

POLICY: 5.2.2. (IV.O)

Quick Start

Revised: June 18, 2001
Last Reviewed: January 26, 2016
Adopted: April 3, 1986



POLICY:

A major charge of the State Board is that of economic development of the State of Georgia. The State Board carries out this responsibility through the delivery of technical education and training services to Georgia citizens. Such programs and services may be provided by technical colleges under the Board's jurisdiction or programs directly administered by the Board.

Training services conducted by Quick Start must be customized to meet the requirements of the job. Also, such programs must be of high quality and conducted in an efficient manner. Typically, the companies' involvement in providing technical expertise and other resources is essential for an efficient and effective outcome.

Each Quick Start project shall be preceded by an analysis as determined by the commissioner to assure that the project should be undertaken and to determine the level of services to be provided.

Each Quick Start project shall have a comprehensive "training needs assessment" performed prior to commitment of project funds or personnel. This assessment should answer the question "what needs to be done?" The needs assessment shall minimally include definition and/or explanation of the following items:

- 1) Company characteristics and its plans for Georgia.
- 2) Type and number of trainees.
- 3) Timelines.
- 4) Initial analysis of costs factors for training.

For each Quick Start project, a training plan shall be developed based on the training needs assessment.

Each Quick Start Project shall have a written training agreement that defines the relationships and obligations of all parties involved.

Each Quick Start project shall be evaluated during and after the training process has been completed. The purpose of these evaluations shall be to continually improve training delivery efficiency and effectiveness.

The Georgia Quick Start Program is intended to be supplemental to the regular programs offered by technical colleges.

The Commissioner shall develop guidelines to implement this policy.

The Commissioner shall report to the Board periodically on Quick Start activities.

Rational:

The Quick Start Program is a significant activity that directly promotes economic development of the state. This program promotes economic development through the training of employees or potential employees for jobs in new, expanding or existing industry. Established by legislation known as the "Quick Start Act" and cited as O.C.G.A. §20-4-40 et seq. The law provides for the Quick Start Program to be Board administered and authorizes considerable flexibility in the employment of personnel, contracting for services, purchasing equipment, rental or lease of training facilities and in other activities essential in the planning, development, and conducting of Quick Start training services.

The ultimate mission of the Quick Start activity is to provide jobs for Georgians. The jobs for which Quick Start provides training cover a wide spectrum of technology and demand great latitude in training capabilities. Quick Start links the unmet needs of new, expanding and existing industries to the accessible and divergent training facilities and capabilities of the Technical College System of Georgia [TCSG]. These resources, plus the provision of Quick Start consultants with appropriate expertise, enable new, expanding and existing industries in Georgia to obtain a trained work force in the shortest possible time. The offering of such assistance attracts new industry to Georgia and retains existing and expanding industries within our state.

Because of the wide variation in training needs for the various industries which Georgia is attempting to attract and/or encourage to expand within the state, it is necessary to have a policy that establishes parameters within which the Quick Start activity should be operated. This policy provides the latitude needed to enable training these industries' potential employees at the most logical training site. Assignment of such training shall be based on such elements as location, type of training required, and other pertinent factors.

Since the scope, magnitude, and training levels vary significantly among services, it is essential that flexibility be maintained to ensure compatibility between the program conducted and industry training needs. Also, controls must be established to ensure Quick Start resources are prudently utilized. Furthermore, because each program must be sufficiently planned, organized, and conducted to ensure efficiency and effectiveness toward these ends, the following policy is directed.

RELATED AUTHORITY:

- O.C.G.A. § 20-4-11 – Powers of the Board
- O.C.G.A. § 20-4-14 – TCSG Powers and Duties
- O.C.G.A. §20-4-40 et. seq.