

**SOUTHWEST ALABAMA PARTNERSHIP
FOR TRAINING AND EMPLOYMENT, INC.**

Attachment #1

**Annual Meeting
Coastal Alabama Community College
Thomasville, AL
Tombigbee Meeting Room
June 27, 2018**

Present:

Chairman John Moses
John Clyde Riggs
Patty Hughston
Jacqui James
Virginia Guy
Charles Pharr
Clinton Johnson
Ola Anise

Carol Statter
Brinda Barrett
Ola Anise
Dan Barber
Beth Hanks
Rickey Rhodes
Adam Boykins

John Sipple
Lisa Black
K.C. Pang
Stan Chavis
Sandra Koblas
Stephanie Streeter
Carolyn Akers

Proxies:

Wallace Davis (Virginia Guy)

Gabe Peck (John Moses)

Tim Prescott (Charles Pharr)

Absent members due to conflicts (per emails and or verbal conversations)

Stevie Anderson
Adam Boykin
Mark Burnett
Judy Mitchell
John Sipple

Atherine Davis
Carolyn Akers
Stan Chavis
Anthony Rogers
Dr. Reginald Sykes

Mike Hare
Ola Anise
Rick Lambert
Travis Short

Guest:

Jordan Miree – Intern w/AVRS (Guest of Beth Hanks)

Sherri Deloach (AIDT)

SWAPTE Staff & Career Center Managers:

Sydney Raine
Tammy Smith
Shirley Salter
Hal Clement

Cindy Nelms
Pam Ware
Beverly Walker
Laura Bethea

Lisa Thomas
Vivian Havel
Beth Pierce

The meeting was opened at 11:30 a.m. with words from our host Patty Hughston, Dean of Workforce Development and Technology at Coastal Alabama Community College. Ms. Hughston talked about their various campuses and some of the various programs offered on those campuses. Ms. Hughston asked Chairman Moses if he would allow her to introduce their chefs from the Culinary Hospitality program in Gulf Shores who had prepared the delicious meal.

Ms. Hughston also said that she and Sydney realized that they go back some twenty years and she has known a lot of those in the room for about that same time. She said that she and Sydney's paths have crossed many times over the years but the most exciting time is right now for them. Sydney has been touring around the colleges talking the talk about the WIOA money what it represents and the opportunities it means to eligible participants. He has also done

presentations to the Instructional Affairs Committee which is a large committee of faculty and college leaders to spread the word and has met with the entire Financial Aid Office Staff to talk about how we connect students to these resources. He was on the Aviation campus on June 26th and signed up 40 students for aviation and a total of 60 were registered for the fall semester. After the welcome by Ms. Hughston buffet style lunch was served.

Mr. Moses then asked if he had a quorum and Mr. Raine replied “Yes”. He asked for a motion to approve the agenda; motion was made by Charles Pharr, and seconded by Adam Boykin. Chairman Moses asked for a motion to approve the minutes from February 28, 2018; motion was made by Stan Chavis, and seconded by Virginia Guy.

Mr. Moses introduced our guest speaker, Secretary of Commerce - State of Alabama Mr. Greg Canfield. Since July of 2011, Greg Canfield has served as the State’s leading economic developer in his role as Secretary of the Alabama Department of Commerce.

Canfield’s job is to ensure that the five priorities of the Department are fulfilled: Recruitment and expansion activity, export opportunities for Alabama companies, workforce development, small business opportunities, and avenues for job creation in the film and entertainment industry. During his tenure, Alabama has attracted world-class companies such as Mazda-Toyota U.S., Google, Amazon, Airbus, Polaris, Kimber, Autocar, Wal-Mart’s Import Distribution Center, SMP, Pharmavite, Leonardo, James Hardie, Blue Origin, Aerojet Rocketdyne, GE Aviation and many others. Since 2011, under Canfield’s leadership, Alabama has announced projects totaling over \$33 billion in capital investment and leading to the creation of over 120,000 new jobs.

Prior to joining Commerce, Canfield served in the Alabama House of Representatives as chairman of the Commerce & Small Business Committee. Graduating from Huffman High School in Birmingham, he went on to attend the University of Alabama and UAB where he earned a Finance Degree in 1983. Greg began his career in sales with the Fortune 500 Company Purolator Corporation. He became the Southeast Regional Sales Manager and then Regional Administration Manager with responsibility for the corporate regional budgetary process for the southern region. Canfield later became a National Account Manager for Transus Freight Systems, with responsibility for the eastern region from Alabama to New Jersey.

Canfield entered the insurance and financial services field in 1991 and opened a small business in 1993 marketing insurance and financial products to businesses and individuals. After selling his business in 2008, Canfield joined J.H. Berry Insurance in Birmingham, AL. The Alabama native is a successful businessman who launched the Business Development Committee during his service as president of the Vestavia Hills Chamber of Commerce. The committee recruited many new businesses to his community.

Greg married the former Denise Coward in 1983. The couple has two children, Rachel and John. Denise is an Executive Vice President for Regions Bank. They are active members of Our Lady of Sorrows Catholic Church, where they have been parishioners since 1983. Greg enjoys family travel, boating and fishing, SCUBA diving excursions with his son, and dusting off his clubs for the occasional round of golf.

After the introduction of our speaker Chairman Moses turned the meeting over to Secretary Canfield. Secretary Canfield thanked Mr. Moses for the opportunity to attend the meeting with us as our speaker; he also thanked Mr. Raine for his leadership at SWAPTE. He said that SWAPTE plays a very critical role and he talked about what that role is in terms of their overall strategy at the State level particularly as it relates to Gov. Ivey's administration and more particularly as it relates to the Alabama Department of Commerce strategy for Advanced Economic Development.

Secretary Canfield said that he took this role in July 2011; and in January 2012 the State launched the first ever Statewide Economic Development Strategy Plan called Accelerate Alabama, said he can't take credit for being the author of this plan but he said he was a part of the group that pulled this plan together and he is very proud of this plan. He is proud of the plan because for the first time in the State's history not only were we addressing having a comprehensive statewide economic development plan but most importantly we had education and the private sector at the table with economic developers as we pulled this plan together. Secretary Canfield said that from that process it quickly became quite clear that there was a growing workforce skills gaps in our nation and in the state of Alabama at that time and if we continued along the path without addressing the importance of linkage between job creation, education and skills development then we were going to be left in the dust in the state of Alabama.

