

I. Call to Order/Welcome – Vice Chair Erica-Antoinette Slaton called meeting to order at 10:06 A.M.

II. Establishment of a Quorum- Quorum Not Established.

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
Galeano, Sergio- Federal Reserve Bank of Atlanta	Cucalon, Monica- Latin American Association
Gunter, Doryiane- DeKalb County Schools	Stewart, Hank- Hank Stewart Foundation
Parks, Chasidy- Georgia Piedmont Tech (GPTC)	Taylor, Jeff- MedCura Health
Still, Alan- Georgia Sheet Metal JATC	Thomas, Rondah- Georgia Power
Townsend, Denise- United Way of Greater Atlanta	Westry, Derrick- Georgia Cyber Academy
Young, Katrina- Decide DeKalb Authority	One-Stop Operator- In the Door (Present)
	Gordon, Robert- One-Stop Coordinator
WorkSource DeKalb Staff	Prospective Board Member
Green, Lorne- WorkSource DeKalb Director	Levi Koebel- TCSG
Cantly, Donnie- Public Relations Specialist	
Duerson, Sharonda- Administrative Specialist	Guests
Hewitt, Seretta- Administrative Specialist	Moore, Darrien- TCSG (<i>Technical College System of GA</i>)
Hicks-King, Alanna- Workforce Development Manager	Sydnor, Gerald- TCSG (<i>Technical College System of GA</i>)
Ingram, Robert- Fiscal Officer	Thomas, James- TCSG (<i>Technical College System of GA</i>)
Lee, Sabrina- Employment and Training Supervisor	
Pittman, Gregory- Management Analyst II	
Sims, Anthony- Employment and Training Supervisor	

Items

Approval of Previous Meeting Minutes- Special Call Meeting- October 9, 2025

- No Quorum was established.
- Alan Still made a motion to approve the meeting minutes from October 9, 2025, Kristi Cox second the motion. However, there was no quorum established; Motions were invalid.

Finance Report- Robert Ingram

- Finance Report as of November 30, 2025, was presented to the Board. (*Page 10*)
- Youth Full Award in the amount of \$903,511 was received April 1, 2025.
- Dislocated Worker Award in amount of \$256,876.00 was received July 1, 2025.
- Adult Award in the amount of \$164,408.00 was received July 1, 2025.
- Dislocated Worker Advance in the amount of \$910,742.00 was received October 1, 2025.
- Adult Advance in the amount of \$657,633.00 was received October 1, 2025.
- Total amount received for PY25, FY26: 2,893,170.00
- Ms. Slaton mentioned that the Finance sub-committee was held last week on December 10, 2025.

PY25/FY26 Budget- Robert Ingram

- PY24 and FY25 funds are fully expended.
- Rapid Response funds are still being expended; Funds expire December 31, 2025.
- PY25 and FY26 funds are still being expended; staff adjustments were made:

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- WSD staff were reduced from 21 staff members to 17 staff members.
- Spending decreased from 1.9 million to 1.7 million annually.
- \$277,000 in savings

- WorkSource DeKalb office will relocate to a new building:
 - The spending will decrease from \$336,000 to \$256,000
 - \$80,000 in savings

- **WIOA Participant Forecast:**
 - 45 Adults
 - 60 Dislocated Workers
 - 45 Youth
 - Total: WSD can serve 150 participants

Additional Funds Request (Adult, Dislocated Worker, Youth)- Robert Ingram

- Request for additional funds was submitted on December 5, 2025; WSD is waiting for response.
- Amounts Requested:
 - Adult: \$110,000
 - Dislocated Worker: \$315,000
 - Youth: \$70,000

Acceptance of Rapid Response Funds (PY 2026- \$55,000)- Robert Ingram

- WorkSource DeKalb will receive \$55,000 in Rapid Response funds, effective January 1, 2026.

Q&A- Part 1

- Question #1- Lorne Green: When will funding requests be processed?
- Answer- Darrien Moore: All requests have been received and are being reviewed. The goal is to have all requests confirmed and processed by December 25, 2025.

- Question #2- Lorne Green: Is there any criteria for funding?
- Answer- Darrien Moore: The focus is service delivery such as training, WEX, IWTs, and Title I Services.

