

# Coastal Workforce Development Board

April 17, 2026, at 10:00 A.M.

Richmond Hill City Center

Zoom: <https://savannahga.zoom.us/j/89755718194>

Minutes Prepared by Jessica Ellis

**CALL TO ORDER:** Chairwoman, Stephanie Jones - Heath called the Board meeting to order at 10:04 AM. It was determined a quorum was present.

**MEMBERS PRESENT:** Perry Banks, Jeffery Clark, Delisa Cliff, Stephanie Jones-Heath, Katrina Myers, Tara Sinclair, William Stankiewicz, and Lynn Tootle.

**MEMBERS' PRESENT VIA ZOOM:** Jay Clemmons, Shaundese Duncan, David Floyd, Mary Geohegan, Fred Hill, Phyllis Rodges, and Suganda Yadav.

**MEMBERS ABSENT:** David Atkins, Jason Coley, Earline Davis, Bobby Jones, Angie Lewis, and Fred Tucker.

**STAFF PRESENT:** Jessica Ellis (Administrative Assistant), Angela Jenkins (Sr. Workforce Performance & Accountability Coordinator), Sheron Morgan (Executive Director), Crystal Northcutt (Assistant Director), Danielle Riley (Regional Business Services Coordinator) and Maya Sutton (Accounting Technician (ZOOM)).

**GUESTS PRESENT:** Brenda Motley – Aikens (ROSS (ZOOM)), Dr. Sharonda Bacon (In The Door, LLC - Sr. One-Stop Operator), Christopher Bland (Savannah Technical College – Adult Education), Veronica Parrish (ROSS/ IES (ZOOM)), Dr. Debbie Pinckney (Savannah Technical College), and Felicia Woods (In The Door, LLC (ZOOM)).

## **Chairman's Report**

Chairwoman, Stephanie Jones-Heath welcomed and introduced attendees, then provided updates:

### **2026 Spring Conference – Orlando, FL:**

Chairwoman Jones-Heath reported on her attendance at the SETA Conference with WSC Staff. The conference highlighted upcoming federal changes that will directly impact the states and local board, with key sessions focused on AI, federal funding, and future pre/apprenticeship models.

### **Federal Funding Impact –**

She encouraged Board members to begin engaging with local and state representatives to advocate for continued federal funding. She emphasized the importance of communicating concerns about proposed federal changes and their potential effects on the local workforce regions. Due to the potentially reduced funding levels and discontinued special grants offered to local workforce areas, the organization/WSC will need to adjust in the coming months as it prepares for the new funding year.

She then turned the floor over to Executive Director, Sheron Morgan.

## **Director's Report**

Ms. Morgan began her report by providing the following updates and announcements:

### **2026 CWDB Retreat – Jekyll Island, GA**

The 2026 CWDB Annual Retreat will be held June 3–5, 2026, at the Courtyard/Residence Inn by Marriott in Jekyll Island, GA. Members were encouraged to respond to the April 7th email to confirm hotel accommodations.

### **House Bill (HB)1302 –**

HB 1302 outlines forthcoming changes within the Technical College System of Georgia's (TCSG) Office of Workforce Development. Under this transition, the State Board will move to the Office of Workforce and Education. The State will also become the approving authority for apprenticeship programs, allowing Georgia to authorize high-demand, registered apprenticeship programs directly. In support of the Governor and the US Administration's goal is to reach one million apprentices nationwide, This Bill will position the State to more closely manage, monitor, and track apprenticeship progress rather than relying on federal oversight.

### **Workforce Pell Grant –**

The Workforce Pell Grant is a national initiative that can be used at any 2- or 4-year institution to support education aligned with workforce needs. It is designed to expand access to short-term training programs (8–14 weeks) in high-demand sectors including healthcare, advanced manufacturing, IT, skilled trades, and logistics. The grant may become available as early as September 2026, with more information to come in the future.

