

# Coastal Workforce Development Board

## Executive Committee

November 29, 2018 at 10:00 A.M.  
WorkSource Coastal Conference Room  
Minutes Prepared by Angela Jenkins

**CALL TO ORDER:** Chairman Paul Teague called the Executive Committee to order at 10:06 AM. It was determined a quorum was present.

**MEMBERS PRESENT:** Leigh Acevedo, Earline Davis, Rudolph Quarterman, Lee Smith, Paul Teague, Lynn Tootle and Alyce Thornhill

**MEMBERS ABSENT:** David Atkins, Edward Bland, and, William Stankiewicz

**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), Shawanda Perry (Military Services Coordinator) and Crystal Northcutt (Finance Administrator)

Chairman Paul Teague welcomed and thanked everyone for taking the time to attend the Executive Committee 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](mailto:nspencer@savannahga.gov)**
- **212<sup>th</sup> Savannah Chamber of Commerce Annual Meeting**  
Thursday, December 13, 2018  
Noon - 1:30 p.m.  
The Westin Savannah Harbor Golf Resort & Spa  
**Invitation to Attend: CWDB will have a table RSVP by 12/10**

Chairman Teague also expressed continued concern about the still vacant WSC Executive Director's position. In the previous Executive Committee Meeting, he inquired about the process for obtaining a hiring search firm to assist with finding talent and locating individuals who meet the specific job requirements. He announced that the search firm has to go through the City of Savannah's (COS) procurement process. Interim Executive Director, Sheron Morgan stated that the development of a RFP for the firm is in process. She also stated that the salary range increase was approved and the position remains posted on the COS' website until filled as well as posted on other websites to include: National Association of Workforce Boards and Southeastern Employment Training Association.

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

### Director's Report

Ms. Morgan provided the following updates:

- Coastal Region's Local Plan 2018 Modifications was due and submitted on 11/30/2018
- Additional WIOA Funding was received for the Adult and Dislocated Worker Programs
- CLEO Meeting is scheduled for 12/12/2018 at the Richmond Hill City Ctr—12PM
- There will be a special presentation today from Aviator of Fly Corps Aviation Founder/Owner & Chief, Mr. Chip Griewahn

### Financial Report

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

<b>PY18 Other Grant Funding</b>				
<b>Grant</b>	<b>Grantor</b>	<b>Start Date</b>	<b>End Date</b>	<b>Balance</b>
<b>Ex-Offender Transitional Services Strategic Programming</b>	GDEcD-Strategic Programs	11/1/2016	10/31/2018	\$29,626
<b>YouthBuild 2014</b>	US Department of Labor-ETA	8/24/2014	8/10/2018	\$735
<b>YouthBuild 2016</b>	US Department of Labor-ETA	10/17/2017	12/31/2020	\$648,525
<b>High Demand Career Initiative</b>	GDEcD	10/1/2017	9/30/2019	\$173,599
<b>National Dislocated Worker Grant</b>	GDEcD	9/25/2017	9/30/2018	\$151,448
<b>SNAP Works 2.0-Year 3</b>	Georgia Department of Labor (GDOL)	10/1/2017	9/30/2018	\$486,494
<b>Work Based Learning Grant</b>	GDEcD	2/1/2018	6/30/2019	\$111,328
<b>TOTAL</b>				<b>\$1,160,755</b>

### **Individual Training Accounts**

<b>Program Year</b>	<b>Carry Over</b>	<b>New</b>	<b>Grand Total</b>	<b>Average Cost Per Participant</b>
<b>2018</b>	<b>43</b>	149	<b>192</b>	
<b>Adult</b>	39	103	142	2311.43
<b>Dislocated Worker</b>	4	46	50	1180.90

## **Committee Reports:**

**Economic Workforce Alignment:** Earline Davis reported on the following:

**Pilot Training Programs:** WSC Interim Executive Director, Sheron Morgan discussed addressing a recent inquiry from transitioning soldiers for assistance with attending fixed wing pilot training within our local area instead of needing to commute to Reidsville, GA to attend pilot licensing training at the Mid-Coast Facility. Mrs. Morgan explained that while our data does not demonstrate a demand to fund this training our Military Service Coordinator, Shawanda Perry is encountering many inquiries. Mrs. Morgan stated that Mr. Keith Dixon, the Local Area Director of Area16, Heart of Georgia, does fund this training as a demand in their area. The Committee presented several questions to Mrs. Perry that she will continue her research and present back to the committee.

