

## 2026 Q1 Board of Directors Meeting Minutes

### Wednesday, March 25, 2026 @10:00 A.M.

### VIRTUAL: Microsoft Teams

**I. Call to Order/Welcome** – Board Chair Frankie Atwater called meeting to order at 10:06 A.M.

**II. Establishment of a Quorum-** Quorum Established.

| Members Present                                           | Members Absent                                                        |
|-----------------------------------------------------------|-----------------------------------------------------------------------|
| Atwater, Frankie- DeKalb Chamber of Commerce<br>(Chair)   | Anderson, Theo- Mercer University                                     |
| Booth, Barry- CERM                                        | Cucalon, Monica- Latin American Association                           |
| Cox, Kristi- Manpower                                     | Slaton, Erica-Antoinette- Erica Antoinette Management<br>(Vice Chair) |
| Galeano, Sergio- Federal Reserve Bank of Atlanta          | Stewart, Hank- Hank Stewart Foundation                                |
| Gunter, Doryiane- DeKalb County Schools                   | Taylor, Jeff- MedCura Health                                          |
| Koebel, Levi- TCSG (Technical College System of GA)       | Thomas, Rondah- Georgia Power                                         |
| Parks, Chasidy- Georgia Piedmont Tech (GPTC)              | Townsend, Denise- United Way of Greater Atlanta                       |
| Person, Andre- Georgia Power                              |                                                                       |
| Reaves, Belinda- DeKalb County Finance- Budget and Grants |                                                                       |
| Still, Alan- Georgia Sheet Metal JATC                     |                                                                       |
| Westry, Derrick- Georgia Cyber Academy                    |                                                                       |
| Young, Katrina- Decide DeKalb Authority                   | <b>One-Stop Operator- In the Door (Present)</b>                       |
|                                                           | Gordon, Robert- One-Stop Coordinator                                  |
| WorkSource DeKalb Staff                                   | Guests- Public                                                        |
| Green, Lorne- WorkSource DeKalb Director                  | Cynthia Perdum                                                        |
| Cantly, Donnie- Public Relations Specialist               |                                                                       |
| Duerson, Sharonda- Administrative Specialist              |                                                                       |
| Hewitt, Seretta- Administrative Specialist                |                                                                       |
| Hicks-King, Alanna- Workforce Development Manager         |                                                                       |
| Ingram, Robert- Fiscal Officer                            |                                                                       |
| Lee, Sabrina- Employment and Training Supervisor          |                                                                       |
| Pittman, Gregory- Management Analyst II                   |                                                                       |
|                                                           |                                                                       |

### **III. Action Items**

#### **Approval of Previous Meeting Minutes- December 17, 2025**

- Alan Still made a motion to approve the meeting minutes from December 17, 2025
- Katrina Young second the motion.
- Meeting Minutes from December 17, 2025, were approved by the WorkSource DeKalb Board.

#### **Finance Report- Robert Ingram**

- Finance Report as of March 11, 2026, was presented to the Board. *(Page 9)*
- Base funding is fully expended.
- WSD is currently working on FY 26 funds.
- Adult and Dislocated Worker funds are 100% expended, Base funds are available.
- Rapid Response and Additional Funds Request for Dislocated Worker are also available and ready to expend.
- Chasidy Parks made a motion to approve the finance report. Alan Still second the motion.
- The finance report as of March 11, 2026, was approved by the WorkSource DeKalb Board.

**2026 Q1 Board of Directors Meeting Minutes**  
**Wednesday, March 25, 2026 @10:00 A.M.**  
**VIRTUAL: Microsoft Teams**

**Youth WEX Adjustment- Robert Ingram**

- Approval from the Board is needed to increase the Youth WIOA Work Experience (WEX) pay rate from \$13.00 to \$15.00 per hour.
- The purpose is to remain competitive with local wage trends and enhance youth recruitment, participation, and retention.
- Alan Still made a motion to approve the Youth WEX adjustment.
- Sergio Galeano second the motion.
- Youth WEX adjustment was approved by the WorkSource DeKalb Board.

