

2025 Q3 Board of Directors Meeting Minutes Wednesday, September 24, 2025 @10:00 A.M.

I. Call to Order/Welcome – Vice Chair Erica-Antoinette Slaton called meeting to order at 10:26 A.M.

II. Establishment of a Quorum- Quorum Not Established.

- It was mentioned that Ms. Erica-Antoinette Slaton and Mrs. Hicks-King will work on strategies for establishing a quorum.
- Mrs. Hicks-King shared the WSD Board Roster for members to confirm their contact information.

Members Present	Members Absent
Slaton, Erica-Antoinette- Erica Antoinette Management (Vice Chair)	Atwater, Frankie- DeKalb Chamber of Commerce (Chair)
Booth, Barry- CERM	Alli, Naushad- RICOH USA. Inc.
Cox, Kristi- Manpower	Anderson, Theo- Mercer University
Cucalon, Monica- Latin American Association	Still, Alan- Georgia Sheet Metal JATC
Galeano, Sergio- Federal Reserve Bank of Atlanta	Taylor, Jeff- MedCura Health
Gunter, Doryiane- DeKalb County Schools	Thomas, Rondah- Georgia Power
Parks, Chasidy- Georgia Piedmont Tech (GPTC)	Townsend, Denise- United Way of Greater Atlanta
Stewart, Hank- Hank Stewart Foundation	Westry, Derrick- Georgia Cyber Academy
	Young, Katrina- Decide DeKalb Authority
WorkSource DeKalb Staff	One-Stop Operator- In the Door
Green, Lorne- WorkSource DeKalb Director	Gordon, Robert- One-Stop Coordinator
Hewitt, Seretta- Administrative Specialist	Myers, Jerry- President
Hicks-King, Alanna- Workforce Development Manager	Sagers, Keith- Guest
Ingram, Robert- Fiscal Officer	
Lee, Sabrina- Employment and Training Supervisor	
Pittman, Gregory- Management Analyst II	

III. Agenda

Open Items

Approval of Previous Meeting Minutes- June 25, 2025

- No Quorum was established, Meeting minutes were not voted on.
- Mr. Barry Booth mentioned there are currently 3 meeting invites circulating.
 - He suggested the meeting invites be cleaned up to minimize confusion.

Finance Report- Robert Ingram

- Finance Report as of September 24, 2025, was presented to the Board. (Page 10)
- Quest Grant 3 modifications were extended to September 2025; The grant expires September 30, 2025.
- The increase of \$100,000 was received October 2024.
- The Quest grant was decreased to \$36,000.
- The starting amount was \$681,000; WSD couldn't expend all the funds:
 - Cobb County will help WSD spend remaining funds.
- FY23/PY23/FY 24 grants will be fully expended before the end of the grant.

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Q&A- Part 1

- Question #1- Erica-Antoinette Slaton: Are there other partners available to provide WorkSource DeKalb funds.
- Answer- Robert Ingram: Yes, but funding is limited. WorkSource DeKalb made every attempt to expend Quest funds.

Q&A- Part 2

- Question #1- Barry Booth: Is WorkSource DeKalb penalized for not using funds?
- Answer- Robert Ingram: No

Q&A- Part 3

- Question #1- Kristi Cox: Can WorkSource DeKalb future funding be impacted for not using funds?
- Answer- Robert Ingram: Yes

Finance Report Continued- Robert Ingram

- PY 24, FY 25 Funds, Rapid Response
 - PY 24 funds are almost fully expended; Funds expire June 30, 2026.
 - FY 25 Adult and Rapid Response funds are expected to be fully expended by December 31, 2025.
 - PY 25 and FY 26 funds are forecasted to be expended by 06-30-2026.
- Rapid Response- Alanna Hicks-King
 - Mrs. Hicks-King expressed that Rapid Response is federal funds designated for companies with 50(+) employees, due to layoffs.
 - There has been a recent increase in various company layoffs.
 - Rapid Response events are scheduled for October for companies such as Hormel and JB Hunt. These events will potentially assist with expending rapid response funds by December 31, 2025.
 - Mrs. Hicks-King also mentioned, Business Summit was held last year during the Holiday Season.

