

**SANTEE-LYNCHES WORKFORCE
DEVELOPMENT BOARD
SC WORKS COMMITTEE MEETING
Monday, August 21, 2017 - 8:30 AM
SANTEE-LYNCHES REGIONAL COG
2525 CORPORATE WAY, SUITE 200
SUMTER, SC 29154
MINUTES**

Members Present:

Bobby Anderson, Chairman, Nicole Gardner, George General

Members Absent:

John Hornsby (Excused), Sam Lowery (Excused), Janice Poplin (Excused),

Workforce Development Staff Present:

Areatha Clark – Workforce Development Director

Esmonde Levy –Workforce Development Manager

Brenda Cooper – Workforce Development Coordinator

April Barr – SC Works Case Manager

Cassandra Sheriod – SC Works Case Manager

Becky Minegar – Santee-Lynches Regional Council of Governments Administrative Assistant

Guest:

Ray Jackson – SC Works Operator, Eckerd Workforce Development

I. Welcome:

Mr. Bobby Anderson, Chairman welcomed the committee members and called the Santee-Lynches Workforce Development Board's SC Works Committee Meeting to order at 8:34 AM. A quorum was present.

Ms. Areatha Clark, Workforce Development Director introduced Mr. Ray Jackson, the new SC Works Operator. She also introduced new committee member Ms. Nicole Gardner; two new Case Managers, Ms. April Barr and Ms. Cassandra Sheriod; and Ms. Brenda Cooper, Workforce Development Coordinator. Mr. Anderson asked Committee Members to introduce themselves.

II. Approval of Minutes (M):

Chairman Bobby Anderson called for a motion to approve the minutes from March 16, 2017. A Motion was made by Mr. George General and seconded by Ms. Nicole Gardner. There were no revisions to the minutes; all were in favor and the Motion passed unanimously.

III. SC Works Performance Update:

Ms. Areatha Clark, Workforce Development Director, reviewed the SC Works Performance Report: Year End Review for Program Year 2016 (July 1, 2016 – June 30, 2017). She reported SC Works served 848 participants (active and follow-up) in the WIOA program. Ms. Clark stated \$426,035 was spent in Training and Supportive Services with \$121,961 in Kershaw/Lee Counties and \$304,074 in Clarendon/Sumter Counties. There were 150 participants who received training and supportive services with thirty-seven (37) being from Kershaw/Lee Counties and one hundred thirteen from Clarendon/Sumter Counties. Ms. Clark indicated they had twenty-two (22) Work Experience contracts in the fields of welding, engineering graphics, automotive, machine tool, and mechatronics, with \$47,030 being paid directly to students. Ms. Clark shared a success story from Kershaw County – Anthony Stratford. Mr. Stratford graduated with his Mechatronics Degree at the beginning of August. BD hired him at \$24/hr. in July before he finished his degree. Ms. Clark stated fifty-three (53) On-the-Job Training (OJT) contracts were secured with \$160,171 in OJT training dollars reimbursed to employers. Ms. Clark then stated \$10,000 was earned for engaging 449 new businesses, the State goal was 376. Ms. Clark reported there was a total of 1,020 validated job placements, with the Case Managers and other staff in the SC Works System working together.

The Program Year 2017 (July 1, 2017 – June 30, 2018) Performance Report through August 15, 2017 was also briefly reviewed. To date, 567 participants are being served. Training and Supportive Services dollars total to \$7,953 for 28 participants attending training. \$16,834 has been obligated for 13 OJT contracts and 101 SC Works customers have gone to work.

A discussion ensued concerning training sites for students to do their clinicals in the medical field and the need to have enough sites so students don't have to wait 1-2 months after completing their classroom portion of training.

It was then discussed creating an Apprenticeship Program to give students an opportunity to be trained while they are on the job and it gives an incentive to the employer. A suggestion was creating an Apprenticeship Program for plumbers and HVAC. Ms. Clark stated she would like to have Apprenticeship Carolina come speak at one of the Workforce Development Board meetings. Ms. Clark explained apprenticeship is now big with WIOA and there are many opportunities that could be created with apprenticeship grant funding. It was suggested to use Palmetto Training to create an Apprenticeship Program. It was then discussed how important Soft Skills Training is. Ms. Clark stated that many Training Providers are now implementing Soft Skills Training into their curriculums.