Prospective Board Members- Erica-Antoinette Slaton

- Ms. Slaton informed the Board that resumes for new prospective Board members were e-mailed prior to meeting for review.
- The goal is to have a good mixture of Board members and to ensure there is a quorum.
- The 3 prospective Board members are:
 - Levi Koebel
 - Andre Person
 - Belinda Reaves
- Resumes were reviewed by WSD Board members; The WSD Board was not able to vote during the meeting. No Quorum was established.

IV. Updates

Adult, Dislocated Worker, and Youth Programs- Sabrina Lee

- The Programs team is currently reviewing the WIOA waiting list:
 - 17 individuals have been reviewed:
 - 14 have been determined eligible
 - 3 have been determined ineligible
- Eligibility Review is in progress.
- The team is searching for additional assessment tools for participants.
- Follow-Up with participants is in progress.
- The team completed a significant amount of exits.
- The programs team is working on TCSG monitoring preparation for January 2026.

Youth- Sabrina Lee

- Career advisors are currently cleaning up caseloads.
- 115 participants need to be exited; 48 participants have been exited currently.
- 4th quarter follow-up is in progress.
- WEX (Work Experience) is the focus for youth participants.

WSD Board Comments

- Erica-Antoinette Slaton: Ms. Slaton mentioned that exiting helps the WSD performance score card. She provided admiration to the WSD team.
- Robert Gordon: Mr. Gordon mentioned that GPTC may have funding available; He will connect Ms. Chasidy Parks and Ms. Sabrina Lee to discuss details.

WSD Success Story Daynah Florence- Sabrina Lee

- WIOA participant Daynah Florence received award or Graduate of the Year in the Construction Ready Pre-Apprenticeship Program.
- Ms. Florence also received employment with Hogan Construction Company.

One-Stop Operator Report- Robert Gordon

- One-Stop Operator Report was presented to the WSD Board.
- 165 in-person customers have been seen by the One-Stop Navigator team.
- The Navigators are currently processing eligibility requests.
 - Mr. Gordon provided special thanks to WSD new eligibility specialist Dara McIntosh.
- Mr. Gordon announced that SSCEP funding has been restored; The staff are back working answering phone calls and working in the resource center.
- Unemployment data for Georgia is currently unavailable due to the recent government shutdown. The job market is shifting.
- One-Stop team has 2 new partners:
 - Basha Service, LLC- Environmental Services and Disaster Recovery
 - This company needs workers
 - One World Link (Annie E. Casey Foundation)- Working on Grant Proposal

Performance Report- Gregory Pittman

- Performance Report was presented to the WSD Board.
 - Green= 90% and above
 - Yellow= 90%-50%
 - Red= Failing, below 90%; Not Meeting Goals
- Report presented showed scores leading up September 2025.
- Adult performance goal increased .5% from last year:
 - 74% was the goal, The current score is 74.5%
- Percentage increases are based on performing at a certain level from last year.
- Adult, Dislocated Worker, and Youth Performance reports for the state of Georgia was presented to the WSD Board.
- Overall Scores:
 - Adult: 75.7%
 - Dislocated Worker: 94.6%

Business Services- Alanna Hicks-King

SAEF Grant- Alanna Hicks- King

- WSD and other local WorkSource areas were provided the SAEF Grant (State Apprenticeship Expansion Formula)
- This grant supports the costs of apprenticeship training.
- The grant will allow the local WorkSource areas to service 100 participants (\$500,000)
- The WSD Business Solutions Unit will meet with WSD partners/employers to see if they can partner with WSD and provide additional apprenticeship opportunities.
- Mr. Joshua Williams from GPTC and the DeKalb County School System CTAE program will also partner with WorkSource DeKalb.
- Additional information will be received mid-January regarding the SAEF grant.
- The pre-apprenticeship programs will transition into apprenticeship programs.

BSU- Connecting Talent with Opportunity- Alanna Hicks-King

- The WorkSource DeKalb Business Solutions team plans on conducting a “provider need analysis” on current ITAs to find out which employers are used once students finish their training programs.
- BSU team is also working with First Source to schedule hiring events for Quarter 1 2026.
- “Employer need analysis” is also being conducted to re-engage with employers for vacancies.
- The BSU team is researching applicant tracking system options:
 - They will ask DeKalb County for funding assistance with the system.
- Targeted outreach will be the focus and more hiring events will be provided to develop more connections.
- Rapid Response funds will be used as well.
- The Small Business Summit is scheduled for Friday, December 19, 2025 (9:30 am- 12 pm)
 - The Summit will provide information on layoff aversions.
 - Information regarding the SAEF grant and other grants available to help with retention will be shared.