**IV. Updates**

**Performance Report- Gregory Pittman**

- Final report for 2<sup>nd</sup> Quarter PY 25 was shared with the Board.
- Above 90% is marked Green, below 90% is marked red on the report.
- The following definitions were discussed and explained:
  - Individualized Career Services- Specialized assessments, development of an IEP, or individual counseling, and case management.
  - Training Services- Occupational skills training, on-the-job training, or participation in apprenticeship programs.
  - Youth Services- Tutoring, work experience (internships), or leadership development.
  - WEX- A structured, time-limited, paid, or unpaid, work-based learning experience.
  - Participation Date- The official date an individual is enrolled in a program and begins receiving services.
  - Performance Tracking- WEX Is not always considered “training” in the context of the MSG indicator, it does not inherently place a participant in the denominator for that specific performance measure, particularly for Youth.
  - Timing- The gain must occur between July 1 and June 30 of the reporting year.
  - Soft Exit- An automated 90-Day inactivity trigger designed to flag participants lacking staff-assisted services in WIOA case management systems. This proactive tool, which supports compliance with Department of Labor regulations by initiating a 90-Day countdown to case closure, requires staff to either enter new services or confirm the exit.
- Overall State Scores:
  - Adult= 96.7%
  - Dislocated Worker= 107.6%
  - Youth= 93.6%
- DeKalb Overall Scores:
  - Adult= 80.5%
  - Dislocated Worker= 94.0%
  - Youth= 61.1%

## 2026 Q1 Board of Directors Meeting Minutes

### Wednesday, March 25, 2026 @10:00 A.M.

### VIRTUAL: Microsoft Teams

- The breakdown for all areas was presented to the Board.
  - The areas marked “blue” offer one-stop services, Cobb, DeKalb, and Middle Georgia. These areas are measured the same.
  - All other areas out-source their services.
  - Dislocated Worker and Youth Scores for all areas were also presented to the Board.

*Mr. Pittman informed the Board that all questions regarding the report can be e-mailed to him.*

#### Q&A- Part 1

- Question #1- Sergio Galeano: Mr. Galeano mentioned the first reports/scores are great, the youth outcomes, employment, and earnings are well. Are the soft skills and credential rates under earning?
- Answer- Gregory Pittman: When participants get jobs, they are not going back to get their credential. Information must be entered in the system once participants receive employment’ measurable skills gains are entered. WEX is not included in the performance measures; It’s not counted the same way as the other measures.
- Question #2- Sergio Galeano: Regarding MSG (Measurable Skills Gains); Is it captured through employment, earnings, and other initiatives?
- Answer- Gregory Pittman: Apprenticeships is the focus now. Programs will be developed, and a plan provided.

#### Programs: Youth- Sabrina Lee

- Career advisors are currently cleaning up caseloads to get on track and revitalize the program.
- There has been a reduction in staff; The youth team went from 4 staff to a team of 1.
- Career Advisors are completing extensive caseload clean-up.
- The team is trying to re-engage youth.
- 71 cases have been exited; 80 more cases are pending.
- Youth orientation was finalized on March 9, 2026, at STRIDE.; WorkSource DeKalb is working with this program. The STRIDE program consists of “*justice involved*” youth.
- 16 youth attended the orientation, 1 youth was interested in moving forward with the program; The participant is interested in WEX opportunities.
- Majority of WIOA funding available is for WEX (Work Experience).
- Ms. Lee recently connected with the DeKalb County Youth Services department for a collaboration.
  - Youth Services department offers an abundant number of programs such as entrepreneurship and Girls Clubhouse, etc.
  - This partnership will help WorkSource DeKalb with MSG (Measurable Skills Gain)
- The first Prep Academy event will be held on April 27, 2026.
  - Ms. Lee and Ms. Stewart will participate in the “Life Lab”, which will provide various resources such as resume writing, breakout sessions, mock interviews, etc.
- Ms. Lee expressed that WSD is looking for ways to collaborate with other programs.

## 2026 Q1 Board of Directors Meeting Minutes

### Wednesday, March 25, 2026 @10:00 A.M.

### VIRTUAL: Microsoft Teams

- The STRIDE presentation was well received, and certificates were provided.
  - Ms. Lee and Ms. Stewart received a certificate of appreciation from the STRIDE program staff.

#### **One-Stop Operator Report- Robert Gordon**

- Mr. Gordon announced, the one-stop center has transitioned to a new building.
- There has been an increase in dislocated workers and customers.
- In The Door has a new business partner: Anchor Transportation and Logistics
  - Anchor Transportation and Logistics specializes in transportation deliveries using lightweight trucks, No CDL required.
- GVRA (Georgia Vocational Rehabilitation Agency) has a new manager; her name is Christy Dumas. Ms. Dumas will serve as guest speaker during the next partner meeting. She also wants to assist with the Disability Audit at the WorkSource DeKalb new Memorial Drive location.
- The Re-entry job fair held at New Birth Missionary Baptist Church went well.
- Veterans Job Fair is scheduled for Spring 2026.
- Legacy Harvest is offering \$500 scholarships for graduating seniors.
  - The deadline is April 17, 2026.
- During the Winter season, A small grant will be available to provide rent and utility assistance. Additional information regarding this grant will be provided during the summer.

