



**Santee-Lynches Workforce Development Board Meeting**  
**Via Zoom**  
**Tuesday, June 22, 2021 - 5:00 PM**

**MINUTES**

**Members Present:**

Clarendon – Robert Edwards, Kayla Padgett  
Kershaw – John Hornsby, Teresa Oelze  
Lee – George General (Chairman), Annette Karlinsky, Zina Wright  
Sumter – Bobby Anderson, Calvin Hastie, Sr., Janice Poplin, Gail Lemmon, Sharon Teigue, Debra Young

**Members Absent:**

Clarendon – Christine Edwards (excused), Stewart Kidd (excused)  
Kershaw – Renee Baker (excused), Teresa Justice  
Sumter – Sam Lowery, Jerome Robinson, Elizabeth Williams (excused)

**Staff Present:**

Areatha Clark, Deputy Executive Director and Chief, Workforce Development  
Esmonde Levy, Workforce Development Manager  
Freda Amerson, Workforce Development Operations Coordinator  
Steve Berger, SC Works Business Services Lead  
Becky Minegar, SLRCOG Administrative Assistant II

**Guests:**

Ray Jackson, SC Works Operator, Eckerd Connects - Workforce Development  
Amanda Wagner, Eckerd Connects – Workforce Development  
Caroline Rogerson, Eckerd Connects – Workforce Development  
Raiford Hinton, SC Department of Employment and Workforce (SCDEW) – Santee-Lynches  
Melissa Rodgers, SC Department of Employment and Workforce (SCDEW)  
Brenda Gardner, SC Department of Commerce  
Dr. Vanesa Cauty, Sumter School District

**1. Welcome and Call to Order**

The Santee-Lynches Workforce Development Board of Directors' (WDB) Meeting was called to order by Chairman George General at 5:09 PM. A quorum was present.

**2. Invocation/Pledge of Allegiance**

Mr. Ray Jackson provided the invocation and Chairman General led the Pledge of Allegiance.

**3. Introduction of Guests**

Ms. Areatha Clark, Deputy Executive Director and Workforce Development Chief, introduced guests and staff.

#### 4. Adoption of Revised Agenda

Chairman General entertained a motion to approve the agenda. **A motion was made by Ms. Sharon Teigue and seconded by Ms. Teresa Oelze.** There being no discussion, Chairman General called for the vote. **All were in favor and the motion passed unanimously.**

#### 5. Approval of Previous Meeting Minutes – May 18, 2021

Chairman General entertained a motion to approve the Workforce Development Board (WDB) Meeting Minutes of May 18, 2021. **A motion was made by Mr. Calvin Hastie and seconded by Mr. John Hornsby.** There being no discussion, Chairman General called for the vote. **All were in favor and the motion passed unanimously.**

#### 6. Reports

##### Youth Report Update:

Ms. Caroline Rogerson, Eckerd Connects - Workforce Development, reported on the Youth Performance for PY'20 through May 31, 2021.

She reported enrollments for the youth:

- Total active youth enrollments: 143 participants with a goal of 145 participants (99% of goal achieved). The youth team should surpass this goal with enrollments continuing through June.

Ms. Rogerson explained individuals eligible for the youth program are required to have a barrier to employment. These barriers include a documented disability, criminal charges on their record, pregnant/parenting teen, foster care, dropout, lacking work readiness skills, and basic skills deficient. Ms. Rogerson stated the majority of enrollments are individuals who are basic skills deficient and lack work readiness skills. These barriers are measured at enrollment through TABE, which is a test that is used to determine aptitudes and skill levels. A Pre-Work Readiness Assessment is also performed and is made up of soft skills questions that individuals may not know prior to Career Smart, which is a two-day soft skills training. After the completion of Career Smart, individuals are given the Post-Work Readiness Assessment which is an assessment to gauge the individuals increase in knowledge. The individual should score 80% or higher to be considered work ready and have successfully completed Career Smart. Although having a barrier is a requirement to qualify for the program, the goal is to assist participants in eliminating these barriers.