Q&A- Part 4

- Question #1- Chasidy Parks: Once WSD expends funds, what happens when you run out of funds, being that WSD is starting 6 months ahead? What happens with the gap?
- Answer- Robert Ingram: An executive decision is made regarding receiving funding and decreasing expenses.
- Question/Suggestion- Erica-Antoinette Slaton: Ms. Slaton suggested WSD create a risk and issues log to find different alternatives and explore different options.

Approval of WIOA PY 2025/ FY2026 Budget- Robert Ingram

- WSD is awarded the following allocations each year:
 - Youth: Full Award- April 1st
 - AD/DW: Base- July 1st
 - AD/DW: Advance- October 1st
- WorkSource DeKalb has and is expecting the following allocations :
 - Adult: \$164,000 (Base)
 - Adult: \$657, 633.00 (Advance)
 - Dislocated Worker: \$256,876.00 (Base)
 - Dislocated Worker: \$910,742.00 (Advance)
 - Youth: \$903, 511.00 (Full Award)
- Currently WorkSource DeKalb can serve: (125 Total)
 - 30 adults
 - 53 Dislocated Workers
 - 42 Youth
- The operating expenses need to be reviewed to see how much is left and available to spend:
 - The estimated amount is \$7,000 per participant.
- WorkSource DeKalb Director Lorne Green Comments:
 - The current situation and strategy:
 - The course of action during the last 5-6 years has been to stop serving when funds run out.
 - Cost and Savings such as building space allocations and etc need to be reviewed.
 - Internal measures within WorkSource DeKalb need to be reviewed as well.
 - The goal is to increase the number of participants before the December meeting; WorkSource DeKalb is working on this goal.

Q&A- Part 5

- Question #1- Chasidy Parks: Is it okay for WSD to braid funding?
- Answer- Lorne Green: WSD can do co-enrollment and supplement funds. WSD needs to figure out how to partner with other agencies to braid funds. This can be discussed during future meetings. Mr. Green and Ms. Parks will meet to discuss in further detail.
- Additional Comments- Chasidy Parks
 - Ms. Parks explained her issue at GPTC is getting students jobs after training; they do not have the connection. She also mentioned they have funding for Youth in CDL training (Ages 16-24).
 - Mr. Hank Stewart suggested GPTC should offer incentives to the students.
 - It was also mentioned that GPTC has a partnership with United Way.
 - WSD staff will schedule a meeting with Ms. Parks to discuss youth funding.
 - Ms. Slaton also suggested WSD, GPTC, and herself should meet.

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Comprehensive One-Stop Certification Forms- Robert Ingram

- The One-Stop Operator is required to be certified every 3 years; The various factors were discussed.
- Mr. Robert Ingram and Mr. Robert Gordon are working on the certification; It will be presented to the WSD Board for approval.
- The building needs to be examined and CLEO signature is required.

Regional and Local Plans-Lorne Green

- Mrs. Hicks-King e-mailed the local and regional plans to the WSD Board.
- The plans are developed and updated every 4 years.
- The regional and local plans include various reports and information such as, projections of high-demand industries, unemployment rates, strengths, etc.
- WSD is required to update the data and strategies and post within a 30-day period for comments. The plan will be posted to WSD website and DeKalb County Newsletters; It will also be submitted to the Governor for approval.

Q&A- Part 6

- Question #1- Sergio Galeano: Being that all the other areas are low on apprenticeships and the credential percentage for DeKalb is low; Is there any way to aggressively bring in apprenticeships for DeKalb?
- Answer- Lorne Green: The state wants to replace the way WIOA funding is handled. WSD recently submitted pre-application for apprenticeships; WSD didn't receive the award, but it will be added to the ARC initiative with the technical colleges.
 - Mr. Green suggested a sub-committee be created within the WSD Board to help with the completion of forms and help push the various WorkSource initiatives.

Additional Comments

- Kristi Cox- Ms. Cox mentioned that ManPower has a nationally accredited apprenticeship program, which they help set-up for companies.
 - The manufacturing company has changed a lot, more technical skills are required, and everyone needs to keep in mind that jobs are changing.
- Lorne Green- Mr. Green suggested taking a tour of the various industries, give people an opportunity to see the vision.
- Hank Stewart- Mr. Stewart expressed that the Board needs to look at who is sitting at the table. A representative from the DeKalb County School Board needs to sit at the table to make decisions.
 - A representative to represent youth needs to also sit at the table; everything is changing and a true advocate for youth needs to be present.
 - Everyone needs to be creative with how funds are spent.
 - Mr. Stewart works with the GOALS program at the courthouse.
 - Everyone needs to sit at the table.