#### **Business Services-Alanna Hicks-King**

- Mrs. Hicks-King announced, that a meeting was held with WorkSource DeKalb, In the Door, and TCSG/OWD:
  - There are plans to host 2 large hiring fairs (up to 20 employers each) and 2 Industry-Specific hiring fairs (6-8 employers each)
- Rapid Response/ Small Business Engagement:
  - There are also plans to host 2 small business summits in the early summer and late fall season.
  - All WSD Board members are welcome to participate.
  - Rapid Response is provided when companies are going out of business, layoff aversion.
  - Mrs. Hicks-King announced that she currently serves on the DeKalb Chamber of Commerce Small Business Committee.
- Applicant Tracking System
  - WorkSource DeKalb plans on purchasing a new applicant tracking system. This system sends employers candidates to interview, and data is tracked through the system.
  - The system will show where the candidates are in the process and help with employment tracking.
  - The system can also be used for the First Source Ordinance. Mrs. Hicks-King and Mr. Sims will work with the First Source employers.

## 2026 Q1 Board of Directors Meeting Minutes

### Wednesday, March 25, 2026 @10:00 A.M.

### VIRTUAL: Microsoft Teams

- Community Engagement
  - DeKalb County Housing Authority and NACA Event in collaboration with the DeKalb County CEO was held last weekend. WorkSource DeKalb staff participated in event as well. The event was held Friday, Saturday, and Sunday. (March 20<sup>th</sup>- March 22<sup>nd</sup>)
  - The event was phenomenal, there were over 4,000 residents provided with services.
  - WorkSource DeKalb staff Robert Ingram, Mary Gilbert, Helen Carter, and Alanna Hicks-King participated in event.

#### **WorkSource DeKalb Updates- Alanna Hicks-King**

- State Apprenticeship Expansion Formula Grant (SAEF Grant)
  - Meetings have been held regarding the SAEF grant; WSD is looking to get MOUs signed.
  - The target is to serve 18 apprenticeship participants.
  - Additional information will be shared during the next WSD Board meeting.
- 2026 DeKalb Summer Youth Employment Program (DSYEP)
  - The launch date is pending.
  - Program Dates: June 1, 2026- July 3, 2026
  - DeKalb Summer Youth Employment Orientation will be held June 1<sup>st</sup>.
  - The largest worksite is DeKalb County School System.
    - Mrs. Hicks-King has been meeting with DeKalb County School System representatives.
  - The current focus is securing intern worksites.
  - The pay rate is \$15.00 per hour.
  - Mrs. Hicks-King informed the WSD Board to let her know if they have worksites available or know of any worksites.
  - Some of the worksites this summer will be in the agriculture industry.
  - 50-100 worksites will be provided by DeKalb County Schools.
  - Private industries will participate in the program as well.
  - The goal is to hire 300 youth.
    - Report will be provided at the end of June.
  - Mrs. Hicks-King encourages all WSD Board members to attend the Summer Program Orientation.

**2026 Q1 Board of Directors Meeting Minutes**  
**Wednesday, March 25, 2026 @10:00 A.M.**  
**VIRTUAL: Microsoft Teams**

- **WSD Board Member Comments:**

- Sergio Galeano: Mr. Galeano mentioned the Atlanta Federal Reserve Bank can host several youths this summer. He can connect Mrs. Hicks-King to someone regarding transportation as well.
  - Mrs. Hicks-King: Mrs. Hicks-King mentioned she spoke with a representative from Spellman College as well. The youth interns can cross county lines; She needs to ensure the youth have reliable transportation. WSD can assist with gas cards on a case-by-case basis. WSD can work to ensure the youth can commute to their worksite.
  - Mrs. Hicks King also mentioned she had a recent meeting with Katrina Young at Decide DeKalb; They met Ms. Kim with Microsoft. Mrs. Hicks-King wants to get the interns assigned there as well.
- DeKalb Summer Youth Employment Survey will be sent to all WSD Board Members.

**V. Public Comment Period**

- Cynthia Perdum
  - Ms. Perdum joined the call to learn about programs and services.
  - Ms. Perdum mentioned the information provided during the meeting was instrumental. She is trying to absorb everything in.
  - Ms. Perdum mentioned she will reach out to people individually if she has any questions or concerns.

