

**SANTEE-LYNCHES WORKFORCE
DEVELOPMENT BOARD MEETING**

Tuesday, June 19, 2018 - 5:00 PM

Central Carolina Technical College
Advanced Manufacturing Technology Center
853 Broad Street, Room A530
Sumter, SC 29150

MINUTES

Members Present:

Clarendon – Robert Edwards

Kershaw – Renee Baker, Nicole Gardner, Meron Garedew, John Hornsby, Peggy McLean

Lee – George General (Chairman), Annette Karlinsky

Sumter – Bobby Anderson (Vice-Chairman), Janice Poplin, Elizabeth Williams

Members Absent:

Clarendon – Christine Edwards (Excused), Richmond Jones (Excused)

Kershaw – Teresa Justice (Excused)

Lee – Zina Wright (Excused)

Sumter – Ashton Elmore (Excused), Calvin Hastie, Sr. (Excused), Victoria Johnson (Excused), Sam Lowery, Jerome Robinson, Sharon Teigue

Staff Present:

Areatha Clark, Workforce Development Director

Esmonde Levy, Workforce Development Manager

Steve Berger, SC Works Business Services Lead

Christopher McKinney, SLRCOG Executive Director

Becky Minegar, SLRCOG Administrative Assistant

Guests:

Tamara Wise, Eckerd Connects - Workforce Development (Youth)

Ray Jackson, SC Works Operator, Eckerd Connects - Workforce Development

Matt Fields, Eckerd Connects – Workforce Development

Brian Alston, SC Department of Employment and Workforce (SCDEW)

Adam Wagoner, SC Department of Employment and Workforce (SCDEW)

Summer Rigby, SC Vocational Rehabilitation, Kershaw County

Emily Catoe, SC Vocational Rehabilitation, Kershaw County

I. Welcome and Call to Order:

The Santee-Lynches Workforce Development Board of Directors (WDB) Meeting was called to order by Chairman George General at 5:00 PM. A quorum was present. Chairman General entertained a Motion to approve the Agenda.

A motion was made by Ms. Janice Poplin 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.** Vice-Chairman Bobby Anderson provided the invocation and Chairman General led the Pledge of Allegiance. Ms. Areatha Clark, Workforce Development Director introduced staff and guests.

Chairman General entertained a Motion to approve the Workforce Development Board (WDB) Meeting Minutes of May 22, 2018. **A motion was made by Mr. John Hornsby and seconded by Ms. Elizabeth Williams.** There being no discussion, Chairman General called for the vote. **All were in favor and the motion passed unanimously.**

II. Report for the Santee-Lynches Regional COG Executive Director

Mr. Christopher McKinney, Executive Director, Santee-Lynches Regional Council of Governments updated the board members of why the Workforce Board is vital. Mr. McKinney stated he has met with school superintendents in our region. He suggested to get children ages 4-6 more involved and ready for the workforce. He also suggested to partner with local government and local businesses to provide a stipend for 3rd and 4th graders and for every elementary school to apply for a grant to purchase lego kits, tshirts, food, etc. as an innovative way for children to learn math and science and why it is important. The intent is to build momentum.

Mr. McKinney also stated we need to reshape our communities and get in front of the barriers that are keeping individuals out of the workforce. **In meeting with the COG's Workforce Development Staff, it was determined that we need to rebrand our message and promote "breaking barriers to employment" in an effort to encourage more customers to take advantage of our services.**

A discussion ensued regarding the STEM Festival that is scheduled for Saturday, October 6, 2018. It was suggested the Workforce Development Board be visible during this festival. It was also suggested to develop a focus group to create ideas for board participation at the festival. Mr. Bobby Anderson, Ms. Janice Poplin, Mr. Bob Edwards and Mr. Chris McKinney volunteered to serve on the focus group. Chairman General offered his assistance as well if needed.

Mr. McKinney provided comments on the board taking a more regional approach and thinking regionally. We need to put aside county lines and find common ground to work and think collectively.

Ms. Areatha Clark asked Mr. McKinney to talk about the Opioid Summit. Mr. McKinney explained key players in our region were invited to attend a working session concerning the Opioid problem and develop a Task Force. Mr. McKinney stated Santee-Lynches RCOG will collect data and display it so everyone in the region is aware of the problems each county is facing with this issue. He also stated there will be an educational campaign in the schools, work places, etc. and a video will be placed on social media to assist with tackling this epidemic.

III. Reports

Reports were received as presented. A brief update was provided by Ms. Tamara Wise regarding their first Summer Enrichment Workshop that was held at F. E. Dubose Career Center. Board Member Robert Edwards and another member of his HR staff participated on a panel at the workshop. Mr. Steve Berger also provided an update on the number of employers (approximately 70) and over 500 job seekers to attend the Sumter Job Fair on May 23rd.

IV. Presentation of Proposed 2018 Budget (M)

Mr. Esmonde Levy reported on Program Year 2018 Proposed Budget Information. Mr. Levy stated that the local area has not received an actual Notice of Funds Allocation (NFA) from the State. However, official notification has been received via email from the State.

Mr. Levy reported that based on official information received from the State, our region should anticipate an overall reduction of \$180,461 over three funding streams, an 8.8% overall reduction from the PY'17 Allocation.

- \$46,179 reduction in Adult Funds (6.5% reduction from the PY'17 Allocation)
 - \$58,862 reduction in Youth Funds (8.2% reduction from the PY'17 Allocation)
- \$75,420 reduction in Dislocated Worker Funds (12.4% reduction from the PY'17 Allocation)

Program Year 2018 Budget Assumptions

- Current Program Year 2017 service providers would not utilize all of their current funding.
 - Maintain some PY'17 funds to carry into PY'18 for the 1st Quarter of that year.