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- **Suggestion- Erica-Antoinette Slaton:** Ms. Slaton suggested Mrs. Hicks-King provide the WSD Board with numbers from the DeKalb Summer Youth Employment Program.
 - Mrs. Hicks-King informed the WSD Board that the DeKalb Summer Youth Employment Program employed 365 youth.
 - Funding Awarded: \$730,000 (+)
 - 2025 was the first year the program was held in-person since the pandemic.

DeKalb Summer Youth Employment Program- Alanna Hicks-King

- **Success Stories:**
 - 1 DSYEP participant recently graduated from High School and plans on applying for a job with Georgia Department of Labor.
 - Another DSYEP participant aspires to become a medical examiner, she worked with the PALS program during the summer.
 - Worksites are needed, which are patient with the youth.
 - The plan is to employ 400 youth next summer. (2026)
 - Mrs. Hicks-King mentioned she met another Summer Youth Participant on Halloween. The youth participant informed Mrs. Hicks-King, The DeKalb Summer Youth Employment Program provided a positive impact on her.
 - Mrs. Hicks-King asked emphasized the importance of asking yourself the question; “What are you doing to impact the community?”
- **WSD Board Comments:**
 - Erica-Antoinette Slaton: Ms. Slaton provided acknowledgement to DeKalb County School System for their involvement in the DeKalb Summer Youth Employment Program.
 - Doryiane Gunter: Ms. Gunter announced that 7 divisions of the CTAE program will be available to accept students for the next DeKalb Summer Youth Employment Program. (2026)
 - The CTAE program pairs students with career pathways and provide job placements. There was a great impact with the program.
 - New staff will be added to the team to support next year.
 - Erica-Antoinette Slaton: Ms. Slaton expressed that now is the perfect time to plan and prepare the youth; The team should look for prospective work sites now for the next summer program. Ms. Slaton mentioned to inform the WSD Board if any support is needed.
 - Gregory Pittman: DeKalb Summer Youth Employment Stats:
 - Total Applications: 1,967
 - Number of Youth Hired: 374
 - Majority of youth participants were between the ages of 15-16
 - Ages 17-18 are predicted to be the highest age range next year.
 - Mr. Pittman mentioned WSD is tracking all data; WSD Board members are encouraged to share and refer to other tracking techniques.

DeKalb County Local Plan- Lorne Green

- The Local Plan was discussed with the WSD Board.
- TCSG provided notification to WorkSource DeKalb on completion of the Local Plan.
- The Local Plan outlines WorkSource DeKalb's goals for 2024-2027.
 - A new plan will be reviewed in 2026.
- Mr. Green provided special thanks to all Board members and WSD staff for their efforts with accomplishing goals.

Q&A- Part 2

- Question #1- Kristi Cox: Does the state provide co-op buying power for ATS (Applicant Tracking Systems) ?
- Answer- Lorne Green: Not Sure, Geo is used for the WIOA participants. It's based on DeKalb County's ordinance for placements.
- Answer #2- James Thomas: Geo Solutions is provided, WSD is welcome to look for other tracking alternatives. Geo is still mandatory to use for participants tracking.

Additional Comments

- Anthony Sims: Mr. Sims briefly discussed First Source. First Source is used to ensure grants of 50,000 or more are used to hire 50% of DeKalb County residents and ensure they receive funding; This information was previously tracked through Taleo. WSD served as an administrator.
- Alan Still: Mr. Still mentioned that the WSD Board has done great things; It is refreshing to learn about new apprenticeship grants.
 - Mr. Still also informed the Board that McKinney's Inc. needs additional apprentices for next year.
 - Mr. Still's program has 300 apprenticeships; over 500 will be needed by 2027.
 - DeKalb contractors will have a great need for apprenticeships.

V. Public Comment Period

- N/A- No Comments

VI. Announcements

WorkSource DeKalb Relocation and Floor Plan Overview- Lorne Green

- The WorkSource DeKalb relocation floor plan was presented to the WSD Board.
- Relocation is expected to start January 2026.
- The next WSD Board meeting will most likely be held at the new location.
- The new building is a sublease to DeKalb County; This will hopefully provide additional savings for WorkSource DeKalb.