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- Erica-Antoinette Slaton- Action Item
 - Have conversation with Mr. Frankie Atwater regarding DeKalb County School System partnership
- Alanna Hicks-King
 - Mrs. Hicks-King mentioned that Ms. Gunter serves on the WSD Board; She works with CTAE and DeKalb County School System.
 - They are working with DeKalb manufacturing businesses.
 - There are over 500 manufacturing businesses and 400 logistic businesses in DeKalb.
 - Resources are available, everyone just needs to come together to discuss.
 - Mr. Alan Still who serves on the WSD Board has apprenticeships:
 - 285 apprenticeships
 - 150 are needed for next year
 - Mrs. Hicks-King explained that Pre-Apprenticeships lead to full time apprenticeships with employers.
 - WSD is looking into the high-demand industries and speaking with various companies for partnership opportunities.
 - Mrs. Hicks-King mentioned that Mr. Still expressed that the main issue with participants is transportation.
 - Perhaps WSD can help provide supportive services to participants.
- Lorne Green
 - Mr. Green mentioned that the DeKalb County CEO is aware of WorkSource DeKalb's funding limitations.
 - WSD needs to ensure outcomes to achieve the goal and perhaps add additional activities to bring companies together.

Q&A- Part 7

- Question #1- Hank Stewart: When was the last time a decision maker from DeKalb County Schools was present in the room, at the Board meetings?
- Answer- Lorne Green: Not Sure
- Suggestion- Hank Stewart: A parent liaison is good to have in the room and at the Board Meetings.
- Additional Comments
 - Lorne Green- Mr. Green explained that there is not a shortage of people, there is a shortage of funds. WSD has high operations but low capacity to serve.
 - Chasidy Parks- Ms. Parks mentioned that she has no resources to provide apprenticeships.
 - Mr. Green suggested forming a sub-committee.
 - Chasidy Parks- Ms. Parks announced that she serves on the Board for DeKalb Juvenile Justice.
 - Scholarships are currently available, the deadline is October 1, 2025.
 - Not many applications have been submitted.
 - Nov 9, 2025, the scholarship will be presented to the winners.

IV. Updates

Adult, Dislocated Worker and Youth Participant Summary- Sabrina Lee

- Ms. Lee announced that September is the 20th Anniversary for Workforce Development Month.
- Several participants have been re-engaged from the WIOA waiting list.
- 250 participants were on the list, 6 have been transitioned.
- The close-out list will be cleared up by October 3, 2025.
- October 6, 2025, the career advisors will review new participant inquiries and applications.
- The adult and youth team are working on efficiency of processes and becoming paperless.
- Ms. Lee and WSD staff recently attended 2 events:
 - Workforce Excellence Summit
 - Waffles and WorkSource
 - Apprenticeship panel and AI panel was presented at the events; Many resources were provided.

One-Stop Operator Report- Robert Gordon

- One-Stop Report was presented:
 - DeKalb Unemployment Rate was 3.7% for the month of June.
- Mr. Gordon mentioned the labor market is tightening, there has been an increase in layoffs in certain areas.
- IT and Human Resources jobs are increasing; AI is replacing human workers.
- 26 customers have participated in WIOA intake since 09/10/25.
- In The Door has a new partner called “Restoring One’s Hope of Atlanta”.
 - This partner wants to host a job fair; They have a clothing closet available as well.
- The WIOA Re-Authorization Update was discussed:
 - There has been a 35% cut in WIOA funding. (DOL)
 - The current focus is apprenticeships
- Job Corps is still currently in a legal battle, the status of the shutdown is currently uncertain.
- In The Door has received significant growth; They have many out of state offices.
 - Mr. Gordon expressed someone elite is needed to help operate the DeKalb location.
 - Mr. Keith Sagers was brought to the WSD Board meeting as a special guest.
 - Mr. Sagers has worked with GPTC and DeKalb Chamber of Commerce in the past.
 - Mr. Gordon is currently in the negotiation phase with finding a new person to help operate DeKalb office.
 - Mr. Keith Sagers looks forward to partnering with WorkSource DeKalb Board.

