

Greenville County Workforce Development Board (GCWDB)

Executive Committee Zoom Meeting

Tuesday, August 3, 2021, 11:30 a.m.

Join Zoom Meeting

<https://us02web.zoom.us/j/83985891947?pwd=azViR0poTkdfdTFRlJJeVRQS1RaZz09>

Meeting ID: 839 8589 1947

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Committee Members (4): Robyn Knox, Larry Pitts, Kathy Stanton, David Turnipseed

Agenda

I. Welcome and Call to Order

Ms. Robyn Knox, Chair

II. Quorum Validation (3 or more)

Ms. Knox

III. Minutes Approval (June 1, 2021)*

IV. Director's Report

Mr. Dean E. Jones, GCWDB Director

1. PY20 Final WIOA Fund Utilization Rates (FURs)
2. PY21 WIOA Budget (Actual PY20 Carry-in funds)
3. *PY21 Committee on Serving Individuals with Disabilities and Business Development Advisory Committee Coordination Memorandum of Understanding (MOU)**
4. Youth Council Chair
5. Board Membership & Recruitment Updates

V. Other Business

VI. Adjourn

**Denotes an action item*

Greenville County Workforce Development Board (GCWDB)
Executive Committee Meeting
Tuesday, June 1, 2021
Meeting held via Zoom Call

Minutes

Members Present: Robyn Knox, Larry Pitts, and David Turnipseed

Members Absent: Kathy Stanton

Staff Present: Dean Jones and Eva Anagnostis

- I. **Call to Order:** The meeting was called to order at 11:35 a.m.
- II. **Quorum Validation (3 or more):** A quorum was present.
- III. ***Minutes Approval (April 6, 2021)*:*** Minutes were approved as submitted.
- IV. **Directors Report (Mr. Dean E. Jones, GCWDB Director)**
 1. **PY20 Fund Utilization Rates:** Mr. Jones shared our Fund Utilization Rates (FUR) as of April. We have met our Adult FUR, but we have not met our Dislocated Worker or Youth FUR. There is a chance we could still meet them by the end of the year.
 2. ***PY20 Transfer of Funds*:*** We have the option to voluntarily transfer funds to another local area. This would help us meet our FUR. The County supports our decision to transfer funds in order to meet the state's required FUR. We are going to wait until our May financial reports are completed to make the decision, but the transfer will need to be done very quickly. Mr. Jones presented a staff recommendation to give him the authorization to make a transfer of funds in the appropriate amount so that Greenville County meets its FUR for the PY20 Youth and Dislocated Worker funds. The staff recommendation was passed without opposition.
 3. ***State Incumbent Worker Training (IWT) Funding Recommendation*:*** Since receiving our PY20 State IWT funds, four applications have been approved. There are two more applications awaiting approval (Metromont and Ushers Machine). Our Regional Director of Business Solutions has sent them to us with a recommendation to approve. The applications are for relatively small amounts, but they will make a big difference to those employers. Chair Knox asked if we could apply for more money if we use all that we've been given. Mr. Jones said that we could inquire with the state if we think we could use it. Staff recommendation was passed without opposition.
 4. **Board Membership and Recruitment:** Mr. Jones informed the committee that we are looking at potentially losing a few business members from the GCWDB. We will confirm with those members before the end of the program year and begin looking for new members to fill their spots.

5. **Ability ASCEND:** Mr. Jones is planning to get a presentation ready for the Board within the next meeting or two in order to provide an update.
6. **PY20 SCDEW Monitoring:** Mr. Jones updated the committee on our PY20 SCDEW Monitoring that took place in May. We had a very positive Exit Conference, and we expect to receive written report that reflects that.
7. **EMS Customized Training:** Mr. Jones has been working on a partnership with Greenville County EMS to help them create a pipeline of workers. The project requires us to create a new Customized Training policy. This is something that has been allowed under WIOA, but it is not common in South Carolina.
8. **Board Meeting Survey:** Mr. Jones is preparing a survey for GCWDB members to determine everyone's comfort with starting in-person meetings in the future. We are happy to continue virtual if that is the preference, but would like to see everyone in person when the time is right.

V Other Business: Chair Knox congratulated staff on the great remarks from the SCDEW staff during our Monitoring Exit Conference. Mr. Pitts shared his desperation for finding new workers. Many of their staff, including nurses, have been working extensive overtime. Chair Knox shared some innovative ways some companies attracting workers.