So Accelerate Alabama for the first time embraced an economic development plan that embraced education and skills developments. From that after about three years Secretary Canfield said that they began to make certain strategic moves bringing into the Alabama Department of Commerce first of all Alabama Industrial Development Training Institute (AIDT) which is a very important incentive to help existing companies make the decision to reinvest capital and grow in Alabama and protect the jobs that they have here and in some cases expand and grow new jobs. Also AIDT is an important incentive for us as we incentivize companies to come to the state of Alabama as opposed to going to another state or as we find ourselves more and more as a state that is doing pretty good in economic development. Sometimes we are competing against other countries for the same projects at times such as Canada, Mexico, Germany, and sometimes it China. The point is we are fully focused on Workforce Development and Education as part of the discussion of Economic Development.

We followed up bringing AIDT under the Commerce umbrella with a very important move that frankly Secretary Canfield said that he wasn't sure how we could accomplish it. That was to bring in much of the work that we are engaged in that had been housed in another agency in ADECA for a long time but it was felt by the private sector and a statewide leadership of a group called the Alabama Workforce Council of which some were present at the meeting.

Recommendations came up from the private sector via the Alabama Workforce Council that these programs are really engaged in job creation and the type of skills development, training and certification necessary to help provide people with real opportunities and careers we thought that it would be best in the Department of Commerce. He thinks that it has been successful but now are we exactly successful and achieved everything we want to achieve at this point? The answer is no. We have more work to do but our work is paying off and we are beginning to plant the

seed and seeing great things happening. Example 2017 when we closed out the books for Economic Development across the state we saw 317 projects (any activity whereby an existing company already located in the state of Alabama is making a sufficient reinvestment in their operations or they are expanding and making new investments in their operations and creating greater operations and adding jobs is called an expansion).

We broke the 2016 numbers and blew past them and some of our others numbers last year for investments made in the State of Alabama were \$4.41 billion. That was all new capital investment which poured into the state and solidified the companies and their presence in our state by anchoring themselves with these capital investments, and out of this 15,465 new jobs were announced.

Part of our strategy is to make Alabama a global State which really has an outreach that attracts global companies with great products, great service that are known within their industry and have high brand recognition. We were very successful in 2017 in attracting investments from companies from 17 different countries around the globe and those generated over 15,000 jobs almost 3,400 of those jobs that came from companies that were choosing to take their operations and expand them into the US by expanding them in Alabama. The great thing is that they are creating Alabama jobs which happens to be US jobs which is a great part of our strategy. We saw this year announcements from Mazda, Toyota which will be creating a \$1.6 billion plant in the state of Alabama and employing 4,000 people when they become fully operational. We had an announcement from Kimber Firearms who are going to locate to Alabama, and another from FACEBOOK creating a \$700,000,000.00 Data Center in the state of Alabama which should help us continue the drive for more technology in the internet area for more high speed access and continue that deployment in the rural counties across the state. High speed internet broadband is coming but when is unknown and we will be able to control and finance it. While we have good success in attracting new investments in the state of Alabama we have had great success in growing our trade. The trade issues are important to the state because not only are we exporting and have broken our record for exporting values two of the last three years. Alabama is exporting more than we have ever before we are now the number three exporter of automobiles in the US. That is one area where Alabama is not ranked toward the bottom this is 2017 with the edition Mazda/Toyota this should grow.

Exports are important but imports are as well because we import a lot of raw materials and components and this is true for every automaker in the USA whether they are domestic or foreign based companies. They are all operating with global assembly operations across the US and if they are manufacturing in the US they have certain number of components or raw materials that are not only coming from the US but are also globally sourced so it's very important that we have, I would like to say that we have unfettered trade but that would never happen so it is very important that we have fair trade. The Alabama Department of Commerce and Gov. Ivey is doing all we can to raise the level of awareness and educate Washington of the fact that exports and imports or critical to job creation in the US.

Over 130,000 jobs were created via projects activities since July 2011 where in the world are we going to find those employees. How are we going to continue to lure those company to expand

and locate in Alabama? It's about having a pipeline, it's about identifying under employed populations within the state of Alabama, it's about identifying populations within the state of Alabama who perhaps from the period of 2006 – 2010 who gave up and said I not going to be able to find a job, we have got to find them and find a way to plug them in. We have also got to find a way to keep our youth (our children, grandchildren) in the state once they reach that age where their career opportunity will lie we need to help raise their levels of exactly the type of broad opportunities that exist in Alabama today. The work that we are doing is critical to the success of state of Alabama. It critical to the longevity of the state and the sustainability of our state's economy that we find particularly in the most challenged areas of our state which will always be defined historically by those counties where we have the lowest population numbers, the lowest education achievement, they all create a situation where opportunities historically have not abounded if they have another area around the state and we are sensitive to that. Commerce has been focused not only how we can grow opportunities by expanding educational opportunities and job training, and skill development opportunities within those more challenged counties. Also focus on how we can incentivize companies to locate in those companies Golden Dragon is a prime example of one of those companies. It is hard to get today to locate in certain areas and we have got to admit that and admit it head on which we have been doing as well as looking at what the barriers are. There are always physical barrier from time to time like you might now have a site that compatible maybe you are not located close enough to a major interstate maybe you don't have rail service on a site may you are not close enough to an airport or maybe you don't offer enough restaurants for people to go and eat at for some companies that is important and for some that is less important. So we have to continue to grow and be aggressive in how we do our outreach, how we conduct ourselves is very importantly how we provide connective tissue to the private sector (the companies that are located here). The biggest economic impact that we will have is not from luring new companies here but from helping existing companies that are already in Alabama grow their workforce.

Secretary Canfield said that the work that we do is so important and he knows that it can become challenging, time consuming, and frustrating at times, He said that there are a lot of things on a day to day basis which causes the attention of those in the private sector. Secretary Canfield applauded those businesses that were in attendance for taking out of their busy schedule to come and be a part of this meeting. He said that we are not going to be successful if we don't engage the private sector in a meaningful way and on a regional and local basis because that is where everything happens. Everything happens locally in your neighborhood and in your county so that is where Secretary Canfield said that we come in at. We are the grass root foundation of Alabama's workforce plan, success is highly dependent on us and he said again that he is encouraged and felt gratified by what he has seen, read, and heard. There are challenges but challenges creates opportunities so he asked that we continue to work together to create more opportunities and Commerce will be there to provide us with whatever assistance they can because they know that we are really the foundation of how our success could be built.

Secretary Canfield concluded by saying that we are partners, and thanked us on behalf of Commerce, the State, and Gov. Ivey for everything that we are doing and wish he could do more speaking to groups such as ours. He also said that he enjoyed reading our packets and said to keep up the marketing, implementation of programs, engagement with private, government and the education sector.