Ms. Rogerson stated the Eckerd Success Award is a program that participants are awarded when they go above and beyond to improve their situations. Ms. Rogerson shared an Eckerd Success Award: Jassel Capers who is enrolled in Darling-Lee Adult Education. After being displaced from his home in Sumter in his 11<sup>th</sup> grade year of high school, Jassel is now living with his aunt and uncle in Bishopville. He is currently separated from his siblings and was unable to contact them because he didn't have a phone. His guardians, the Adult Education Coordinator and his Career Coach noticed his near perfect attendance, his tenacity to overcome adversity, and his willingness to overcome his lack of confidence. As a result, his Career Coach wanted to reward him. Jassel has increased his TABE scores in Math and has taken and become a certified Forklift Driver through Central Carolina Technical College. For all his hard work overcoming his barriers, Jassel was rewarded with a \$500 gift card and a prepaid cell phone with one year of free phone service.

She next reported on Performance Outcomes as of May 31, 2021 for youth:

- 6 active Youth Work Experience in manufacturing, healthcare, customer service, and veterinary fields
- 1 active On-the-Job Training in manufacturing
- 139 participants completed or updated their resumes in the SC Works system
- 92 participants have completed Career Smart
- 14 participants are active in Adult Education

Performance Outcomes for training:

- 80 participants entered training with 17 of those participants currently active
  - 42 - healthcare
  - 23 - logistics
  - 13 - welding/construction
  - 2 - veterinary technician

As a result of the 80 individuals attending training we have had:

- 102 Credentials earned
- 306 Measurable Skills Gains
- 8 GED/High School Diplomas
- 126 Placements

Ms. Rogerson shared a Youth Success Story: Lori & Sophia Morris came to adult education after being homeschooled. Their homeschooling was due to their brother having medical issues which meant being home with the family was easiest for everyone while they completed school. They also worked part time to help the family out financially. Lori and Sophia enrolled in Clarendon County Adult Education and obtained their GED in six weeks. They are both enrolled in training in the medical field at Florence-Darlington Technical College.

#### **WIOA Adult/Dislocated Worker Programs Program Update:**

Ms. Rogerson next reported on the Adult/Dislocated Worker Performance for PY'20 through May 31, 2021.

She reported enrollments for the Adults:

- Total active adult enrollments: 260 participants with a goal of 325 participants (80% of goal achieved)

She then reported enrollments for the Dislocated Workers:

- Total active dislocated worker enrollments: 66 participants with a goal of 50 participants (goal exceeded with 132% achieved)

Ms. Rogerson stated individuals eligible for the adult program have various barriers at enrollment that qualify them as being a priority of service. These priorities include being basic skills deficient as determined by the WIN assessment, the TABE assessment, and not completing high school or being an adult of low income or receiving SNAP benefits. The majority of enrollments are individuals who are low income and basic skills deficient.

She next reported on Performance Outcomes as of May 31, 2021 for Adult and Dislocated Worker participants:

- 112 participants entered training with 30 of those participants currently active
  - 72 - Healthcare
  - 8 - construction/welding
  - 30 - logistics
  - 2 - Information Technology

She continued reporting on Placement Outcomes as of May 31, 2021 for Adult and Dislocated Worker:

- 145 participants have earned credentials
- 430 Measurable Skills Gains
- 19 On-The-Job Training Contracts; 2 currently active
- 246 Placements

Ms. Rogerson shared an Adult/Dislocated Workers Success Story: Joshua Miller came to the WIOA program as a dislocated worker after a layoff from his long-time employer. He was seeking to change his profession from manufacturing to commercial truck driving. He was eager to attend training and with the help of the WIOA program, was able to receive a scholarship to Florence Darlington Tech to attend CDL training. He completed his training within a month, but with the scarcity of testing appointments at the DMV, had a setback in being able to immediately test for his CDL. Mr. Miller passed his CDL test in April and began employment on June 4 with All Hours Trucking. He has a partner riding with him at All Hours, who happened to attend training with him at Florence Darlington. Mr. Miller stated, “The WIOA program was outstanding in helping me get enrolled in and back and forth to training every day. It helped me reach my goals. I want to say thank you to the program and Ms. Priscilla for helping reach my full potential.”

A discussion followed regarding a re-entry program and serving participants with a criminal record. Mr. Calvin Hastie stated Mr. Derek Gamble runs a re-entry program in Sumter, which has been successful.

**SC Works Operator Report:**

Mr. Ray Jackson provided the SC Works Operator report thru May 31, 2021:

He provided a comparison of the VOSGreeter (the number of customers visiting the center).

