

# Coastal Workforce Development Board

October 26, 2018

Richmond Hill City Center

Minutes Prepared by Nicole Spencer

**CALL TO ORDER:** Chairman Paul Teague called the meeting to order at 10:11 AM. It was determined a quorum was present.

**MEMBERS PRESENT:** Leigh Acevedo, Jason Coley, Earline Davis, Chavis Ferguson, David Floyd, Kathy Love, James Johnson, Bobby Jones, Kathy Love, Candace Mims, Barbara Prosser, Rudolph Quarterman, Lee Smith, William Stankiewicz, Paul Teague, Lynn Tootle, 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:** Janice Davis (Georgia Department of Labor WIOA and Workforce Services Director), Brad Speck (Ross Director), Charisse Lee (Eckerd Connects-Paxen), and Robin Cone (Vocational Rehab), Richard Bryson (Glynn County) Scott Jacob, Megan Earle (Ross), Megan Watson (Diverse Staffing), Lorie McDaniel (Diverse Staffing), Stacey Davis (OTC Adult Education), Samantha Smith (OTC Adult Education), Ammie Hodges (OTC Adult Education), Temea Hannan (Eckerd Connects), Kevin Werntz (Savannah Tech)

Chairman Paul Teague welcomed and thanked everyone for taking the time to attend the Meeting. Chairman Teague stated the purpose of the meeting is to discuss the following items:

- Reduction of the Lower Living Standard Income Level (LLSIL) from 200% to 150%
- Revised Policies:
  - Self-Sufficiency & Underemployed Policy
  - Individual Training Account (ITA) Policy
- WorkSource Coastal Website
  - The old website is no longer available, but does not redirect to the new website
- Reschedule Date for the Next Executive Committee Meeting:
  - Currently scheduled for November 22<sup>nd</sup>, Thanksgiving Day
  - Rescheduled for November 29<sup>th</sup>

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

## **Director's Report**

Ms. Morgan provided the following updates:

- **Georgia Workforce Leadership Association:** Met on September 6 -7, 2018. The meeting was held at Brasstown Valley Resort & Spa, Young Harris GA.
- **SETA:** SETA Trip was cancelled due to Hurricane Florence.
- **Job for Georgia Graduates (JGG):** Technical Assistance was held for youth provider staff on September 25<sup>th</sup> & 26<sup>th</sup> at the Savannah One-Stop Center. Area 20 is the first and only to have an Out-of- School JGG Program in the state of Georgia.
- **High Demand Career Initiative:** The High Demand Career Initiative is a Strategic Grant that was received under the Georgia Department of Economic Development-Workforce Division. Savannah Technical College's Vice President of Economic Development, Kevin Werntz is the Project Manager. Mr. Werntz will present to CWDB with updates. CWDB will be notified prior to the meeting that he will be presenting.
- **YouthBuild Grant:** YouthBuild Grant was due and submitted on September 18<sup>th</sup>.
- **Outsourcing Logistics:** WSC Staff met with Board Member AND Owner of Outsourcing Logistics, Lee Smith and his Warehouse Manager about an OJT Opportunity. Mr. Smith currently has an existing OJT in Lowndes County (Valdosta GA) and would like to offer the same opportunity in Chatham County. Outsourcing Logistics is currently listed on the State's Eligible Training Provider List.
- **Program Review with Technical College System of Georgia:** The first TCSG Program review was conducted August 27<sup>th</sup> – 31<sup>st</sup>. There were no financial or programmatic findings; however, there were two compliance findings:
  1. Affirmation of 2<sup>nd</sup> Mayor on CLEO Board- The Chief has appointed an additional mayor to the LEO Board. The appointed mayor has accepted and will be affirmed at that the upcoming CLEO Meeting scheduled for October 10, 2018 at 12 PM after the Coastal Regional Commission Meeting
  2. Current CWDB Board Chair did not sign the MOU- The MOU has been updated with Mr. Teague's signature. The updated MOU was forwarded to TSCG for review.
- **Job Fair:** The City of Savannah will be sponsoring a Job Fair on November 5, 2018 at the Savannah Civic Center.

## **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):

- **Statesboro Job Center Update:** The furniture procurement for the Statesboro's Job Center were placed on the September 27, 2018 City of Savannah's City Council Agenda for approval. The projected move in date is at the end of 2018.
- **Grant Awards:** Grant Awards for Program Year 2018 Youth, Adult and Dislocated Worker were also placed on the September 27, 2018 City of Savannah's City Council Agenda for approval.
- **FSR:** FSR's for the month of June, July & August have been completed.

### Individual Training Accounts

Program Year	Carry Over	New	Grand Total
<b>2018</b>	<b>43</b>	<b>111</b>	<b>154</b>
Adult	39	83	122
Dislocated Worker	4	28	32

### Work Based Learning



Ms. Northcutt also announced that Savannah Fire completed their first Incumbent Worker (Work Based Learning) class.

#### Committee Reports:

**Economic Workforce Alignment:** The following was reported:

The committee met on September 4, 2018 and the following was discussed:

**Self-Sufficiency and Underemployed Policy Update:** The Technical College System of Georgia – Office of Workforce Development released the latest Lower Living Standard Income Level (LLSIL) for 2018. After discussion of the table, the Committee made the recommendation to approve the Policy update at 150% above the LLSIL.

