

**ALABAMA WORKFORCE INVESTMENT AREA  
LOCAL BOARD MEETING  
MINUTES  
April 17, 2012  
AIDT  
Montgomery, Alabama**

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*A meeting of the Alabama Workforce Investment Area (AWIA) Local Board convened on April 17, 2012 at 10:00 am (CDT) at AIDT Conference Room in Montgomery, Alabama.*

**Members Present: (32)**

<i>Patricia Adams</i>	<i>Jim Byard, Jr.</i>	<i>Bill Lamar</i>	<i>Marty Parker</i>
<i>Tim Alford</i>	<i>Brandon Cardwell</i>	<i>Lawrence Lavender</i>	<i>Tim Parker, III</i>
<i>Ronnie Boles</i>	<i>Ed Castile</i>	<i>Bev Leigh, III</i>	<i>Anne Payne</i>
<i>Cary Boswell</i>	<i>Frank Coiro</i>	<i>Grace Lo</i>	<i>Amelia Pearson</i>
<i>Allen Boyd</i>	<i>Jim Ford</i>	<i>Tim McCartney</i>	<i>Susan Price</i>
<i>Daniel Boyd</i>	<i>Allen Harris</i>	<i>Jim McClellan</i>	<i>Graham Sisson, Jr.</i>
<i>Joseph Brown</i>	<i>Al Henley</i>	<i>Kib McKibbens</i>	<i>Steve Turkoski</i>
<i>Nancy Buckner</i>	<i>Phillip Kelley</i>	<i>Susan McKim</i>	<i>Bruce Willingham</i>

**Members Absent: (9)**

<i>Charlotte Hallmark</i>	<i>Eddie Johnson</i>	<i>Ron Scott</i>
<i>Tim Harrison</i>	<i>Larry Puckett</i>	<i>Stinson Slawson</i>
<i>Burt Hankins</i>	<i>Mike Reynolds</i>	<i>Melody Stewart</i>

**Members Represented: (2)**

<i>Tom Surtees</i>	<i>by: Bob Brantley</i>
<i>Neal Morrison</i>	<i>by: Honor Ingles</i>

**Others Present: (17)**

<i>Steve Walkley</i>	<i>WDD</i>	<i>Brinda Barrett</i>	<i>Career Center System</i>
<i>Mickey Hutto</i>	<i>WDD</i>	<i>Ruby Beezley</i>	<i>Career Center System</i>
<i>Dennis Hopper</i>	<i>WDD</i>	<i>Kathy Evans</i>	<i>Career Center System</i>
<i>Melody Koorangi</i>	<i>WDD</i>	<i>Amy Brabham</i>	<i>DPE</i>
<i>Tammy Farmer</i>	<i>WDD</i>	<i>Jim Carden</i>	<i>DRS</i>
<i>Jan Dame</i>	<i>WDD</i>	<i>Terrie Reid</i>	<i>DHR</i>
<i>Chrissie Boyd</i>	<i>WDD</i>	<i>Walter Wood</i>	<i>DYS</i>
<i>Patricia Hill</i>	<i>WDD</i>	<i>Wendy Mickle</i>	<i>Bailey-Harris Construction</i>
<i>Terri Lonowski</i>	<i>USDOL</i>		

*Mr. Jim Byard, Jr., Director of Alabama Department of Economic and Community Affairs (ADECA), called the meeting to order at 10:00 am (CDT).*

*Mr. Byard introduced guests present at the meeting including Ms. Terri Lonowski, Federal Project Officer, Region III of the United States Department of Labor (USDOL) and welcomed everyone to the meeting. Mr. Byard discussed the role of ADECA and stated that this Board fulfills the requirements from USDOL to ensure the correct expenditure of Workforce Investment Act (WIA) funds. ADECA is the fiscal agent for Workforce Investment Act funds. ADECA distributes these*

*funds to sub-grantees to provide WIA services to unemployed adults, dislocated workers and/or youth from disadvantaged circumstances. Mr. Byard stated one of ADECA's strongest partners is the Department of Postsecondary Education (DPE) and Interim Chancellor Ms. Susan Price.*

*Mr. Byard explained that each member was appointed to the AWIA Board by Governor Robert Bentley. The Governor expressed that he would like Ms. Anne Payne placed into nomination for Board Chair.*

**MOTION: Mr. Steve Turkoski made the motion to nominate Ms. Anne Payne as Chair of the AWIA Board.**

**Mr. Tim McCartney seconded the motion.  
MOTION APPROVED.**

*Chairwoman Payne thanked everyone for their support and expressed her desire to work together and move forward. She then designated Mr. Marty Parker, with Boise Paper Inc., to serve as Vice Chair of the Board.*

*Dr. Tim Alford, Board Member, explained the origination of the three local areas within the state and the designation of the Alabama Workforce Investment Area "65 county local area". Dr. Alford indicated the Alabama local areas were based on designations that occurred under the Job Training Partnership Act (JTPA). The Jefferson and Mobile county local areas were designated based on population size leaving the other 65 counties as a "balance of state" local area. When the Workforce Investment Act was passed into law the Governor determined the established "local areas" and local boards were operating efficiently and would remain in place.*

*Next, Ms. Terri Lonowski, Federal Project Officer for Alabama from USDOL, presented a brief power point presentation on the roles and responsibilities of a Local Area Workforce Investment Board. She explained the many roles of the boards include providing input to the Local Plan, supporting the statewide vision on workforce investment activities, promoting private sector involvement in the system, coordinating economic development strategies with workforce investment activities, and supporting continuous improvement in the entire system. Ms. Lonowski urged the Board to look at all the resources available both local and regional and how programs and services can better coordinate among the various entities and fund sources.*

