



Columbus, Georgia
Georgia's First Consolidated Government
Post Office Box 1340 • Columbus, Georgia 31902-1340
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Job Training Division

LOWER CHATTAHOOCHEE WORKFORCE DEVELOPMENT BOARD

Summer 2026 Meeting Agenda

Thursday, June 11, 2026 – 11:30 AM

*Columbus City Hall
1111 1st Avenue, 2nd Floor
Columbus, Georgia 31901*

*TO JOIN MICROSOFT TEAMS MEETING:
Meeting ID: 259 648 415 056 597
Passcode: 7CH9nW7Z*

AGENDA

- I. Welcome*
 - a. Roll*
 - b. Approval of Minutes*
 - i. LCWDB (July 31, 2025, through April 14, 2026)*
 - ii. Executive Committee (02/20/2026 through 05/12/2026)*
 - c. Approval of the Executive Committee's Actions*
- II. Administrative, Board, and Standing Committee Reports*
 - a. Administrative – Director's Report*
 - i. Approval of RFP Awards for 2026*
 - 1. One-Stop Operator Services*
 - 2. Workforce Development Intensive Career Service/Case Mgt./CRT Training for Adults & Dislocated Workers for PY26*
 - b. Programming*
 - i. Summer Youth Employment Program*
 - c. Operations*
 - i. LCWDB By-Laws Changes*
 - d. Compliance*
 - i. One-Stop Certification & MOU*
 - ii. Local & Regional Plan Updates*
- III. Finance*
 - a. Financial Report*
- IV. Open Forum*
 - a. New Business*
 - i. ETPL Requests*
 - 1. Atlanta Technical College*
 - 2. CyberTec – (pending)*
 - 3. R.S. Thomas Training Associates, INC.*
 - b. Old Business*
 - c. Announcements*
- V. Next Meeting & Adjournment*



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I. WELCOME

a. ATTENDEES

- Randolph, Chester, C. Randolph & Associates, Inc. (in-person)
- Calloway, Tony, Calloway & Associates, Inc. (in-person)
- Domineck, Joel, Jr., TCSG (in-person)
- Evans, Jonathan, Housing Authority of Columbus, GA (in-person)
- Hopson, April, Columbus Technical College (virtual)
- Hugley, Carolyn, State Farm Insurance Agency (virtual)
- Jackson-Sparks, Betty, BBC Services (in-person)
- Obleton, Eddie, Second Chance WORKS (in-person)
- Ramsey, Ernestine, YMCA of Metro Columbus (virtual)
- Ruff, Gwen, Columbus Water Works (virtual)
- Rutledge, Wanda, Kinetic Credit Union (in-person)
- Timmons, Wendy, Sixty-Two Graphic Studio (in-person)
- Williams, Arlena, Enrichment Services Program, Inc. (in-person)
- Williams, Joe Lee, Stewart County Board of Commissioners (in-person)
- Willoughby, B. Ryan, JVHS – MSCD (in-person)

- Dr. Valerie Richardson, WIOA Director (Staff)
- Barbara Coppage, WIOA Finance Manager (Staff)
- Deloris Shelly, WIOA Data Control Supervisor (Staff)
- Demetrius Hill, WIOA Programs (Staff)
- Akili Atkinson, IN THE DOOR, LLC (guest)
- GiGi Hurston, One-Stop Operator, IN THE DOOR, LLC
- Monique Moore, IN THE DOOR, LLC (guest)
- Keith Sagers, IN THE DOOR, LLC (guest)

Roll Call/Quorum Determination – Roll was taken and recorded.