**Next Meeting:** January 8, 2019 at 10:00 A.M. at the WorkSource Coastal Admin Office, located at 7216 Skidaway Rd., Suite A.

After the EWA Committee Report, Ms. Shawanda Perry, Military Services Coordinator introduced the presenter, Mr. Chip Griewahn, Fly Corps Aviation's Founder/Owner & Chief Aviator and guests.

**Aviation and Training Presentation:** Mr. Griewahn thanked WSC/CWDB for allowing him to present. The purpose of this presentation is to explain the need for WIOA funding for transitioning service members. The funding will allow the service members to receive training and become licensed commercial airline pilots. All of the Military Service Members that are eligible and receive WIOA funding are current military helicopter pilots; however, their military credentials does not satisfy the commercial airline flight industry. Mr. Griewahn also provided the Committee with the following information:

- Fly Corp has been in business since 2013
- Training takes place at the Savannah Airport
- Programs are tailored to the individual's needs
- Multi-engine wing rating license is required to fly commercial as a co-pilot and/or captain
- After training, individuals receive a credential and are immediately qualified to apply for commercial aircraft positions

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

**Public Relations:** Leigh Acevedo reported the following:

- **2019 Retreat:** Tentative retreat date is scheduled for June 19-21, 2019 and the tentative location is at The Westin 110 Ocean Way, Jekyll Island, GA 31527. More information will be forthcoming.

Next Meeting: December 21, 2018 immediately after the CWDB Meeting at the Richmond Hill City Center.

**Youth:** Karen Barnes reported the following:

- **Expenditure Report** - Crystal Northcutt, WSC Finance Administrator, reviewed the attached Expenditure Reports. She noted that overall we are meeting the requirement with 23% In-School youth and 77% Out-of-School youth.
- **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:

<b>Contractor</b>	<b>Contracted/Enrolled Total</b>	<b>In-School</b>	<b>Out-of-School</b>
<b>Eckerd CGM</b>	216/133	21/17	195/116
<b>Ross – BES</b>	306/155	0/8	306/147
<b>Ross – BLL</b>	306/167	0/34	306/133
<b>Ross Chatham –</b>	292/111	0/25	292/86

- **Eckerd-Connects-Paxen: Budget Modification \$19,080** - Mrs. Northcutt presented the details of the Eckerd-Connects budget modification request. The modification request is to allow for the additional coverage of transportation and child care support services to Customers. This service will provide additional assist to those customers enrolled in the GED and WEX activities.

Next Meeting: Friday, January 11, 2019 at 10:00 p.m. at the Richmond Hill City Center.

After the Committee reports, Chairman Teague made a motion to approve the following Consent Agenda:

**Consent Agenda (Acting on Behalf of CWDB):**

**Minutes**

- EC
  - September 27 , 2018
  - October 26, 2018
- EWA
  - September 4, 2018
- YC
  - October 19, 2018
- PR
  - August 24, 2018
- **FSR**
  - September 2018
  - October 2018
- Eckerd-Connects/Paxen budget modification increase of \$19,080

- Acceptance of FY19 Adult and Dislocated Worker grant awards from the Technical College System of Georgia—Office of Workforce Development.
  - Adult Program - \$1,229,867
  - Dislocated Worker Program - \$1,196,417
  
- Acceptance of PY17/FY18 Reallocated Adult and Dislocated Worker funds from Technical College System of Georgia—Office of Workforce Development.
  - Adult Reallocation - \$42,793
  - Dislocated Worker Reallocation - \$63,628

**Motion:**

**1<sup>st</sup>: Lee Acevedo**

**2<sup>nd</sup>: Alyce Thornhill**

**Vote: Unanimous**

**Adjourn:** No further business discussed, the meeting was adjourned at 11:23 AM.

The next Executive Committee Meeting is scheduled for **January 24, 2019, at 10:00 A.M. - WSC Conference Room.**