

# Coastal Workforce Development Board

August 25, 2017 at 10:00 A.M.

WorkSource Coastal

Minutes Prepared by Nicole Spencer

## Minutes

**Call to Order:** Chairman Michael King called the meeting to order at 10:03 A.M. It was determined a quorum was present.

**CWDB Members Present:** Leigh Acevedo, David Atkins, Edward Bland, Mark Corrigan, Sissy Dixon, Patti Fort, Fred Hill, Michael King, Tara Jennings, James Johnson, Kathy Love, Candace Mims Bret Petrea, Paul Teague, Rudolph Quarterman, Alyce Thornhill, Fred Tucker, Genevieve Wynegar, and Bill Stankiewicz

**Staff Present:** Christopher Blocker (Senior Program Specialist/Sub-Regional Business Representative) Stephanie Brown (Senior Program Specialist/Sub-Regional Business Representative), Janet Jones (Senior Program Specialist/Sub-Regional Business Representative), Angela Jenkins (Senior Program Specialist/Program Monitor), Sheron Morgan (Assistant Director) Crystal Northcutt (Finance Administrator), Michael Tucker (Executive Director) and Nicole Spencer (Temp. Admin Asst).

**Chairman's Report:** Chairman, Michael King opened by thanking the Executive Committee members and WSC Staff for attending the meeting and also welcoming everyone. He also thanked the staff for coordinating the annual CWDB 2017 Retreat. Mr. King then asked WSC-Executive Director, Michael Tucker to present the Director's Report.

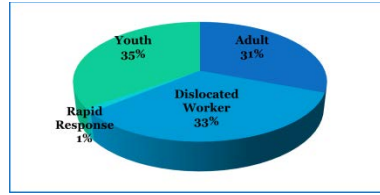
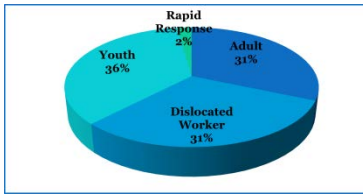
**Director's Report:** Mr. Tucker began the meeting by providing the CWDB with the following announcements, updates and upcoming events:

- One of the three Strategic Grants awarded to WSC last year was Operation Workforce to fund a Military Services Coordinator position that will work directly on Ft. Stewart and Hunter AAF. The position will also be part of the Business Services Team with military installations Naval Base, and will assist in the connection of transitioning military to local employers.
- The Liberty County Job Center's Grand Opening took place on July 14, 2017. The new job center is located at 140 MLK Jr. Dr. There was an article titled "Jobs Agency a New Resource for Coastal Area Job Seekers" printed in the Coastal Courier on July 19, 2017, highlighting the event.
- The Ex-Offender Strategic Grant funds were awarded to the City of Hinesville (fiscal agent) to provide career services and possible enrollment into training for returning citizens. We know that returning citizens face multiple barriers and the local organization will serve as a pilot for possible future programming in other areas.
- The Urban Youth Strategic Grant fund were awarded create and implement Jobs for Georgia's Graduates Out of School youth programs in Hinesville, Savannah, Brunswick and Statesboro. The primary mission of this JAG Model program is to recover dropouts and to provide an array of counseling, employability and technical skills development, professional association, job development, and job placement services that will result in either a quality job leading to a career after graduation and/or enrollment in a postsecondary education and training program.

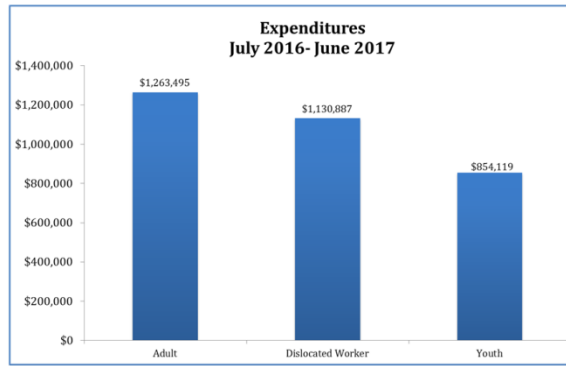
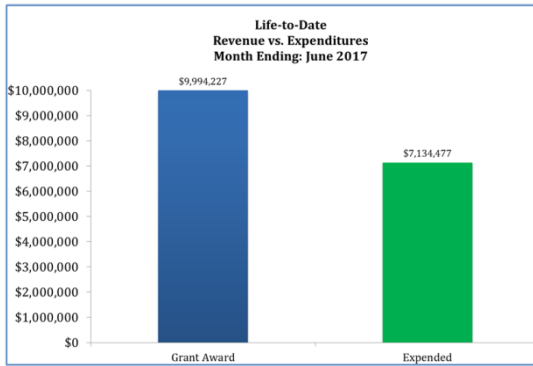
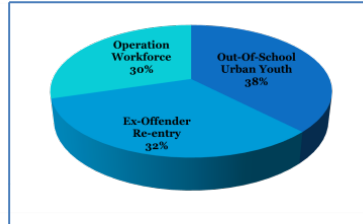
**Financial Report:** Crystal Northcutt, CWS Finance Administrator reported on contracts, expenditures, grants, Individual Training Accounts (ITAs), and OJTs as of June 30, 2017.

