

Greenville County Workforce Development Board (GCWDB) Meeting
Wednesday, May 10, 2023, 11:30 a.m.

Zoom Meeting Information

<https://us02web.zoom.us/j/83527466715?pwd=dGJHckVUMHFYaDROdTVSU3NkTUlhQT09>

Meeting ID: 835 2746 6715

Passcode: 551013

One tap mobile

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MEETING AGENDA

- **Welcome and Call to Order** **Ms. Robyn Knox, Chair**
- **Quorum Validation (10 or more)** **Ms. Knox**
- ***Minutes Approval (March 8, 2023)**** **Ms. Knox**
- **Director's Report** **Mr. Dean Jones, Director**
 - 1. Transfer of PY22 Funds – WIOA Dislocated Worker Program to WIOA Adult Program
- **Executive Session (PY23 WIOA Youth Program Procurement Matter)**
 - 2. *PY23 WIOA Youth Program Funding Recommendation**
- **Contractor Status Reports**
 - 1. Eckerd Connects – Amanda Mason, Program Manager
 - 2. Equus Workforce Solutions – Nikki Burgess, Project Director
- **Other Business**
- **Adjourn**

**Denotes an action item*

Greenville County Workforce Development Board Meeting (GCWDB)
Wednesday, March 8, 2023
SC Works Greenville – McAlister Square
225 S. Pleasantburg Drive, Suite E-1, Greenville, SC 29607

MINUTES

Members Present: Michael Delaney, Kathy Edwards, Vernita Harris Gill, Robyn Knox (Chair), Larry Miller (Vice Chair), Jared Mogan, Michael Panasko, John Serpa, Kelly Shumaker, Shan Smith, Kathy Stanton, Scott Stoller, David Turnipseed, and Ben Waldrop

Members Absent: Craig Kinley, Patrick Michaels, Scott Sheinbaum, Charles Smith, and Robert Valenca

GCWDB Staff and Contractor Staff Present: Dean Jones, Angela Smith, Shelia Harper, Eva Anagnostis, Renee Alexander, Amanda Mason, Johnnie-Lynn Crosby, Adam Lindsley, Nikki Burgess, Mary Beth Walters, and Teresa Smith

Guest/Visitors: LaKeshia Adams (SC Dept. of Adult Education), Melissa Rodgers (SCDEW), Bryan Grady (SCDEW), and Leah Price (SCDEW)

- I. **Welcome and Call to Order:** Chair Knox welcomed everyone and called the meeting to order at 11:31 a.m.
- II. **Quorum Validation (10 or more):** A quorum was validated.
- III. **Minutes Approval (January 11, 2023)*:** Minutes were approved as submitted.
- IV. **Labor Market Information (LMI) Presentation (Dr. Bryan Grady, LMI Director, SC Department of Employment and Workforce):** Dr. Grady presented a very thorough overview of LMI data and products that are available through SCDEW's LMI website. He reviewed the following topics: statewide employment and unemployment, Greenville County employment and unemployment, and employment by industry for both the state and Greenville County. Dr. Grady also shared the following tools available through SCWorkforceInfo.com: Agency Dashboard, Job Growth by Industry, Occupational Wage Statistics, and Job Listing Data. He also shared information on DEW's new Regional Labor Market Analysts, LMI Webinar Wednesdays, Proposed Workforce Development Bill (H.3726), and the South Carolina Labor Force Participation Task Force (LFPTF). He invited Board members to send data requests to DEW's LMI department if there is anything they can help provide.
- V. **WIOA Director's Report (Mr. Dean E. Jones, GCWDB Director)**
 1. **Business Services Team Lead Designation*:** Mr. Jones shared with the Board that Ms. Johnnie-Lynn Crosby turned in her resignation to pursue another employment opportunity. Equus has selected Ms. Mary Beth Walters to be promoted to Regional Business Solutions Manager. Per State Instruction 21-06 SC Works Certification Standards, the LWDB selects a Business Services Team Lead from among the business services staff of all the participating workforce programs. Mr. Jones presented a staff recommendation that Ms. Mary Beth Walters be designated as the BST Lead for SC Works Greater Upstate. There was a motion and a second, and the motion passed without opposition.
 2. **Performance Reports:** Mr. Jones reviewed our latest performance and financial reports. First, he reviewed our obligations and expenditures. As of January 31st, we are meeting our Youth and Adult

obligation rate, and we are very close to our DW obligation rate. Our fund utilization rates are on track, although we will need to work on getting DW spending up. We are passing all measures on our 2nd Quarter performance reports.

3. **WIOA Youth Procurement:** Mr. Jones informed the Board that we have released our WIOA Youth Procurement through the Greenville County Procurement portal (<https://secure.procurenow.com/portal/greenvillecounty>), and the deadline for submission is April 4, 2023, 3:00 p.m.
4. **SC Works Center Memorandum of Understanding, Infrastructure Funding Agreement (MOU-IFA) Negotiations Meeting (March 9, 2023):** The process for negotiating the PY23 SC Works Greenville MOU/IFA is currently underway. We do not anticipate any major changes from previous years, and we appreciate all the partners who help us through this process.
5. **WIOA Individual Training Account (ITA) Policy/Incumbent Worker Training (IWT) Policy:** Mr. Jones reviewed two policy changes we are currently working on. First, as discussed in our recent Local Plan modification, we are planning to make use of training contracts instead of ITAs when necessary. The process requires us to post a public notice for ETPL applications. If that does not solicit the training programs we need, we may move on to training contracts. We are also looking at removing our local training cap. We will instead use the state ITA cap of \$14,000. The second policy we are working on reviewing is the IWT policy. We plan to move from a rolling application process to a more structured process of 2-3 application periods per year, as funding allows. This will ensure we can compare applications and discuss them during planned meetings.

VI. Contractor Status Reports

1. **Eckerd Connects (Ms. Amanda Mason, Program Manager):** Ms. Mason gave an update on their program information through the beginning of March. They have served 127 Out-of-School Youth and one In-School Youth. Sixty-one percent are enrolled in some sort of training (GED or post-secondary). A total of 11 Youth have earned their GEDs this program year, and two have completed occupational skills training. Additionally, a total of 19 Youth have completed a work-based learning activity (11 onsite Work Experiences, 5 Virtual Work Experiences, and 3 On-the-Job Trainings). Ms. Mason highlighted a young man who dropped out of high school before finding the WIOA Youth program. He completed his GED and enrolled in welding training. He is currently in the process of completing the training, and he already has a job lined up for when he finishes.
2. **Equus Workforce Solutions (Ms. Nikki Burgess, Project Director):** Ms. Burgess informed the Board that they are on track to meet all contract goals for the program year. They have enrolled 139 individuals in the Adult or DW program so far. They have already exceeded their Work-Based Learning goal of 20 by 5 additional participants. She shared pictures from last month's GED graduation where two WIOA participants graduated. These participants had their tuition and fees, a laptop, and transportation all paid for by the WIOA program. Ms. Burgess also shared pictures from a recent event at a local high school where we provided career exploration using the VR headsets that we purchased using grant funds.

VII. Other Business: None

VIII. Adjourn: Being there was no other business, the meeting was adjourned at 1:03 p.m.

* Denotes an action item for GCWDB or Executive Committee Approval

**Denotes Executive Committee has authorized Director to Proceed