

Coastal Workforce Development Board

February 23, 2024, at 10:00 A.M.

Richmond Hill City Center

Minutes Prepared by Angela Jenkins

CALL TO ORDER: Chairman Lynn Tootle called the Board meeting to order at 10:04 AM. It was determined a quorum was present.

MEMBERS PRESENT: Perry Banks, Jay Clemmons Earline Davis, David Floyd, Mary Geoghegan, Fred Hill, Bobby Jones, Kathy Love, Rudolph Quarterman, Lee Smith, William Stankiewicz, Lynn Tootle, Fred Tucker, Genevieve Wynegar and Karisa Young

MEMBERS ABSENT: David Atkins, Jason Coley, Shaundese Duncan, Stephanie Jones-Heath and Tara Sinclair

STAFF PRESENT: Karen Barnes (Sr. Workforce Performance & Accountability Coordinator), Derek Jackson (Military Services Coordinator), Angela Jenkins (Senior Program Specialist/Monitor), Nicole Limerex (Finance Administrator) and Sheron Morgan (Executive Director)

GUESTS PRESENT: Manning Dominguez (City of Savannah-Economic Development), Brad Speck (Ross-IES), Jan Hall (WorkSource Georgia), and Sharonda Bacon (In the Door, LLC) and Felicia Wood (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. As part of introductions, Chairman Tootle asked everyone to share their efforts in both retaining and recruiting employees as a leader and/or business owner. He then reported the following:

- Board Member Re-appointments:
 - Earline Davis (*Chatham County - Housing Authority of Savannah, Executive Director*)
 - Bill Stankiewicz (*Chatham County - Savannah Supply Chain, Owner*)
- *Savannah Economic Development Authority (SEDA) Annual Meeting*-Chairman Tootle shared that several of the WSC Admin Staff and Board Members attended the SEDA Annual Meeting on January 4th, 2024 @ Savannah Convention Center. He shared some of the takeaways from the meeting. He stated that some of the topics discussed were inter-generational workforce and ways to make it easier for multi generations to work together as well as the impacts on the workforce with the upcoming opening of the Hyundai Metaplant for our area.
- Chairman Tootle expressed the need for Committee Members for the following committees:
 - Ad hoc Finance Committee
 - Veterans and Disabilities Committee
- He also reminded the Public Relations Committee members of the meeting following the CWDB Meeting.
- *Georgia House Bill 269 Workforce Innovation and Opportunity Act (Rep. Shaw Blackmon - R)* Chairman Tootle informed the board that the GA HB 269, has passed. The bill authorizes the local workforce boards to meet and conduct meetings via teleconference. For future meetings,

a telephonic link will be provided for any board member who is unable to attend the meeting in person.

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

Director's Report

Ms. Morgan began her report by provided the following information and updates:

- *City of Savannah (COS) Employees (Retention) Increase*-Effective December 2023 the COS' City Manager along with his team increased the salaries of employees for all who hold the positions of Assistant Director and below. The (WSC) employees that were employed with the COS for 5 years or more salaries were increased to the mid salary range for their position and all other employees employed less than 5 years received a 7%-15% raise depending on years of service. This increase was reflected on the last 2 paychecks in December 2023.
- *Bulloch County/Statesboro Job Center's Lease*-Ms. Morgan informed the board that the rent for the Statesboro Job Center is currently at \$5500 and is increasing to \$7000 at lease renewal (\$1500 increase).
- Ms. Morgan also shared that the planning for Fall SETA 2024 is underway. The Fall SETA is scheduled for September 15th – 18th and will be in Savannah, GA. She also mentioned that she is the GA Representative for SETA, and that she has been nominated for the position of 2nd Vice President of SETA. Results will be shared at the next meeting.
- *Job Plus Grant (HUD)– Housing Authority of Savannah*- WSC received a request by the Housing Authority of Savannah to provide workforce training for the residents of public housing. More details will be provided as they become available. Ms. Davis (Housing Authority) stated that the Housing Authority is still waiting for the requirements to prepare the application. Ms. Davis also stated that all partnerships must be in place prior to applying for the grant.
- *Solar for All Grant (EPA) – City of Savannah's Sustainability Department*. This grant is also for workforce training and WSC will assist with identifying service providers.
- *Heroes Make America Graduation (December 14th)* -Ms. Morgan and Mr. Derek Jackson attended the graduation. There were 20 graduates and of those, 12 were WIOA Participants.
- *Caesarstone*-Ms. Morgan shared with the committee that Caesarstone (Bryan Co.) laid off approximately 195 employees, some of which are being hired by Hyundai Metaplant USA. On January 3rd and 4th – 7:00 AM – 5:00 PM WSC assisted with a Rapid Response Event lead by TCSG-OWD Rapid Response Staff. WSC's role was resume assistance & employee session presentation.
- Ms. Morgan also stated that as of January 1, 2024, *Wagner-Peyser* along with *Migrant & Farm Worker Staff, Business Services, Rapid Response & Military Services, UI Complaints, etc.* have transitioned under the supervision of TCSG-OWD.