Mr. Moses called for questions:

1. Mr. Anise with Azalea Federal Credit union asked the question about secondary supplier numbers. Secretary Canfield replied and said that we are targeting the automotive as well as the aerospace industry

2. K.C. Pang with Golden Dragon asked what can the state do to help them out to try to create a regional approach that engages education (H.S.) raise levels of awareness.

3. Dan Barber with Barber Millwright asked what

After the question and answer session Chairman Moses called on Mr. Raine to introduce our auditor. Mr. Raine said that normally programs chooses to be audited every two years but we wish to do so yearly. Mr. Headrick of R a Headrick, Jr, CPA, LLC conducted an audit of our financial statement for Mobile Works, Inc. which comprised the financial position as of June 30, 2017 and there were no findings. Mr. Raine said that he would make sure that copies of the audit are available to the board within the next two weeks.

Finance Report 3rd Quarter

Lisa Thomas

Mr. Moses said that copies of the 3rd quarter financial report & 2018 – 2019 budget reports have been provided in the interest of time we were not going to present them we are going to simply open the floor for questions first on the 3rd quarter finance report. There being no questions Mr. Moses called for a motion to approve the finance report; motion made by Mike Hare; and seconded by Sandra Koblas and the board unanimously approved the 3rd quarter finance report. The floor then opened for questions regarding the 2018 – 2019 budget report and there being none Mr. Moses called for a motion to approve the budget. Motion was made by Rickey Rhodes; and seconded by Beth Hanks; and the board unanimously approved the budget.

Both the 3rd quarter finance report and the 2018 – 2019 budget were approved by both the Finance and the Executive committees.



TO: Sydney Raine, President

FROM: Lisa Thomas, Vice President Finance

RE: Financial Update

DATE: May 17, 2018

For your review, I have prepared the financial statements of SWAPTE (Region 7) for the quarter ending March 31, 2018. March represents the third quarter of our fiscal year which began on July 1, 2017. We should be operating at 75% of budget projections.

Administration

Administrative Summary Expenses

	Budget 2017-18	Y-T-D Admin Expenses	Budget Variance	Y-T-D Percentage
Labor Cost	600,000	215,554	384,446	35.93%
Non Labor Cost	581,570	68,915	512,655	11.85%
Total	1,181,570	284,469	897,101	24.08%

As shown above, administrative costs as of March 31 were at 24.08% of budget projections with expenditures totaling \$284,469. Labor costs were at 35.93% of budget projections or \$215,554. Non labor costs for the quarter were \$68,915 or 11.85% of the annual budget.

Program

Program Overhead				
	Budget 2017-18	Y-T-D Program Expenses	Budget Variance	Y-T-D Percentage
Labor Cost	650,000	286,771	\$ 363,229	44.12%
Non Labor Cost	1,652,212	765,227	886,315	46.32%
Total	\$ 2,302,212	\$ 1,051,998	\$ 1,249,544	45.70%

Program overhead expenses for the quarter totaled \$1,051,998. This amount is comprised of \$286,771 in labor costs and \$886,315 in non-labor costs. Total costs were 45.70% within the budget for the period.

Miscellaneous

Supplemental Grants			
	Budget	P-T-D Exp	Balance
Transition Funding Agreement 05/01/2017 to 12/31/2017	30,000	30,000	-

Region 7 was awarded a Transitional Supplemental Grant in the amount of \$30,000. As of Dec 31, 2017 expenses totaled \$30,000. This left a balance of \$ 0 as this grant 12/31/2017.

Incentive

Incentive			
	Budget	Y-T-D Expense	Balance
PY 16 Incentive-Adult	12,203	-	12,203
PY 16 Incentive-Youth	100,716	28,743	71,973
FY 17 Incentive-Adult	87,312	-	87,312
Total	\$ 200,231	\$ 28,743	\$ 171,488

Mobile Works was awarded incentive funds for the budget year of 2016-2017. Please note the state has granted these funds to be transferred to Region 7. Incentive funding is still remaining for a balance of \$ 171,488.00 to be used before 06/30/19.

Program Summary

Below for your review is a summary of program expenditures by funding type:

Program Activities Budget Summary				
	Adult	Dislocated	Youth	Total
2017-2018	\$ 5,439,085	\$ 3,118,673	\$ 3,636,806	\$ 12,194,564
(-)Expenditures to Date	1,905,841	735,561	1,254,669	3,896,070
Budget balance	3,533,244	2,383,112	2,382,137	8,298,494
Unobligated balance before reserve	3,533,244	2,383,112	2,382,137	8,298,494
10% Reserve	353,324	238,311	238,214	829,849
Unobligated balance	\$ 3,179,920	\$ 2,144,801	\$ 2,143,924	\$ 7,468,645

As shown above, Adult expenditures through Mar 31 totaled \$1,905,841. This leaves a budget balance of \$3,533,244. Region 7 maintains a reserve of 10% which totals \$353,324. The budget balance is \$3,179,920.

Dislocated worker expenditures for the quarter totaled \$735,561 which leaves a balance of \$2,383,112. The 10% reserve is \$238,311. The budget balance is \$2,144,801.

Youth expenditures through the third quarter totaled \$1,254,669, which left a budget balance of \$2,382,137. The 10% reserve is \$238,214. The budget balance is \$2,143,924.

Conclusion

While this narrative includes a summary of activities through Mar 31, 2018, detailed expenditures are attached to this report.

SWAPTE

ATTACHMENT 2

Financial Report

Administrative Overhead

for the Quarter ended March 31, 2018

Description	Budget 2017-18	Y-T-D Expenditures	Remaining Balance	Percentage Expended
Salaries, Taxes & Benefits	600,000	215,554	384,446	35.93%
Net Labor Cost	600,000	215,554	384,446	35.93%
Audit Expense	30,000	17,750	12,250	59.17%
Computer Maintenance, Supplies, Software	30,000	7,292	22,708	24.31%
Council Expense	10,000	1,566	8,434	15.66%
Equipment, Rental	3,500	1,260	2,240	36.00%
Equipment, Service and Repair	6,000	1,237	4,763	20.62%
Facilities Rent	30,000	4,655	25,345	15.52%
Insurance, Directors and Officers	7,050	1,029	6,021	14.60%
Insurance, Errors & Omissions	3,360	625	2,735	18.59%
Insurance, General Liability	1,000	-	1,000	0.00%
Legal Expense	10,000	-	10,000	0.00%
Office and Expendable Supplies	10,000	1,909	8,091	19.09%
Office equipment	3,000	-	3,000	0.00%
Depreciation expense	2,000	-	2,000	0.00%
Postage, Shipping, & Delivery	2,000	29	1,971	1.47%
Subscriptions and Memberships	4,500	891	3,609	19.79%
Telephone and Internet	30,000	9,220	20,780	30.73%
Training and Workshops	50,000	735	49,265	1.47%
Travel-Local Mileage	1,000	195	805	19.47%
Travel-Out of Area-Staff	40,000	13,417	26,583	33.54%
Marketing/Economic Development	97,000	-	97,000	
Monitor	60,000	79	59,921	
Staff Support	50,000	1,820	48,180	
Consultant Fee	100,000	4,690	95,310	
Archive Record Storage	1,160	516	644	44.49%
Non Labor Cost	581,570	68,915	512,655	11.85%
Total Expenditures	1,181,570	284,469	897,101	24.08%

