

Coastal Workforce Development Board

October 28, 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 10:10 AM. It was determined a quorum was not present.

MEMBERS PRESENT: David Atkins, Tia Brightwell, Earline Davis, Shaundese Duncan, Raven George, Fred Hill, Bobby Jones, Rudolph Quarterman, Lynn Tootle, Fred Tucker, and Karisa Young

MEMBERS ABSENT: Leigh Acevedo, Perry Banks, John Cheek, Jason Coley, David Floyd, Tonya Harvey-Rosado, Stephanie Jones-Heath, Kathryn Johnson, Kathy Love, Lee Smith, William Stankiewicz and Genevieve Wynegar

WSC STAFF PRESENT: Karen Barnes (Sr. Workforce Performance & Accountability Coordinator), Janet Jones (Sub-Regional Business Representative), 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: Brad Speck (Ross-IES) Felicia Woods (In The Door, LLC) 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:

- PY22 CWDB Budget – is now approved by C/LEO and has been submitted to TCSG-OWD
- PY22 By-laws Revisions – Ms. Sheron Morgan will give an overview.
- New Mandated Board Member: Jay Clemmons of Glynn County is the Training Director of Local 177- Plumbers and Pipefitters
- Veteran and Disability Committee – still need members and a Chairman from the board to be a part of this committee.
- Be Pro Be Proud Trailer Tour – will be in Bulloch County on November 3rd at the Bulloch County Agricultural Complex. High school students in Bulloch County will have the opportunity to receive hands-on experience with the high demand careers. Board members are welcome to attend the tour also.
- Rescheduling the next CWDB Meeting on Friday, December 23, 2022 – a survey will be sent out to board members for suggested dates. Depending on the Consent Agenda the meeting may or may not be cancelled.

After the Chairman's Report, he then turned the meeting over to the WSC Interim Executive Director, Sheron Morgan

Director's Report

Ms. Morgan provided the following information and updates:

- Presentation of PY22 Bylaws Revision – Ms. Morgan read the changes to the Board.
- State Workforce Development Board Meeting October 24-26, 2022 – Ms. Earline Davis, Ms. Leigh Acevedo and Mr. Bobby Jones was in attendance to represent the CWDB.
- Hyundai Plant Groundbreaking Ceremony was on October 25th, 2022

- Jay Melder, City of Savannah Manger invited WorkSource Coastal to a meeting with Ms. Audrey King Vice President of Economic Development for GA Power. During the meeting she addressed leadership several components of the Hyundai Plant Project: workforce, economic, and housing development. Other topics included how are surrounding counties are preparing for the opening, expected salaries, and recruitment to hire 8,500 people.
- Jobs - Ms. Morgan mentioned two concerns in the meeting: (1) transportation for people that live within the 90-mile radius of the plant and (2) the skills needed for Hyundai. As it pertains to transportation, Ms. King mentioned that there are plans to meet with CAT (Chatham Area Transit). As it pertains to the skills needed, Ms. King was not aware of the specific skills needed for Hyundai at this meeting.
- TCSG-OWD and GDOL (Wagner-Peyser)- the State Governor has removed the Wagner-Peyser funds from GDOL to TCSG- Office of Workforce Development.
- Adult & Dislocated Worker (DW)Funding – Ms. Morgan explained to the Board that WSC receives an admin cost off the top of all grants which is 10%. The State receives 15% off the top of their grants to include in the Governor's budget. Locally we can transfer funds between the DW and Adult when needed. We do this because across the state we do not have enough Adult funds to serves the individuals coming to our Job Centers. Ms. Morgan asked can the State transfer their funds from DW to Adult or receive 10% and allocate 5% of the State funds to Adult funds to cover the loss?