*As a newly established Board, new By-laws are a necessity; therefore, Ms. Payne presented a draft version to the members for information, review and comment. She asked members to notify Ms. Jan Dame of the Workforce Development Division (WDD) with any comments and/or concerns within ten (10) days following the meeting. A vote on approval will occur at the next scheduled meeting.*

*Mr. Dennis Hopper, of WDD, discussed the Conflict of Interest provisions of the Workforce Investment Act. Members were asked to read and sign the Conflict of Interest policy. He also referenced DOL Training and Employment Guidance Letter 35-10, which explained DOL's policy on transparency in local Workforce Investment Board decisions and conflicts of interest.*

*Mr. Robert Brantley, Director of the Alabama Employment Service Division of the Department of Industrial Relations (DIR), was present to represent Mr. Tom Surtees, DIR Director and present an overview on the Alabama Career Center System. He stated that last year, approximately 500,000 Alabamians received services from Alabama's Career Centers. That equates to one out of every five in Alabama's workforce. Currently Alabama has the lowest unemployment rate of any State in the Southeast region. Mr. Brantley also provided a map of all Career Centers locations in the State.*

*Mr. Mickey Hutto with WDD gave an overview of the Local Area funding for WIA. He stated the 65 county local area provides support for economic development by training individuals for high growth, high wage jobs in the State. The development of the Alabama Career Center system began in 1996 with four major partners; the Employment Service (DIR), Adult Education (PSE), Rehabilitation Services (DRS) and WIA (ADECA). There are also other partners that participate such as Native American programs, Seasonal Farmworker programs, Job Corps, Human Resources, and Senior Service programs. Major WIA funding streams from DOL that the Local Board oversees are Adult, Dislocated Worker and Youth programs. The approximate funding amounts for Program Year 2012 are Adult \$8.3 million, Dislocated Worker \$10 million, and Youth \$8.6 million.*

*Mr. Hutto gave an overview of services provided by the AWIA over the past three (3) years. Participants which received WIA services including Assessments, Career Counseling and Guidance, Resume Preparation, etc. totaled 30,000 (20,000 Adult – 10,000 Youth). Of that number 14,000 received either Occupational Skills Training or On-the-Job Training. Of those participants, 7000 entered employment as a result of that training.*

*Over the past year the AWIA also administered two National Emergency Grants. One for disaster clean-up following the tornados in Alabama in April 2011. This grant totaled \$10 million. Twenty-five contracts were executed with over 600 temporary disaster clean-up jobs filled. Seven contracts are still in operation. The second grant targeted long-term unemployed individuals using On-the-Job training. Seventy individual contracts were executed putting 100 individuals to work.*

*Currently a Request for Proposals (RFP) has been issued by ADECA/WDD for youth programs in the 65 county local area. Once proposals are reviewed by the AWIA Youth Council, recommendations will be made to the Local Board for Program Year 2012 youth service providers.*

*Next, Dr. Alford presented for discussion the proposed Memorandum of Understanding (MOU) between AWIA's Career Center partners. The purpose of the MOU is to "define the roles and responsibilities of the partner agencies for the provision and improvement of employment and training services provided to Alabama citizens residing within the sixty-five county Alabama Workforce Investment Area (AWIA)." He also presented the proposed Designation of One-Stop Operator Agreement for AWIA for the board members review. The AWIA must designate an agency or consortium of agencies as the mandated operator of the Alabama One-Stop System. These draft versions were presented for information, review and comment. Members were asked to notify Ms. Jan Dame of WDD with any comments and/or concerns within ten (10) days following the meeting. A vote on approval will occur at the next scheduled meeting.*

*Chairwoman Payne next stated she was appointing an Executive Committee and a Youth Council. The Executive Committee will also serve as a budget committee. Committee members are:*

*Executive Committee;*

*Mr. Ronnie Boles, Mr. Stinson Slawson, Mr. Bill Lamar,  
Mr. Marty Parker, Vice Chair, Dr. Eddie Johnson  
and Mr. Tim Parker, III.*

**NOTE: After the meeting Mr. Tim Parker abstained from serving and Mr. Allen Harris volunteered to serve. These changes were made to this committee.**

*Youth Council members;*

*Mr. Steve Turkoski, Chair, Dr. Eddie Johnson, Dr. Daniel Boyd,  
Dr. Susan McKim, Mr. Walter Wood, Ms. Carolyn Sutley,  
Mr. Frank Coiro and Mr. Bev Leigh, III.*

*Ms. Payne stated the Committees were open to all members and everyone was encouraged to participant if interested.*

*Mr. Hopper requested that members complete the Member Data Sheet if they had not done so. He also explained the state travel reimbursement policies and procedures including the completion of the IRS W-9 form which is required for any reimbursement.*

*Ms. Payne stated the next local Board meeting will be scheduled for later in May.*

*There being no further business brought before the Board, the meeting was adjourned at 12:00 pm (CDT).*

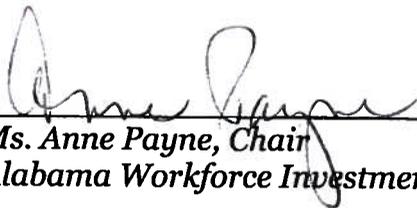
*Respectfully submitted,*



*Mr. Steve Walkley, Executive Secretary*

*5/24/12*  
Date

**Approved:**



*Ms. Anne Payne, Chair  
Alabama Workforce Investment Area Board*

*5/24/12*  
Date