Greenville County Workforce Development Board
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Greenville County Workforce Development Board (GCWDB) Retreat Meeting
Wednesday, September 14, 2022, 10:00 a.m.
Truist Culinary Center, 556 Perry Avenue, Suite B114, Greenville, SC 29611

<u>BOARD RETREAT</u>

10:00 a.m. – 12:30 p.m. – **Retreat Activities (board and staff only)**

<u>MEETING AGENDA</u>

12:30 p.m. – 1:00 p.m.

- **Welcome and Call to Order**   **Ms. Robyn Knox, Chair**

- **Quorum Validation (10 or more)**   **Ms. Knox**

- ***Minutes Approval (July 13, 2022)****

- ***Transfer PY21 WIOA Dislocated Worker Program funds to WIOA Adult Program funds****

- **Other Business**

- **Adjourn**

*Denotes an action item

Greenville County Workforce Development Board Meeting (GCWDB)
Wednesday, July 13, 2022
Zoom Meeting

MINUTES

Members Present: Kathy Edwards, Vernita Harris Gill, Craig Kinley, Robyn Knox (Chair), Patrick Michaels, Larry Miller (Vice Chair), John Serpa, Kelly Shumaker, Kathy Stanton, Scott Stoller, David Turnipseed, and Ben Waldrop

Members Absent: Jared Mogan, Michael Panasko, Scott Sheinbaum, Charles Smith, Shan Smith, and Robert Valenca

GCWDB Staff and Contractor Staff Present: Eva Anagnostis, Shelia Harper, Dean Jones, Angela Smith, Adam Lindsley, Nikki Burgess, Amanda Mason, Rochelle Brown, and Rose Cortes

Guest/Visitors: Shannon Herman (Greenville County), Melissa Rodgers (SCDEW), Caitlin Brazell (SCDEW), Jim Smith (Kinetic Potential), and Michael Delaney (Lifelong Learning)

I.   **Welcome and Call to Order:** Chair Knox welcomed everyone to the meeting, and the meeting was called to order at 11:33 a.m. A round of introductions was conducted.

II.   **Quorum Validation (10 or more):** A quorum was validated.

III.   *Minutes Approval (May 11, 2022)*:* Minutes were approved as submitted.

IV.   **Director's Report (Mr. Dean E. Jones, GCWDB Director)**

1. **PY22 Budget – For Information:** Mr. Jones reviewed the budget that was approved by the Executive Committee in June. We received our allocations after the May GCWDB meeting, so we did not have a chance to present them to the full Board before the program year started on July 1.

2. **SC Works Online System (SCWOS):** Mr. Jones reminded the Board of all the ways our staff and customers use SCWOS. He also informed them that the system had a security breach, and it needed to be taken down for a few weeks. Staff have been allowed back online, and we hope it will be live for everyone soon. Records had to be kept manually during this time.

3. **Retreat Meeting Update:** Mr. Jones asked Board members to mark their calendars for September 14th for our Board Retreat. Our GCWDB meeting is already scheduled for that day, but we will be meeting for a few hours beforehand for the retreat. Ms. Angela Smith will send out additional information as the day approaches.

4. **SETA Reminder:** Mr. Jones reminded everyone of the upcoming SETA meeting and asked them to consider attending a future conference. We received funding from the State Workforce Development Board to send a few Board members, so all travel costs and the costs of the conference registration will be covered.

5. **MOU-IFA Negotiation:** Mr. Jones informed everyone that we have completed our MOU/IFA Negotiation process for PY22. We appreciate all the partner agencies who worked with us to get this done. It went very smoothly this year.

6. **GCWDB Membership/Subcommittee Changes:** Mr. Chandler Duggan moved to another state and had to resign his membership on the Board and his Youth Committee Chair position. Mr. Craig Kinley has

been asked to take on the Youth Committee Chair position. We will miss Mr. Duggan, and we appreciate all his work on the Board during his tenure.