- July 1, 2019 – May 31, 2020 – 19,335 total number of customers served.
- July 1, 2020 – May 31, 2021 – 12,628 total number of customers served.

Mr. Jackson stated they are still operating at reduced capacity.

He next provided a Master Summary Report that compared services provided July 1, 2019 – May 31, 2020 compared to July 1, 2020 – May 31, 2021:

<b>Master Summary Report -Region/LWIA: Santee-Lynches</b>	<b>7/1/2019 - 5/31/2020</b>	<b>7/1/2020- 4/31/2021</b>
Total number of Individuals that Registered	8,571	4,773
Total number of Individuals that Logged In	10,601	12,131
Total number of Distinct Individuals Receiving Services	14,936	25,453
Total number of Services Provided to Individuals	879,705	1,415,572
Total number of Internal Job Orders Created	1,800	1,629
Total number of Internal Job Referrals Created	21,508	45,983
Total number of Services Provided Employers	4,060	4,364

Mr. Jackson gave a comparison on Job Placements from 2018 - 2021:

<b>Month</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
January	66	93	74	100
February	87	91	75	94
March	97	103	56	108
April	103	92	14	92
May	92	108	0	96

June	100	97	1	126+
July	81	113	71	
August	87	96	103	
September	108	101	94	
October	97	98	101	
November	93	101	93	
December	98	78	100	
Total	1,109	1,166	782	616+

Mr. Jackson stated hirings events are taking place in person and virtually. Events were held for Sumter County, Crown Healthcare Laundry Services, Comfort Keepers, Pilgrim’s Pride, Color-Fi, Welvista and the SC Department of Corrections.

He next reviewed Unemployment Rates as of April 2021:

- South Carolina 4.4%
- Santee-Lynches Region – 4.8%
- Sumter County – 5.0%
- Clarendon County – 5.2%
- Kershaw County – 3.9%
- Lee County – 6.0%

Mr. Jackson provided the Area Profile for the Santee-Lynches Region thru April 2021. The table shows how the unemployment rate is calculated.

Area	Civilian Labor Force	Number Employed	Number Unemployed	Unemployment Rate
South Carolina	2,372,303	2,268,769	103,534	4.4%
Santee-Lynches	92,272	87,871	4,401	4.8%
Sumter	43,477	41,287	2,190	5.0%
Kershaw	29,218	28,075	1,143	3.9%
Clarendon	12,766	12,104	662	5.2%
Lee	6,811	6,405	406	6.0%

Source: Bureau of Labor Statistics, SC Department of Employment & Workforce

Mr. Jackson stated they are offering virtual and in person workshops and continue to promote the services at SC Works Center. He further stated it continues to be a struggle to find qualified or skilled workers.

**Financial Report:**

Mr. Esmonde Levy provided the Financial Report for PY’20 through May 31, 2021. Mr. Levy stated staff are watching, on a weekly basis, spending and obligations and requirements from the State.

**Chart 1: Program Year 2020 Eckerd Adult Total (including transfers):**

Eckerd spent \$383,706 of \$535,500 of the Adult budget leaving a balance of \$151,794 (71.65% expended).

**Chart 2: Eckerd Adult Monthly Trends**

July 2020 – \$60,777

August 2020 – \$40,678

September 2020 – \$42,180  
October 2020 - \$44,640  
November 2020 - \$41,360  
December 2020 - \$38,787  
January 2021- \$20,312  
February 2021- \$15,868  
March 2021- \$22,326  
April 2021 - \$33,701  
May 2021 - \$23,078

**Chart 3: Program Year 2020 Eckerd Dislocated Worker Total (including transfers)**

Eckerd spent \$184,926 of \$214,500 of the Dislocated Worker budget leaving a balance of \$29,574 (86.21% expended).

**Chart 4: Eckerd Dislocated Worker Monthly Trends**

July 2020 - \$29,491  
August 2020 - \$25,343  
September 2020 - \$26,427  
October 2020 - \$14,413  
November 2020 - \$30,846  
December 2020 - \$15,098  
January 2021- \$9,642  
February 2021- \$9,597  
March 2021- \$8,780  
April 2021 - \$6,835  
May 2021 - \$8,453

**Chart 5: Rapid Response Eckerd Dislocated Worker Total**

Eckerd spent \$29,177 of \$100,000 of the Rapid Response Dislocated Worker budget leaving a balance of \$70,823 (41.20% expended). [Grant ends December 31, 2021]

**Chart 6: Program Year 2020 Eckerd Youth Total**

Eckerd spent \$395,962 of \$460,000.00 (contact amount) with a balance of \$64,038 (86.08% expended).

