



SANTEE-LYNCHES WORKFORCE DEVELOPMENT BOARD MEETING

Tuesday, June 18, 2024

Via Zoom

MINUTES

Members Present:

Robert Edwards (Chairman), John Hornsby, Gail Lemmon (Vice-Chairman), Dr. Vanessa Canty, Paige Clack, Berri Outlaw, Emily Peele, Debra Young, Calvin Leiter, Dr. William Wright, Jr.

Members Absent:

Dr. Joshua Castleberry (excused), Phil Briggs, Tiffany Myers (excused), Charles “Scottie” Hayes, Celeste Taylor, Virginia Pryor, Kanzora Robinson, Teresa Justice, Samuel Lowery

Workforce Development/COG Staff Present:

Areatha Clark, SLRCOG Deputy Executive Director, Workforce Development Director
Freda Amerson, SLRCOG Workforce Development Operations Coordinator
Esmonde Levy, SLRCOG Workforce Development Manager
Linda Jackson, SLRCOG Administration Director

Guests:

Brenda Gardner, SC Department of Employment and Workforce
Stacie Bitondo, SC Department of Employment and Workforce
Deidre Smalls, Area Manager, Eckerd Connects -Workforce Development
Ray Jackson, SC Works Operator/Center Manager, Eckerd Connects -Workforce Development
Valencia Alexander, Sr. Operations Director, Eckerd Connects – Workforce Development
Margarita Servance, Lead Career Coach, Eckerd Connects – Workforce Development
John Grigg – Central Carolina Technical College

I. Welcome and Call to Order

Chairman Bob Edwards called the Santee-Lynch Workforce Development Board of Directors Meeting to order at 5:00PM. A quorum was present.

II. Invocation/Pledge of Allegiance

Mr. Ray Jackson, SC Works Operator/Center Manager for Eckerd Connects provided the invocation and led the Pledge of Allegiance.

III. Introduction of Guests

Ms. Areatha Clark, Deputy Executive Director/Workforce Development Director, introduced guests, staff and new Workforce Development Board member Paige Clack (Kershaw County Economic Development).

IV. Adoption of Agenda – (M)

Chairman Bob Edwards called for a motion to adopt the agenda. **A motion was made by Mr. John Hornsby and seconded by Ms. Debra Young** There being no discussion, Chairman Edwards called for the vote. **All were in favor and the motion passed unanimously.**

V. Approval of Minutes – May 21, 2024 (M)

Chairman Bob Edwards called for a motion to approve the minutes of May 21, 2024. A motion was made by Ms. Debra Young and seconded by Mr. Calvin Leiter. There being no discussion, Chairman Edwards called for the vote. All were in favor and the motion passed unanimously.

VI. Executive Director's Report None.

VII. Reports

SC Works Operator Report

Mr. Ray Jackson, SC Works Operator/Center Manager presented the SC Works Center Report for July 1, 2023 through June 5, 2024.