### **PY24-27 Local Plan Modification –**

The modified four-year plan draft is due to the State by June 30/September 30. After completion, it must be released for 30-day public comment. Although the plan was originally approved in 2024, federal guidelines require updates every two years. The State has completed its plan and released it for public comment, which closes May 2. The State Plan includes waivers discussed during our previous meetings, those waiver requests include: the requirement to provide all 14 Youth program elements, certification of Comprehensive One-Stop Centers, etc. In PY26 WSC will focus on the elements delivered most effectively/efficiently and refer participants to partner agencies for the remaining services. Ms. Morgan confirmed that Ms. Angela Jenkins has already certified all centers for the next two years.

### **WIOA – PY26 Regional Modernization & Program Redesign –**

In alignment with the national and state shift toward pre/apprenticeships, the organization will begin redesigning its programs. Funding has traditionally supported Individual Training Accounts (ITAs) for individual training, but the strategy is shifting toward work-based/cohort-based training to support pre/apprenticeship tracking and outcomes. The organization will also work more closely with employers to ensure participants not only gain skills but secure employment. Ms. Morgan anticipates increased collaboration among agencies due to reduced funding, noting that funders expect verified partnerships and proper documentation to demonstrate shared efforts.

### **WSC Administrative Staff Focus –**

Administrative staff are focused on identifying opportunities to better serve the community by maximizing available funding and reducing expenditure on services that can be referred to partner agencies. As pre/apprenticeships continue to grow, the organization is exploring ways to modernize program delivery through technology. Ms. Morgan referenced a presentation from the last Board Retreat featuring an app designed to improve communication with participants. Since many youth and adult participants do not respond to phone calls, the app allows Case Managers to send text messages, which has shown higher response rates and provides documentation of communication.

Ms. Morgan emphasized the importance of preparing for upcoming changes. Enrollment remains paused due to funding decreases over the few years, requiring increased community partnerships and strategically leveraging of resources. Because the State has not yet issued the new allocation, the organization is avoiding over-obligating funds. A waiting list is active, and enrollment will resume once

new funding is received. The organization's focus is to ensure all programs remain aligned with state and national goals.

Ms. Sinclair asked how long the enrollment hold has been in place? Ms. Morgan confirmed it has been active for two months. The organization is currently serving 643 participants across the region and will serve those on the waiting list once new funding is allocated. Ms. Sinclair then asked whether contractor funding would run out? Ms. Morgan explained that contractors receive funding up to a set amount, contingent upon available funds, allowing room for negotiations.

Mr. Clark asked whether contract obligations are still met if funding decreases? Ms. Northcutt stated that all PY25 contracts have already been obligated, so contractors will be reimbursed based on their PY25 spending. Any changes resulting from reduced funding will occur in PY26, once allocations are known. Annual budgeting and contract renewals are the points at which adjustments may be made.

Ms. Morgan continued with the Financial Report.

### **Financial Report**

In Ms. Fleming's absence, Ms. Morgan presented the Finance Report to review the following Finance agenda items and recommended approval:

- FSRs:
  - December 2025
  - January 2026
  
- Approval of the PY26 Youth Sub-Awards (July 1, 2026 – June 30, 2027)
- Approval of the PY26 Adult and Dislocated Worker Sub-Award
- Approval of the PY26 One-Stop Operator Award
- Approval of a No-Cost Extension – Mr. John Chamberlin for Technical Assistance
- Approval to renew the Financial Monitoring Contract Agreement for PY26 with Hillard Tax & Accounting, CPA LLC
- Acceptance of PY24 WIOA Youth Program funding from WorkSource Middle Georgia/Area 11 (pending MGWDB approval on April 29, 2026)

See more details on Consent Agenda.

Ms. Morgan then provided an overview as of January 31, 2026 the following (PowerPoint attached hereto):