Quorum Requirement: 14 (51%)

Members Present: 15 members

Quorum requirements met.

b. APPROVAL OF MINUTES

The Minutes for Summer 2025 (07/31/2025), Fall 2025 (11/13/2025), Winter 2025 (12/18/2025), Spring 2026 (04/14/2026); and Executive Committee Minutes for 02/20/2026, 04/28/2026, and 05/12/2026 were approved as written by unanimous vote.

c. APPROVAL OF EXECUTIVE COMMITTEE ACTIONS

Approval was granted by majority vote for the following actions taken by the Executive Committee (April Hopson abstained from discussion and voting):

- Approval of RFP for PY26:
 - One-Stop Operator Services; and
 - Workforce Intensive/Career Services/Case Management/Classroom Training Services (ITA System) for Adults & Dislocated (02/20/2026)
- ETPL Requests (02/20/2026)
 - Miller-Motte College (Application Approved)
 - Kia Technologies, Inc. (Disapproved – Minimum qualifications not met)
- Approval of Staff Training Outline & Curriculum (02/20/2026)
- Consideration for discontinuing the existing renewable sub-recipient contracts for work-based training for youth, adult, & dislocated worker services (reconvene in two weeks). (04/28/2026)
- Board restructure – reducing the total number of board members from 29 to minimum 19 (04/28/2026)
- Grant director the authority to construct letter for board restructuring notice (reconvene in two weeks for the draft approval)(04/28/2026)
- Discontinuation of all sub-recipient contracts for work-based training that do not meet performance requirements with an effective date of May 30, 2026, and grant director the authority to notify sub-recipients of decision. (05/12/2026)
- Grant the director the authority to request a transfer of funds from the Dislocated Worker Activities funds for expenditures in the Adult Activities funds to offset the end-of-program-year expenses. (05/12/2026)
- Approval of board restructuring notice draft (All letters addressed to the board regarding structuring should be signed by the CLEO). (05/12/2026)

II. ADMINISTRATIVE, BOARD, & STANDING COMMITTEE REPORTS

a. ADMINISTRATIVE – Director’s Report

We are creating a strategic plan for PY26-PY30 to meet the workforce needs of the adult, dislocated worker, and youth seeking employment, occupational skills training, supportive services, and other workforce activities aligned with area high-demand occupations and regional economic priorities to promote growth in all areas: youth, adult, and dislocated worker. The work-based training services for adults, youth, and dislocated workers will become direct services and will no longer be contracted out. Moving forward, there will only be three sub-recipient contracts for Program Year 2026.

- Approval of RFP Awards for PY2026

Approval was granted by majority vote for the recommendations as presented (April Hopson abstained from discussion and voting):

- The One-Stop Operator Services are required to be competitively procured. A contractual agreement is recommended as “sole source” as only one proposal was submitted in response to the RFP for One-Stop Operator Services for PY26. IN THE DOOR, LLC is the agency. They are our current provider and recommended as the PY2026 sub-recipient in the amount of \$63,000.
- Adult and Dislocated Worker Activities
We are keeping two sub-recipient contracts for PY26/FY27 in support of the ITA System. The work-based training services for adults and dislocated workers will become direct services and will no longer be contracted out.

Contractual agreements are recommended as “sole source” as the only proposal responsive of the two proposals submitted in response to the RFP for Workforce Intensive/Career Services/Case Management/Classroom Training Services for adults and dislocated workers. Columbus Technical College is the agency.

They are our current provider and recommended as the PY2026 sub-recipient in the amounts of \$168,131 in adult funding to serve 16 WIOA-eligible adults; and \$71,000 in dislocated worker funding to serve 16 WIOA-eligible dislocated workers. These amounts reflect a decrease in the grant funding allocated to the Lower Chattahoochee Area Fourteen as well as past performance results.

b. Programming

- Summer Youth Employment Program

There are two small summer youth employment programs

- Mayor's Summer Youth Employment Program – we have partnered with UGA's Cooperative Extension Department to coordinate soft skills/real-life experiences for the youth interns this year.

Agencies involved in the project are:

- Mercy Meds
- 4-H
- City Council
- Recruiters / Military Branches
- Synovus
- Columbus Technical College
- Oxbow Meadows
- Columbus Convention & Trade Center
- Goodwill Industries of the Southern Rivers, Inc.