**Chart 7: Eckerd Youth Monthly Trends**

July 2020 - \$24,628  
August 2020 - \$50,692  
September 2020 - \$55,599  
October 2020 - \$41,542  
November 2020 - \$35,702  
December 2020 - \$38,052  
January 2021- \$32,457  
February 2021-\$26,105  
March 2021- \$ 28,984  
April 2021 - \$34,011  
May 2021 - \$28,191

Mr. Levy stated they will be having a meeting with Eckerd to determine projections for the remainder of year.

**Chart 8: Eckerd Youth Restoration Total**

Eckerd spent \$4,414 of \$4,414 budget (100% expended).

**7. Other Business**

Ratification of Reallocation of Adult Funding from Waccamaw LWDA

Mr. Esmonde Levy stated Waccamaw Local Workforce Development Area/COG has agreed to reallocate \$250,000 in PY'20 Adult Funding to Santee-Lynches. This additional funding will allow us to cover anticipated expenditures through the remainder of the 2020 program year (thru June 30<sup>th</sup>) as well as help us prepare for the upcoming year.

**Ratification of the email vote is required at this time. In response, a motion was made by Ms. Teresa Oelze and seconded by Ms. Sharon Teigue to ratify the email vote for reallocation of adult funding from Waccamaw Regional Council of Governments. There being no discussion, Chairman General called for the vote. All were in favor and the motion passed unanimously.**

Transfer of Dislocated Workers Funding to Adult Funding

A request has been made to approve a transfer of \$120,000 of Dislocated Worker Funds to the Adult Program. This request is based on the fact that we continue to serve more Adults than Dislocated Workers and therefore, require Dislocated funding be transferred to serve the additional Adults and to cover expenses incurred for serving that population.

**A motion was made by Mr. Calvin Hastie and seconded by Ms. Annette Karlinsky to approve the Transfer of PY'20 Funds – Dislocated Worker to Adult. There being no discussion, Chairman General called for the vote. All were in favor and the motion passed unanimously.**

Incumbent Worker Training Recommendations

Mr. Esmonde Levy stated three (3) applications were submitted for 2021 Incumbent Worker Training Funds:

- Becton Dickinson
- CUP/Custom Profile
- Merchant Iron Works

The Rating and Ranking Committee has completed evaluations and brings forth the recommendations for Incumbent Worker Training Funding:

COMPANY	AVG SCORE	AMT REQUESTED	AMOUNT AWARDED	COUNTY
Becton Dickinson	85.4	\$30,300	\$30,300	Sumter
CUP Acquisitions LLC d.b.a. Custom Profile	80.5	\$4,200	\$4,200	Kershaw
Merchant Iron Works	80.8	\$11,674.35	\$11,674.35	Sumter

**Total Funding Request: \$46,174.35**

Mr. Levy stated the total amount granted from the State was \$50,000. The remaining \$3,800 will be obligated by December 31, 2021.

**A motion was made by Ms. Sharon Teigue and seconded by Mr. Bob Edwards to approve the recommendations for 2021 Incumbent Worker Training Funding. There being no discussion, Chairman General called for the vote. All were in favor and the motion passed unanimously.**

Presentation of Proposed 2021 Budget – Includes Reallocation of Youth Funds from Midlands LWDA

Ms. Clark reported on the WIOA Program Allotments for Program Year 2021. She stated there was a significant cut in all of the programs for the upcoming year.

- Adult - \$435,190
- Dislocated Worker - \$444,162
- Youth - \$431,519

With a total of \$1,310,871

She next reported on the Program Year 2021 Budget Allocation Assumptions. Ms. Clark stated based on information received from the State, our region should anticipate the following for PY'21:

- \$108,522 reduction in Adult Funds compared to the PY'20 Allocation
- \$108,779 reduction in Youth Funds compared to the PY'20 Allocation
- \$144,685 increase in Dislocated Worker Funds compared to the PY'19 Allocation

Total Reduction: \$361,986 (21.64%)

Ms. Clark indicated the youth funds are getting smaller each year. Eckerd has been diligent in working with the reduced funding in the Youth Program. After receiving the allocation from the State, Ms. Clark stated she reached out to other local areas to determine if we could receive funding from them. As a result of that inquiry, we were approached by Midlands Local Workforce Development Area to reallocate \$75,000 in Youth Funds to Santee-Lynches.

