

Coastal Workforce Development Board

February 22, 2019

Richmond Hill City Center

Minutes Prepared by Angela Jenkins

CALL TO ORDER: Chairman Paul Teague called the meeting to order at 10:10 AM. It was determined a quorum was not present.

MEMBERS PRESENT: Leigh Acevedo, Earline Davis, David Floyd, James Johnson, Bobby Jones, Kathy Love, Candace Mims, Barbara Prosser, Rudolph Quarterman, William Stankiewicz, Paul Teague, Lynn Tootle

MEMBERS ABSENT: David Atkins, Edward Bland, Jason Coley, Sissy Dixon, Chavis Ferguson, Fred Hill, Bret Petrea, Lee Smith, Elise Stafford, Steven Sainz, Wendy Sims, Alyce Thornhill, Fred Tucker and Genevieve Wynegar

STAFF PRESENT: Karen Barnes (Sr. Workforce Performance & Accountability Coordinator), Stephanie Brown, (Senior Program Specialist/Sub-Regional Business Representative) Angela Jenkins (Senior Program Specialist/Monitor), Janet Jones (Senior Program Specialist/Sub-Regional Business Representative), Sheron Morgan (Interim Executive Director), Crystal Northcutt (Finance Administrator) and Nicole Spencer (Temp Administrative Assistant)

GUESTS PRESENT: Jeff Clark (Glynn Co. Safe Harbor Center), Nisha Giustiano (Nine Line Apparel), Megan Earle (ROSS, IES), Charisse Lee (Eckerd Connects), Tyler Merritt (Nine Line Apparel), Bradley Speck (ROSS, IES), Kevin Wertz (Savannah Technical College)

Chairman Paul Teague welcomed and thanked everyone for taking the time to attend the Meeting. Chairman Teague announced the following:

- **2018 SETA Spring Conference**
Southeastern Employment Training Association
March 3-6, 2019
Grove Park Inn
Asheville, NC
For SETA Registration --Contact Nicole Spencer at 912-351-6379 or nspencer@savannahga.gov

Charmain Teague also discussed the following initial eligibility performance measures for Fly Corps LLC:

Measures (Must pass 2 of 6)	Minimum Standard	Commercial	Multi- Engine Pilot	Instrument Pilot	Private Pilot
√Median Earnings	\$11.50	\$65,000	---	---	---
√Average Wage at Placement	\$10.70	---	---	---	---
√Attainment of Post-Secondary Credential	60%	---	100%	87.5%	80%
√Completion Rate	70%	100%	100%	75%	80%
√Employment Rate	70%	100%	---	83%	62.5%
√Training Related Employment	70%	100%	---	---	60%

Chairman Teague then announced that effective March 1, he will resign as the CWDB Chair and board member. He will be moving to Chattanooga, TN. Vice Chairman Lee Smith, will become chair and William Stankiewicz will become Vice Chair until June 30, 2019.

Chairman Teague then turned the meeting over to Interim Executive Director, Sheron Morgan.

Director's Report

Ms. Morgan provided the following updates:

- GDOL Statesboro Career Center & Ross-IES, Corp. has co-located with the WSC Bulloch Co./Statesboro Job Center—January 22, 2019
- GDOL Hinesville Career Center has co-located with WSC Liberty Co./Hinesville Job Center—January 14, 2019
- CLEO Meeting was scheduled for 2/13/2019 was cancelled due to the inability to form a quorum
- YouthBuild Grant was not funded in the first round; will resubmit in Spring 2019.
- State Dept./TCSG will submit a waiver to USDOL for 50/50 WIOA Youth Funding Expenditure Waiver (Updates will be forthcoming)
- Outsourcing Logistic, LLC-OJT Contract Effective March 1, 2019—
 - Required Disclosure to CWDB: Lee Smith, CWDB Member/Vice Chair
- Additional WIOA Funding --Adult and Dislocated Worker
- Veteran Programs/Owned Businesses—expended by June 30, 2019
- OJT/IWT Funded Programs—expended by June 30, 2020
- Georgia House Bill 123-Designate GDOL WIOA Administrator
- Georgia House Bill 126-GeorgiaBEST program and employability skills curriculum for Out-of-School Youth

Ms. Morgan then thanked Mr. Paul Teague for his service on the Coastal Workforce Development Board. After which, she presented him with a plaque on behalf of Coastal Workforce Development Board and WorkSource Coastal Administrative Staff for his commitment and leadership.

After Ms. Morgan's report, Mr. Kevin Wertnz, Savannah Technical College's VP of Economic Development introduced the speaker Mr. Tyler Merritt, Nine Line Apparel's CEO.

Nine Line Apparel Presentation: Mr. Merritt thanked WSC/CWDB for allowing him to present. The purpose of this presentation is to thank WSC and explain how the WIOA funding has helped so many individuals in the community. Through the On-the-Job Training (OJT) and Incumbent Worker Training (IWT) programs individuals receive training that has helped them grow professionally and prepared them for leadership positions with Nine Line Apparel and other companies. Mr. Merritt also mentioned that although the paperwork is a little overwhelming at times, Ms. Morgan and Ms. Northcutt makes the process as smooth as possible and he appreciates that. Nine Line Apparel is looking forward to the continued IWT/OJT partnership.

