

Coastal Workforce Development Board

August 26, 2022, at 10:00 A.M.

Richmond Hill City Center

Minutes Prepared by Tiffani Smashum

CALL TO ORDER: Chairman Lynn Tootle called the meeting to order at 10:05 AM. It was determined a quorum was present.

MEMBERS PRESENT: Leigh Acevedo, David Atkins, Perry Banks, John Cheek, Jason Coley, Earline Davis, David Floyd, Fred Hill, Kathryn Johnson, Bobby Jones, Kathy Love, Rudolph Quarterman, Lynn Tootle, Genevieve Wynegar, and Karisa Young

MEMBERS ABSENT: Tia Brightwell, Shaundese Duncan, Mel Gaines, Raven George, Tonya Harvey, Stephanie Jones-Heath, Lee Smith, William Stankiewicz and Fred Tucker

WSC STAFF PRESENT: Karen Barnes (Sr. Workforce Performance & Accountability Coordinator), Angela Jenkins (Senior Program Specialist/Monitor), Sheron Morgan (Interim Executive Director), Crystal Northcutt (Finance Administrator), Danielle Riley (Sub-Regional Business Representative), Shawanda Perry (Military Services Coordinator) and Tiffani Smashum (Administrative Assistant)

GUESTS PRESENT: Charisse Lee (Eckerd Connects), Shanice Thomas (Ross-IES) and Sharonda Bacon (In the Door, LLC)

Chairman's Report

Chairman Lynn Tootle welcomed and thanked everyone for taking the time to attend the Coastal Workforce Development Board (CWDB) Meeting. His updates were as follows:

- Congratulations to Ms. Sheron Morgan on becoming the GA State Representative for the Southeastern Employment and Training Association (SETA).
- Save the Date: TCSG Leadership Conference and State Workforce Development Board meeting will be held at Hyatt Regency Hotel, Savannah, GA on October 24-26, 2022, at 10 AM. If any of the board members would like to attend, please contact Chairman Tootle or Ms. Morgan.
- Lee Smith has been appointed to the Executive Committee.
- Military Veteran Services Committee – Chairman Tootle announced that he would like to form a Board Committee to focus on Veteran Affairs as it pertains to workforce services, transitioning military personnel, disabled resources, etc. (Veteran Services and Disabilities Committee) and he asked the Board to consider becoming a member on this committee and he will appoint a Chairman. Interested members can contact him directly. WSC's Military Services Coordinator will be support staff to the Committee.
- Bylaws will be reviewed and updated to ensure that the Board is compliant.

After the Chairman's Report, he encouraged members of the Board to share information with the public and during their respective meetings to spread the word about our WIOA Programs are offered. He then turned the meeting over to the Interim Director, Sheron Morgan

Director's Report

Ms. Morgan provided the following information and updates:

- The Workforce Alliance Meeting – is scheduled to meet with Ms. Karen Kilcher, TCSG-OWD Deputy Commissioner on September 6, 2022, to discuss its mission and resources.
- State Workforce Development Board Meeting – will be held on October 24-26, 2022, at Hyatt Regency Hotel at 1:00PM
- CLEO Meeting – Has been rescheduled due to no quorum established during the August 10th meeting. The rescheduled meeting will be held on September 1st, 2022, at the Richmond Hill City Center at 11:00 AM
- Regional 4-Year Plan 2020-2023 Modification (2022) – prepared for posting to the WSC website for public comment
- Screven County Layoff/Plant Closure: Milliken Longleaf Plant Update – A community staple company will be laying off approximately 250 employees. Janet Jones, the WSC Business Services Representative, is working with the dislocated workers to assist them with transition activities and assist with finding new employment. Ms. Jones is absent today because she is conducting a career fair on the site for the soon to be separated employees. They are expecting over 20 employers to participate in the career fair.
- Hyundai Plant Project – at the CLEO meeting on August 10, 2022, guest speaker Mr. Ames Barnett (owner of the Barnett Southern Corporation) shared his plans for Phase I of the construction project. He presented his current plans to recruit for over 60 positions to include: Heavy Equipment Operators, Truck Drivers, Supervisors and Forman with expectations to fill all positions by early October. Their first hiring event will be on August 29th and 30th with plans to have more hiring events in the future.

Discussion:

There was further discussion regarding the Hyundai Plant and their workforce needs over the next five (5) years. Ms. Acevedo stated the current plans are to hire for the construction of the site and Hyundai has plans to be operational by January 2025 and hire up to 8,500 employees.

Following her presentation, Ms. Morgan then turned the meeting over to Crystal Northcutt, WSC Finance Administrator for the financial status report.

Financial Report

Ms. Northcutt provided the Finance Agenda as follows:

- Financial Status Reports
 - May 2022
 - June 2022
- Acceptance of PY22 WIOA Youth Grant Award in the amount of \$1,051,232 for the period of April 1, 2022 – June 30, 2024.
- Acceptance of PY22 WIOA Initial Allocation Adult Award in the amount of \$179,112 for the period of July 1, 2022 – June 30, 2024.
- Acceptance of PY22 WIOA Initial Allocation Dislocated Worker Award in the amount of \$276,740 for the period of July 1, 2022 – June 30, 2024.