SWAPTE

ATTACHMENT 2

Financial Report
for the Quarter ended March 31, 2018

Program Overhead				
Description	Budget 2017-18	Y-T-D Expenditures	Remaining Balance	Percentage Expended
Salaries, Taxes & Benefits	650,000	286,771	363,229	44.12%
Labor Costs	650,000	286,771	363,229	44.12%
Computer Maintenance, Supplies, Software	20,000	11,576	8,424	57.88%
Equipment, Rental	5,000	2,761	2,239	55.23%
Equipment, Service and Repair	7,500	268	7,232	3.57%
Facilities Rent	60,000	9,035	50,965	15.06%
Insurance, Errors & Omissions	3,500	-	3,500	0.00%
Insurance, General Liability	1,000	624	376	62.45%
Insurance-Participant	1,300	-	1,300	0.00%
Interest Expense (Income)	(30)	-	(700)	0.00%
Legal Expense	2,500	-	2,500	0.00%
Marketing and Outreach	50,000	7,393	42,607	14.79%
Basic Education and Testing Supplies	1,400	94	1,306	6.69%
Office and Expendable Supplies	10,000	5,718	4,282	57.18%
Printing	5,000	-	5,000	0.00%
Postage, Shipping, & Delivery	2,500	-	2,500	0.00%
Travel-Local Mileage	5,000	2,251	2,749	45.02%
Travel-Out of Area	15,000	10,626	4,374	70.84%
Staff Training	10,000	4,110	5,890	41.10%
Archive Record Storage	1,000	569	431	56.94%
ADOL Invoice	1,451,542	710,201	741,341	48.93%
Non Labor Cost	1,652,212	765,227	886,315	46.32%
Total Expenditures	2,302,212	1,051,998	1,249,544	45.70%

SWAPTE
Financial Report
for the Quarter ended March 31, 2018

ATTACHMENT 2

Adult Services Budget	Budget 2017-18	
Program Revenue Carry Forward PY 16	1,356,652	
Program Revenue CF Trans. from DW	994,178	
Program Revenue PY 17	395,624	
Program Revenue (FY 2018) Oct 1st	2,692,631	
Total Revenue Available	\$ 5,439,085	

	Budget 2017-18	Y-T-D
Program Cost Distribution from Operations		812,453
Individual Training Accounts	1,125,158	938,559
OJT Program	200,000	154,829
Expenditures to Date		1,905,840.82
Balance of Funds		\$ 3,533,244

Dislocated Services Budget	Budget 2017-18	
Program Revenue Carry Forward (PY 16	1,129,751	
Program Revenue CF Trans. To Adult	(994,178)	
Program Revenue (PY-2017)	474,140	
Program Revenue (FY 2018) Oct 1st	2,508,960	
Total Revenue Available	\$ 3,118,673	

	Budget 2017-18	Y-T-D Expense
Program Cost Distribution from Operations		647,262
Individual Training Accounts	100,000	39,106
Incumbent Worker	10,000	-
OJT Program	75,000	49,193
Expenditures to Date		735,560.58
Balance of Funds		2,383,112

SWAPTE
Financial Report
for the Quarter ended March 31, 2018

ATTACHMENT 2

Youth Services Budget	Budget 2017-18
Program Revenue Carry Forward PY 16	526,999
Program Revenue (PY 2017)	3,109,807
Total Revenue Available	3,636,806
Year to Date Contract Expense	575,976
Program Cost Distribution from Operations	678,693
 Total Expenditures	 1,254,668.66
Budget Balance	2,382,137

Contracts Approved:	Budget	Y-T-D Expenditures	Remaining Balance	Percentage Expended
Dearborn Street YMCA	279,438	48,855	230,584	17%
Dynamic Education Systems	513,840	233,481	280,359	45%
Goodwill Easter Seals	195,795	128,513	67,282	66%
Family Guidance	71,776	14,894	56,881	21%
Reid State Tech College	210,827	76,339	134,488	36%
Auburn University Hope Place	96,183	55,057	41,126	57%
Alabama Dept of Rehab Services (4/1/17)	75,000	18,838	56,162	25%
 Total Funds	 1,442,858.96	 575,976.01	 866,883	 40%
In School Youth Services	-	-	-	0%
Out of School Youth Services	1,442,858.96	575,976.01	866,883	40%
Total Contract Amount	1,442,859	575,976	866,883	40%
Program Expenses (ITA/OJT)	200,000	24,669	175,331	12%
Percentage In School	0%	0.00%	0.00%	
Percentage Out of School	100%	100.00%	100.00%	

WIOA FUNDING SOURCES
PY FY
COMPARISON

ATTACHMENT 3

WIOA Funding Sources	PY 17-FY 18		PY 18-FY 19		%	Admin
	2016-2017	2017-2018	Difference			
Adult	\$ 3,088,255	\$ 3,463,156	\$ 374,901	12%	346,316	
Dislocated Worker	\$ 2,983,100	\$ 2,959,749	\$ (23,351)	-1%	295,975	
Youth	\$ 3,109,807	\$ 3,513,893	\$ 404,086	13%	351,389	
Sub-total	\$ 9,181,162	\$ 9,936,798	\$ 755,636	8%	993,680	
Totals	\$ 9,181,162	\$ 9,936,798	\$ 755,636			