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:

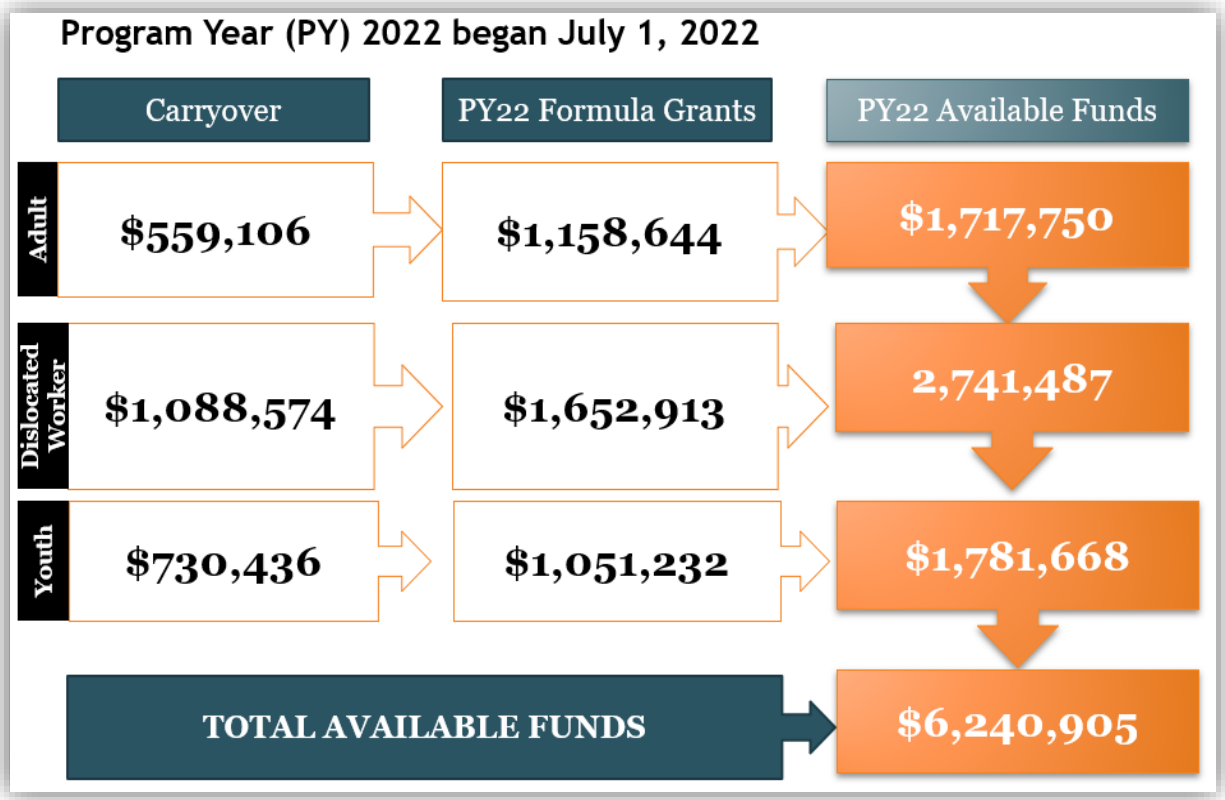
- Financial Status Report (FSR)
 - July and August 2022

Retroactive Approval - On September 22, 2022, Executive Committee Approved these actions:

- Approval to Modify Eckerd Connect Paxen's PY22 Adult and Dislocated Worker Service Provider Sub-Award Contract in the amount of \$16,750 to fully fund personnel, administrative and programmatic activities.
- Approval to transfer \$225,000 of FY2022 Dislocated Worker funds to FY2022 Adult to continue funding new Individual Training Accounts

Ms. Northcutt explained, the modification to the Eckerd Connects Paxen Sub-Award will be an addition to the current Sub-Award Contract to fully fund personnel costs, administrative and programmatic activities in the Camden, Glynn, and McIntosh sub-region for the remaining of the program year. It was discovered in our research that there were not enough funds in the initial Sub-Award Contract and if this award is not approved the Opportunity Coach will be laid off and this will affect our performance negatively for those areas.

Ms. Northcutt provided the Financial Status Updates as follows:



Ms. Northcutt then presented the PY21 & PY22 Formula Grants Overview, PY21 Other Grant Funding, and Individual Training Accounts & Supportive Services through August 31, 2022.