This year's interns are highly enthusiastic and have eagerly dove into the soft skills development we've planned. We are thrilled about the program and confident it will be a resounding success.

- Victory Mission Youth Program – supportive services for the Counselors will be provided for the program, not the actual participants of their summer youth program. The program is underway, and early indications appear to confirm that the participants will have an excellent opportunity for full-time employment after the program's completion. Job interviews have been scheduled for full-time employment with area employers.

c. Operations

The first phase of the board restructuring process has been accomplished. Board restructuring notices from the Chief Local Elected Official (CLEO) were mailed to each member in May 2026. As we move forward, changes to the Board By-Laws will be required to reflect the restructuring of the board once the process has been completed. The amended bylaws will be adopted by formal vote before submitting the updates to the State for final approval. Updates will be provided as they are available.

d. Compliance

We have been working on the documentation for the One-Stop Certification, the One-Stop Partner Memorandum of Understanding (MOU), and the two-year updates for the local and regional plans.

III. FINANCE

a. Financial Report

A report of the WIOA local area grant summary was provided, broken down by youth/adult/dislocated worker funds for discussion.

Approval was granted by majority vote for the PY2026/FY2027 proposed operating budget as presented. The budget has been submitted to the state for final approval.

IV. OPEN FORUM

a. New Business

- ETPL Requests

Approval was granted by majority vote for the eligible training provider recommendations as presented:

- Atlanta Technical College, 1560 Metropolitan Parkway, Atlanta, GA – Program: Associate of Science in Nursing: 4 semesters/72 curriculum hours. Total cost: \$12,468 for tuition, registration, books, tools/supplies, uniforms, lab fees, and exam fees.

The program evaluation conducted confirms the provider meets all eligibility requirements, is in good standing with TCSG, and costs are competitive with comparable training in the local workforce area.

Recommendation to approve inclusion on the ETPL for our local area at the cost presented for WIOA-eligible/approved students and allow the director to extend the memorandum of agreement.

- R. S. Thomas Training Associates, Inc., 400 Galleria Parkway, Suite 1500, Atlanta, GA
 - Program: Claims Adjuster Certification: 4 weeks/80 curriculum hours. Total cost: \$2,935 for tuition, books, tools/supplies, and certification exam.
 - Program: Life, Accident, & Sickness Certification: 4 weeks/80 curriculum hours Total cost: \$2,935 for tuition, books, tools/supplies, and certification exam.
 - Program: Property & Casualty Certification: 4 weeks/80 curriculum hours. Total cost: \$2,935 for tuition, books, tools/supplies, and certification exam.
 - Program: Insurance Financial Management Professional: 12 weeks/120 curriculum hours. Total cost: \$7,000 for tuition, books, tools/supplies, and certification exam.

The program evaluations conducted confirm the provider meets all eligibility requirements, is in good standing with TCSG. A plus is that the addition to ETPL for our local area gives customers an additional choice of career path.

Recommendation to approve inclusion on the ETPL for our local area at the costs presented for WIOA-eligible/approved students and allow the director to extend the memorandum of agreement.

b. Old Business

As mentioned in the last meeting, we are introducing our business services area. Mr. Sagers with IN THE DOOR, LLC, is our business service representative. Mr. Sagers addressed the board, outlining key components necessary to have an efficient and effective approach to achieving successful outcomes for individuals as well as businesses.

c. Announcements

The Program Specialist for the outlying counties has nearly completed the Staff Training Outline & Curriculum approved by the board earlier this year. Once completed the mobile unit will be readied for use in the counties allow our presence in the counties on a routine basis. We are excited about the direction we are headed and anticipate great things evolving for our local area.

V. NEXT MEETING & ADJOURNMENT

The next regularly scheduled board meeting will be the Fall 2026 meeting scheduled for Thursday, September 10, 2026, at 11:30 AM.

The meeting was adjourned at @1:34 PM

Minutes Reviewed By: W E K Edwards

Approval Date: 09/10/2026