Proposed Budget Plan
July 01,2018-June 30,2019

SWAPTE
Administration
Proposed 2018-19
Budget

ADMIN

	Approved Budget 2017-2018	Proposed Budget 2018-2019	Budget Comparison 17-18/18-19
EXPENSES			
Salaries, Taxes & Benefits	600,000.00	600,000.00	-
Net Labor Cost	600,000.00	600,000.00	-
Audit Expense	30,000.00	21,500.00	(8,500.00)
Computer Maintenance, Supplies, Software	30,000.00	20,000.00	(10,000.00)
Council Expense	10,000.00	5,000.00	(5,000.00)
Equipment, Rental	3,500.00	3,500.00	-
Equipment, Service and Repair	6,000.00	3,500.00	(2,500.00)
Facilities Rent	30,000.00	30,000.00	-
Insurance, Directors and Officers	7,050.00	7,050.00	-
Insurance, Errors & Omissions	3,360.00	3,360.00	-
Insurance, General Liability	1,000.00	1,000.00	-
Legal Expense	10,000.00	5,000.00	(5,000.00)
Office and Expendable Supplies	10,000.00	20,000.00	10,000.00
Office Equipment	3,000.00	2,000.00	(1,000.00)
Depreciation Expense	2,000.00	2,000.00	-
Postage, Shipping, & Delivery	2,000.00	1,000.00	(1,000.00)
Subscriptions and Memberships	4,500.00	2,000.00	(2,500.00)
Telephone and Internet	30,000.00	32,500.00	2,500.00
Training and Workshops	50,000.00	20,000.00	(30,000.00)
Travel-Local Mileage	1,000.00	1,000.00	-
Travel-Out of Area-Staff	40,000.00	42,109.00	2,109.00
Marketing/Economic Development	97,000.00	60,000.00	(37,000.00)
Monitor	60,000.00	60,000.00	-
Staff Support	50,000.00	40,000.00	(10,000.00)
Consultant Fee	100,000.00	10,000.00	(90,000.00)
Archive Record Storage	1,160.00	1,160.00	-
Non Labor Cost	581,570.00	393,679.00	(187,891.00)
Total Expenses	\$ 1,181,570.00	\$ 993,679.00	\$ (187,891.00)

SWAPTE
One Stop (Program)
Proposed
2018-19
Budget

ATTACHMENT #3A

ONE STOP BUDGET	Approved Budget 2017-2018	Proposed Budget 2018-2019	Budget Comparison 17-18/18-19
EXPENSES			
Salaries, Taxes & Benefits	650,000.00	650,000.00	-
Net Labor Cost	650,000.00	650,000.00	-
Computer Maintenance, Supplies, Software	20,000.00	25,000.00	5,000.00
Equipment, Rental	5,000.00	5,000.00	-
Equipment, Service and Repair	7,500.00	5,000.00	(2,500.00)
Facilities Rent	60,000.00	60,000.00	-
Insurance, Errors & Omissions	3,500.00	3,500.00	-
Insurance, General Liability	1,000.00	1,000.00	-
Insurance-Participant	1,300.00	1,300.00	-
Interest Expense (Income)	(30.00)	(30.00)	-
Legal Expense	2,500.00	2,500.00	-
Marketing and Outreach	50,000.00	50,000.00	-
Basic Education and Testing Supplies	1,400.00	1,000.00	(400.00)
Office and Expendable Supplies	10,000.00	10,000.00	-
Printing	5,000.00	5,000.00	-
Postage, Shipping, & Delivery	2,500.00	2,000.00	(500.00)
Travel-Local Mileage	5,000.00	5,000.00	-
Travel-Out of Area	15,000.00	20,000.00	5,000.00
Staff Training	10,000.00	10,000.00	-
Archive Record Storage	1,000.00	1,000.00	-
ADOL Invoice	1,451,542.00	1,778,673.00	327,131.00
Non Labor Cost	1,652,212.00	1,985,943.00	333,731.00
Total Expenses	\$ 2,302,212.00	\$ 2,635,943.00	\$ 333,731.00

Committee Reports

Cindy Nelms

1. Youth RFP Results & Recommendations – Attachment #4

Stan Chavis board member with the Dearborn Y abstained from voting.

Motion made by Adam Boykins; and seconded by Charles Pharr and the board unanimously approved.

2. One-Stop Operator Contract Renewal – Attachment #5

Brinda Barrett with the Department of Labor abstained from voting.

Statewide pay increase across the board has impacted the increase in this contract.

Motion made by Mike Hare; and seconded by Clinton Johnson and the board unanimously approved.

3. Recommendation on Monitoring Contract – Attachment #6

Motion made by Sandra Koblas; and seconded by Stan Chavis and the board unanimously approved.

MOTION FOR APPROVAL OF YOUTH CONTRACTS

The following programs are recommended for approval to provide services starting July 1st, 2018 thru June 30th, 2019, consistent with the budgets submitted which will not exceed \$2,249,707.40

Dearborn YMCA	Mobile	40	\$278,595.79
Dynamic Education Systems, Inc.	Mobile, Clarke	110	\$740,766.00
Goodwill Easter Seals of the Gulf Coast	Mobile, Baldwin	60	\$297,026.00
Hope Place Family Resource Center	Escambia	40	\$143,795.00
Bishop State Community College	Mobile	40	\$284,378.00
Monroe County Community Development Corporation, Inc.	Monroe	25	\$191,245.00
Coastal Alabama Community College	Baldwin	50	\$94,562.69
Reid State Technical College	Conecuh, Monroe, Escambia	25	\$219,338.92
Total		390	\$2,249,707.40

Reid State Technical College

The WIOA Youth Program at Reid State Technical College currently serves out-of-school individuals between the ages of 16 and 24 who possess some barrier to their ability to pursue their education or employment. Our program is designed to help each of them attain their educational, employment, and career goals. While enrolled in the WIOA Youth Program, participants are eligible for assistance with obtaining their high school diploma or GED if applicable, learning life, employability, and on-the-job skills, earning stackable credentials and certifications, obtaining employment, and creating and initiating a plan for their future.

Each participant is expected to be able to complete the WIOA Youth Program within the length of a typical semester (approximately four months). Participants will attend a weekly workshop at one of our current or proposed locations. Each workshop will include a short presentation on various employment, educational, and life skill related topics. They will also be eligible for tutoring, mentoring, campus and industry tours, and presentations by guest speakers. The program will offer the following certification options: Microsoft Office Specialist, OSHA, Forklift, NCCER, CPR and First Aid, and ServSafe. Every participant will be required to earn at least one of these certifications with the option to earn more. Our overall goal is for each participant to earn a High School Diploma or GED, at least one career-related certification, complete a Work Experience placement, develop soft skills, and obtain employment and/or enrollment in career training or post-secondary.