She then announced the following dates of both past and upcoming workforce events:

- January 10th and 11th – Cummings, GA WorkSource Georgia Business Services Summit
- January 12th – Career Fair for Impacted Caesarstone employees. 27 employers participated. WSC assisted with resume assistance.
- January 22nd –Florida, Georgia & Alabama Alliance -Ms. Morgan will remain the co-chair. Some of the topics discussed during this meeting were the possibility of the start of paying dues for this organization, pursuing non WIOA dollars and adding the state of South Carolina to the alliance.
- January 25th –SEDA /JDA Meeting – Transitioning Vets Partnership-The meeting was held with SEDA to discuss the Hyundai Movement and SEDA's goal of ensuring that the community agencies are working together.
- January 25th – Local Union 177 and 188 – Plumbers and Pipefitters (Welding) Classes completed.

- February 6th and 7th – Duluth, GA Untapped Workforce Summit- Ms. Morgan & Mr. Jackson will attend.
- February 8th -9th -GWLA Director's Meeting –Athens, GA-Ms. Morgan will be attending.
- March 10th-13th -SETA 2024 Spring Conference-Cherokee, NC-Ms. Morgan and staff will be attending.

As part of the retroactive consent agenda, Ms. Morgan then requested for approval to solicit a Request for Proposals (RFPs) for technical assistance and professional services for the PY24 Local/Regional (Workforce Development) Plan up to \$30,000 that must be written every 4 years for our region.

Ms. Morgan highlighted and shared photos of the William Barnett & Son, LLC and Caesarstone Plant Lay Off Resume Creation/Revision Assistance Event, Heros Make America December Graduation and WSC's Liberty County Youth being spotlighted in the Coastal Courier.

Ms. Morgan also announced that after 17 years of service, WSC's very *first* Business Service Representative, Janet Jones, will be retiring effective March 1, 2024.

After the Director's report and announcements, Ms. Morgan turned the floor over to Ms. Limeretz to present the financial report.

Financial Report

Ms. Limeretz began her report by reviewing the following finance agenda items that was retroactively approved by the Executive Committee who acted on behalf of the CWDB during the January 30th Executive Committee Meeting:

- FSRs – Financial Status Reports
 - July 2023
 - August 2023
 - September 2023
 - October 2023
 - November 2023
- Approval to transfer \$400,000 from FY23 Dislocated Worker to Adult funding stream.
- Acceptance of FY24 WIOA (2nd Allocation) Dislocated Worker Grant Award in the amount of \$1,105,555 for the period of July 1, 2023 – June 30, 2025.
- Acceptance of FY24 WIOA (2nd Allocation) Adult Grant Award in the amount of \$636,322 for the period of July 1, 2023 – June 30, 2025.
- Acceptance of FY24 Rapid Response Grant Award in the amount of \$70,000 for the period of January 1, 2024 – December 31, 2024.
- Acceptance of the Modification to Extend the performance period of the FY23 Rapid Response Grant Award in the amount of \$95,000 from January 1, 2023 – December 31, 2023, to March 31, 2024.

She then began reporting on the Carryover and PY23 Funds as of July 2023. She stated that PY22 funds were on track to be fully expended.