IX. Adjourn: The meeting was adjourned at 12:08 p.m.

****Denotes an action item for GCWDB or Executive Committee approval***

PY20 WIOA FUND UTILIZATION RATES

ADULT PROGRAM – 77%

DISLOCATED WORKER PROGRAM – 76%

YOUTH PROGRAM – 71%

PY21 GREENVILLE COUNTY WORKFORCE DEVELOPMENT BOARD BUDGET

PY21 PROJECTED FUND AVAILABILITY

	Adult	Dislocated Worker	Youth	Total
Allocation	\$610,128	\$749,797	\$631,074	\$1,990,999
PY20 Carry-in funds	\$177,579	\$280,183	\$262,091	\$719,853
Total Funding Availability	\$787,707	\$1,029,980	\$893,165	\$2,710,852

PY21 EXPENSES

	Adult	Dislocated Worker	Youth	Total
Salaries/Fringe/Indirect Costs	\$124,052	\$115,047	\$102,521	\$341,620
Operational Costs	\$113,120	\$364,398	\$140,135	\$617,653
Total	\$237,172	\$479,445	\$242,656	\$959,273

PROGRAM TRANSFERS

	Adult	Dislocated Worker	Youth	Total
Adult to Dislocated Worker				
Dislocated Worker to Adult				
Total				

SC WORKS CENTER COSTS

	Adult	Dislocated Worker	Youth	Total
MOU-IFA	\$20,693	\$20,693	\$509	\$41,895

SERVICE PROVIDER CONTRACTS

	Adult	Dislocated Worker	Youth	Total
SC Works Operator/WIOA Adult, Dislocated Worker, Business Services, Youth	\$529,842	\$529,842	\$650,000	\$1,709,684

	Adult	Dislocated Worker	Youth	Total
Total Expenses	\$787,707	\$1,029,980	\$893,165	\$2,710,852

ATTACHMENT A

STATEMENT OF WORK

This Statement of Work is entered into pursuant to the Agreement for Services dated August 1, 2021, by and between **Greenville County Workforce Development**, a **public entity** organized and existing in South Carolina ("Workforce Development"), and Noble Aim Consulting, LLC, a Company organized and existing in South Carolina ("Consultant"). This Statement of Work is effective as of August 1, 2021.

This proposal includes coordination of the following services to be provided by Consultant to Workforce Development over the next 6 months beginning August 1, 2021 and concluding January 31, 2022:

Employment Project Fixed Costs	Monthly Rate
<p>Greenville County Workforce Development: Committee on Services for Individuals with Disabilities (CSID)</p> <p>1. Facilitate regular meetings of the CSID:</p> <ul style="list-style-type: none">a. Develop meeting agenda with input from members.b. Schedule meetings dates, times, and locations.c. Provide timely meeting notification to County liaison.d. Provide timely meeting notification to CSID members.e. Coordinate preparation of meeting locations.f. Facilitate note taking and dissemination of notes.g. Provide pertinent documentation to Workforce Development. <p>2. Assist the CSID in identifying and fulfilling its purpose:</p> <ul style="list-style-type: none">a. Guide the CSID in developing their mission, vision, values, and group culture as a dynamic coalition of organizations.b. Assist the CSID in creating, developing, and executing a strategic playbook for change that is both aspirational and actionable.c. Work with the CSID to receive, consider, and decide upon appropriate actions in response to topics proposed by the Business Development Advisory Group sub-committee, the Greenville CAN Disability Employment Discussion Group, and other relevant sources.d. Develop an objective system for measurement of the committee's progress toward provision of services to individuals with disabilities.	

e. Consult with members of the CSID as they work to fulfill their individual organization's obligations to the group and the mission. 3. Create a plan for future sustainability of the CSID: a. Provide guidance on leadership structure and accountability. b. Assist CSID in planning for and managing growth, turnover, or attrition of membership.	
	\$2000
Other	
Standard materials fee	Included
Local (Greenville County) mileage and routine expenses	Included
Subtotal (Per Month)	\$2,000
Total (6 Months)	\$12,000
Other mileage and expenses with prior authorized written approval of Workforce Development	.575 per mile; reimbursement of expenses

The undersigned parties, by and through their duly authorized representatives, hereby accept and agree to this Statement of Work and acknowledge that this Statement of Work is subject to the terms and conditions of the Agreement for Services dated August 1, 2021, between the parties.

Noble Aim Consulting, LLC

Laura S. Bogardus, PhD, SHRM-SCP, Co-Owner

DATE

Greenville County Workforce Development

Dean E. Jones, Director

DATE