Ms. Northcutt provided the Financial Status Updates as follows:

- PY2022 CWDB Budget
 - The Budget will be presented to CLEOs on September 1, 2022, for approval
- Liberty County Job Center
 - The furniture has been installed. WSC is waiting for the City of Hinesville to issue the Certificate of Occupancy which will allow IT staff to install the networking equipment to the computers. Ms. Northcutt mentioned the landlord is out of the country at this time; thus, there is no update on the date of expectation on receipt of the certificate. Ms. Northcutt will keep the Board updated on this matter.

Ms. Northcutt then presented the PY20 & PY21 Formula Grants Overview, PY21 Other Grant Funding, and Individual Training Accounts & Supportive Services through June 30, 2022.

PY20 Formula Grants Overview
As of June 30, 2022
July 1, 2020 – June 30, 2022
100% Must be Spent by June 30, 2022



PY21 Formula Grants Overview
As of June 30, 2022
July 1, 2021 – June 30, 2023
80% Must be Spent and/or Obligated by June 30, 2022



Ms. Northcutt stated that TCSG-OWD has waived the 80% obligation requirement scheduled for June 30, 2022.

Questions/Answers:

Mr. Coley asked, "After expending funds for the current companies we are working with such as Viracon, Inc./Cardinal Glass, will we still have over \$900,000 left for dislocated worker? Ms. Northcutt answered, "No, not exactly, however we have other expenses coming from the dislocated worker funds such as Contractor's payments, ITAs, and overhead. We will have the PY22 grants to make up for what we need. We still have the option to use some of the COVID-19 funds if needed."

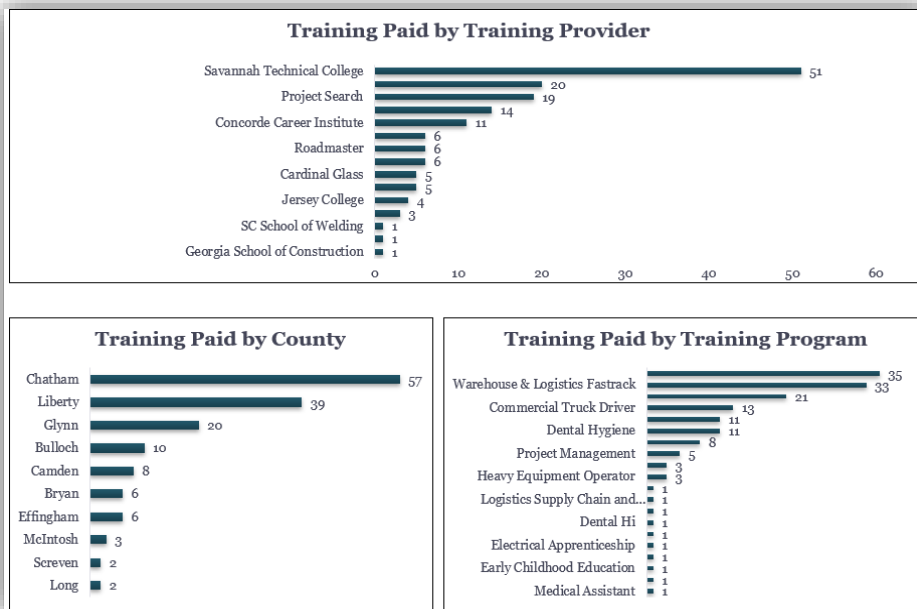
Mr. Floyd asked, "Are we on track to expend the COVID-19 funds, or will those funds be recaptured?" Ms. Northcutt answered, "Yes, we are on track to expend these funds". Ms. Morgan added that we will use some of the COVID-19 funds towards dislocated workers, even though the funds were earmarked to help customers effected by COVID related situations, we have the flexibility to use the funds for dislocated workers overall at this point.