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Youth Updates- Sabrina Lee

- Ms. Lee announced that Ms. Jowan Dennis has retired.
- Ms. Lee currently serves as the interim Youth Program Supervisor.
- The team is currently:
 - Clearing up files
 - Identifying inactive and active files
 - Reviewing measurable skills gains and credentials
 - Youth file review
- Staff training is being provided:
 - Staff will participate in the upcoming Youth Roundtable on 10/16/25.

Performance Report- Gregory Pittman

- Performance scoring for individual and overall were discussed with the Board.
- The Q4 state report was presented to the Board (Ended June 30th)
- All data has been updated; One report is pending.
- Previous Board meeting report and current performance scoring was presented to the Board.
- There has been a slight increase in certain areas due to efficiency and effectiveness of processes.
 - Growth is expected, special thanks was provided to the WSD Board.
- Additional Comments- Lorne Green
 - Mr. Green quoted: “When you are on the way up the hill, you are going to slip a little.”
 - Mr. Green mentioned engagement is the reason WSD will make changes. The hard truths must be uncovered. There has been a decrease in measures and things need to be addressed from 5-6 years, which were never addressed. There has been a lot of “dead” cases.

Outreach- Alanna Hicks-King

- Quest Grant
 - Mrs. Bria Peterson served as the supervisor and Ms. Cynthia Robinson served as the coordinator for the Quest grant.
 - Mrs. Hicks-King commended them for doing a great job handling the grant.
 - Participants received training in CDL, Medical, and Construction.
 - 101 participants were enrolled in the program
 - 3 participants were not successful, 7 opted out of the program.
 - 91 participants were successful.
 - 48 participants received employment
 - Some are in the exit phase and 53% are still employed.
 - The program has successful completions.

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- Outreach Events
 - WorkSource DeKalb participated in 15 outreach events from July 2025- Current.
 - DeKalb County CEO Lorraine Cochran-Johnson hosted another DeKalb County Job Fair at the Porter Sanford Performing Arts Center on September 24, 2025.(invite only)
 - WorkSource DeKalb participated in the DeKalb Small Business Summit
 - WSD representatives met with 3 employers regarding apprenticeships.
 - 3 new outreach events are scheduled for October 2025, including DeKalb County Safety Fair.
- 2025 DeKalb Summer Youth Employment Program
 - 383 youth received employment this summer.
 - \$691,031.32 in funds were used
 - 92% of the DeKalb Summer Youth Employment Program CEO funds were spent.
 - The program had 15 worksite extensions.
 - DeKalb County Sanitation and DeKalb County Commissioner's office hosted a large portion of the youth interns this summer.
 - 6 youth interns were hired full time.
 - WorkSource DeKalb formed partnerships with DeKalb Sanitation, Saint Francis Veterinary Specialists, and the African American Women Trucking Association.
 - District 4, DeKalb County Commissioner Mereda Davis-Johnson, and SwemKids hired youth interns this summer.
 - Mrs. Hicks-King is reaching out to the WSD Board for assistance with pre-planning the 2026 DeKalb Summer Youth Employment Program.
 - 2 interns submitted their experience on the DeKalb Summer Youth Employment Program.
 - 3 interns graduated from AMR American Medical Response.
 - 2 interns were present at the Graduation Ceremony.
 - Apprenticeships
 - Mrs. Hicks-King expressed she needs to meet with Ms. Erica-Antoinette Slaton and Mr. Lorne Green to coordinate sub-committees to discuss apprenticeships.
 - All information shared during today's meeting was appreciated.
- WorkSource DeKalb Staff Updates- Lorne Green
 - Mr. Green Mentioned that Ms. Jowan Dennis has retired.
 - Ms. Sabrina Lee has been appointed as interim youth supervisor.
 - During the next meeting, the re-organization of WorkSource DeKalb will be discussed.
 - Interviews are in progress for WIOA manager.
 - Mr. Green announced that he has encouraged WSD staff to apply for jobs at the DeKalb County Job Fair.
 - WorkSource DeKalb will downsize staff to align with the budget and increase the capacity to serve more customers.

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- The re-organization will be shared during the next Board Meeting.

V. Public Comment Period

N/A- No Comments

VI. Announcements

- **Next Meetings**
 - December 11, 2025- Q4 Sub-Committee Meeting
 - December 17, 2025- Q4 Full Board Meeting

Meeting adjourned at 11:54 AM

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