Activity for Brookhaven, Madison, McComb, and Natchez

Individual Training Accounts (ITA) Program Activity	PY19 Participants	
<i>* Industry Sector</i>		
Healthcare*	48	
Manufacturing*	2	
Transportation/Distribution/Logistics*	22	
Others (Early Childhood Education)	2	
<b>TOTAL</b>	<b>74</b>	<b>81% of Program Year Goal</b>

On-The-Job Training (OJT) Program Activity	PY19 Participants	
<i>* Industry Sector</i>		
Healthcare*	3	
Manufacturing*	4	
Transportation/Distribution/Logistics*	3	
Others (Banking, Fire Fighter, Police Officer, Administrative, Customer Service, Animal Control)	15	
<b>TOTAL</b>	<b>25</b>	<b>46% of Program Year Goal</b>

Internship Program Activity	PY19 Participants	
<i>* Industry Sector</i>		
Healthcare*	3	
Manufacturing*	2	
Transportation/Distribution/Logistics*	0	
Others (Administrative, Insurance Processors, Management)	10	
<b>TOTAL</b>	<b>15</b>	<b>63% of the Program Year Goal</b>

**Southcentral Mississippi Works Workforce Development Area**  
*Program Activity for Program Year 19*  
*July 1, 2019 – June 30, 2020*

**Hinds Community College**

WIOA Activity for Jackson, Pearl, and Vicksburg

Data extraction 05/26/2020

Individual Training Accounts (ITA) Program Activity	PY19 Participants	
<i>*Industry Sector</i>		
<b>Healthcare*</b>	36	
<b>Manufacturing*</b>	9	
<b>Transportation /Distribution/Logistics *</b>	41	
<b>Others</b> (MI-Best, Culinary Arts, Bus. Office, Marketing, Electrician, and Lineman)	104	
<b>TOTAL</b>	<b>190</b>	<b>61% of Program Year Goal</b>

On-The-Job Training (OJT) Program Activity	PY19 Participants	
<i>*Industry Sector</i>		
<b>Healthcare*</b>	2	
<b>Manufacturing*</b>	62	
<b>Transportation /Distribution/Logistics *</b>	8	
<b>Others</b> (Banking, Dry Wall Installers, Electrician, Information Technology)	10	
<b>TOTAL</b>	<b>82</b>	<b>90% of Program Year Goal</b>

Internship Program Activity	PY19 Participants	
<i>*Industry Sector</i>		
<b>Healthcare*</b>	11	
<b>Manufacturing*</b>	66	
<b>Transportation /Distribution/Logistics *</b>	14	
<b>Others</b> (Administrative, Information Technology, and Customer Service)	7	
<b>TOTAL</b>	<b>98</b>	<b>112% of Program Year Goal</b>

# **EXHIBIT C**

## **PY'19 Youth Provider Activities**

## Youth Provider Activities PY 19 (Through May 2020)

**SWMCC:** Recruit WIOA eligible persons, including OSY, from communities in service district and refer to WIN for services. Goal: 48 Actual : 45 Visited 24 community organizations and functions

**CLCC:** Recruit WIOA eligible persons, including OSY, from communities in service district and refer to WIN for services. Goal: 48 Actual : 33 Visited 22 community organizations and functions

**Hinds CC:** Recruit WIOA eligible persons, including OSY, from communities in service district and enroll in ITAs. Goal: 125 OSY Actual : 110 Visited 68 community organizations and functions.

**MDES:** Recruit WIOA eligible persons, including OSY, from communities in service area and enroll in ITAs and internships. ITA Goal: 54 Actual: 5 Internship Goal: 6 Actual: 2

**MDRS:** Enroll persons with disabilities into employability skills training, assist with job search and placement.  
PY 19 Goal: 20 Actual: 4 Employed: 3 Internships: 2 Total Enrollment inc. carryovers: 46 22 OSY

# **EXHIBIT D**

## **Transfer and Limitation Form**

**TRANSFER AND LIMITATION  
SUMMARY AND APPROVAL**

**Grant**

WIOA PY19/FY20  
(#AA332381955A28)

**Grantee**

Central Mississippi Planning & Development District  
P.O. Box 4935  
Jackson, MS 39296  
(601) 321-2168  
DUNS: 157224353

Funding Stream	Available For Transfer (100.00%)	To Date		This Transfer Request	Total Transferred To Date	Remaining For Transfer
		Requested	Transferred			
↶ Dislo. Worker Advance	\$1,795,696.00	\$-205,845.00	\$0.00	\$-300,000.00	\$-300,000.00	\$1,495,696.00
➔ ADULT	\$1,886,693.00	\$-635,349.00	\$0.00	\$300,000.00	\$300,000.00	\$2,186,693.00

\_\_\_\_\_  
Approved for the Workforce Investment Board

\_\_\_\_\_  
Approved for the Local Elected Official

\_\_\_\_\_  
Approved for the Mississippi Department of  
Employment Security

06/04/2020

Lynn Head

\_\_\_\_\_  
Date Prepared

\_\_\_\_\_  
Prepared By

# **EXHIBIT E**

## **Proposed PY '20 Budget**

**Southcentral Mississippi Works  
Workforce Development Area  
PY 20 Budget  
July 1, 2020 - June 30, 2021**

	Adult	Dislocated Worker	Youth	Total
Estimated PY 19 Programmatic Carryover	596,714	1,451,352	1,158,253	3,206,319
PY 20 Allocations	<u>1,327,224</u>	<u>1,838,722</u>	<u>1,558,568</u>	<u>4,724,514</u>
<b>Net amount available for PY 20 Subawards/Contracts</b>	1,923,938	3,290,074	2,716,821	7,930,833
<b>Proposed PY 18 Subawards/Contracts</b>				
MS Dept. of Employment Security				
Operational	444,961	788,441	400,689	1,634,091
Programmatic - including OJT and ITA training	200,000	445,000	150,000	795,000
Hinds Community College				
Operational	412,405	701,504	490,780	1,604,689
Programmatic - including OJT and ITA training	350,000	775,000	400,000	1,525,000
Copiah-Lincoln Community College				
Operational	100,367	158,557	131,610	390,534
MS Dept. of Rehabilitation Services				
Operational	96,617		96,617	193,234
Programmatic	6,700		6,700	13,400
WCARC				
Operational	59,140		59,140	118,280
Work Experience			26,003	26,003
Working Solutions - Internship Program Payments				
Programmatic	250,000	400,000	360,000	1,010,000
Madison Co. Youth Court				
Operational			147,647	147,647
Programmatic			28,650	28,650
Yazoo Co. Youth Court				
Operational			136,129	136,129
Programmatic			17,190	17,190
Refill Jackson Initiative				
Operational			138,118	138,118
Programmatic			114,048	114,048
Sunnybrook Transitional Living Program				
Operational			219,988	219,988
Programmatic			33,239	33,239
<b>Total Obligations</b>	1,920,190	3,268,502	2,956,548	8,145,240
Over/Under Obligation	3,748	21,572	(239,727)	(214,407)

Budget includes a transfer of funds in the amount of \$300,000 from Dislocated Worker to Adult