

**Greenville County Workforce Development Board (GCWDB)**

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**GREENVILLE COUNTY**  
Workforce Development Board

*Preparing the workforce, growing our economy*

**Greenville County Workforce Development Board (GCWDB)**

**Executive Committee Zoom Meeting**

**Tuesday, April 4, 2023**

**11:30 A.M.**

Join Zoom Meeting

<https://us02web.zoom.us/j/84479503648?pwd=cGlaWVNLCzY5VC83R2pqdEdRS1N2Zz09>

Meeting ID: 844 7950 3648

Passcode: 861843

One tap mobile

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**Committee Members (5): Craig Kinley, Robyn Knox, Larry Miller, Kathy Stanton, David Turnipseed**

**Agenda**

- |  |                                   |
|--|-----------------------------------|
| I. Welcome and Call to Order                     | Ms. Robyn Knox, Chair             |
| II. Quorum Validation (3 or more)                |                                   |
| III. <i>Minutes Approval (February 7, 2023)*</i> |                                   |
| IV. Director's Report                            | Mr. Dean E. Jones, GCWDB Director |
| 1. SETA Review                                   |                                   |
| 2. LWDA Designation                              |                                   |
| 3. MOU/IFA Update                                |                                   |
| V. Other Business                                |                                   |
| VI. Adjourn                                      |                                   |

*\*Denotes an action item*

**Greenville County Workforce Development Board (GCWDB)**  
**Executive Committee Meeting**  
**Tuesday, February 7, 2023**  
**Meeting held via Zoom Call**

**Minutes**

**Members Present:** Craig Kinley, Robyn Knox, Larry Miller, 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 11:30 a.m.
- II. **Quorum Validation (3 or more):** A quorum was present.
- III. **Minutes Approval (December 6, 2022)\*:** Minutes were approved as submitted.
- IV. **Director's Report (Mr. Dean E. Jones, GCWDB Director)**
  1. **Labor Market Information (LMI):** Dr. Bryan Grady, LMI Director at SCDEW, is scheduled to present at the March GCWDB Meeting. We look forward to the information he will share with the Board.
  2. **Resiliency Grant Expenditures:** As of our last completed financial reports (December), we had spent 77% of our Resiliency Grant funds. This puts us on target to spend all available grant funds by the end of the grant (May 2023). We are examining where we have available funds. We have low expenditures on SETA Travel Funds for Board Members. There is one more SETA conference to use those funds, and so far, we have two members planning to attend.
  3. **Engage, Build, and Serve Grant:** We have received EBS grants from the state, and we are working on getting the sub-tier grants signed by our contractors.
  4. **Voting Between Meetings:** Mr. Jones informed the committee that we are working with our contractors to limit the number of items we need to vote on via email between meetings.
  5. **Financial Status Report:** Mr. Jones gave an update on expenditures. We have requested a transfer of \$350,000 from our Dislocated Worker fund stream to our Adult fund stream. We are also looking for more ways to attract DWs to our program because recruitment has been difficult. Finally, we have requested technical assistance from SCDEW on performance if 100% of DW funds are moved to the Adult fund stream.
  6. **Program Status Report:** Mr. Jones informed the committee that enrollments are on track for both programs, and the participants who have exited this year have good performance. We are pleased with the most recent performance reports, but we are continuing to keep a very close eye on performance.

7. **Credential Attainment Corrective Action Plan (CAP):** The steps detailed in our CAP are currently underway. We have been providing additional training to staff to make sure all relevant information is being collected and entered correctly. We want to make sure we are serving our customers in a way that is helpful to them but also allows us to meet negotiated performance levels.
8. **CFE Supervitamin Research Project:** Mr. Jones updated the committee members on the Supervitamin project. We have partnered with the Upstate Local Workforce Development Area to collect data for the next year. We look forward to seeing the outcomes of the research. We may be receiving funds to help with the costs of the data collection, including staffing.
9. **Economic Development & Utility Modernization Ad Hoc Committee Legislation:** This new piece of legislation would create a single umbrella department within DEW to be responsible for coordinating training and workforce programs. As long as there is some flexibility for the federally funded programs (to ensure we are meeting federal requirements), we do not have major concerns. This legislation would also move the Regional Education Board from SC Commerce to SCDEW, and it would require Regional Education Centers to be created.
10. **Jobs Act:** This new piece of legislation would allow Pell Grants to be used for shorter term education and training. We are keeping an eye on this, as it would have a substantial impact on our program. We would need to make sure there is improved coordination in the local areas to ensure we meet all our expenditure requirements.
11. **New County Council Chair:** Mr. Jones informed the committee that a new County Council Chair, Mr. Dan Tripp, has been appointed. Mr. Jones is working on some information to send over to Chairman Tripp to give him some more background about our department.

- V. **Other Business:** Ms. Johnnie-Lynn Crosby, Regional Director of Business Solutions, has submitted her resignation. She will be moving onto a new opportunity. We are excited for her, but her wealth of knowledge will be difficult to replace. We are meeting with Equus to discuss the plan for the immediate future.

The committee had a discussion about the Incumbent Worker Training approval process. Several years ago, we used to have one application window a year, and we would approve based on which applications received the highest scores. We have moved to a rolling application window in order to meet the needs of employers at the time they need the funds. However, the committee members have concerns about this process and whether funds are being used the best way possible. We discussed moving to a process that allows for a few application windows per year. Board staff will discuss with the Business Solutions staff and the Upstate Workforce Board staff to see if we can come up with a plan that will work regionally.

Ms. Eva Anagnostis shared that we are working on preparing the documents for the Youth Request for Proposals in preparation for PY23. We will be soliciting volunteers from the Youth Committee to participate in the scoring process.

- VI. **Adjourn:** The meeting was adjourned at 12:29 p.m.

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