Dynamic Educational Systems, Inc., (DESI)

Dynamic Educational Systems, Inc., (DESI) proposes to assist 110 out-of-school youth (OSY) ages 16-24 in the Southwest Alabama Partnership for Training and Employment (SWAPTE). The services will be offered through the use of mobile units based out of a centralized location, the DESI Career Training Center (CTC) located in Mobile. We will provide services based on the WIOA Youth Program Elements with best practice strategies for the targeted population. We will utilize resources within the SWAPTE region to ensure that each participant is provided tailored educational services, job placement assistance, and enrollment assistance into postsecondary education or advanced training. The services provided will allow each participant to be self-sufficient.

DESI CTC of Mobile has been assisting youth with educational training and placement services for over 20 years. We will continue to provide our Youth to Work Services training program to participants deemed eligible.

Monroe County Development Corporation

Monroe County has an unemployment rate of 6.8%, February 2018 (Addendum A- Alabama Unemployment Map). There are 396 young adults, ages 15-19, and 915, ages 20-24, who are not enrolled in school. With the number of jobs increasing, a decrease in population, and an aging workforce, it is imperative that the available workforce has the essential employability skills. To address this, the Community Development Corporation developed the Work-based Industry Soft-skills Education (WISE) Program to provide young adults, ages 17 to 24 years of age, with soft-skills training and work experience. Additionally, WISE partners with local employers to provide part-time employment opportunities. Successful completers of the program earn the Alabama Certified Worker Certificate and the Career Readiness Credential. The WISE approach allows students to apply knowledge they gain in the classroom in and a work setting. Topics covered in the classroom are: attendance, punctuality, financial literacy, communication skills, workplace behavior, and job acquisition. Participants are evaluated on their demonstration of satisfactory characteristics of positive work ethic, organizational skills, attitude and motivation by their employer/mentor.

Bishop State Community College

The Bishop State Workforce Development Department in partnership with the Home Builders Association of Metro Mobile (HBAMM), and Cockrell's Body Shop will develop the "Fix It" multi-craft trades program. The program will serve low income youth age 17-24 in Workforce Development Region 7. The Fix It Program is a 5 to 25-week program allowing participants to earn the National Center for Construction Education and Research (NCCER) Level 1 certifications in carpentry, painting, plumbing, and electrical. The program will also include an Autobody repair module focused on the Industry Conference on Auto Collision Repair (I-CAR) curriculum. Outcomes will include NCCER certifications in Core, plumbing, carpentry, painting, and electrical. Autobody repair participants will earn I-CAR Certification as an Autobody Repair Technician. The Bishop State Fix It Program will serve (40) forty students during the initial funding period. The services will be offered on Bishop State's Southwest Campus located at 925 Dauphin Island Parkway or its Carver Campus at 414 Stanton Street in Mobile, Alabama. The initial 5- week trades orientation will consist of academic assessments, NCCER Core certifications, preparation for the National Career Readiness Certificate (NCRC), job readiness skills, financial literacy training, and drug and alcohol awareness.

Hope Place Family Resource Center

Youth Workforce Advantage Program serves Escambia County out-of-school youth 16-24 with educational and workforce development training experiences including work-based learning opportunities, which support their transition into adulthood and successful employment. Hope Place Family Resource Center is currently in the 6th year of successful program delivery. The project contains educational elements to assist participants in obtaining a GED in addition to providing jobs skills training to support choosing a career path. Our focus is to assist youth in educational attainment, successful work experiences and gaining greater knowledge in accessing employment opportunities. Our goal is to provide youth the support needed to get a job and keep it!

Goodwill Easterseals of the Gulf Coast

Goodwill Easterseals of the Gulf Coast proposes to serve out-of-school youth in Mobile and Baldwin County, ages 17 to 24 in the YES Program (Youth Excelling for Success). YES focuses on assisting participants with educational, personal, and long-term development leading to a career path that is both realistic and individualized. The program includes intensive core elements for Education and Employment as well as supplemental supports to enhance job readiness and successful attachment to the workforce. Program activities will consist of GED preparation and testing, vocational exploration, job skills instruction and credential training courses, essential skills instruction (work behaviors), job shadowing, paid work experience, job placement, leadership development, mentoring, and retention services. Goodwill Easterseals staff will provide the majority of services while collaborating partners will assist with additional workforce experiences and leadership opportunities.

Coastal Alabama Community College

Youth ~ Skills4Jobs (YS4JD) - We will serve 16 to 24 year old out-of-school youth in Baldwin County, AL. Our objectives will be to develop strong mentor relationships with the youth to help build specific skills in citizenship, leadership, computer technology and proficiency, and in targeted employment clusters. We hope to build an understanding of the connection between education and employment and connect the youth with local businesses and employers. We will also provide comprehensive guidance and counseling in education and employment acquisition. Youth in need of their high school diploma will receive study-skills training along with remedial instruction to prepare for GED testing or the High School diploma Option (HSO). Youth will be offered instruction and certification in various occupational courses: Microsoft Office Specialist (MOS), National Center for Construction Education & Research (NCCER), Certified Production Technician (CPT), and Certified Logistics Technician (CLT). After successful completion of a course(s), youth will be offered occupational experience with local employers to build their preparation for the workforce, work ethic, and specific job skills. The outcomes from these activities will be acquisition of a high school credential (if needed), occupational certification in one or more nationally recognized programs, paid work experience, leadership development, career awareness, and acquisition of labor market information. As a result of the program, participants will gain a solid cognitive, developmental and experiential foundation for future life and work. The participants will be better prepared to enroll in postsecondary education, choose a career path, successfully enter the workforce and make the transition to adulthood.

Dearborn YMCA

The Dearborn YMCA proposes to continue an exciting and innovative program that addresses out-of-school youth between the ages of 16-24 years in Mobile County through its Pathway to Employment Program. The Pathway to Employment Program provides services that are designed to help them in overcoming many barriers to employment and achieving career success. These services include tutoring and study skills training, alternative secondary school offerings, internships, educational services, vocational/career planning services, leadership development opportunities, adult mentoring, and counseling. Linkages are in place to ensure that participants gain educational opportunities, occupational learning, preparation for employment and a direct interfacing with potential employers. Participants are also offered other support services such as childcare services, transportation assistance, stipends, field trips, and other incentives/rewards.

The program which the Dearborn YMCA proposes is multifaceted, comprehensive and innovative. All services offered within this program are focused on the needs of youth in our community. The program will take place at the Dearborn YMCA, 321 N. Warren Street, Mobile, AL 36603.