Mr. Levy reported on the WIOA Program Allotments for Program Year 2018:

- Adult - \$662,074
- Dislocated Worker - \$534,156
- Youth - \$663,265
- Total Allocation - \$1,859,495

Mr. Levy then presented the PY'18 Proposed Budget. He stated that he would not have the carryover amount for each funding stream until after the end of the fiscal year (after June 30, 2018).

Mr. Levy provided a comparison of PY'17 and PY'18 WIOA Program Allotments:

WIOA Program Allotments for Program Year 2018				
PY 2018	Adult	Youth	Dislocated Worker	Total
State Total	\$12,570,393	\$13,017,374	\$15,513,622	\$41,101,389
Local Distribution	85.00%	85.00%	70.00%	
	\$10,684,834	\$11,064,768	\$10,859,535	\$32,609,137
Santee-Lynches	\$662,074	\$663,265	\$534,156	\$1,859,495
% of State Distribution	6.20%	5.99%	4.92%	5.70%
WIOA Program Allotments for Program Year 2017				
PY 2017	Adult	Youth	Dislocated Worker	Total
State Total	\$14,080,837	\$14,636,640	\$16,310,315	\$45,027,792
Local Distribution	85.00%	85.00%	70.00%	
	\$11,968,711	\$12,441,144	\$11,417,221	\$35,827,076
Santee-Lynches	\$716,101	\$725,821	\$616,201	\$2,058,123
% of State Distribution	5.98%	5.83%	5.39%	5.74%

Santee-Lynches Workforce Development PY'18 Budget Proposal						
	ADULT		DW		YOUTH	TOTAL
PY'17 Carryover Program PROJECTED	\$54,017		\$97,172		\$53,921	\$205,110
PY'17 Carryover Admin PROJECTED	\$37,291		\$25,898		\$61,378	\$124,567
PY'18 Allocation Program	\$595,867		\$480,740		\$596,939	\$1,673,546
PY'18 Allocation Admin	\$66,207		\$53,416		\$66,326	\$185,949
Total Projected Funding PY'18	\$753,382		\$657,226		\$778,564	\$2,189,172
CONTRACTS						
	ADULT		DW		YOUTH	TOTAL
PYC	\$0		\$0		\$600,000	\$600,000
SCWorks	\$500,000		\$400,000		\$0	\$900,000
SLRCOG Admin	\$50,045		\$49,475		\$40,710	\$140,230
SLRCOG Program A/E	\$97,240		\$83,350		\$97,240	\$277,830
SC Works Operator	\$80,075		\$34,318		\$0	\$114,393
SC Works Operator Admin	\$3,925		\$1,682		\$0	\$5,607
Contracted Monitoring Svcs	\$3,334		\$3,333		\$3,333	\$10,000
Total Contracts	\$734,619		\$572,158		\$737,950	\$2,048,060
Balance Unobligated Funds	\$18,763		\$85,068		\$40,614	\$144,445

Mr. Levy then explained that by awarding contracts in the amounts indicated, the 80% obligation rate and 75% expenditure rate requirements will be met for the Program Year.

Ms. Clark added the carryover funds are not available because we won't know what the carryover will be until all expenses are turned in. She then added the carryover amount will be reported at the August board meeting via an updated budget.

A discussion ensued concerning the 8.8% reduction over last program year. Ms. Clark stated the State originally thought that there would be an increase in the allocation. However, final information received from the Department of Labor reflected a decrease instead for all funding streams. Mr. Brian Austin added that Santee-Lynches did not receive as large of a cut as several other local areas. He added that the larger workforce areas received the biggest decrease in funding. Mr. Austin and Ms. Clark stated the State looks at various characteristics of the local area (unemployment rate, population size, barriers, etc.) to determine the amount of funding each local area would receive.

Ms. Clark added a contractor will be hired for monitoring services for more accountability and that reports will be made available to the Board at least twice during the program year.

Chairman General entertained a Motion to approve the PY'18 Proposed Budget. **A Motion was made by Mr. Bobby Anderson to approve the PY'18 Proposed Budget and seconded by Ms. Janice Poplin.** There being no discussion, Chairman General called for the vote. **All were in favor and the motion passed unanimously.**

V. Other Business

Ms. Areatha Clark announced that the State Workforce Development Board issued a notice of funding opportunity for Workforce Innovation Grants. The Santee-Lynches and Upstate Workforce Development Areas have partnered on a project called “Capacity Building for Inclusion.” This opportunity seeks to show how partnerships between local Workforce Development Boards and Centers for Independent Living are an innovative approach to improve employment options and outcomes for individuals with disabilities in South Carolina. Able South Carolina will join forces with both boards for this Project in order to improve the utilization and quality of the services offered to youth and adults with disabilities in their communities, as well as the knowledge and attitudes of employers regarding disabilities. Ms. Clark added that they have received news that their grant made the final cut and they would be presenting on the grant this coming Friday, June 22nd. Cost Savings to the Santee-Lynches RCOG and Workforce Development Board is \$15,000 in salary and fringes over a two-year period.

VI. Chairman's Comments

Chairman General encouraged board members to join a committee. He asked Ms. Clark to forward information on the committees to the board member again.

VII. Adjourn

There being no further business, the Santee-Lynches Workforce Development Board Meeting was adjourned at 6:03 PM.

Recorded by,

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