

Coastal Workforce Development Board

August 15, 2025, at 10:45 A.M.

Richmond Hill City Center

Teleconference/Zoom: <https://savannahga.zoom.us/j/6330722832>

Meeting ID: 633 072 2832

Minutes Prepared by Jaquil Leeks

CALL TO ORDER: Chairwoman Stephanie Jones- Heath called the Board meeting to order at 10:45 AM. It was determined a quorum was present.

MEMBERS PRESENT: David Atkins, Jeffery Clark, Delisa Cliff, Shaundese Duncan, David Floyd, Fred Hill, Stephanie Jones-Heath, Bobby Jones, Angie Lewis, Katrina Myers, Phyllis Rodges, Tara Sinclair, William Stankiewicz and Lynn Tootle.

MEMBERS PRESENT VIA ZOOM: Earline Davis, Bobby Jones, Suganda Yadav.

MEMBERS ABSENT: Perry Banks, Jay Clemmons, Jason Coley, Fred Tucker and Genevieve Wynegar.

STAFF PRESENT: Tomisha Fleming (Finance Administrator), Derek Jackson (Military Services Coordinator), Angela Jenkins (Sr. Workforce Performance & Accountability Coordinator), Crystal Northcutt (Assistant Director), Jaquil Leeks (Administrative Assistant), Sheron Morgan (Executive Director) and Danielle Riley (Regional Business Services Coordinator).

GUESTS PRESENT: Brenda Motley- Aikens (Ross-IES, LLC), Sharonda Bacon (In the Door, LLC), Felicia Woods (In the Door, LLC), Veronica Parrish (Ross-IES, LLC).

Chairman's Report

Stephanie Jones-Heath welcomed and thanked everyone for taking the time to attend the 2025 Coastal Workforce Development (CWDB) Annual Retreat in June. She then announced the following:

Mrs. Stephanie Jones-Heath acknowledged the following newly appointed Board Members:

- **Jeff Clark** – Glynn County – *Public Representative*
- **Delisa Cliff** – Liberty County – *Private Representative*
- **Katrina Myers** – Chatham County – *Public Representative*
- **Phyllis Rodges** – Chatham County – *Public Representative*

Mrs. Jones-Heath welcomed the new members and expressed appreciation for their willingness to serve and contribute to the Board.

- Mrs. Stephanie Jones-Heath announced the upcoming Southeastern Employment and Training Association (SETA) 2025 Fall Conference, which will be held in Biloxi, MS, at Beau Rivage Resort from September 28, 2025, through October 1, 2025.
- She noted that the registration deadline is August 29, 2025, and instructed those interested in attending to contact Jaquil Leeks for additional information.
- Mrs. Stephanie Jones-Heath announced the following PY25 Executive Committee members: David Atkins, Earline Davis, David Floyd, Fred Hill, Bobby Jones, Angie Lewis, Bill Stankiewicz, and Lynn Tootle.
- Mrs. Stephanie Jones-Heath announced the following PY25 Committee Chairs: David Atkins - Economic Workforce & Alignment Committee; David Floyd - Youth Committee; Angie Lewis - Veterans and Disabilities Committee; and Bill Stankiewicz - Public Relations Committee.

Director's Report

Ms. Morgan began the meeting by providing the following updates.

- Ms. Crystal Northcutt has returned to WSC as the new Assistant Director. Her primary focus will be to lead the modernization project for workforce development services and access for the region
- The U.S. Department of Labor – Employment and Training Administration (ETA) launch of a performance dashboard that provides the American people with information on the effectiveness of federally-funded Workforce Innovation and Opportunity Act Adult, Youth, and Dislocated Worker programs.
- The following positions are vacant and will be posted to City of Savannah's website and other platforms: Sub-Regional Business Services Representative(s) and Accounting Clerk/Technician.