MOTION FOR CONTRACT APPROVAL

CONTRACT: ONE STOP OPERATOR CONTRACT
VENDOR: ALABAMA DEPARTMENT OF LABOR
START/END DATES: 7/1/18 HRU 6/30/19
COST: \$1, 778,673.00

Summary of services to be provided:

ADOL-ES as one-stop operator, has submitted a contract renewal proposal for costs associated with the operation of the Career Center System in our region. The contract clarifies how responsibilities will be carried out while demonstrating compliance with WIOA and corresponding regulations.

The chief role of the one-stop operator is to coordinate the service delivery of required participating one-stop partners and service providers in one-stop centers. ADOL-ES will fulfill the operator's role as holder of all one-stop center leases and provider of site management of the facility. In this operator role, core space is provided to partners and core partners are encouraged to establish a presence. ADOL develops cost agreements with partners, provides cost allocation and premises billing services to partners.

One-stop Core Partners include Voc. Rehab, Adult Basic Education, Department of Human Resources and staff providing services through the Workforce Innovation and Opportunity Act. (WIOA)

The ADOL Contract will cover program costs associated with One-Stop operations as well as for Service Delivery to job seekers and to businesses. These include but are not limited to:

- Community Outreach to businesses and individuals
- Intake and Assessment of participants seeking assistance in finding and securing employment
- Collaboration with businesses to develop and implement contracts for On-the-Job Training, Custom Training and Incumbent Worker Training.
- Referral of job seekers to training providers, community based agencies and other resources in the community that can help address identified barriers to the success of the participant.
- Reporting program data and following up with participants regularly to maximize and secure skills gains, job readiness, career plans and job placement and retention.

MOTION FOR CONTRACT APPROVAL

CONTRACT: Consulting Contract for WIOA Program Monitoring
 VENDOR: Growing Potential, LLC
 START/END DATES: 7/1/18 thru 6/30/19
 COST: \$51,450.00

Scope of Work: Growing Potential, LLC proposes to provide the following monitoring and reporting services across the 12-month life of the project:

Project Task	Proposed Hours
Participate in local and training activities as needed to establish a knowledge base sufficient to assure that the monitoring activities planned and implemented will provide appropriate detail on information specific to the current policies and procedures that govern programs funded by the WIOA.	24
Develop a monitoring plan and schedule that reflects anticipated actions that will be taken to effectively schedule, monitor, document, and report on training providers and other vendors as identified by SWAPTE.	4
Contact each training provider/OJT provider/Youth Training provider/AL DOL to introduce the site visit process and schedule site visits, @ .5 per contact, approximately 45 vendors.	22.5
Site visit preparation, approximately 110 sites, @.5 hr per site preparation.	55
Conduct annual monitoring site visits for eligible training providers (approximately 11 providers supporting approximately 77 programs) @1.5 hours per site visit.	115.5
Conduct annual monitoring site visits for On-the-job Training for approximate 25 businesses at 1.5 hours per site visit.	37.5
Conduct annual monitoring site visits for Youth Training Providers for approximately 8 programs at 1.5 hours per site visit.	12
Prepare for and conduct annual monitoring site visits for Alabama Department of Labor contract activities.	45
Schedule bi-monthly meetings with SWAPTE staff to provide updates and reports on the monitoring process and on any specific concerns identified while reviewing provider records or documents; 6 meetings @ 1 hour each.	6
Prepare monitoring visit summary and outcome reports for each monitoring site visited; approximately 110 sites @ 1.5 hours per report.	165
Prepare monitoring visit summary and outcome report(s) for Alabama Department of Labor contract activities	8
Attend any additional meetings as required.	20
Total Proposed Hours	514.5

ITA, OJT, Youth Report – Attachment 7**Brinda Barrett**

Mrs. Barrett, provided numbers from July 1, 2017 – March 31, 2018

The ITA numbers are a little less than what we expected due to the transition period but we are

looking forward to them picking up. Ms. Barrett said that the college system is our life line. She also encouraged each business present to at least use OJT once and spread the word. Mr. Moses made an editorial comments...I have two skilled employees who were unskilled and because they came through the OJT program.

ATTACHMENT 7

**REGION 7
REPORT
JULY 1, 2017 – MARCH 31, 2018**

PROGRAM	ENROLLED
INDIVIDUAL TRAINING ACCOUNTS (ITAs)	607
ON THE JOB TRAINING (OJT)	112
YOUTH	130
INCUMBENT WORKER	4
WORK-BASED LEARNING (WBL)	6
TOTAL ENROLLED	859

Marketing

Pam Ware

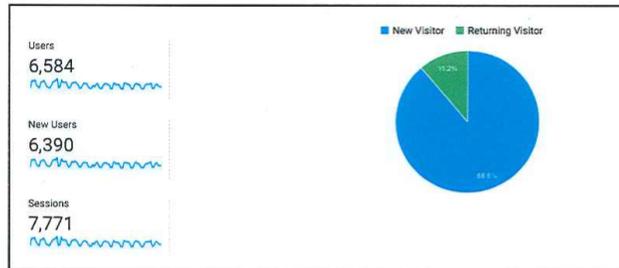
The Annual Report should be out in a few weeks.

Marketing Snapshot

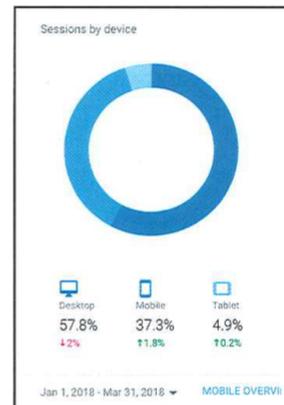
The following reflects marketing and public relations activities for from December 31, 2017 - March 30, 2018.

Website:

- New users 6,390
- Most visited pages – Career Center and On-the-Job Training
- Preferred search method - Desktop



Page	Pageviews	Page Value
/	3,963	\$0.00
/alabama-career-center	3,053	\$0.00
/programs-and-services	824	\$0.00
/on-the-job-training	758	\$0.00
/individual-training-scholarships	718	\$0.00
/mobile-youth-works	364	\$0.00
/job-seekers-toolkit	327	\$0.00
/success-stories	322	\$0.00
/mobile-career-center-office/	270	\$0.00
/incumbent-worker-training	269	\$0.00



SWAPTE e-News Bulletin:

The e-news bulletin is published bi-weekly and has become a valuable resource for the community.

- New subscribers this quarter – 85

Social Media

- Share and like information posted on the Alabama Career Center pages in Region 7.