- PY24 Formula Grants
- PY25 Formula Grants
- PY25 Other Grants
- ITAs

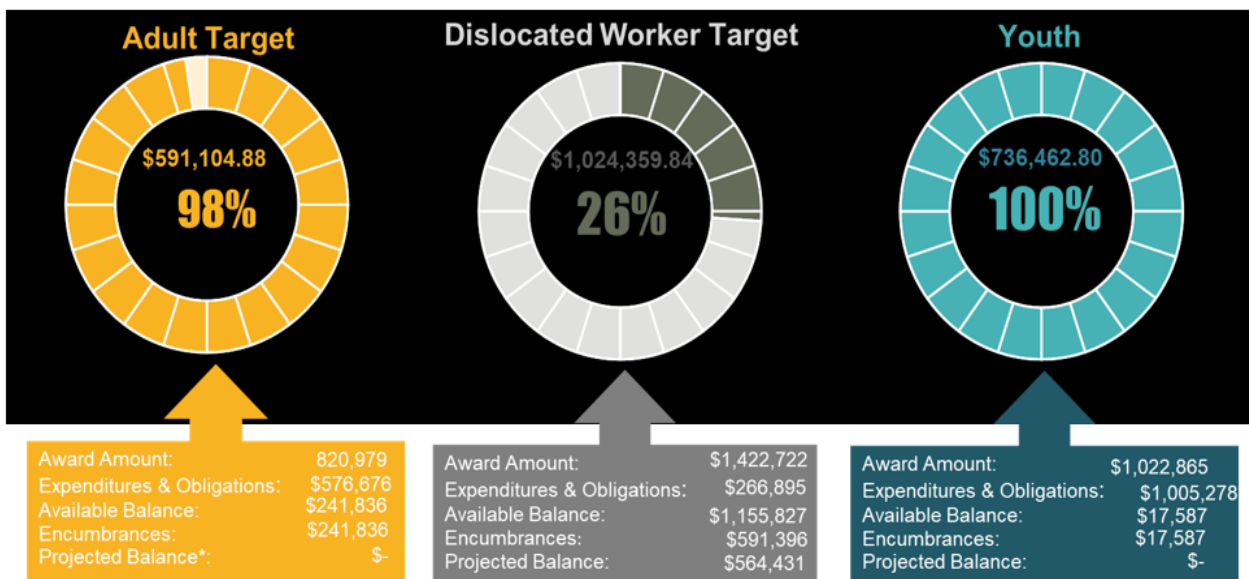
## PY24 Formula Grants Overview

As of January 31, 2026  
 July 1, 2024 – June 30, 2026  
 100% Must be Spent by June 30, 2026

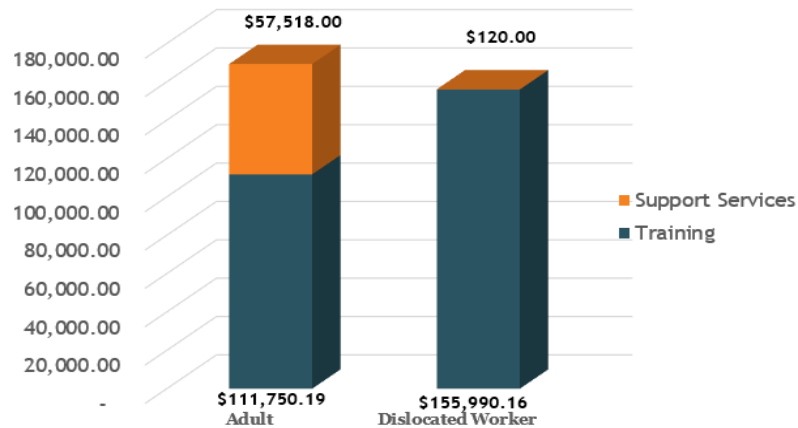


## PY25 Formula Grants Overview

As of January 31, 2026  
 July 1, 2025 – June 30, 2027  
 80% Must be Spent and/or Obligated by June 30, 2026



### Individual Training Accounts & Supportive Services As of January 31, 2026



**Budgeted Training & Support = \$ 544,772**  
**Actual Training & Support Expenses = \$ 325,378**  
**Balance = \$219,394**

In the absence of Mr. David Atkins, Ms. Morgan continued with EWA Committee Report:

#### Committee Reports:

#### Economic & Workforce Alignment Committee

Ms. Morgan, reported in the absence of the Committee Chair, stated that the Committee met on January 13, 2026, and reported on the following:

- **Demand Occupation List:** The Committee completed the review of the Region 12's PY25/PY26 Demand Occupation List with consideration and compared of the Governor's List for the Region. Staff presented an updated version of the list based on the Committees recommendations to be forwarded for approval. Ms. Morgan noted that staff worked with Lightcast to further break down funded occupational categories within high-demand industries. Education was added to the list due to workforce needs for teachers across all counties.