Family Size	200% (2017)	150% (2018)	175% (2018)	200% (2018)
1	16,970	<b>13,007</b>	15,174	17,342
2	22,886	<b>17,636</b>	20,575	23,514
3	29,000	<b>22,674</b>	26,453	30,232

4	35,802	27,992	32,657	37,322
5	42,256	33,039	38,546	44,052
6	49,422	38,640	45,080	51,520
7	56,588	44,241	51,615	58,988
8	63,754	49,844	58,151	66,458
<b>For each over 8 add</b>	7,166	5,601	6,535	7,468

Note: The income levels above represents the family size earnings within the last 6-months

- Individual Training Accounts (ITA) Policy Update:** The update in this policy spells out what are Veteran's Education Benefit programs, such as Post 9/11 GI Bill and Montgomery GI Bill. WSC Support Staff explained that in all previous policies these programs were spelled out but the update which occurred prior to this one the language had been removed. Adding the language back to our policy would place WSC back in compliance with the Technical College System of Georgia – Office of Workforce Development policy.
- Georgia Institute of Technology Lean Six Sigma Program:** Ga Tech Lean Six Sigma program on temporary enrollment suspension due to low employment after exit outcomes. For PY16 & 17 the program had a 45% employment after exit rate with 141 enrollments and 64 gaining employment. As of the Committee meeting the Employment Exit Rate for PY's 16, 17, & 18 had a 62% employment rate with 165 enrollments and 102 gaining employment.
- Heavy Equipment College of America Heavy Equipment Operator Program:** The heavy equipment operator program has experienced low employment after exit outcomes. For PY16 & 17 the program had a 22% employment after exit rate with 18 enrollments and 4 gaining training related employment. The Committee made the recommendation to temporarily suspend enrollment into the Heavy Equipment Operator program at Heavy Equipment College of America until staff verifies employment numbers. Staff's review of employment yielded a suitability and an initial intake assessment issue. Technical assistance is being provided on a case by case basis before enrollment.

Next Meeting: November 6, 2018 at 10:00 A.M. at the WorkSource Coastal Admin Office, located at 7216 Skidaway Rd., Suite A.

**Public Relations:** The following was reported:

The committee met on August 24, 2018, and the following was discussed:

- 2018 CWDB Retreat Expenses**
- 2019 Retreat:** Tentative retreat dates and locations were discussed. More information will be forthcoming.

Next Meeting: October 26, 2018 immediately after the CWDB Meeting at the Richmond Hill City Center.

**Youth:** The following was reported:

- Expenditure Report - Crystal Northcutt, WSC Finance Administrator, reviewed the attached Expenditure Reports. She noted that the 20% WEX rate requirement was met for PY17 at 20.3% and is at 7.7% for PY18 through August 2018.
- Performance Report - Sheron Morgan, WSC Interim Director shared ratings during the meeting. The overall PY17 Performance Measures were: Qtr. 2 Placed in Employment/Education (110.1%/Exceed), Qtr. 4 Placed in Employment/Education (109%/Exceed), Credential Attainment (71.2%/Meet), and Measurable Skills Gain (57.3%/Fail).
- **Committee Chair Recruitment** - The Interim Director, Sheron Morgan and Mr. Teague shared the requirements for the position of Youth Committee Chair. According to the CWDB By-Laws to become a chair of a standing committee the nominee must be a member of the CWDB. The majority of the Youth Committee is made up of Community partners and family connections representatives. Currently there are only four Youth Committee Members that are also appointed members of the CWDB. Mr. Teague opened up the meeting for nominations from those members present of a CWDB and Youth Committee member that they felt may be interested in the position, an email will also go out to the CWDB for any nominations.

Next Meeting - Friday, November 9, 2018 at 10:00 p.m. in the Richmond Hill City Center.

**Presentation:** Mr. Jacob began by providing an overview of the High Demand Career Initiative which was launched in 2014 by Governor Nathan Deal. The purpose of the HDCI is to allow those involved in training Georgia's future workforce - the University System of Georgia (USG) and the Technical College System of Georgia (TCSG) to hear directly from the private sector about what specific needs they have from a workforce perspective. The HDCI brings awareness to career paths in the demand careers. The HDCI focus for Region 12 is on sector partnerships. Savannah Technical College along with Coastal Pines Technical College (Brunswick, GA) and Ogeechee Technical College (Statesboro, GA) are working together on the HDCI Project for Region 12. The HDCI Sectors for our area, Region 12 include (PowerPoint attached hereto):

- Healthcare
- Hospitality
- Logistics/Transportation/Warehousing and Distribution
- Manufacturing

Project activities include:

- **Chatham, Bryan, Effingham and Liberty Counties**
  - Meta-Data Mining and Analysis
  - Focus Groups

- Convening of Stakeholders
- **Bulloch and Screven Counties**
  - Meta-Data Mining and Analysis
  - Market Surveys
  - Convening of Stakeholders
  - Pilot Program Development
- **Camden, Glynn, Long and McIntosh Counties**
  - Meta-Data Mining and Analysis
  - Convening of Stakeholders
  - Awareness Campaign Launch

**Consent Agenda:**

- **Minutes**
  - CWDB
    - August 24, 2018
  - EC
    - July 13, 2018
  - EWA
    - May 1, 2018
  - PR
    - April 27, 2018
- **FSR**
  - June
  - July
  - August
- **Recommendation to reduce the Lower Living Standard Income Level (LLSIL) from 200% to 150%**
- **Acceptance of the Self-Sufficiency and Underemployment Policy**
- **Acceptance of the Individual Training Accounts (ITA) Policy**
- **Approval to solicit RFPs for Branding and Website Maintenance Services (to include the High Demand Initiative Activities) up to \$40,000**
- **Approval to Modify the PY2016-2020 Strategic Local Plan (to include public comments)**

**Motion: William Stankiewicz**

**2<sup>nd</sup>: Earline Davis**

**Vote: Unanimous**

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

The next CWDB Meeting is scheduled for **December 28, 2018, at 10:00 A.M. -Richmond Hill City Center.**