Chart 1: VOS Greeter Report by Weekday

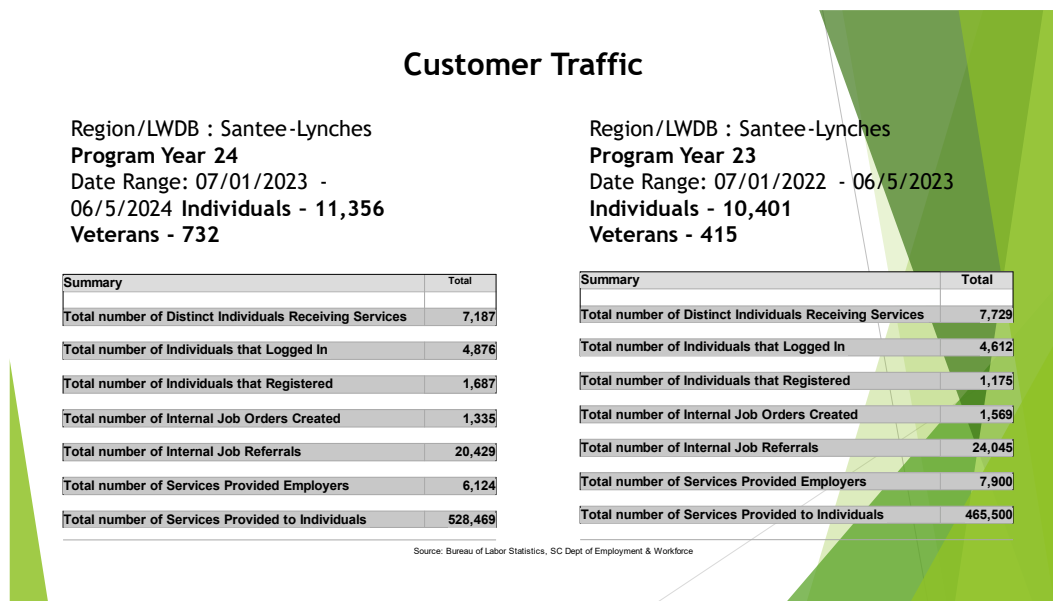


Chart 2: Area Profile for Santee-Lynches: Area Labor Force, Employment and Unemployment Data Table

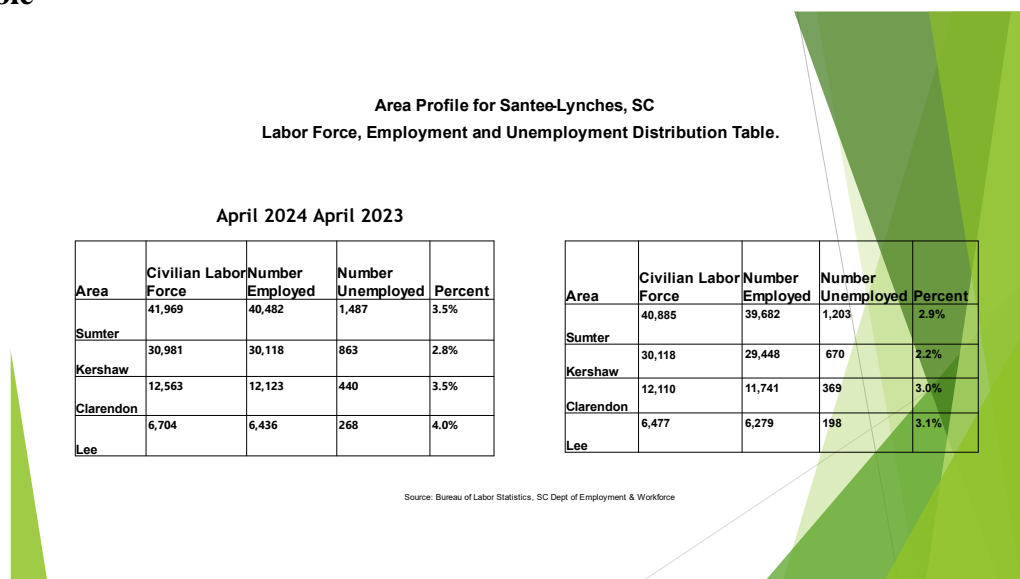


Chart 3: Area Profile –South Carolina Employment Situation (April 2024)

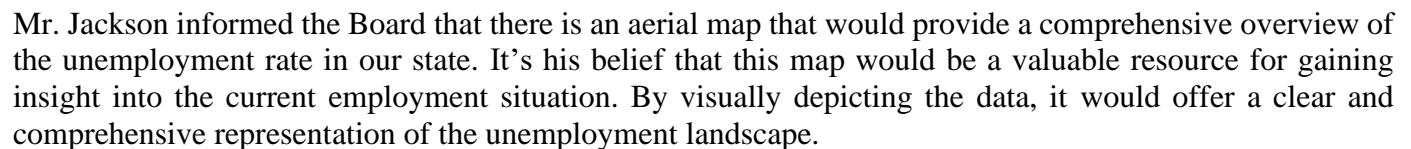


Chart 4: Area Profile Employers by Number of Job Openings Table

Chart 4 lists the top Employers by Number of Job Openings in our region through June 5, 2024. Mr. Jackson emphasized that the healthcare industry and school district continue to offer the most promising job prospects.