Financial Updates

Ms. Tomisha Fleming, WSC Finance Administrator, presented the following fiscal updates:

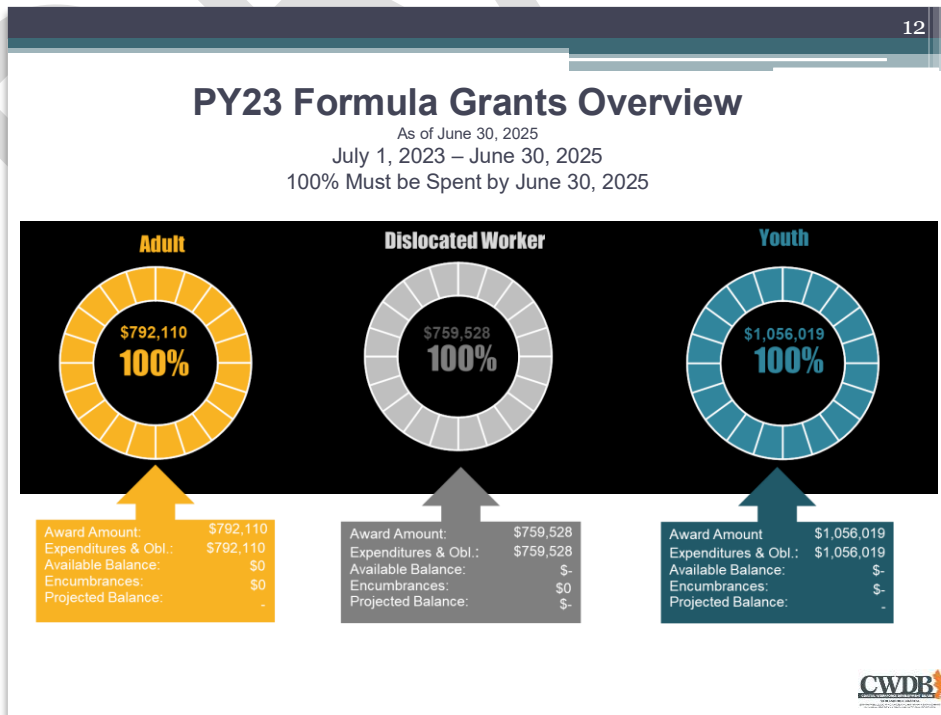
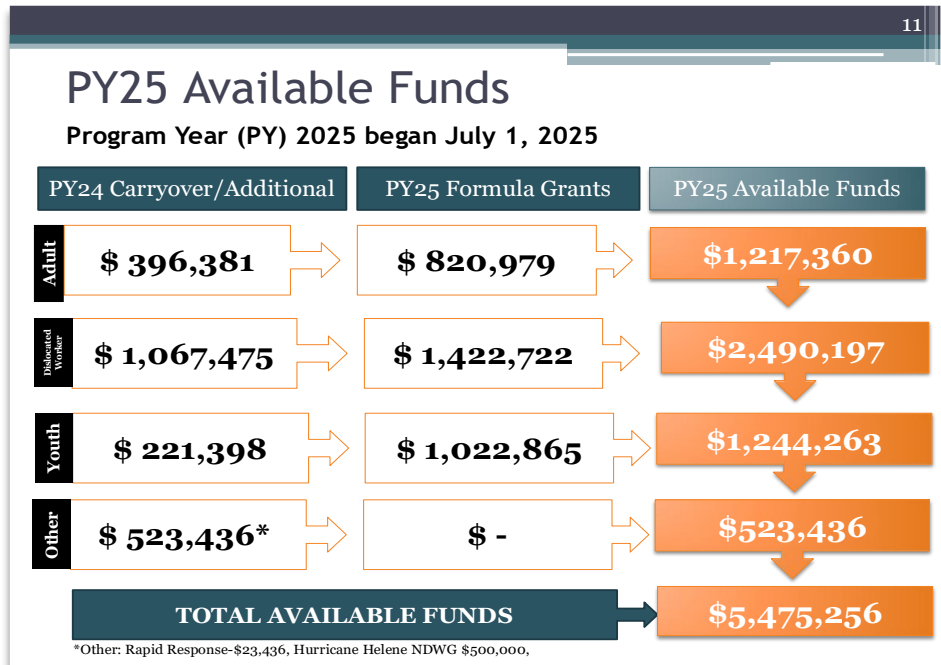
The signed (by Lynn Tootle) approved PY25 CWDB Budget was due on July 25th TCSG-OWD, but will be submitted in late August after the CLEO scheduled meeting and new LEO Board member orientation.

