

**SUMMARY MINUTES OF THE WDD BOARD OF DIRECTORS MEETING  
THURSDAY, FEBRUARY 18, 2015**

The meeting was held at the Adamsville Regional Health Center, 3700 Martin Luther King Jr. Drive, SW, Atlanta, Georgia 30331.

**BOARD MEMBERS ATTENDING:**

Theresa AUSTIN-GIBBONS, William BLINSTRUB, Joyce DORSEY, Neil GLUCKMAN, Perry HERRINGTON, Michael HILL, Robert HILL, Debra HOWELL, Jessica JOHNSON, Tommie JONES, Diana LYNCH, Roblyn MCNAIR, Elizabeth NORMAN, Tommy PATRICK, Latron PRICE, Oscar PRIOLEAU, JR., John ROWLAND, Corey RUTH, Kenneth SLAVEN, Aimee WILLIAMS, Murray WILLIAMS.

**STAFF:**

Mariska ANGALL , Frankie ATWATER, Kenneth FITZGERALD, David KEYES, Audrey LAWRENCE, Alexis LEONARD, Darrien MOORE, Myoshi PRIMO, Michelle VIALET, Sonia WILSON.

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| I.   | CALL TO ORDER   | 9:30 AM  |
| II.  | PUBLIC ACCESS   | NO CITIZEN COMMENTS  |
| III. | INTRODUCTIONS   | Quorum Confirmed   |
| IV.  | WIOA UPDATES  | Delivered by David Keyes, Michelle Vialet and Myoshi Primo |
| V.   | APPROVAL OF December 10 <sup>th</sup> MEETING MINUTES /FINANCIAL AND PROGRAM REPORT | Approved   |
| VI.  | CHAIRPERSON’S REPORT  | Delivered by Theresa Austin-Gibbons                        |
| VII. | TASKFORCE REPORTS AND RECOMMENDATIONS   |  |
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|--|---|
| <p><b>A. YOUTH COUNCIL</b></p> <ul style="list-style-type: none"> <li>▪ YES Program discussed the updating and inclusion of the Local Youth Supportive Service Policy and Procedure, based on the new WIOA Laws and State of Georgia’s GOWD Policies and Procedures.</li> <li>▪ WIOA Youth Training Policies and Procedures.</li> </ul>  | <p><b>J. JOHNSON</b></p> <p>Approved</p>  |
| <p><b>B. QUALITY ASSURANCE</b></p> <p><b>New Program Requests</b></p> <ul style="list-style-type: none"> <li>• Connections Family Resource Center:             <ul style="list-style-type: none"> <li>○ Dual Certificate Program</li> <li>○ Strength Based Family Worker</li> </ul> </li> <li>• Caregiver Solutions: CNA/PCT Combo</li> </ul> <p><b>Additional Program Requests</b></p> <ul style="list-style-type: none"> <li>• United Education Institute: Medical Assistant</li> <li>• Life Solutions for Health: Patient Care Tech</li> <li>• Life Solutions for Health: EKG Tech</li> <li>• Life Solutions for Health: EKG/Phleb</li> <li>• Atlanta Career Institute: CNA/PCT Combo</li> <li>• Atlanta Career Institute: CNA/Phleb Combo</li> <li>• Southern Crescent Technical College:</li> </ul> | <p><b>A. WILLIAMS</b></p> <p>Not Approved</p> <p>Not Approved</p> <p>Approved</p> <p>Not Approved</p> <p>Approved</p> <p>Not Approved</p> <p>Approved</p> <p>Approved</p> |

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- Medical Assistant **Approved**
- Program Change Request**
- Ashona Medical: Phlebotomy **Approved**
- Ashona Medical: CNA/PCT Combo **Approved**
- Ashona Medical: EKG Tech **Approved**
- Ashona Medical: Certified Nursing Assistant **Approved**
- Ashona Medical: Patient Care Tech **Approved**
- New Horizons Medical: Certified Nursing Assistant **Approved**
- New Horizons Medical: Ultrasound Tech **Not Approved**
- New Horizons Medical: Medical Assistant **Approved**
- New Horizons Medical: Patient Care Tech **Not Approved**
- Assured & Associates: CNA/PCT Combo **Approved**
- Assured & Associates:
  - Medical Administrative Assistant **Approved**
- Assured & Associates:
  - Clinical Medical Assistant **Approved**
- Assured & Associates: Patient Care Tech **Approved**
- Education & Career Resources: CNA/PCT Combo **Approved**
- Education & Career Resources:
  - Clinical Medical Assistant **Approved**

**C. BOARD VISIBILITY AND DEVELOPMENT**

**P. HERRINGTON**

- Discussion of Board responsibilities & By-laws.
- Informed Board of Letter of Interest that went out to two (2) Board Members. One member was in attendance at meeting and the other member was, per the By-Laws, no longer a member of the Board.
- Notified Board of three (3) resignations from the board.
- Reminded members to sign and submit Conflict of Interest forms.
- Discussed the intent to revisit the composition of the Board in light of most recent resignations and removal..
- Reminded members of the importance of participation on Taskforces and requested that Preference Forms be completed and submitted.

**VIII. MEETING ADJOURNED**

**11:45 AM**

**NEXT MEETING DATES:       APRIL 21, 2016  
                                      JUNE 16, 2016**