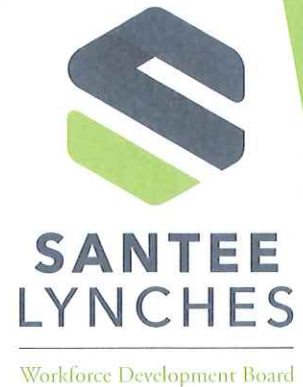


SANTEE-LYNCHES WORKFORCE
DEVELOPMENT BOARD MEETING
Tuesday, August 28, 2018 - 5:00 PM
Central Carolina Technical College
Advanced Manufacturing Technology Center
853 Broad Street, Room A530
Sumter, SC 29150



MINUTES

Members Present:

Clarendon – Christine Edwards, Robert Edwards, Richmond Jones
Kershaw – Nicole Gardner, John Hornsby
Lee – George General (Chairman), Annette Karlinsky, Zina Wright
Sumter – Bobby Anderson (Vice-Chairman), Calvin Hastie, Sr., Sharon Teigue, Elizabeth Williams

Members Absent:

Kershaw – Renee Baker (Excused), Meron Garedeu (Excused), Teresa Justice, Peggy McLean
Sumter – Ashton Elmore (Excused), Victoria Johnson (Excused), Sam Lowery, Janice Poplin (Excused), Jerome Robinson

Staff Present:

Areatha Clark, Workforce Development Director
Esmonde Levy, Workforce Development Manager
Steve Berger, SC Works Business Services Lead
Becky Minegar, SLRCOG Administrative Assistant

Guests:

Amanda Wagner, Eckerd Connects – Workforce Development (Youth)
Caroline Rogerson, Eckerd Connects - Workforce Development (Youth)
Eric Haddocks, Eckerd Connects – Workforce Development
Ray Jackson, SC Works Operator, Eckerd Connects - Workforce Development
Brian Alston, SC Department of Employment and Workforce (SCDEW)
Michelle Paczynski, SC Department of Employment and Workforce (SCDEW)
Stewart Kidd, Kershaw County Economic Development
Forrest Hamrick, Able South Carolina

I. Welcome and Call to Order:

The Santee-Lynch Workforce Development Board of Directors (WDB) Meeting was called to order by Chairman George General at 5:07 PM. A quorum was present. Chairman General entertained a Motion to approve the Agenda. A motion was made by Ms. Annette Karlinsky and seconded by Mr. Calvin Hastie, Sr. There being no discussion, Chairman General called for the vote. All were in favor and the motion passed unanimously.

Mr. Calvin Hastie, Sr. 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 June 19, 2018. A motion was made by Mr. Calvin Hastie, Sr. and seconded by Ms. Nicole Gardner. 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
NA

III. Reports:
WIOA Report

Ms. Areatha Clark reported on WIOA 3 Year review. Ms. Clark announced through the efforts of our case managers and the funding cuts, we were still able to exceed our enrollment levels.

	Program Year 2015 July 1, 2015 – June 30, 2016 Reporting Period: Entire Year	Program Year 2016 July 1, 2016 – June 30, 2017 Reporting Period: Through 5/10/2017	Program Year 2017 July 1, 2017 – June 30, 2018 Reporting Period: Through 6/30/2018
SC Works # of WIOA Participants Served			
Carry Over Participants	193	99	81 Clarendon: 8, Sumter: 48, Kershaw: 15, Lee: 6, Other: 4
New Participants Enrolled	231	344	345 Clarendon: 43, Sumter: 213, Kershaw: 59, Lee: 24, Other: 6
Participants in Follow-Up	697	335	398
Total Served (Active & Follow-Up)	1121	778	824
SC Works Training & Supportive Services			
Training Services Expenditures	\$280,511 Clarendon/Sumter: \$205,416 Kershaw/Lee: \$75,095	\$280,533 Clarendon/Sumter: \$203,130 Kershaw/Lee: \$77,403	\$372,950 Clarendon/Sumter: \$300,623 Kershaw/Lee: \$72,327
Supportive Services Expenditures	\$147,594 Clarendon/Sumter: \$105,776 Kershaw/Lee: \$41,818	\$119,683 Clarendon/Sumter: \$85,724 Kershaw/Lee: \$33,959	\$102,335 Clarendon/Sumter: \$69,869 Kershaw/Lee: \$32,466
# of Participants Receiving Training and/or Supportive Services	136 Clarendon/Sumter: 84 Kershaw/Lee: 52	150 Clarendon/Sumter: 113 Kershaw/Lee: 37	200 Clarendon/Sumter: 119 Kershaw/Lee: 81
Work Experience Contract Dollars	\$35,295 Clarendon/Sumter: \$27,940 Kershaw/Lee: \$7,355	\$54,595 Clarendon/Sumter: \$46,365 Kershaw/Lee: \$8,230	\$37,730 Clarendon/Sumter: \$14,670 Kershaw/Lee: \$23,060

Work Experience Contracts	18	22	8
On-the-Job (OJT) Training Dollars	\$148,100 Clarendon/Sumter: \$63,243 Kershaw/Lee: \$84,857	\$154,696 Clarendon/Sumter: \$95,508 Kershaw/Lee: \$59,188	\$87,505 Clarendon/Sumter: \$48,058 Kershaw/Lee: \$39,447
OJT Contracts	70	45	38

Ms. Clark stated we only receive a small portion of funding in the first quarter of the program year and have just received our NFA (Notice of Funds Allocation) for the 1st quarter of PY18. The local area has been operating on carryover funds until receipt of the NFA, which meant we had to put a hold on the number of new participants we put in training. Ms. Clark explained the importance of having carryover funds – which allows for continued service delivery in the region.