In Program Year 2024 (PY24), a National Dislocated Worker Grant (NDWG) was awarded under the National Disaster Funds to support recovery efforts related to Hurricane Helene. The total grant amount is \$500,000, with a performance period from October 1, 2024, through June 30, 2026. This funding is intended to provide temporary employment and workforce development training services to individuals impacted by the Hurricane Helene disaster or eligible Displaced/Dislocated Workers.

She shared that the Program Year 2025 (PY25) allocations were released by the U.S. Department of Labor's Employment and Training Administration (USDOL-ETA). These include funding for Adult, Dislocated Worker, and Youth programs. These formula grants will support ongoing efforts to deliver employment and training services, assist job seekers, and prepare youth for career pathways across the region.

Ms. Fleming then provided an overview of the following (PowerPoint attached hereto):

- PY25 Available Funds
- PY23 & PY24 Formula Grants
- PY23/PY24 Other Grants
- ITAs
- Training Outlook



PY24 Formula Grants Overview

As of June 30, 2025

July 1, 2024 – June 30, 2026

80% Must be Spent and/or Obligated by June 30, 2025



Then, she recommended approval for the following action items:

- **FSRs**
 - April 2025
 - May 2025
 - June 2025
- **Acceptance of the PY25 Statement of Grant Awards**
 - Dislocated Worker (Initial Allocation) Grant Award - \$312,999
 - Adult (Initial Allocation) Grant Award - \$164,196
 - Youth Grant Award - \$1,022,865
- **Approval to Renew the contract agreement for PY25 Financial Monitoring Services -Hillard Tax & Accounting, CPA LLC up to \$22,500.**

Following the Financial Report, the EWA, Public Relations, and Youth Committee Chair/Designee reported the following:

Committee Reports:

Economic & Workforce Alignment Committee

Mr. Atkins (Chair) reported that the Committee did not meet in July due to no business.

Next Meeting: Wednesday, September 7, 2025, at 10:00 A.M. at the WSC Admin Office, 7216 Skidaway Rd, Ste A, Savannah, GA.

Public Relations Committee

Mr. Stankiewicz (Chair) advised that the Committee did not meet in July due to no business.

He announced that on November 19th at 9:00 AM, Board members will participate in a special tour of the Hyundai Metaplant. A limit of 25 Board members and invited guests are expected to join the tour.

The regularly scheduled December CWDB meeting will take place following the tour.

Next Meeting: Will be held virtually; more information will be provided soon.

Youth Committee

Mr. Floyd (Chair) reported that the Committee did not meet in July due to no business.

Next Meeting – Friday, September 12, 2025, at 10:00 A.M. at the Hinesville Job Center.

Consent Agenda

- **Minutes**
 - CWDB- June 2025

- **FSRs**
 - April 2025
 - May 2025
 - June 2025

- **Acceptance of PY25 WIOA Dislocated Worker (Initial) Grant Award in the amount of \$312,999 for the period of July 1, 2025-June 30, 2027.**
- **Acceptance of PY25 WIOA Adult (Initial) Grant Award in the amount \$164,196 for the period of July 1, 2025-June 30, 2027.**
- **Acceptance of the PY25 WIOA Youth Grant Award in the amount of \$1,022,865 for the period of April 1, 2025-June 30, 2027.**
- **Approval to Renew the Contract Agreement for PY25 Financial Monitoring Services -Hillard Tax & Accounting, CPA LLC- up to \$22,500.**

Motion: Bill Stankiwicz

2nd: David Atkins

Vote: Unanimous

Next Meeting: The next CWDB Meeting is scheduled for Friday, October 17, 2025, at 10 A.M. at the Richmond Hill City Center, 520 Cedar Street, Richmond Hill, GA.

Adjourn: With no further business discussed, the meeting was adjourned at 11:10 AM.