PY21 Formula Grants Overview
As of August 31, 2022
July 1, 2021 – June 30, 2023
100% Must be Spent by June 30, 2023



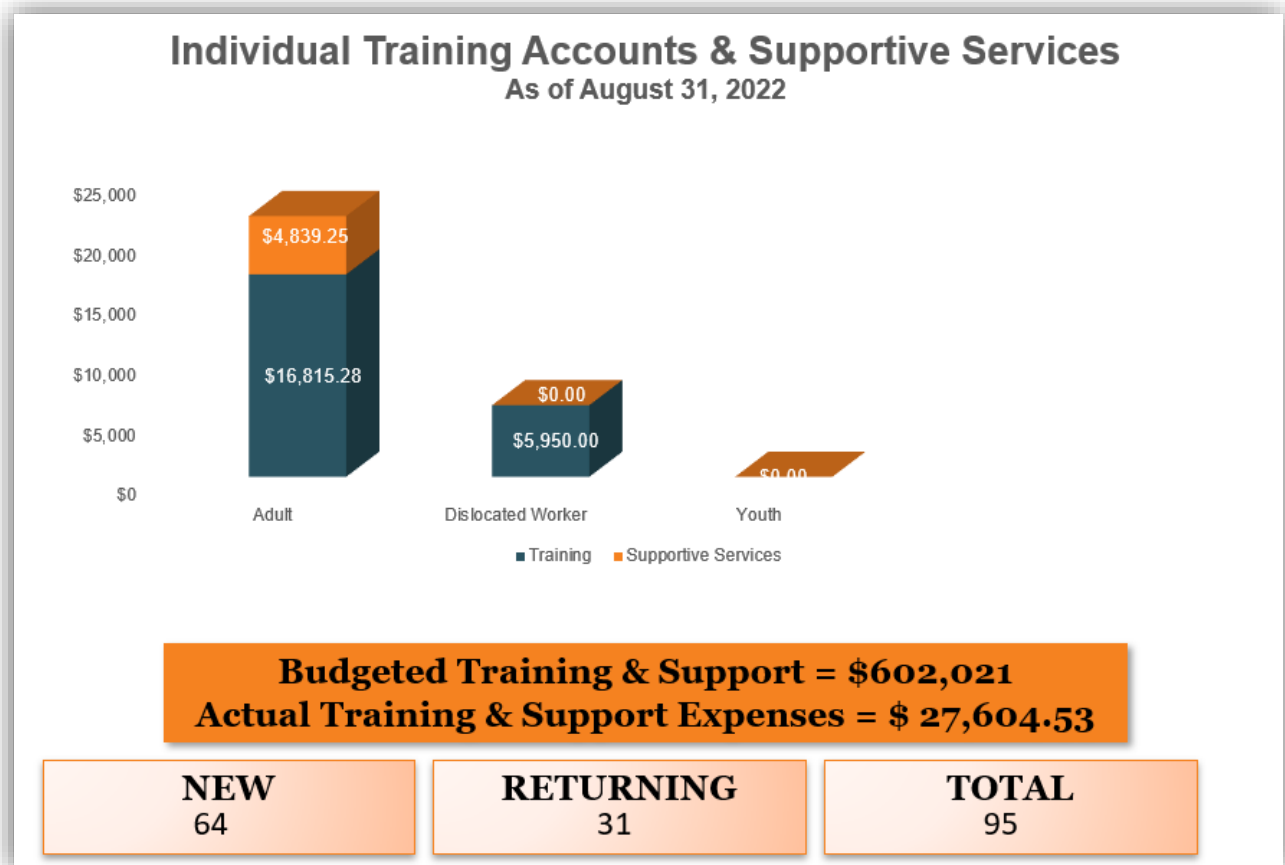
PY22 Formula Grants Overview
As of August 31, 2022
July 1, 2022 – June 30, 2024
80% Must be Spent and/or Obligated by June 30, 2023