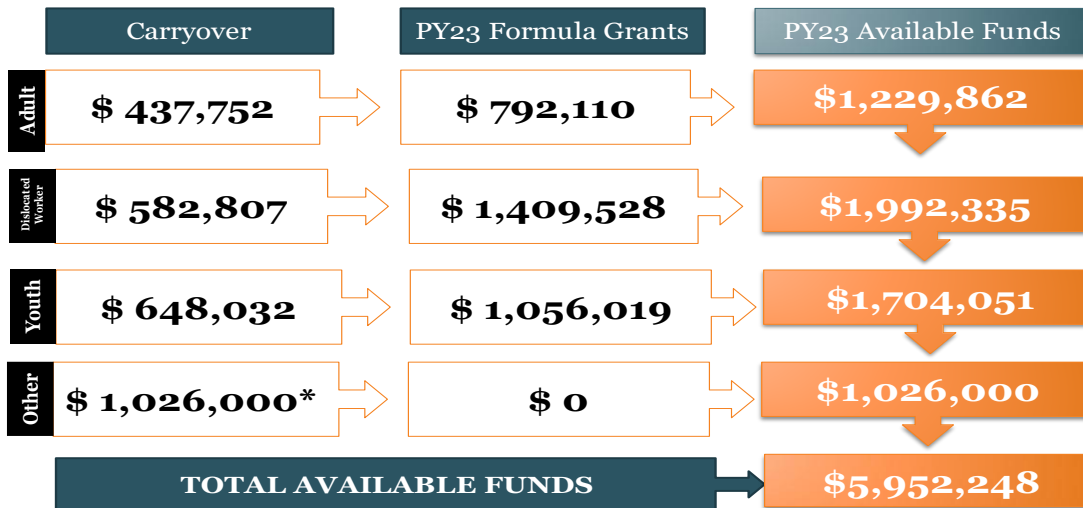
PY22 Formula Grants Overview

As of November 30, 2023
 July 1, 2022 – June 30, 2024
 100% Must be Spent by June 30, 2024



PY23 Available Funds

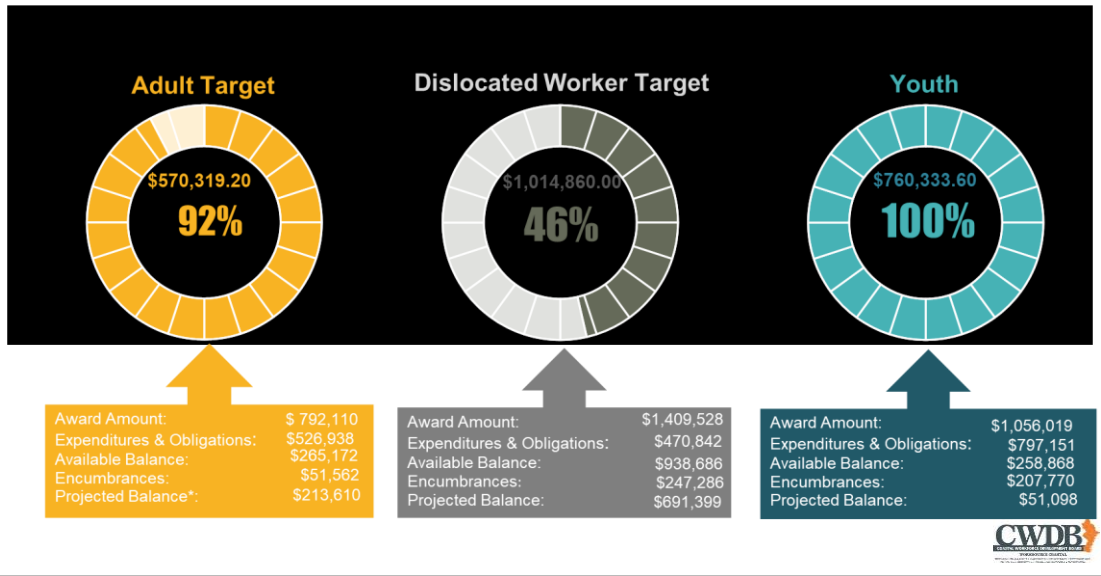
Program Year (PY) 2023 began July 1, 2023



*Other: Rapid Response-\$95,000, Quest-\$731,000, DW as Adult Transfer -\$200,000

PY23 Formula Grants Overview

As of September 30, 2023
 July 1, 2023 – June 30, 2025
 80% Must be Spent and/or Obligated by June 30, 2024



Ms. Limeretz then shared her explanation and recommendation to transfer at least \$400,000 from the Dislocated Worker to the Adult funding stream to cover the training/support costs for active and future WIOA Adult participants and to achieve the 80% spending requirement by June 30th.