Ms. Clark provided the SC Works Report for the period (July 1, 2018 – June 30, 2019), reporting period thru August 27, 2018) for Program Year 2018. She reported SC Works has served 171 participants in the WIOA program who are either active or receiving follow-up services. SC Works has currently spent \$87,950 in training dollars and \$16,430 in supportive services dollars with 54 participants receiving training and/or supportive services. Ms. Clark then reported they have four (4) Work Experience Contracts currently in place and have obligated \$13,508 in Work Experience dollars. There is currently one (1) On-the-Job Training (OJT) contract with \$1,242 dollars obligated.

Ms. Clark then provided an update on the procurement process. The Request for Qualifications (RFQ) for Title I WIOA Adult and Dislocated Worker Services was released August 3, 2018 with the due date of August 31, 2018. The Request for Proposal is planned to be released September 6, 2018 with the due date of October 26, 2018. The Rating and Ranking Process will be early to mid-November 2018 and then presented to the full Workforce Development Board for approval November 27, 2018. The contract will go into effect July 1, 2019.

SC Works Operator Report

Mr. Ray Jackson provided the SC Works Operator report (July 1, 2017 – June 30, 2018). He reported the SC Works Centers registered a total of 2,934 new participants, 8,198 individuals logged into the SCWOS System, 15,572 total distinct individuals received services, 921,210 total number of services were provided to individuals. He stated 1,428 internal job orders were created, 20,826 internal job referrals, and 29,862 total number of services provided to employers.

Mr. Jackson then reported the June 2018 unemployment rate for South Carolina is 3.6% with 5.10% in Clarendon County, 3.80% in Kershaw County, 5.10% in Lee County, and 4.40% in Sumter County.

Mr. Jackson shared outreach opportunities:

- Mayewood Middle School
- Hillcrest Middle School
- Lakewood High School
- United Way
- Sumter High School
- Migrant Seasonal Farm Worker

SC Works Monthly Pre-Release Orientation Sessions:

- Wateree River Correctional Institution
- Lee Correctional Institution
- Turbeville Correctional Institution

Additional

- 2018 South Carolina Farm Workers Institute
- Back to Work – Job Readiness Boot Camp
- Airman & Family Readiness Center (Shaw AFB)

Mr. Jackson stated SC Works participated in multiple job fairs and explained there were a total of 1,078 placements and 81 total hiring events held last program year.

Youth Report

Ms. Amanda Wagner, Eckerd Connects - Workforce Development, reviewed their Youth Performance Report for PY'17 through the period of June 30, 2018. Ms. Wagner stated they served 126 new participants by the end of the fiscal year with a total of 180 served total (including carryover participants) - which puts them over their goal of 155. She reviewed the Performance Outcomes: 74 Measurable Skill Gains, 33 GEDs & Diplomas, 48 Occupational Credentials, and 96 Placements. Ms. Wagner reported they had over 10,300 hours of hands on training completed in the Work Experience Program, 51 Work Experience Contacts were written, 99 Career Smart completers, and 43 WorkKeys Credentials.

Ms. Wagner then shared information on their Summer Enrichment Series:

- 54 Leadership Development Activities Delivered
- 108 Hours of Enrichment
- Significant Board and COG support, including Attorney Hastie, Bob Edwards, and Christopher McKinney
- Topics included:
 - Leadership Development
 - Personal Safety and Self Defense
 - Legal Rights Seminar
 - HR Panel Offering Inside Tips to Hiring and Entrepreneurship

Ms. Wagner announced the new name/logo for Palmetto Youth Connections as Eckerd Connects Workforce Development.

Ms. Wagner then reported on PY'18 through period of July 31, 2018. Ms. Wagner stated they have 15 new enrollments, 9 active Work Experience students, completed 7 Fork Lift Certificates, 11 Career Smart completions. Ms. Wager introduced Ms. Caroline Rogerson as the new Program Manager, Eric Haddock as the new Regional Manager, and Jasmine Fields, Career Coach in Kershaw County.