7. ***SC Works Greenville Employee of the Year Nomination*:*** Mr. Jones shared the plan for Workforce Development Month in September, which includes recognition of SC Works employees across the state. Each local area has been asked to nominate a staff person from the SC Works Center. Mr. Jones reviewed the process we came up with. If we had received multiple nominations, we would have put together an ad-hoc committee to review the nominations in more detail. We only received one nomination this year, and we are presenting it to the Board for approval. Mr. Jones presented a staff recommendation to approve nominating Ms. Rose Cortes (Talent Development Specialist Lead, Equus Workforce Solutions) as SC Works Greenville Employee of the Year. The motion was seconded and approved without opposition. Ms. Nikki Burgess (Project Director, Equus Workforce Solutions) shared the many reasons that she was recommending Ms. Cortes for nomination, including her work to strengthen our relationship with Greenville Literacy Association, as well as her problem solving skills and positive attitude.

8. **Foster Care Pilot Program:** Mr. Jones shared information about a project he has been working on with the Greenville County Administrators office, Department of Social Services, Greenville County Human Relations, and WIOA. We are trying to enroll foster care youth between ages of 16 and 18 into our WIOA Youth program with some additional supports.

9. **SC Works Certification Standards:** We completed the SC Works Certification Standards process for our SC Works Center this year. This process will be completed every two years. We appreciate all the work of the SC Works staff who assisted with collecting all the information necessary for documentation.

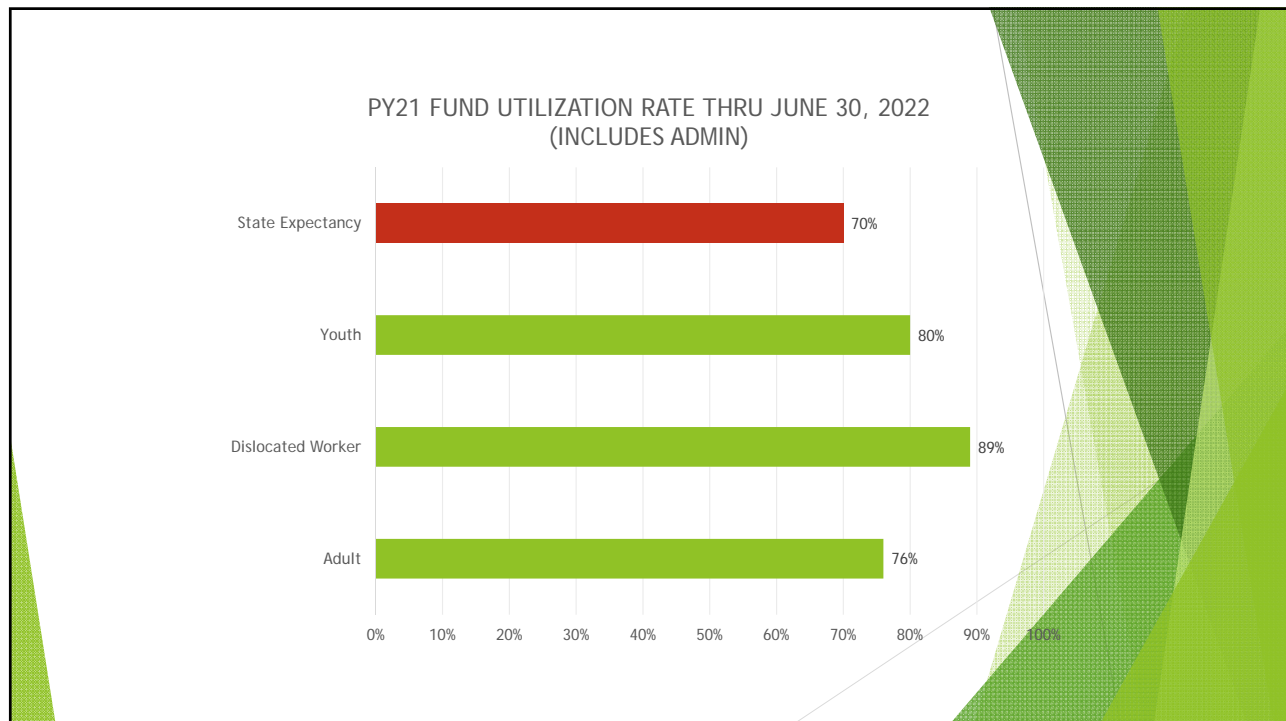## V.   Contractor Status Reports:

