

**Greenville County Workforce Development Board (GCWDB) Zoom Meeting**  
**Wednesday, July 14, 2021, 11:30 a.m.**

Join Zoom Meeting

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**AGENDA**

**I. Welcome and Call to Order**

**Ms. Robyn Knox, Chair**

**II. Quorum Validation (9 or more)**

**Ms. Knox**

**III. Minutes Approval (May 12, 2021)\***

**IV. Director's Report**

**Mr. Dean E. Jones, GCWDB Director**

1. PY20 Fund Utilization Rate (FUR) Update
2. WIOA Self-sufficiency Policy\*
3. PY21 MOU-IFA Update
4. PY20 WIOA Status Reports
5. PY21 WIOA Allocations
6. PY20 WIOA Monitoring Report

**V. Other Business**

**VI. Adjourn**

*\*Denotes an action item*

**Greenville County Workforce Development Board Meeting (GCWDB)**  
**Wednesday, May 12, 2021**  
**Zoom Meeting**

**MINUTES**

**Members Present:** Chandler Duggan, Kathleen Edwards, Robyn Knox (Chair), Patrick Michaels, Larry Miller, Larry Pitts, Kathy Stanton, Michael Thorne, David Turnipseed, and Ben Waldrop

**Members Absent:** Constance Caldwell, Vernita Harris, Joo Ho Kim, Michael Panasko, Stephen Ross, Scott Sheinbaum, Charles Smith, and Scott Stoller

**GCWDB Staff and In-House Partners Present:** Eva Anagnostis, Shelia Harper, Dean Jones, Angela Smith, Doug Stephenson, Renee Alexander, Rochelle Brown, Johnnie-Lynn Crosby, Bobby Walker, Nikki Burgess, and Amanda Mason

**Guest/Visitors:** Melissa Rodgers (SCDEW)

- I. **Welcome and Call to Order:** Chair Knox welcomed everyone to the meeting, and the meeting was called to order at 11:35 a.m.
- II. **Quorum Validation (10 or more):** A quorum was validated.
- III. **Minutes Approval (May 12, 2021)\*:** Minutes were approved as submitted.
- IV. **Director's Report (Mr. Dean E. Jones, GCWDB Director)**
  1. **PY21 Budget Update:** The Executive Committee approved our PY21 Budget, which included a contract approval for our Adult, Dislocated Worker, and Operator contractor (Equus Workforce Solutions). It also included a contract approval for our Youth contractor (Eckerd Connects). The Executive Committee was also made aware that we needed to turn some Rapid Response back in to the State. We anticipated needing a lot more funding for Dislocated Workers during the pandemic, but that did not happen.
  2. **Locally-funded Incumbent Worker Training (IWT) Grant Award\*:** There were a few updates on IWT. Mr. Jones informed the Board that the Executive Committee approved an IWT award for Swamp Rabbit Café and Grocery via email. We recently received \$166,980 in State IWT funds. We plan to leave applications open as long as possible, instead of having one short application window. Mr. Jones also presented a staff recommendation to approve IWT grants for Electrotech International and Vetroresina. There was a motion and a second. Motion was approved without opposition.
  3. **PY21 MOU-IFA Update:** We are almost finished with our PY21 MOU-IFA. The documents will be sent out to partners within a week, and will require signature by June 30<sup>th</sup>.
  4. **PY20 WIOA Status Reports:**

1. **Financial Summary:** The Financial Summary Report shows expenditures through April of this year. Mr. Jones informed the Board that we are keeping a close eye on our Fund Utilization Rate (FUR). State policy requires us to utilize 70% of our funding by the end of the first year, and we want to ensure we meet that for all three fund streams. If we anticipate we may not meet the requirement, we can voluntarily transfer funds to another local area. We have concerns about doing that since we do not have our local allocations yet, and we have been told to anticipate funding cuts in at least some areas in the state. Once we know more, we will assess the need to transfer funds.
  2. **WIOA Quarterly Performance:** Mr. Jones shared enrollment and participant training information for Adult, Dislocated Worker, and Youth participants. The high number of Adults in training is helping us with the FUR for the DW fund stream after we transferred a big portion of our DW funds to the Adult fund stream. We are also keeping a close eye on our Participant Cost Rate, which must be at least 30% by the end of the year for Adult and DW funds. We are currently at 35.14%, so well above the requirement, and we expect to stay above the requirement for the remainder of the year. Finally, Mr. Jones mentioned the 20% Work-Based Learning requirement for Youth. Eckerd has been innovative in meeting that requirement by setting up virtual work experiences for participants that were not comfortable with in-person training.
  5. **PY21 WIOA State Allocations:** We received notice that South Carolina will receive a 10% cut in WIOA funding for PY21. We are waiting to see how that affects our local area. For PY20, we did not receive notice of our funding until June. We are hoping to get notification earlier so we can plan better.
  6. **PY20 WIOA Monitoring:** SCDEW will be conducting our PY20 Monitoring next week. The monitoring will take place virtually.
- V. **Other Business:** Chair Knox asked Mr. Jones to give an update on the Continuous Improvement Grant. Mr. Jones shared that the funds have been used for the purchase of PPE for the SC Works Centers, website enhancements, and outreach. We have a digital billboard near I-85. Ms. Johnnie-Lynn Crosby shared information about the Workforce Wednesday podcasts that SC Works Greater Upstate has been doing. Mr. Doug Stephenson shared that Mr. Deivis Henao, Operations Manager, left SC Works Greater Upstate for another employment opportunity. Adam Lindsley will be our new Operations Manager. Mr. Stephenson also mentioned the new referral policy and process that will go into effect July 1<sup>st</sup>. We will be reaching out to partners for contacts.
- VI. **Adjourn:** Being there was no other business, the meeting was adjourned at 12:12 p.m.

\* Denotes an action item for GCWDB or Executive Committee Approval

\*\*Denotes Executive Committee has authorized Director to Proceed