PY21 Other Grant Funding

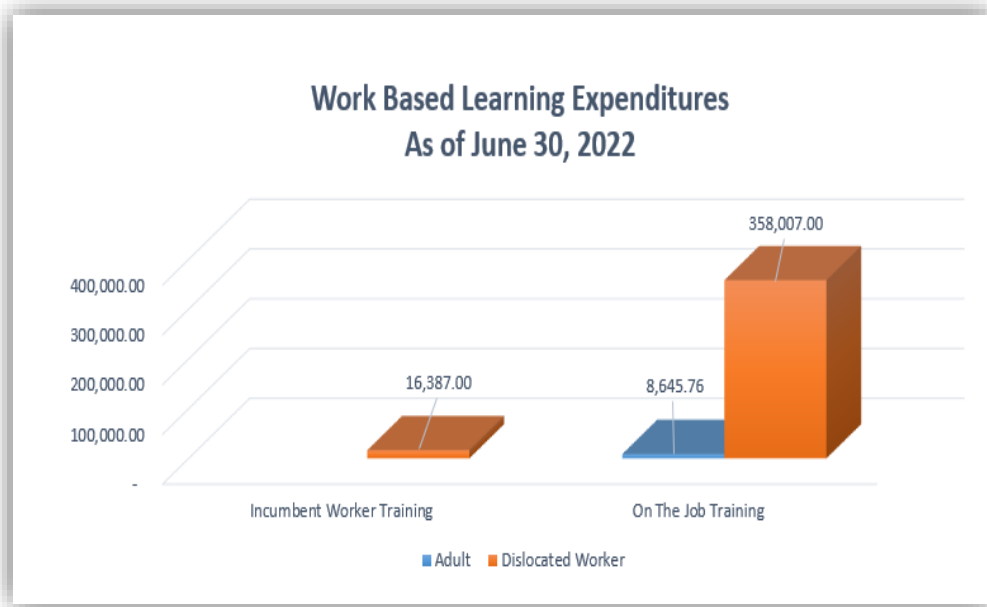
Grant	Grantor	Start Date	End Date	Award Amount	Expended as of February 28, 2022	Balance
COVID-19/NDWG-Work Sites	TCSG	4/13/2020	3/31/2022	\$279,780	\$0	\$279,780
COVID-19/NDWG-Employment & Training	TCSG	10/1/2020	3/31/2022	\$745,497	\$408,258	\$337,239
TOTAL				\$1,025,277	\$246,661	\$617,019

Ms. Northcutt stated the \$408,258 funds included the funds spent on the On-Job-Training for Cardinal Glass as well as training for other participants receiving Individual Training Accounts.

This table outlines the Eligible Training Providers who received WIOA funds:



IWT & OJT Employer Agreements



No new OJT or IWT Agreements reported this meeting.

After the financial status reports, the Committees reported the following:

Committee Reports

Economic and Workforce Alignment:

David Atkins, Committee Chair, reported on the following:

- **Demand Occupation List:** The Committee conducted its semi-annual review of the Region 12 Demand Occupation List. Staff introduced an updated Sub-Regional Demand Occupation List, which outlined additions and removals from the list of demand occupations by sub-regions.

The following are occupations that have been added:

- Diesel Engine Mechanic
- Construction Trades Supervisor
- Cargo and Freight Agent

Next Meeting: Wednesday, September 7, 2022, at 10:00 A.M. at the WorkSource Coastal Admin Office, located at 7216 Skidaway Rd., Suite A.

Public Relations:

Leigh Acevedo, Committee Chair, reported on the following:

- **Did not meet**

Next Meeting: The next meeting is scheduled for October 28th, 2022, immediately following the CWDB Meeting.

Youth Committee:

David Floyd, Committee Chair reported on the following:

- **Expenditure Report** - Crystal Northcutt, WSC Finance Administrator reviewed the Expenditure Reports. She noted that 30% of the PY20 WEX allocations and 4% of the PY21 WEX allocations were spent.

The PY21 Sub-awards Contractual expenditure requirement of 65% of total budget was not met.

- Bulloch, Effingham, Screven 39%
- Bryan, Liberty, Long 61%
- Chatham 38%
- Camden, Glynn, McIntosh 31%

- **Performance Report** - Karen Barnes, WSC Sr. Workforce Performance & Accountability Coordinator, reviewed the detailed Contractors report covering the Contractor's Performance for PY21 3rd Quarter.

PERFORMANCE MEASURES					
Contractors	Q2 Employment /Education	Q4 Employment /Education	Q2 Median Earnings	Credential Attainment	Measurable Skills Gain
Ross – BES	88.9%	47.7%	100%	50%	11.1%
Ross – BLL	79.4%	63.6%	100%	80%	27.6%
Ross – CGM	93.70%	73.3%	100%	43.7%	35.7%
Ross -Chatham	25%	41.1%	100%	0%	16.1%

Next Meeting - Friday, September 9, 2022, at 10:00 a.m. Richmond Hill City Center.

Consent Agenda

- **CWDB Minutes**
 - June 24, 2022
- **Committee Minutes**
 - Executive Committee – May 2022
 - Economic & Workforce Alignment Committee – May 2022
 - Youth Committee – May 2022
- **FSR**
 - May 2022
 - June 2022
- **PY22 New Career Opportunity Report- Demand Occupation List**
- **Approval to Update and Post for Public Comments of the Coastal Workforce Development Board's Modified Regional 4-Year Plan 2020-2023 for submittal to TCSG's Office of Workforce Development**
- **Acceptance of PY22 WIOA Youth Grant Award in the amount of \$1,051,232 for the period of April 1, 2022 – June 30, 2024**
- **Acceptance of PY22 WIOA Initial Allocation Dislocated Worker Grant Award in the amount of \$276,740 for the period of July 1, 2022 – June 30, 2024**

- **Acceptance of PY22 WIOA Initial Allocation Adult Award in the amount of \$179,112 for the period of July 1, 2022 – June 30, 2024**

Motion: David Atkins

2nd: Bobby Jones

Vote: Unanimous

Next Meeting: The next CWDB Meeting is scheduled for October 28, 2022, at 10:00AM – the Richmond Hill City Center, Richmond Hill, GA.

Adjourn: No further business discussed; the meeting was adjourned at 11:21 AM.