1. **Eckerd Connects (Ms. Amanda Mason, Program Manager):** Ms. Mason provided an overview of the WIOA Youth program's accomplishments during PY21. Ms. Mason expressed the pride she has in her staff and all the hard work they've done. They enrolled 95 out-of-school Youth and 1-2 in-school Youth. All the numbers she shared are estimates since she is unable to get all her normal reports due to SCWOS being down. They had 29 participants finish the GED or high school diploma, which is a huge accomplishment for all of those participants. Twenty clients participated in Work Experience activities, and two participated in On-the-Job Training activities. They are very excited about all the connections they have made with different organizations and employers throughout the year, and they look forward to continuing to work with them into PY22.

2. **Equus Workforce Solutions (Ms. Nikki Burgess, Project Director):** Ms. Burgess shared an overview of their accomplishments during PY21. There were a total of 176 enrollments (164 Adults, 12 DWs). Ms. Burgess shared slides showing all of the funds that were spent on training in different industries, as well as supportive services. She also shared many of the different trainings that were completed, including 41 Adult customers completing Truck Driving Training. She shared pictures and stories from a few successful participants. Ms. Burgess also reviewed the different work-based learning activities that were completed. Over $73,000 was invested in Incumbent Worker Training in PY21. Looking into PY22, there will be an increased focus on supportive services, work-based learning activities, and partnerships with faith-based organizations.
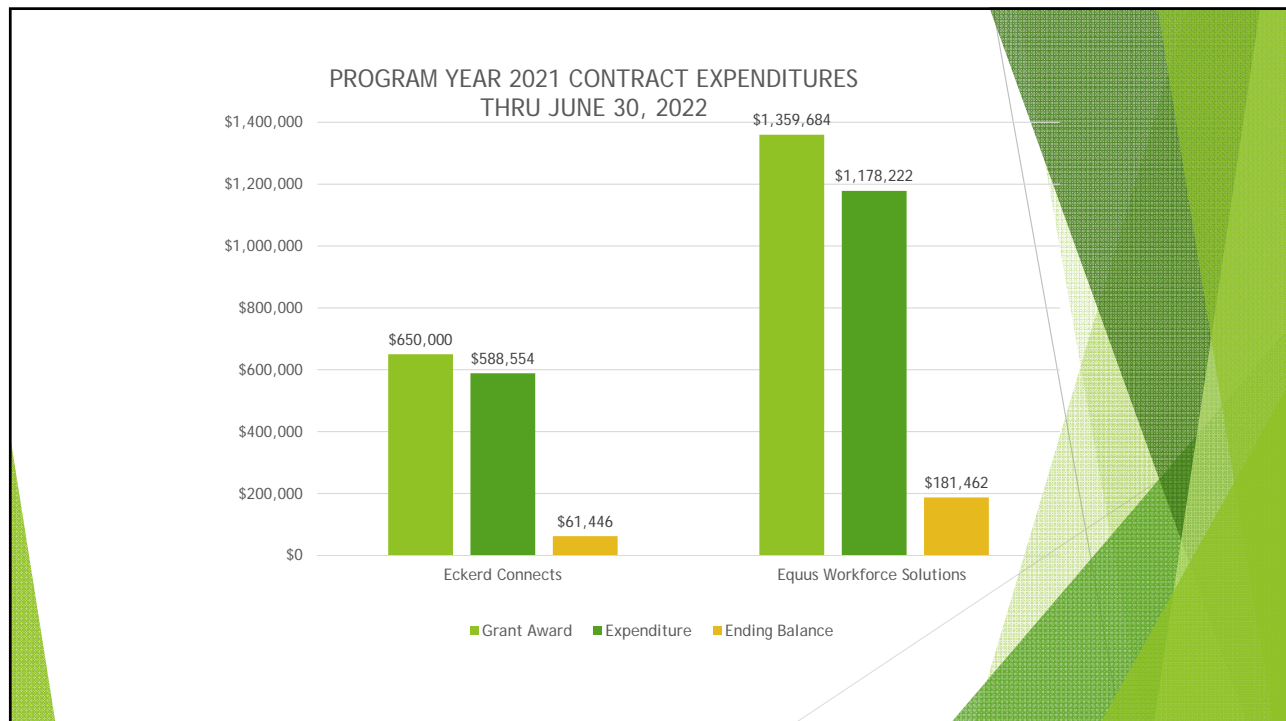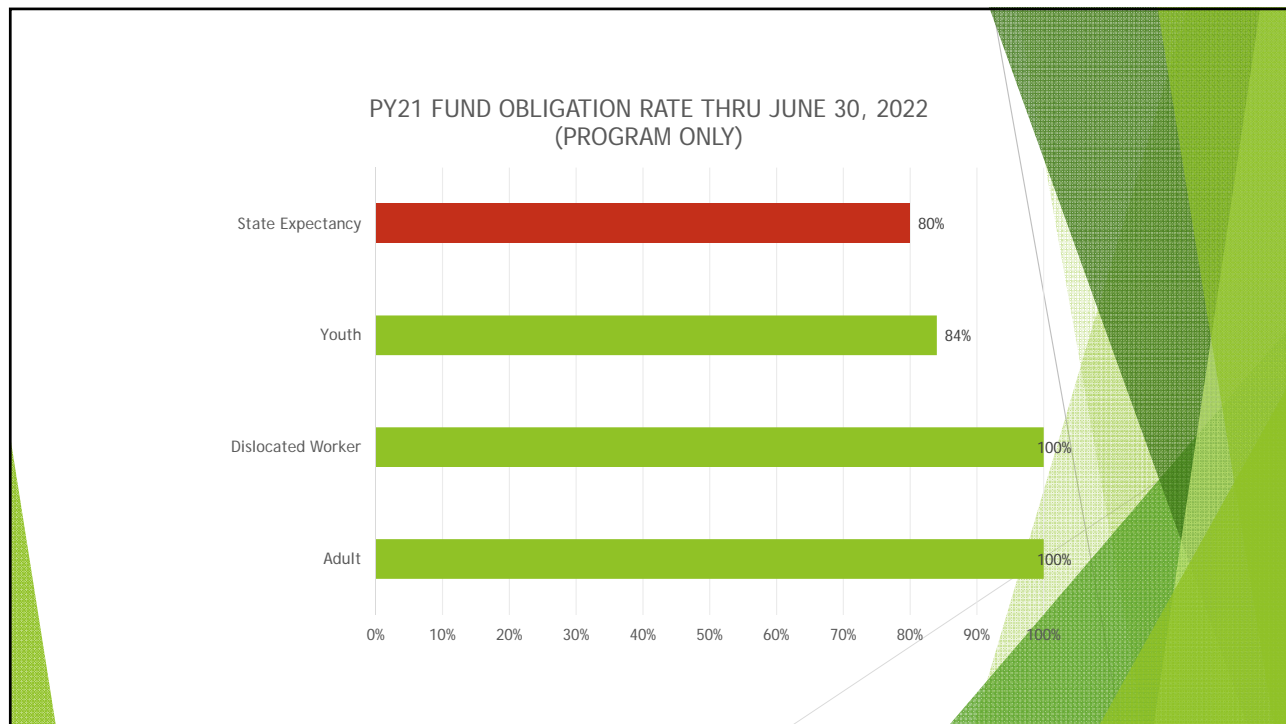
VI.   Other Business: None
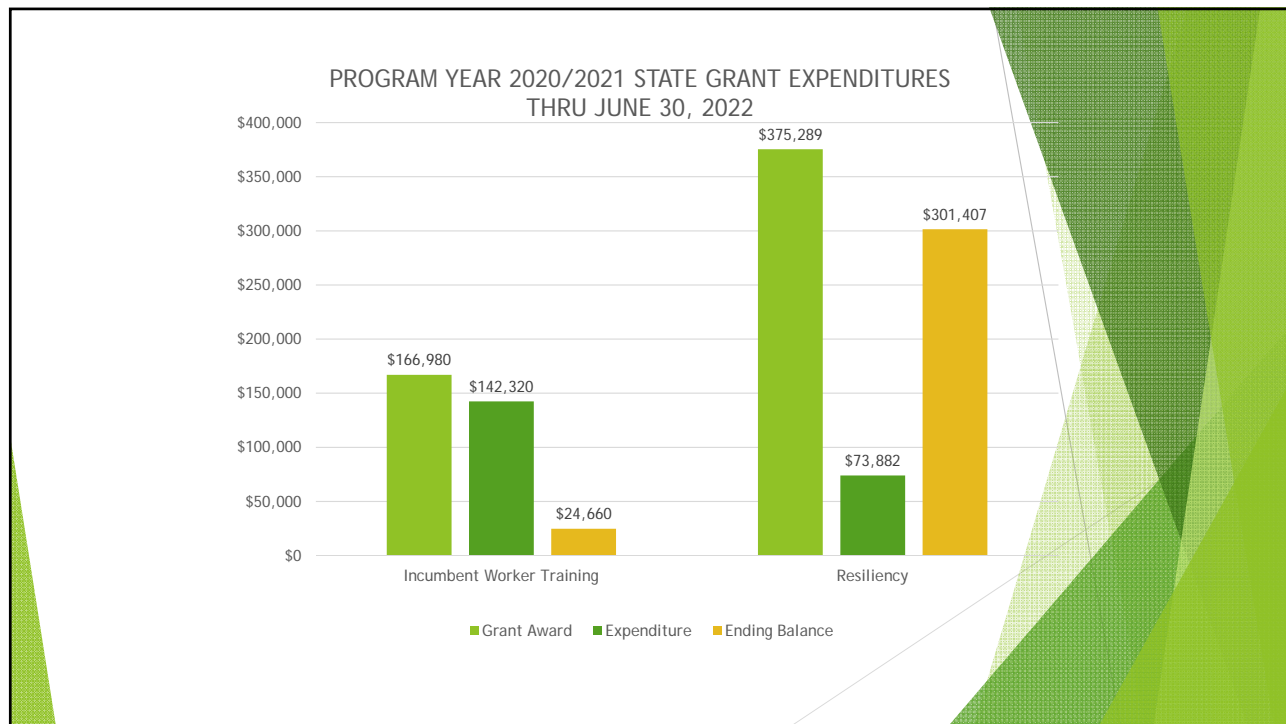
VII. Adjourn: Being there was no other business, the meeting was adjourned at 12:31 p.m.