After the presentation, Finance, EWA, Public and Youth Committees continued to report as follows:

Financial Report

Crystal Northcutt, Finance Administrator reported on the PY18 Formula and other Grant Funding, Individual Training Accounts, Work Based Learning (Incumbent Worker Training and On-the-Job-Training), Work Experience (WEX) and Grant Expenditures to include the following (PowerPoint attached hereto):

PY18 Formula Funding Summary

As of November 30, 2018

Funding	PY	Grant Award	Expended	Balance	Oblig*	Encumb**	Projected Balance	Projected % Expended***
Adult	PY18 Grants	1,459,716	260,670	1,199,046	611,477	593,196	(5,627)	60%
	PY17 Grants	2,704,881	2,661,367	42,793	-	43,514	-	98%
Total Adult		4,164,597	2,922,037	1,241,839	611,477	636,710	(5,627)	
DW	PY18 Grants	1,448,283	460,048	988,235	226,612	295,553	466,070	47%
	PY17 Grants	425,639	294,897	130,742	-	6,363	124,379	69%
Total DW		1,873,922	754,945	1,118,977	226,612	301,916	590,449	
Youth	YT0118	1,512,482	-	1,512,482	285,563	75,721	1,151,198	19%
	YT0117	1,623,959	910,604	713,355	613,067	54,055	46,234	56%
Total Youth		3,136,441	910,604	2,225,837	898,630	129,776	1,197,431	
Rapid Response	PY17 Grants	2,237	2,237	-	-	-	-	100%
Total RR		2,237	2,237	-	-	-	-	

*Obligations are contract balances and open ITA training vouchers.

**Encumbrances are based on the projected WSC overhead and the ITA balances less an allowance for ITA shrinkage.

***Projected % Expended includes Admin and Program.

Individual Training Accounts

Program Year	Carry Over	New	Grand Total	Average Cost Per Participant
2018	43	150	193	\$3,433
Adult	39	103	142	\$2,808
Dislocated Worker	4	47	51	\$5,174

Committee Reports:

Economic Workforce Alignment: Karen Barnes, WSC Administrative Support Staff reported the following:

- **Georgia Institute of Technology Project Management Program:** Ms. Barnes also informed the Committee that GA Tech's Project Management Program is currently approved on the State ETPL and the program will be made available in our local area.

- **Review of Demand Occupation List:**

The Committee conducted its semi-annual review of the Demand Occupation List. Staff introduced a Sub-Regional Demand Occupation List, which outlined the demand occupations by sub-regions. The Sub-Regional listing does not restrict customers from pursuing occupations that may not be in demand within their sub-region, but provides a better picture of that County's workforce needs.

Next Meeting: March 5, 2019 at 10:00 A.M. at the WorkSource Coastal Admin Office, located at 7216 Skidaway Rd., Suite A.

Public Relations: Committee Chair, Leigh Acevedo reported the following:

The Committee did not meet.

Next Meeting: April 26, 2019 immediately after the CWDB Meeting at the Richmond Hill City Center.

Youth: Committee Chair, David Floyd reported the following:

- **Expenditure Report** - Crystal Northcutt, WSC Finance Administrator, reviewed the attached Expenditure Reports. She noted that overall we are at 25% of the allocation for PY18 as of November 30, 2018, which is lower than expected.
- **Performance Report** - Karen Barnes, WSC Sr. Workforce Performance & Accountability Coordinator, reviewed the detailed Contractors report covering the numbers contracted to serve by contractor locations verses number enrolled:

Contractor	Contracted/Enrolled Total	In-School	Out-of-School
Eckerd CGM	216/141	21/17	195/124
Ross – BES	306/157	0/8	306/149
Ross – BLL	306/175	0/34	306/141
Ross – Chatham	292/114	0/25	292/89

- **Recruitment** - The group discussed some of the challenges with recruitment and retention within the Coastal Region and other Workforce Areas. Some topics included socio-economic conditions, mental health issues, crime issues, graduation rates, school involvement/curriculum, parental support or lack thereof...etc.

Next Meeting - Friday, March 8, 2019 at 10:00 p.m. in the Richmond Hill City Center.

Discussion: Discussion began among the CWDB Members about the Executive Director Position. Ms. Barbara Prosser expressed some concerns about the vacancy. She questioned the hiring process. Ms. Morgan explained that at CWDB Chairman's request the City of Savannah has begun the process of procuring a national search firm. Ms. Morgan explained that she was unaware of the COS' timeline and could not provide any additional information at this time.

Before the adjournment, Mr. Teague recognized the Executive Committee present and asked members to convene for the Consent Agenda Items presented to the Board, but not acted on due to no quorum.

Adjourn: No further business discussed, the meeting was adjourned at 12:15 PM.

The next CWDB Meeting is scheduled for **April 26, 2019, at 10:00 A.M.-Richmond Hill City Center.**

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