**Next Meeting:** Tentatively scheduled for Wednesday, May 6, 2026, at 10:00 A.M. at the WSC Admin Office, 7216 Skidaway Rd, Ste A, Savannah, GA, or virtually if there are any action items.

Ms. Morgan then turned the meeting over to William "Bill" Stankiewicz.

## Public Relations Committee

Mr. Stankiewicz, Committee Chairman reported that the committee is working on scheduling a facility tour with Delta Metals to observe how CWDB can offer services to the company.

**Next Meeting:** Scheduled April 17, 2026, immediately following Board Meeting at 11:00a.m. at the Richmond Hill City Center, JF Gregory Park; 520 Cedar St; Richmond Hill, GA 31324.

## Youth Committee

Mr. Floyd, Committee Chairman, stated that the Committee met on January 9, 2026, and reported on the following:

- **Expenditure Report** – Tomisha Fleming, WSC Staff reviewed the Expenditure Reports. She noted that all Youth Service Providers exceeded the target 20% Work Experience (WEX) expenditure requirement for PY24 and PY25.

PY25 Sub-awards Contractual expenditure target is 65% of total budget during 3<sup>rd</sup> quarter:

- Bulloch, Effingham, Screven 48%
- Bryan, Liberty, Long 50%
- Chatham 41%
- Camden, Glynn, McIntosh 55%

**Next Meeting** – Scheduled for Friday, May 8, 2026, at 10:00 a.m. Liberty County Job Center; 140 E. MLK Jr. Dr. Hinesville, GA, 31313.

## Consent Agenda

- **CWDB Minutes**
  - February 2026
- **Committee Minutes**
  - Executive – January 2026
  - EWA – January 2026
  - Youth – January 2026
- **FSRs**
  - December 2025 & January 2026
- **Approval of the PY25/PY26 Region 12's High Demand Occupation List.**
- **Approval of the PY26 Youth Sub-Award (July 1, 2026 – June 30, 2027)**
- **Eckerd Connects/Paxen d/b/a Eckerd Youth Alternative, Inc.** Serving the following sub-region:
  - Bulloch, Effingham, and Screven (BES) Counties- level funding up to \$268,421, contingent upon funding.
  - Chatham County- level funding up to \$274,067, contingent upon funding.
  - Camden, Glynn and McIntosh (CGM) Counties- level funding up to \$269,298, contingent upon funding.
- **ROSS-IES, Inc.—**Serving the following sub-region:
  - Bryan, Liberty and Long (BLL) Counties- level funding up to \$221,597, contingent upon funding.
- **Approval of a No-Cost Extension - PY25-26 Sole Source Agreement for Technical Assistance Services with Consultant John G. Chamberlin in the amount up to \$19,542 (July 1, 2026 – June 30, 2027).**

- **Approval of the PY26 Adult and Dislocated Worker Sub-Award (July 1, 2026 – June 30, 2027). Eckerd Connects/Paxen** (All 10 counties) **level funding up to \$893,223**, contingent upon funding.
  - Bulloch, Effingham, and Screven (BES) Counties
  - Bryan, Liberty and Long (BLL) Counties
  - Chatham County
- **Approval of the PY26 One-Stop Operator Award (July 1, 2026 – June 30, 2027) In The Door, LLC** (All 10-counties) – **level funding up to \$220,000**, contingent upon funding.
- **Approval to renew the Financial Monitoring Contract Agreement for PY26 with Hillard Tax & Accounting, CPA LLC-** **level funding up to \$22,500.**
- **Acceptance of PY24 WIOA Youth Program funding from WorkSource Middle Georgia/Area 11 (pending MGWDB approval on April 29, 2026) in the amount of \$75,000 with an effective performance period of January 1, 2026, through June 30, 2026.**

**Motion:** Bill Stankiewicz  
**2<sup>nd</sup>:** Lynn Tootle  
**Vote:** Unanimous

**Next Meeting:** The next CWDB Meeting is scheduled for June 5, 2026 at 10 A.M. at the Courtyard & Residence Inn – Jekyll Island, GA located at 178 South Beachview Drive.

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