Financial Report

Mr. Esmonde Levy provided Year in Review financial update for Adult, Dislocated Worker, and Youth Expenditures for PY'17 through June 30 2018. Mr. Levy explained that at the beginning of the year goals are set to ensure that local

and State financial requirements will be met for the program year. Mr. Levy briefly explained how the monthly goal is calculated to ensure that required expenditure rates are met by the end of the program year, which is takes the grant amount times the projected goal of 85% then divide by 12 - which gives you the amount that must be spent per month to reach the 85% expenditure goal. He also provided comparison reports for each funding stream for Program Years 2016 and 2017 year-to-date.

Chart 1: Program Year 2017 Adult Financial Data – Program Funds (Including Transfers)

- SC Works spent \$586,292 of \$586,292 (grant amount), which leaves a balance of zero.
- SC Works Operator spent \$68,363 of \$80,075 (grant amount), which leaves a balance of \$11,712.
- Santee-Lynches RCOG – A/E spent \$86,558 of \$94,455 (grant amount), which leaves a balance of \$7,897.

Chart 2: Two Year (Program Year 2016 and Program Year 2017) Comparison of the SC Works Adult Operator Only

- As of June 30, 2018 SC Works spent \$586,292 of \$586,292 (grant amount) and in June 2017, SC Works spent \$585,346 of \$585,346 (this includes a transfer). Mr. Levy stated SC Works staff are working with less money but serving more customers.

Chart 3: Program Year 2017 Dislocated Worker Financial Data – Program Funds (Including Transfers)

- SC Works has spent \$392,185 of \$400,000 (grant amount), which leaves a balance of \$7,815.
- SC Works Operator has spent \$30,269 of \$34,318 (grant amount), which leaves a balance of \$4,049.
- Santee-Lynches RCOG – A/E spent \$84,452 of \$94,581 (grant amount), which leaves a balance of \$10,129.

Chart 4: Two Year (Program Year 2016 and Program Year 2017) Comparison of the Dislocated Worker Operator Only – (Including Transfers)

- As of June 30, 2018 SC Works spent \$392,185 of \$400,000 (grant amount – which includes the transfer) and as of June 30, 2017 SC Works spent \$359,451 of \$410,000 (grant amount – which includes a transfer).

Chart 5: Program Year 2017 Youth Financial Data – (Program Funds only)

- Eckerd Connects Workforce Development spent \$596,671 of \$600,000 (grant amount), which leaves a balance of \$3,329.
- Santee-Lynches RCOG – A/E spent \$69,814 of \$69,814 (grant amount), which leaves a balance of zero.

Chart 6: Two Year (Program Year 2016 and Program Year 2017) Comparison of the Youth Finance Operator Only

- As of June 30, 2018 Eckerd Connects Workforce Development spent \$596,671 of \$600,000 (grant amount) and in June 2017 Eckerd Connects Workforce Development spent \$571,692 of \$600,000.

Mr. Levy stated all state requirements were met and there were carryover funds remaining for the first quarter of PY'18.

Mr. Levy then provided Program Year 2018 financial update as of July 31, 2018.

Chart 7: Program Year 2018 Adult Financial Data as of 7/31/2018– Carryover Funds (does not include the allocation for PY'18)

- SC Works A/E spent \$4,138 of \$33,410

- SC Works Operator spent \$34,031 of \$95,118

Chart 8: Program Year 2018 Dislocated Worker Financial Data as of 7/31/2018- Carryover Funds (does not include the allocation for PY'18)

- SC Works A/E spent \$3,561 of \$29,926
- SC Works Operator spent \$11,076 of \$101,038

IV. Special Presentation

Ms. Clark stated 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.

Mr. Forrest Hamrick, Able South Carolina provided a special presentation. Mr. Hamrick gave an overview of Able South Carolina. He stated they are the Center for Independent Living serving 23 counties in South Carolina. They are community-based, consumer driven, cross-disability, and a Nonprofit 501 (c)(3). He then stated their philosophy emphasizes consumer control, the idea that people with disabilities are the best experts on their own needs. Their thoughts and opinions matter, especially when it concerns their own lives. They should be able to make decisions for themselves on how they live, work and take part in the community, particularly in reference to services that affect their day-to-day lives and access to independence. All services are free and there is no age requirement.

There are five (5) Core Services:

- Information & Referral
- Independent Living Skills
- Peer Support
- Advocacy
- Transition Services

Additional Services:

- Employment
- Youth/Young Adult Transition
- Assistive Technology
- Healthcare Navigation
- Outreach
- Professional Trainings
- ADA Assessments
- Website Accessibility Testing
- Benefits Counseling
- Supported Decision Making Counseling
- Sexual/Domestic Violence Support

V. Chairman's Comments

Chairman General encouraged board members to join a committee. Ms. Clark added the month of October is Disabilities Awareness month and the Individuals with Disabilities Committee is seeking ways to partner with community agencies on activities occurring in October. Ms. Clark also added that a copy of PY'18 meeting schedules for the Workforce Development Board and Committees are provided. She also encouraged board members to join a committee.

VI. Adjourn

There being no further business, the Santee-Lynches Workforce Development Board Meeting was adjourned at 6:25 PM.

Respectfully Submitted,



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