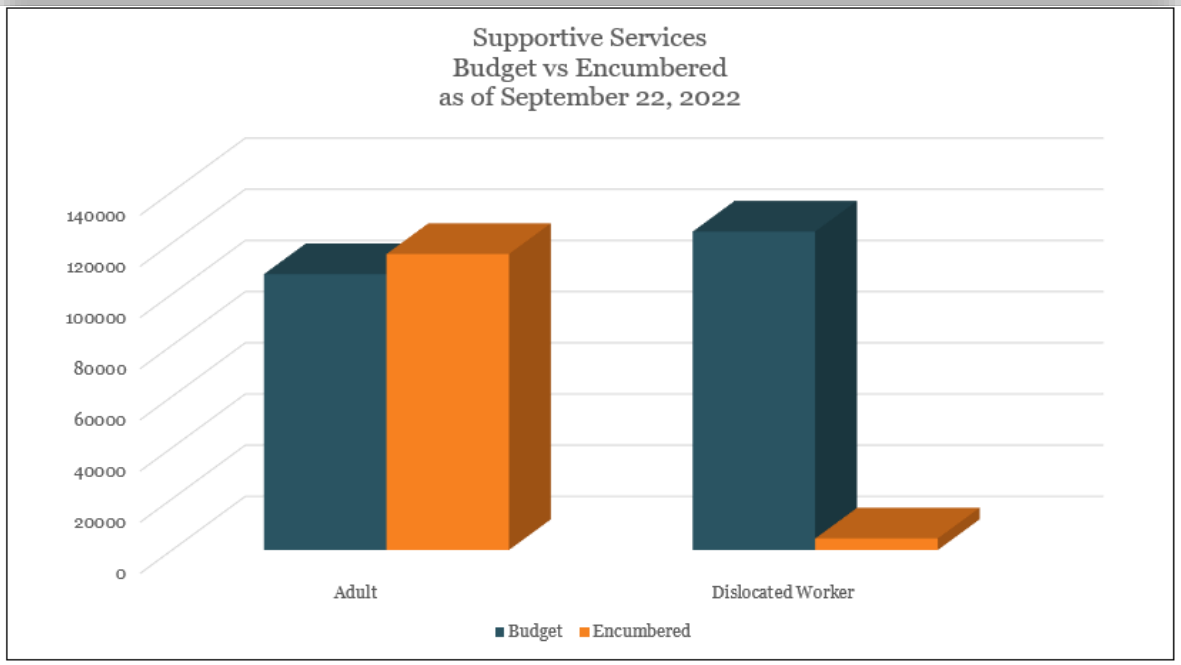
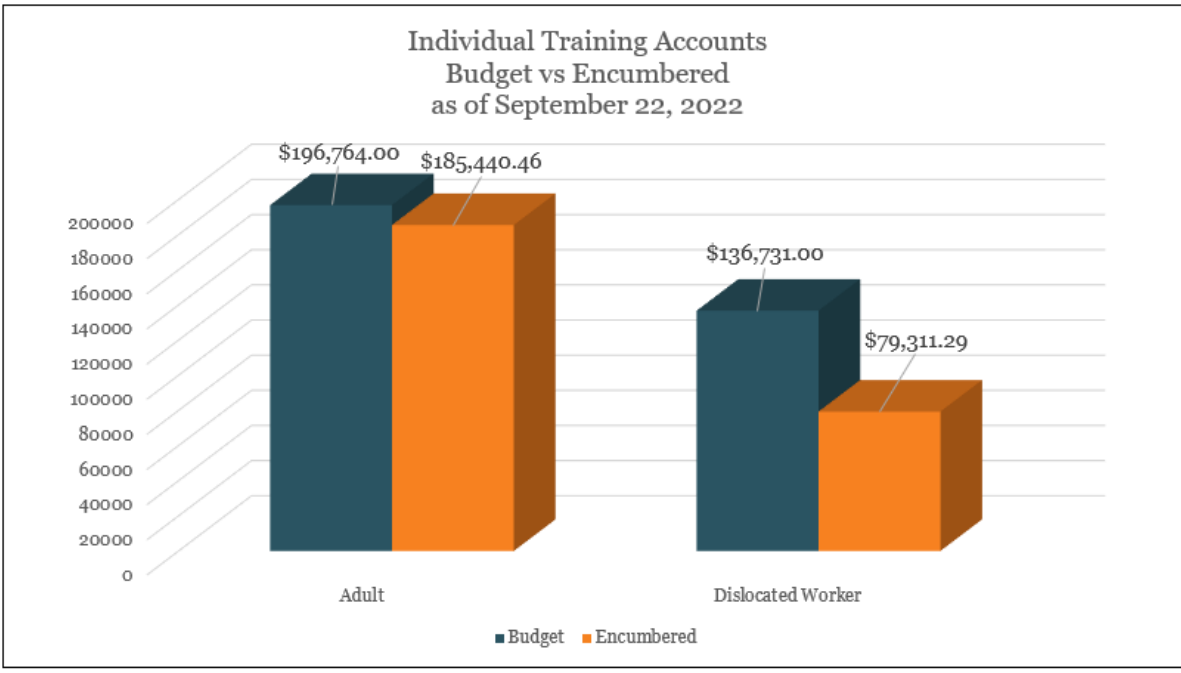