Chart 5: Hiring Events (June 2024)



Next Mr. Jackson shared information on Community and Hiring Events held or will be held in the region during the month of June:

Hiring Events:

Diversified Maintenance – June 11th

Eaton – June 13th

SC @ Work Rural Connections:

June 26th

Darlington-Lee County Adult Education

WIOA Adult, Dislocated Worker and Youth Program Report

Ms. Deidre Smalls presented the WIOA Adult, Dislocated Workers, and Youth Program Report for July 1, 2023, through June 5, 2024.

Adult/Dislocated Worker

Chart 1: Total Active Adult/Dislocated Worker Enrollments

New- 99 Actual- 176 Goal- 185

Chart 2: Received Training

Received Training - 76

Training was primarily provided in the Healthcare sectors: Clinical Medical Assistant, Patient Care and CDL Training were the predominant training fields trained in.

Chart 3: Performance Outcome Updates

Adult/DW Credentials – 97 Measure Skill Gain - 351

Adult Program Highlight

Ms. Diana Ward

Ms. Diana Ward Enrolled into the WIOA Adult Program in January 2023 seeking assistance with employment and medical training. Ms. Ward was unemployed and needed additional training to obtain self-sufficiency. She attended Clinical Medical Assistant Training at Professional Medical Training Center in Florence, SC. Ms.

Ward obtained fulltime employment with MUSC Community Physicians as a Certified Medical Assistant making \$17.25 per hour with full-time benefits.

Youth

Chart 4: Total Active Youth Enrollments

New – 59 Actual- 93 Goal- 142

Ms. Smalls pointed out that staff continue to recruit for the Youth program although it has been very challenging to recruit this population.

Chart 5: Received Training

Received Training - 34

Ms. Smalls stated that currently 34 individuals have received training and based on the chart, the medical industry has the largest training area with Patient Care Technicians at 64%.

Chart 6: Performance Outcomes Updates

Youth Credential - 77 Measurable Skills Gain – 217 WEX/OJT – 22 Resumes created/updated - 96
Career Smart - 55 Adult Education - 15

Youth Program Highlight

Mr. Gabriel Villarreal

Mr. Gabriel Villarreal Enrolled into the WIOA Youth Program in September 2023 seeking assistance with employment and medical training. Mr. Villarreal was underemployed working part-time at a fast-food chain and needed assistance with obtaining a new career. He completed the Patient Care Technician training program in March 2024 and obtained fulltime employment at Karesh Long Term Care & Rehab Center in Camden, SC. Mr. Villarreal is employed as a Certified Nursing Assistant making \$18.00 per hour with fulltime benefits.

Financial Report

Mr. Esmonde Levy, SLRCOG Workforce Development Manager presented the Financial Report for the Program Year 2023 through 5/31/2024:

Chart 1: Total Percent Expended

Eckerd Adult – 71.50% (YTD: \$288,665; Balance: \$91,335)
Eckerd DW – 61.50% (YTD: \$65,512; Balance: \$38,488)
Eckerd Youth - 73.80% (YTD: 301,051; Balance: \$98,949)

Chart 2: Individual and Employer Training (IET) Grant

Mr. Levy reported that for the Individual and Employer Training grant we have spent YTD: \$47,537 (41.50%); leaving a balance of \$66,970. We have until September 30th to expend these grant funds.

VIII. Other Business: (M)

Approval of PY'24 Budget

Ms. Clark shared with the Board information on how WIOA funding is allocated and distributed to the local areas in the State. Below is a chart that defines/breaks down the WIOA Allocation Formulas:

WIOA Allocation Formulas

Adult Funds

· 33⅓ percent based on the relative number of unemployed individuals in areas of substantial unemployment in each workforce development area, compared to the total number of unemployed individuals in areas of substantial unemployment in the State.

- 33⅓ percent based on the relative excess number of unemployed individuals in each workforce development area, compared to the total excess number of unemployed individuals in the State; and
- 33⅓ percent based on the relative number of disadvantaged adults in each workforce development area, compared to the total number of disadvantaged adults in the State.