PY16 Available Funds  
\$9,994,227

PY16 Formula Grant Awards  
\$5,173,600



**PY16 Strategic Programming Grant Awards \$401,520**

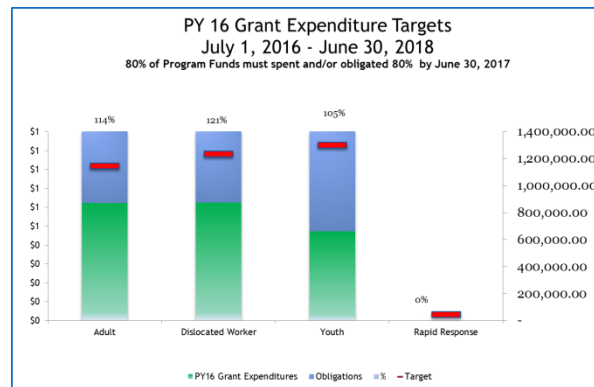
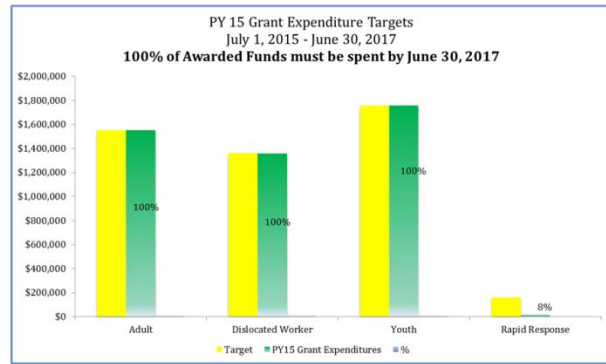
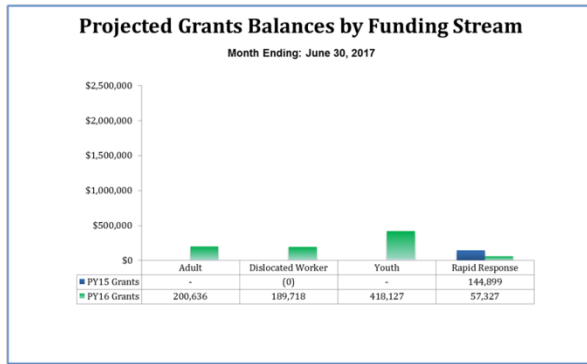


**PY16 Individual Training Accounts (ITA)**

Program	New
Adult	136
Dislocated Worker	264
Youth	1
<b>Grand Total</b>	<b>401</b>

**PY16 Work Based Learning Programs**

Program	Contract Amount	Number of Contracts	Number Trained
Incumbent Worker Training	\$191,120.52	10	52
On-the-Job Training	\$494,773.00	11	34
Work Experience (Adult/DW)	N/A	4	7



## Committee Reports

**Economic and Workforce Alignment:** Mr. David Atkins reported the following information:

- The Committee Minutes for May 2, 2017 were approved.

Next Meeting: September 6, 2017, at 10:00 A.M. at the WorkSource Coastal Admin Office, located at 7216 Skidaway Rd., Suite A.

**Public Relations:** Ms. Leigh Acevedo reported the following information:

- Committee did not meet.

Next Meeting: August 25, 2017, immediately following the CWDB Meeting at the Richmond Hill City Center located at 520 Cedar Street, JF Gregory Park, Richmond Hill, GA 31324

**Youth Committee:** Mrs. Tara Jennings reported the following information:

- Review of 2nd Quarter Expenditure Report: The PY 2016 Expenditure Reports the contractors are at 71% of the 90% expenditure rate goal for the year; with a projection of 79% by the end of June. Requirements for 75% of expenditures on out-of-school youth were exceeded at 92%.
- Review of 2nd Quarter Performance Report: The 3rd Quarter Performance data for the Region were available in the Predictive Reports. Predictive 3rd quarter performance measures were provided, (Qtr 2 Placed in Employment/Education – 68%, Qtr 4 Placed in Employment/Education – 75%, Qtr 2 Median Earnings - , Credential Attainment – 56%, Measurable Skills Gain – 38%, and Literacy/Numeracy Gains - 18.6%). A major concern for the Committee remains the Literacy/Numeracy Gains.
- Summer Work Experience:

County	SWEX Case Load	Contracted	Percent of Contracted
Bulloch	41	BES 60/90	66%
Effingham	5		
Screven	14		
Bryan	0	BLL 30/50	60%
Liberty	26		
Long	4		
Camden	7	CGM 40/80	50%
Glynn	31		
McIntosh	2		
Chatham	36	36/80	45%

Next meeting: Friday, September 8, 2017, at 10:00 a.m. in the Richmond Hill City Center, Conference Room.

## Consent Agenda

### FSR

- May
- June

### Minutes

- CWDB Draft June 23
- EC June 22
- EWA May 2
- YC May 10

### Acceptance of PY17 Adult Program Grant Award - \$ 186,183

### Acceptance of PY17 Dislocated Program Grant Award - \$ 238,853

Motion: Edward Bland  
 2<sup>nd</sup>: Leigh Acevedo  
 Vote: Unanimous

### New Business:

Acceptance of the PY17 Board By-Laws

Motion: David Atkins  
 2<sup>nd</sup>: Brett Petra

The next Board Meeting will be held October 27, 2017, 10:00 a.m. at the Richmond Hill City Center