PY21 Other Grant Funding

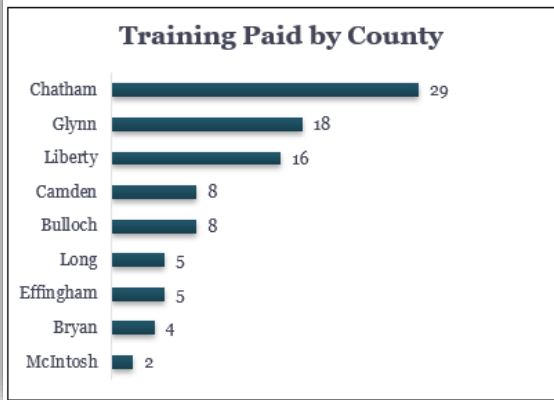
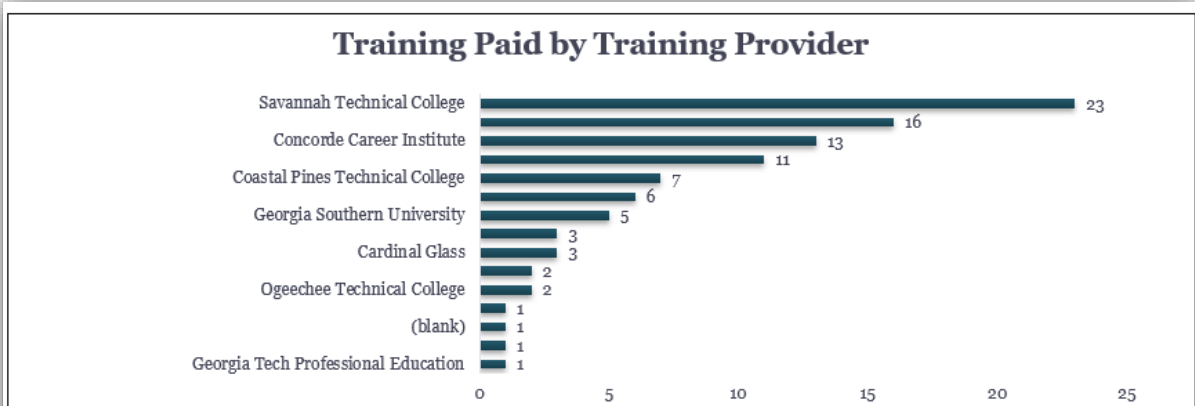
Grant	Grantor	Start Date	End Date	Award Amount	Expended as of February 28, 2022	Balance
COVID-19/NDWG-Work Sites	TCSG	4/13/2020	3/31/2022	\$279,780	\$0	\$279,780
COVID-19/NDWG-Employment & Training	TCSG	10/1/2020	3/31/2022	\$745,497	\$408,258	\$337,239
TOTAL				\$1,025,277	\$246,661	\$617,019

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.