Youth Funds

- 33⅓ percent based on the relative number of unemployed individuals in areas of substantial unemployment in each workforce development area, compared to the total number of unemployed individuals in areas of substantial unemployment in the State.
- 33⅓ percent based on the relative excess number of unemployed individuals in each workforce development area, compared to the total excess number of unemployed individuals in the State; and
- 33⅓ percent based on the relative number of disadvantaged youths in each workforce development area, compared to the total number of disadvantaged youths in the State.

Dislocated Worker Funds

The distribution formula is based on the following factors and weights:

- Insured Unemployment Data 30%
- Unemployment Concentrations 25%
- Mass Layoff Data 10%
- Declining Industries Data 5%
- Farmer-Rancher Economic Hardship Data 5%
- Long-Term Unemployment Data 25%

Next Ms. Clark reviewed Program Year 2024 Proposed Budget Information:

Program Year 2024 Budget Allocation Assumptions:

Based on information received from the State, our region should anticipate the following for PY'24:

\$62,927 **increase** in Adult Funds compared to the PY'23 Allocation

\$67,228 **increase** in Youth Funds compared to the PY'23 Allocation

\$37,944 **increase** in Dislocated Worker Funds compared to the PY'23 Allocation

Total Increase: \$168,099

With the above assumptions, Ms. Clark presented the following PY'24 Budget Proposal:

Santee-Lynches Workforce Development PY'24 Budget Proposal

<u>Funding</u>	ADULT	DW	YOUTH	OTHER	TOTAL
PY'23 Carryover Program- projected	\$32,171	\$59,987	\$14,371	\$177,110	\$283,639
PY'23 Carryover Admin- projected	\$11,965	\$13,338	\$10,985		\$36,288
PY'24 Allocation Program	\$429,097	\$393,470	\$424,214		\$1,246,781
PY'24 Allocation Admin	\$47,677	\$43,719	\$47,135		\$138,531
Use of PY'25 Allocation (Youth available 4/1/25)			\$14,593		\$14,593
Member Government Support	\$0	\$0			\$0
Total Funding	\$520,910	\$510,514	\$511,298	\$177,110	\$1,719,832
<u>Expenses</u>	ADULT	DW	YOUTH	OTHER	TOTAL
Eckerd Connects Youth			\$400,000		\$400,000
Eckerd Connects Adult/DW	\$320,000	\$100,000		\$56,970	\$476,970
SC Works Operator	\$117,910	\$12,090			\$130,000
SC Works Center Costs (MOU)	\$60,801	\$6,234			\$67,035
SLRCOG Admin	\$23,694	\$20,219	\$16,192		\$60,105
SLRCOG Program A/E	\$139,164	\$118,759	\$95,106	\$120,140	\$473,169
Transfers between programs	-\$190,000	\$190,000			\$0
Total Expenses	\$471,569	\$447,302	\$511,298	\$177,110	\$1,607,279
Balance/Unobligated Funds	\$49,341	\$63,212	\$0	\$0	\$112,553



Chairman Edwards called for a motion to approved the PY2024 budget as presented. **A motion was made by Mr. Calvin Leiter and seconded by Ms. Gail Lemmon** (Vice-Chairman). **There being no discussion, Chairman Edwards called for the vote. All were in favor and the motion passed unanimously.**

IX. Chairman's Comments

Chairman Edwards expressed gratitude to all attendees for joining the meeting and for their participation in the discussions. He invited additional comments and/or information from the Board. Dr. Vanessa Canty shared information on her graduates from Sumter Adult Education. She anticipates 100 graduating by the end of the June. Ms. Clark also congratulated Ms. Debra Young on her retirement from Telamon Corporation and thanked her for her service on the Board and as an SC Works Partner.

X. Adjournment

The Santee-Lynches Workforce Development Board of Directors' meeting was adjourned at 5:41PM.

Recorded by,

Shala Dinkins, Administration Assistant
Santee-Lynches Regional Council of Governments