A discussion followed concerning returning the funds or will we get to keep. Ms. Clark responded the funds are not a loan and would not have to be given back to Midlands Workforce Area. Ms. Clark also stated there is a potential of receiving additional funds from the Greenville Local Workforce Development Area.

**A motion was made by Ms. Annette Karlinsky and seconded by Ms. Teresa Oelze to accept the \$75,000 Reallocation of Youth Funds from Midlands Local Workforce Development Area to Santee-Lynches. There being no discussion, Chairman General called for the vote. All were in favor and the motion passed unanimously.**

Ms. Clark then presented the PY'21 Proposed Budget. She explained that carryover funds are projected due to expecting one additional month of expenditures.

	ADULT	DW	YOUTH	TOTAL
PY'20 Carryover Program <b>PROJECTED</b>	\$255,937	\$237,646	\$0	\$493,583
PY'20 Carryover Admin <b>PROJECTED</b>	\$45,442	\$53,894	\$0	\$99,336
PY'21 Allocation Program	\$391,671	\$399,746	\$388,367	\$1,179,784
PY'21 Allocation Admin	\$43,519	\$44,416	\$43,152	\$131,087
PY'20 Carryover Reallocation from Midlands LWDA			\$75,000	\$75,000
<b>Total Projected Funding PY'21</b>	<b>\$736,569</b>	<b>\$735,702</b>	<b>\$506,519</b>	<b>\$1,978,790</b>



**CONTRACTS**

	<b>ADULT</b>	<b>DW</b>	<b>YOUTH</b>	<b>TOTAL</b>
Eckerd Connects Youth	\$0	\$0	\$420,000	\$420,000
Eckerd Connects Adult/DW	\$280,000	\$420,000	\$0	\$700,000
SC Works Operator Program	\$102,240	\$37,760	\$0	\$140,000
SC Works Operator Admin	\$0	\$0	\$0	\$0
SC Works Center Costs (MOU)	\$55,890	\$18,829	\$12,000	\$86,719
SLRCOG Admin	\$43,386	\$41,474	\$10,515	\$95,375
SLRCOG Program A/E	\$200,173	\$191,348	\$59,004	\$450,525
<b>Total Contracts</b>	<b>\$681,689</b>	<b>\$709,411</b>	<b>\$501,519</b>	<b>\$1,892,619</b>
Balance Unobligated Funds	\$54,880	\$26,291	\$5,000	\$86,171

Ms. Clark reported on future options for consideration for additional funds:

- Request Rapid Response Funding (up to \$250,000)
- Request Funding from other Local Areas (Amount TBD)
- Work with a Grant Writer to Apply for Other Grant Funding
- Utilize Interns from Central Carolina Technical College, USC Sumter, and Morris College

**A motion was made by Ms. Sharon Teigue and seconded by Ms. Janice Poplin to approve the Santee-Lynches Workforce Development Area’s PY’21 Budget. There being no discussion, Chairman General called for the vote. All were in favor and the motion passed unanimously.**

**8. Chairman’s Comments – Special Presentation**

Ms. Areatha Clark announced Ms. Sharon Teigue is retiring from Sumter County Adult Education on June 30, 2021 and therefore leaving the Workforce Development Board after 21 years of service. Ms. Clark stated Ms. Teigue has been a faithful, supportive, and an engaged board member. She thanked Ms. Teigue for her outstanding leadership, commitment, and dedication in serving Clarendon, Kershaw, Lee, and Sumter Counties.

Ms. Sharon Teigue stated it has been an honor and pleasure to serve on the Workforce Development Board. Chairman General added that he has followed her lead on the board. Ms. Teigue announced that Dr Vanessa Canty will be the new Director of Adult Education and will fill her vacancy on the Workforce Development Board.

**9. Adjourn**

There being no further business, the Santee-Lynches Workforce Development Board Meeting was adjourned at 6:04 PM.

Recorded by,

Becky Minegar, Administrative Assistant II  
Santee-Lynches Regional Council of Governments