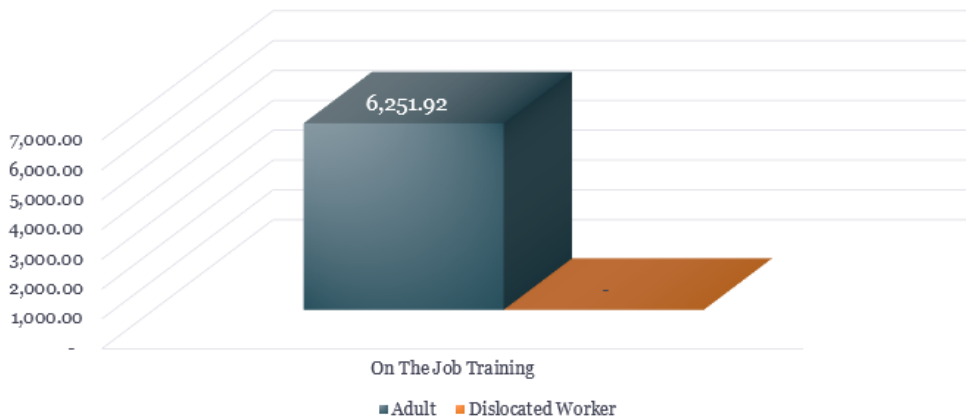
The tables below outline the Eligible Training Providers, IWT and OJT Employers who received WIOA funds:



IWT & OJT Employer Agreements

No new agreements

Work Based Learning Expenditures As of August 31, 2022



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

Committee Reports

Economic and Workforce Alignment:

David Atkins, Committee Chair, reported on the following:

Self-Sufficiency & Underemployment Policy: This policy was updated to reflect the January 2022 U. S. Department of Housing & Human Services Poverty Guidelines for Lower Living Standard Income Level (LLSIL).

Bryan, Bulloch, Camden, Chatham, Effingham, Glynn, Liberty, Long and McIntosh Counties:
Persons in Family

	Income
1	\$6,795
2	\$9,155
3	\$11,675
4	\$14,413
5	\$17,011
6	\$19,895
7	\$22,780
8	\$25,664

* For additional individuals, add \$2,885

Screven County:
Persons in Family

	Income
1	\$6,795
2	\$9,155
3	\$11,515
4	\$13,999
5	\$16,520
6	\$19,319
7	\$22,119
8	\$24,918

*For additional individuals, add \$2,800

Next Meeting: Wednesday, November 2, 2022, at 10:00 A.M. at the WorkSource Coastal Admin Office, located at 7216 Skidaway Rd., Suite A.

Public Relations:

Janet Jones, WSC Admin Staff, reported on the following:

- **Did not meet**

Next Meeting: To be determined.

Youth Committee:

Karen Barnes, WSC Admin Staff 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 7% of the PY21 WEX allocations were spent.

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

- Bulloch, Effingham, Screven 46%
- Bryan, Liberty, Long 71%
- Chatham 44%
- Camden, Glynn, McIntosh 42%

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

PARTICIPANT COUNT				
Contractors	Contracted/Enrolled Total	Percentage Served	In-School	Out-of-School
Ross – BES	147/83	56%	43/15	104/68
Ross – BLL	209/114	55%	60/37	149/77
Ross – CGM	170/46	27%	69/14	101/32
Ross -Chatham	265/95	36%	99/40	166/55

Next Meeting – Friday, November 4, 2022, at 10:00 a.m. Richmond Hill City Center.

Consent Agenda

Was not voted on/approved due to no quorum present.

Next Meeting: The next CWDB Meeting is tentatively scheduled for December 23, at 10:00AM – the Richmond Hill City Center, Richmond Hill, GA. Subject to change.

Adjourn: No further business discussed; the meeting was adjourned at 11:32 AM.