PY23 Other Grant Funding

Grant	Grantor	Start Date	End Date	Award Amount	Expended as of November 30, 2023	Balance
Rapid Response	TCSG	1/1/2023	12/31/2023	\$95,000	\$10,883	\$84,117
DW to Adult Transfer	TCSG	10/1/2022	6/30/2024	\$200,000	\$200,000	\$0
Quest Grant	TCSG	9/26/2022	9/30/2024	\$731,000	\$48,164	\$682,836
TOTAL				\$1,026,000	\$259,047	\$766,953

After the financial report, Committees: EWA, Public Relations, and Youth reported on the following:

Committee Reports

Economic and Workforce Alignment:

Vice Committee Chair, Earline Davis 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 occupation has been added:
 - Heavy Equipment Operator
- **Rapid Response Policy:** This policy was updated to replace Georgia Department of Labor Rapid Response Unit with the Technical College System of Georgia's Office of Workforce Development Rapid Response Staff. In addition, the changes in policy reflect the change in oversight for Rapid Response administration and events to include Local Workforce Development Area (LWDA) Responsibilities.

Next Meeting - Wednesday, March 6, 2024, at 10:00 A.M. at the WorkSource Coastal Admin Office, located at 7216 Skidaway Rd., Suite A.

Public Relations:

Ms. Sheron Morgan, Executive Director reported on the following:

- The committee did not meet in December 2023; however, the **CWDB Retreat** is scheduled for June 12th-14th

Next Meeting: Friday, April 26th immediately following the CWDB Meeting at the Richmond Hill City Center

Youth Committee:

- Did not meet January 12, 2024

Next Meeting - Friday, March 8, 2024, at 10:00 A.M. Richmond Hill City Center.

Consent Agenda

- **Committee Minutes**
 - **Executive (September & November 2023)**
 - **Youth (September 2023)**
 - **EWA (September 2023)**
 - **FSRs**
 - **July 2023**
 - **August 2023**
 - **September 2023**
 - **October 2023**
 - **November 2023**

Motion: Earline Davis
2nd: Perry Banks
Vote: Unanimous

Retroactive Approval - On January 30, 2024, Executive Committee: Acted on Behalf of the Board:

- **Policies**
 - **Rapid Response**
- **PY23 2nd Quarter Demand Occupation List**
 - **Heavy Equipment Operator**
- **Approval to transfer \$400,000 from FY23 Dislocated Worker to Adult funding stream.**
- **Approval to solicit a Request for Proposals (RFPs) for technical assistance and professional services for the PY24 Local/Regional (Workforce Development) Plan up to \$30,000.**
- **Acceptance of FY24 WIOA (2nd Allocation) Dislocated Worker Grant Award in the amount of \$1,105,555 for the period of July 1, 2023 – June 30, 2025.**
- **Acceptance of FY24 WIOA (2nd Allocation) Adult Grant Award in the amount of \$636,322 for the period of July 1, 2023 – June 30, 2025.**
- **Acceptance of FY24 Rapid Response Grant Award in the amount of \$70,000 for the period of January 1, 2024 – December 31, 2024.**

Acceptance of the Modification to Extend the performance period of the FY23 Rapid Response Grant Award in the amount of \$95,000 from January 1, 2023 – December 31, 2023, to March 31,

Motion: David Floyd
2nd: Fred Hill
Vote: Unanimous

Next Meeting: The next CWDB Meeting is tentatively scheduled for April 26, 2024, at 10:00AM – the Richmond Hill City Center, Richmond Hill, GA.

Announcement/Comments:

Mr. William Stankiewicz (Savannah Supply Chain, Inc.) announced that there is an upcoming business owner 2-day conference scheduled for October. Details about the exact date and location will be shared with the board as they are received.

Ms. Geoghegan (Glynn County Brunswick Job Corps) announced that there is an upcoming Resource Fair scheduled for March 28th.

Ms. Karisa Young (Liberty College and Career Academy) announced the following:

- 2 new programs (Maintenance & Heavy Equipment Operator) are now offered at the Liberty College and Career Academy
- WSC and Savannah Tech in Liberty County are partnering together to host a job fair in March. More information will be provided.
- Golf Tournament Sponsorship (Skills USA) in Liberty County on April 26th.

- The first Liberty County Film Festival will be held at Liberty County Performing Arts on May 4th.

Mr. Lee Smith (Outsource Logistics) announced that the Savannah Traffic Club is now accepting membership applications. Please visit savannahtrafficclub.org to apply. He also mentioned that the club will be hosting an oyster roast on March 14th.

After the announcements Chairman Tootle thank Mr. Manning, Sr. Director of Economic Development for attending the meeting and welcomed the new WSC staff.

Adjourn: With no further business discussed, the meeting was adjourned at 12:06 PM.