

May 4, 2022

Effingham County Clerk Office
Attention: Stephanie Johnson
601 North Laurel St
Springfield, GA 31329

RE: Re-Appointment of Coastal Workforce Development Board Member

Dear Ms. Johnson:

The Coastal Workforce Development Board (CWDB) is requesting the re-appointment of a Coastal Workforce Development Board Member, [Ms. Shaundese Duncan](#) of **Effingham Health System** to fill one (1) **Business Representative** vacancy for under a **two** (2) year term ending **June 30, 2024**. In order for the CWDB to be *certified* by its governing agency, the Technical College System of Georgia — Office of Workforce Development (TCSG-OWD), this action must be taken at your next Commissioner's Meeting.

Under WIOA, all Chief/Local Elected Officials must affirm all re/appointments under the Workforce Innovation and Opportunity Act (WIOA) of 2014 regulations.

For your reference, the new WIOA Local Workforce Development Board requirements are as follows:

Business Representatives (minimum 10) - A majority (51%) of the members of each local board shall be representatives of business in the local area, who-

- are owners of business, chief executives or operating officers of business, or other businesses executives or employers with optimum policymaking or hiring authority;
- represent businesses, including small businesses, or organizations representing businesses described in this clause, that provide employment opportunities that, at a minimum, include high-quality, work-relevant training and development in in-demand industry sectors or occupations in local areas; and
- are appointed from among individuals nominated by local business organizations and business trade associations.

Workforce Representatives (Labor, Community Based Organization and Youth Serving Organizations) (minimum 4) - Not less than 20% of the members of each local board shall be representatives of the workforce within the local area, who-

- shall include representatives of labor organizations (for a local area in which employees are represented by labor organizations), who have been nominated by local labor federations, or (for a local area in which no employees are represented by such organizations) other representatives of employees; **(2 minimum)**
- shall include a representative, who shall be a member of a labor organization or training director, from a joint labor-management apprenticeship program, or if no such joint program exist in the area, such a representative of an apprenticeship program in the area, if such a program exists;
- may include representatives of community based organizations that have demonstrated experience and expertise in addressing the employment needs of individuals with barriers to employment, including organizations that serve veterans or that provide or support competitive integrated employment for individuals with disabilities; and

- may include representative of organizations that have demonstrated experience and expertise in addressing the employment, training, or education needs of eligible youth, including representatives of organizations that serve out-of-school youth.

Education and Training Representatives (minimum 2) - each local Board shall include representatives of entities administering education and training activities in the local area, who-

- shall include a representative of eligible providers administering adult education and literacy activities under title II;
- shall include a representative of institutions of higher education providing workforce investment activities (including community colleges); and
- may include representatives of local educational agencies, and of community-based organizations with demonstrated experience and expertise in addressing the education or training needs of individuals with barriers to employment.

Government And Economic Development Representatives (minimum 3) - Each local board shall include representatives of governmental and economic and community development entities serving the local area, who-

- shall include a representative of economic and community development entities;
- shall include an appropriate representative from the State employment service office under the Wagner-Peyser Act (29 U.S.C. 49 et seq.) serving the local area;
- shall include an appropriate representative of the programs carried out under title I of the Rehabilitation Act of 1973 (29 U.S.C. 720 et seq.), other than section 112 or part C of that title (29 U.S.C. 732,741), serving the local area;
- may include representative of agencies or entities administering programs serving the local area relating to transporting, housing, and public assistance; and
- may include representatives of philanthropic organizations serving the local area.

Thank you for your assistance with this matter. Should you have any questions, please feel free to contact me at the WorkSource Coastal office at (912) 351-6381.

Thank You,

Tiffani Smashum

Tiffani Smashum
Administrative Assistant