Discussion concerning how to get a different clientele to come into the centers was held. The discussion centered on how to change the mindset of customers that utilizes SC Works to one that understands that SC Works is not the unemployment office and the goal is to assist customers in finding employment.

A brief discussion was held regarding Incumbent Worker Training (IWT) funds and the connections to employers utilizing the system. It was agreed that there should be some type of criteria put in place for employers receiving IWT funding, taking into consideration their utilization of SC Works.

IV. Financial Report

Mr. Esmonde Levy provided a Year in Review financial update for SC Works Expenditures for PY'16 through June 30, 2017:

Mr. Levy stated all state requirements have been met and there was carryover funds available for operations for the first quarter of PY'17.

Chart 1: Program Year 2016 Adult Financial Data – Program Funds (Including Transfers)

- SC Works spent \$585,346 (total grant amount)

Chart 2: Program Year 2016 Dislocated Worker Financial Data – Program Funds (Including Transfers)

- SC Works spent \$359,451 of \$410,000 (grant amount), which left a balance of \$50,549. Ms. Clark added that there were several transfers totaling \$230,000 that assisted with DW expenditures.

Mr. Levy then provided financial update for PY'17 as of July 31, 2017:

Mr. Levy explained that only a percentage of the new year's funding is received in the first quarter of every year. The total contract funds include the first quarter allocation and carryover from PY'16.

Chart 1: Program Year 2017 Adult Financial Data – Program Funds

- SC Works spent \$29,962 of \$97,508 (carryover from PY'16 plus percentage from 1st Quarter of PY'17 funding), which leaves a balance of \$67,546. It is anticipated that Santee-Lynches will receive \$712,510 total funding after October 1, 2017.

Ms. Areatha Clark stated other Local Areas lost funding in Adult and Dislocated Worker but, this area did not.

A discussion ensued concerning how the unemployment rate is currently very low in several counties in the region and also how unemployment rates are computed/reported. Ms. Clark stated the unemployment numbers does not include person that is not looking for a job for seven consecutive days - they are dropped out of the rate.

It was then discussed how to get the manufacturing companies to come to the table and invest in helping the board create initiatives that will build a qualified workforce. It was suggested to focus more on small businesses for IWT and the common types of needs for small businesses.

Chart 2: Program Year 2017 Dislocated Worker Financial Data – Program Funds

- SC Works spent \$5,627 of \$134,031 (carryover from PY'16 plus percentage from 1st Quarter of PY'17 funding), which leaves a balance of \$128,404. It is anticipated that Santee-Lynches will receive \$613,111 total funding after October 1, 2017.

The question was asked, what are the qualifications to be determined a Dislocated Worker? Ms. Clark explained the is laid off due to no fault of their own due to a mass layoff or closure

and/or is unlikely to return to that occupation or industry. Ms. Clark stated they have had access to a website through the unemployment system and have targeted those customers to get them back to work. Ms. Clark also stated it's been very difficult to get some of the long-term unemployed customers to come into the centers to take advantage of the services.

V. SC Works Certification

Ms. Areatha Clark stated the SC Works Centers will now have to be SC Works certified in accordance with standards set by the State. Ms. Clark provided the SC Works Certification Standards handout which explains what the standards that the State will be looking at to put in place and what we'll be measured against. There are Management Standards, Job Seeker Standards and Employer Standards that must be met. Ms. Clark then stated the first year the State will certify the Comprehensive Center in Sumter. An initial assessment of where we are in terms of each of the standards must be completed and submitted to the State no later than September 30th. Ms. Clark briefly reviewed each of the Standards with the committee. She added that once the initial internal evaluation is completed those findings will be presented to the SC Works Committee. Ms. Clark then stated they have until January 2018 to become certified as an SC Works Center. The Satellite Center in Camden will be the next to be certified.

It was suggested to provide a flow chart reflecting the levels of services to customers and the resources made available to them through SC Works and coordinating partners.

VI. Other Business

None

VII. Adjournment

The meeting was adjourned at 9:43 AM.

Recorded by,

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