DeKalb Workforce Academy Overview- Lorne Green

- Mr. Green informed the Board that additional workforce funding was requested; Proposal was submitted to prepare DeKalb residents for high demand and sustainable careers.
- The objective is to provide targeted training.
- The focus will be high demand occupations such as: Healthcare, IT, Skilled Trades, Business Development, and Agriculture.
- This program is included in the October budget request.
- The potential programs were presented to the Board: *(Programs are fluid)*
 - Healthcare, Business Development, Construction, Agriculture, IT, Pre-Apprenticeships, etc.
- Projected Programs Budget was discussed *(Numbers are Fluid)*
- Total Program Cost: 1,313,023.50
- Mr. Green mentioned literacy levels will be assessed and stipends will be provided.
- The goal is 80% completion rate and 75% placement rate.
- This program is good for participants, who are not WIOA eligible.

Q&A- Part 3

- Question #1- Katrina Young: Regarding apprenticeships, Will there be union jobs and apprenticeships available?
- Answer- Alan Still: Yes; The programs work with Smart Local Union #85 and the IBEW. Participants receive healthcare and pension after 90 days.
 - Mr. Still also mentioned everyone needs to know you can make a wonderful living with skills trades jobs such as electrician etc. You don't always have to go to college.

WSDB Additional Comments

- Katrina Young- Ms. Young mentioned that WorkSource DeKalb Business Solutions Unit, DeKalb County School District, and McKinney's have been great partners with Decide DeKalb and their manufacturing program.
- Lorne Green- Mr. Green mentioned that WSD needs to utilize the location and resources to bring people in (virtually, website, etc).
- Erica-Antoinette Slaton: Ms. Slaton provided special thanks to Ms. Katrina Young and the Decide DeKalb partnerships.

PY24 Monitoring- Lorne Green

- Mr. Green informed the Board that WSD is preparing for the January TCSG Monitoring.
- Mr. Green will share the monitoring results with the Board during the next WSD Board Meeting.

Proposed Meeting Dates For 2026- Alanna Hicks-King

Current WSD Board Composition:

- Business Representatives: 9
- WorkSource DeKalb Representatives: 2
- Education: 4
- Government: 3
- Other: 1
- 3 additional business representatives are needed to complete the Board after the Board votes on the 3 prospective members.

Executive Committee

- The Executive Committee should include Chairperson, Vice Chairperson, and Subcommittee Chairperson.

Ad Hoc Committees

- During the last WSD Board meeting, Votes were placed to have 2 additional Ad Hoc Committees:
 - Apprenticeships and Education
 - Partnerships and Fundraising
- Mrs. Hicks-King proposed having a prospective committee calendar.
- Mrs. Hicks-King informed the Board that volunteers are needed for the 2 new committees.

Apprenticeships and Education

- WSD Lead- Mrs. Hicks-King
- Sergio Galeano and Alan Still agreed to chair the Apprenticeships and Education Committee.
- Chasidy Parks mentioned she wants to become a member of the Apprenticeships and Education Committee.

Partnerships and Fundraising

- WSD Lead- Anthony Sims
- Erica-Antoinette Slaton agreed to Chair the Partnerships and Fundraising Committee
- Denise Townsend agreed to Co-Chair the Partnerships and Fundraising Committee

Performance, Finance, Youth

- Kristi Cox agreed to Chair the Performance, Finance, and Youth Committee.
- Ms. Cox reminded the Board, that her term ends next year quarter 4.

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Additional Updates- Ad Hoc Committees- Alanna Hicks-King

- Mrs. Hicks-King informed the Board that she will send e-mails for final confirmations on the selected committees for all Board members. Board members are encouraged to join the committee where you passion is, stick to your “one”.
- The dates and times for the Ad Hoc meetings are not finalized; Board members can decide which dates and times work best for their schedules.

Next Meetings

- Finance, Performance, Youth Sub-Committee- March 11, 2026
- WSD Board Meeting (In-Person)- March 25, 2026

VII. Closing Remarks/Adjourn- Erica-Antoinette Slaton

- Ms. Slaton provided thanks to all the Board members for their time and to Mrs. Hicks-King for updating the WSD Board new committees.
- Happy Holidays and Happy New Year wishes!
- Ms. Slaton expressed to WorkSource DeKalb staff to inform the WSD Board of ways they can assist.
- Ms. Slaton also provided special thanks to Mr. Lorne Green and WorkSource DeKalb Staff.

Meeting adjourned at 11:28 a.m.

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