**VI. Announcements- Lorne Green**

- Mr. Green provided special thanks to the WSD Board for their support and the WSD staff for volunteering for weekend events.
- The BOC approved the \$1.9 million for the Youth Summer Employment Program and Workforce Programs.
- FY 26 Funding Breakdown:
  - \$1,059,462- Other Professional Services (Workforce Programming)
  - \$1,402,112- Summer Youth Funding
  - Salaries- \$253,561- Workforce Staff for Professional Services
- The goal is to serve 300 youth this summer and possibly match last year's numbers of 400 youth.
  - Additional staff will be hired to support the DeKalb Summer Youth Employment Program.
- WSD will purchase a new applicant tracking system (ATS); WSD Will move quickly once a vendor is identified.
- Park 500 and the DeKalb Day Center are programs, which will support the new DeKalb Housing Authority program. This will help people upskill and receive employment opportunities.

## 2026 Q1 Board of Directors Meeting Minutes

### Wednesday, March 25, 2026 @10:00 A.M.

### VIRTUAL: Microsoft Teams

- Pre-Proposal meeting was held last week for the new One-Stop Operator RFP.
  - Several applicants are interested.
  - The current one-stop-operator is doing a great job.
- The state revised the State Plan, WSD might update their plan as well.
- WorkSource DeKalb staff are currently working remote; there is additional work being completed at the new building on Memorial Drive.
  - The one-stop operator is working on site at Memorial Drive.
  - WorkSource DeKalb staff and services are available 100% remote and virtually.
  - The work has not stopped at WSD; Mr. Green will continue to provide the WSD Board with updates.

#### Q&A- Part 2

- Question #1- Frankie Atwater: Has the WSD Board met on-site at the new building yet?
- Answer- Lorne Green No, the building is not fully available yet. The goal is to meet on-site during the next WSD Board meeting in June. Mr. Green will ensure dates for all meetings and DeKalb Summer Youth Employment Program Orientation be sent to all WSD Board members.

#### AD HOC Committees- Alanna Hicks-King

##### Apprenticeships and Education- Sergio Galeano

- Mr. Galeano mentioned during the previous committee meeting, it was mentioned that WorkSource DeKalb should play a more active role in apprenticeships.
- The Apprenticeships and Education Committee met in January.
- During the meeting key goals and long-term goals were defined.
- It was agreed that WSD needs to see how they compare to other areas in Georgia.
  - Look at the assets and providers we have.
- The committee will seek guidance from the key players, such as TCSG.
  - Mr. Danny Mitchell will speak to the committee and discuss the best practices.
- The next meeting will be held on April 8, 2026.
- The focus industries are Healthcare, Construction, Business, and Information Technology.
- The Apprenticeships and Education Committee will meet quarterly and engage key partners.

##### Partnerships and Funding- Alanna Hicks-King

- The focus industry areas are Healthcare, Construction, and Information Technology.
- The committee will also focus on data.
- The committee will meet with United Way (Denise Townsend), GPTC (Chasidy Parks), and Dekalb County Budget and Grants (Belinda Reaves) to discuss data.
- WSD will re-establish their partnership with the PIC:
  - The PIC is the 501 C3 for WorkSource DeKalb.
    - They have the ability to write grants.

**2026 Q1 Board of Directors Meeting Minutes**  
**Wednesday, March 25, 2026 @10:00 A.M.**  
**VIRTUAL: Microsoft Teams**

- The committee will also work with the CTAE program with DeKalb County Schools.
  - A track will be created for youth ages 16-24.
  - Mrs. Hicks-King will work with Ms. Katrina Young and her team.
- The committee will also meet with Mr. Danny Mitchell from TCSG.
- The committee is looking for information to see where data will take WSD.
- There are still funds available with private industries.
- Next AD HOC Committee Meetings:
  - Apprenticeships and Education- April 8, 2026 @10am
  - Partnerships and Funding- April 22, 2026 @10 am

**Final Comments/Updates- Lorne Green**

- Mr. Green provided special thanks to the AD HOC committees.
- Mr. Green mentioned he will send the committee data resources.
  - Burning Glass (*Light House*)
- Mr. Green also mentioned he spoke with a consultant regarding resources for grants.
  - Once funding is identified, he will discuss with the WSD Board.

**VII. Closing Remarks/Adjournment**

- Alan Still made a motion to adjourn the meeting.
- Sergio Galeano second the motion.

*Meeting adjourned at 11:06 a.m.*

## 2026 Q1 Board of Directors Meeting Minutes Wednesday, March 25, 2026 @10:00 A.M. VIRTUAL: Microsoft Teams

### WorkSource DeKalb Funds Expenditure Status as of March 11, 2026

4/1/2021/23/24/22/24/202/2025/23/25/22/25/2025/2026/22/26/2026/22/2027