* Denotes an action item for GCWDB or Executive Committee Approval
**Denotes Executive Committee has authorized Director to Proceed

PROGRAM YEAR 2021 EXPENDITURES THRU JUNE 30, 2022 (INCLUDES ADMIN)

	Beginning Balance (includes carryover)	Expenditure	Ending Balance
Adult	$788,000	$600,530	$187,470
Dislocated Worker	$1,030,055	$894,104	$135,951
Funds Transferred to Adult from DW	$470,000	$470,000	$0
Youth	$874,012	$696,513	$177,499

PY21 FUND UTILIZATION RATE THRU JUNE 30, 2022 (INCLUDES ADMIN)

	Rate
State Expectancy	70%
Youth	80%
Dislocated Worker	89%
Adult	76%

PROGRAM YEAR 2020/2021 STATE GRANT EXPENDITURES THRU JUNE 30, 2022

Projected Final Performance

Greenville

Indicator/Program	Title I Adult Goal	Title I Adult Actual	Title I Adult % of Goal	Title I DW Goal	Title I DW Actual	Title I DW % of Goal	Title I Youth Goal	Title I Youth Actual	Title I Youth % of Goal	Overall Indicator Score	
Employment Rate Q2	80..8%	78.40%	97.0%	81.1%	89.8%	110.7%	63.20%	90.7%	143.5%	117.1%	Pass
Employment Rate Q4	75.80%	80.50%	106.2%	77.0%	97.2%	126.2%	70%	82.6%	118.0%	116.8%	Pass
Median Earnings	$5,800	$8,607	148.4%	$7,875	$10,115	128.4%	$2,950	$4,158	140.9%	139.3%	Pass
Credential Rate	63%	61.60%	97.8%	62.5%	50.0%	80.0%	69.10%	57.1%	82.6%	86.8%	Fail
Measurable Skill Gains	51%	69.40%	136.1%	49.2%	64.3%	130.7%	49%	54.1%	110.4%	125.7%	Pass
Overall Program Socre			117.1%			115.2%			119.1%		
			Pass			Pass			Pass		