- SWAPTE's engagement is positive and Facebook likes continues to increase.
- Facebook Likes = 520

OUTREACH

- SETA Conference, Memphis TN
- Regional Job Fair
- Project Homeless Connect

Recent Events

- MCPSS Career Technical Job Fair
- 100 Black Men Career Center Tour/Job Readiness Workshop

Upcoming Events

Chamber's Business Expo

Other News:

Plans are in the works to implement a marketing/advertising blitz to promote the training programs and services for Region 7. SWAPTE has contracted with PMGroup to do some marketing and advertising. Their efforts will consist of the following:

- Social Media (advertising is underway via Facebook)
- Commercials
- Media Buying



The image shows a screenshot of a Facebook post. At the top left is the logo for Southwest Alabama Partnerships for Training and Employment, which consists of three stylized upward-pointing chevrons. To the right of the logo is the text "Southwest Alabama Partnerships for Training and Employment" in blue, with "Sponsored" and a small star icon below it. Further right is a "Like Page" button with a thumbs-up icon. The main body of the post contains two paragraphs of text. The first paragraph describes SWAPTE's network of resources for employment, career counseling, and job training. The second paragraph details the On-the-Job Training program, which covers up to 50% of costs for new hires and incumbent worker training. At the bottom of the post is a photograph of four people in professional attire: a woman in a grey dress, a man in a grey suit, a woman in a white blazer and tan skirt, and a man in a white shirt and blue tie.



Advantages of SWAPTE's workforce investment program:

Training and employment programs designed and managed at the regional level—where the needs of businesses and workers are best understood.

Convenient access to employment, education, training and information services.

Programs that allow job seekers to have options in training curricula that fits their needs and that of companies they will serve—giving them control over their career development.

Access to information on training providers and their accomplishments in preparing job seekers for the workforce.

Businesses take a leadership role in our training and employment programs. They provide vital information to help prepare job seekers for immediate and future needs of the workforce.



Old Business

Virginia Guy

Mrs. Guy said that she was honored to present on behalf of the Nominating Committee (Beth Hanks, Judy Mitchell, John Sipple, and Virginia Guy) the new slate of officers:

Chair – Carol Statter – Infirmary Health Systems

Vice Chair – Michael Hare – Quick Kurb

John Clyde Riggs – Alabama Tombigbee Regional Commission

Ola Anise – Azalea City Federal Credit Union

Mr. Moses then called for a motion to accept the new slate of officers, motion made by Rickey Rhodes; and seconded by Stephanie Streeter, and the board unanimously approved the new slate of officers for 2018 – 2019.

New Business

Sydney Raine

I have recognized over the past year riding up and down the roads of our nine counties as well as meeting with the Judge in Monroe County and the Commission President in Clarke County that we have a serious problem in the rural area with transportation. Mr. John Clyde Riggs has agreed to sphere head the Transportation Committee and Mr. Raine asked Rickey Rhodes if he wouldn't mind working alone with him.

There was a truck driving training program being closed in Clarke County for various reasons we had a conversation and met with the Clarke County Commission (Rhondell Rhone) and took their concerns to the State Workforce Board and they recognized that this was an issue the Chancellor of the two year college system was sitting in the meeting and said that should not happen so on August 20, 2018 the program will start and that is about relationships working with one another to address problems in our area. We recognized, we talked about it, we solved the problem and Mr. Raine said that he was glad to do this for Clarke County. Commissioner Rhone said that he would be remised if he didn't thank Mr. Raine for all that he has and is doing for Clarke County and gave him a big thank you for getting the Truck Driving School back up and running.

President's Report

Sydney Raine

For those who have traveled here today please get with Lisa Thomas to complete a travel voucher reimbursement form and thank you all for being with us today.

September 16 – 18, 2018 The Southeastern Employment and Training Association Conference will be in Mobile and workforce development professionals from eight states will be in attendance at the Riverview Hotel but the Conference will be at the Convention Center. I will have Tammy Smith my Executive Administrative Assistant to send you a copy of the agenda. Mr. Raine made a personal thank you to Chairman Moses as you know we were going to a transition period and I went to Chairman Moses and asked him if he would be willing to serve another year and he looked at Mr. Raine and said are you serious and he replied "yes" so that we could keep some continuity as far as board members and leadership. I asked my friend Sandra Koblas to present to you some things for your service to SWAPTE over the past two years. She presented him with a poster, USS Montgomery Medallion from the Navy, and a bag of our ships, and also invited him to be their guest at the Christening of the USS A. Mr. Raine presented him with a 50 year calendar.

Mr. Moses passed the hammer to Carol Statter who said her last gavel was a plunger. Patty Hughston introduced the Chefs (Ed Douglas, Chef James Hurtubise, and Chef Matt Palamara) from their Gulf Shores Campus and thanked them for preparing an awesome meal. The meeting was dismissed by our new Chair Carol Statter.

Date: 6/27/2018

APPROVED By: SWAPTE WDB

Carol Statter, SWAPTE WDB Secretary



Board Meeting
 Coastal Alabama Community College - Thomasville, AL. Campus
 Wednesday, June 27, 2018
 11:30 A.M.

AGENDA

1. Welcome.....John Moses, Chair SWAPTE WIB
2. Welcome.....Patty Hughston, Coastal Alabama Community College

LUNCH

3. Call to Order.....John Moses, Chairman
 Acknowledge of Quorum
 *Approval of the Agenda
 *Approval of Minutes (February 28, 2018 WIB Meeting) *Attachment #1*
 4. Introduction of Guest Speaker.....John Moses, Chairman
 Guest Speaker..... Secretary of Commerce State of Alabama Greg Canfield
 5. Auditor’s Report.....Robert Headrick, Jr., CPA, LLC
 6. Financial Report
 *3rd Quarter SWAPTE finance report *Attachment #2*
 Funding Allocation Comparison *Attachment #3*
 *Approval of 2018 – 2019 Budget *Attachment #3A*
 7. Committee Reports.....Cindy Nelms
 *1. Youth RFP Results & Recommendations *Attachment #4*
 *2. One-Stop Operator Contract Renewal *Attachment #5*
 *3. Recommendation on Monitoring Contract *Attachment #6*
 8. ITA, OJT, Youth Report.....Brinda Barrett
Attachment #7
 9. Marketing Report.....Pamela Ware
Attachment #8
 10. Old Business.....
 *Nominating Committee Report.....Virginia Guy, Committee Chair
 11. New Business.....Sydney Raine
 Regional Transportation Issues
 12. President’s Report.....Sydney Raine
- * Action Items
 The next Board Meeting is October 31, 2018 Time & Location TBD