



Santee-Workforce Development Board Meeting
Tuesday, October 23, 2018 - 5:00 PM
Central Carolina Technical College
Advanced Manufacturing Technology Training Center
853 Broad Street, Room A140
Sumter, SC 29150

MINUTES

Members Present:

Clarendon – Christine Edwards, Robert Edwards
Kershaw – Nicole Gardner
Lee – George General (Chairman), Annette Karlinsky, Zina Wright
Sumter – Bobby Anderson (Vice-Chairman), Calvin Hastie, Sr., Janice Poplin, Elizabeth Williams

Members Absent:

Clarendon – Richmond Jones
Kershaw – Renee Baker (Excused), Meron Garedew (Excused), John Hornsby (Excused), Teresa Justice (Excused), Peggy McLean (Excused)
Sumter – Ashton Elmore (Excused), Victoria Johnson (Excused), Sam Lowery, Jerome Robinson, Sharon Teigue (Excused)

Staff Present:

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

Guests:

Amanda Wagner, Eckerd Connects – Workforce Development
Eric Haddock, Eckerd Connects – Workforce Development
Ray Jackson, SC Works Operator, Eckerd Connects - Workforce Development
Stewart Kidd, Kershaw County Economic Development
Summer Rigby, SC Vocational Rehabilitation, Kershaw County
Emily Catoe, SC Vocational Rehabilitation, Kershaw County
Sharon Vaughn, Telamon Corporation
Brenda Golden, SC Department of Commerce

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 5:04 PM. A quorum was present.

A. **Adoption of Agenda**

Chairman General entertained a Motion to approve the Agenda. **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.**

B. **Invocation**

Mr. Calvin Hastie, Sr. provided the invocation.

C. **Pledge of Allegiance**

Chairman General led the Pledge of Allegiance.

D. **Introduction of Guests**

Mr. Esmonde Levy, Workforce Development Manager, introduced staff and guests.

E. **Approval of Meeting Minutes – August 28, 2018**

Chairman General entertained a Motion to approve the Workforce Development Board (WDB) Meeting Minutes of August 28, 2018. **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.**

2. **Report for the Santee-Lynches Regional COG Executive Director**

Mr. Christopher McKinney, Executive Director, Santee-Lynches Regional Council of Governments thanked the board members for keeping the Workforce Board alive, active and relevant. Mr. McKinney explained with the closeout of PY17 a year an annual report was produced reflecting performance for case managers [Adult and Dislocated Worker Services] and the Youth Program [operated by Eckerd Workforce Development]. Out of the eight categories they exceeded seven of their goals and the eighth goal they scored 91% (which met the goal). He then added Santee-Lynches is the least staffed in the State of South Carolina and serves 500 – 800 clients per year.

Mr. McKinney stated he has been working with the school board in Sumter on how to make our schools more relevant and to produce students who are ready for the workforce. Additional information will be forthcoming as the process progresses.


It was reported that the Workforce Development department applied for and has received Technology Grant from the State. With this grant SC Works in Sumter and Camden will be getting all new computers, monitors, software and two greeter kiosks in each center. Case Manager staff computers and laptops are being replaced as well through this grant. Ms. Clark added the grant award was \$103,900.

A discussion ensued concerning available transportation grants for the region. Mr. McKinney added Santee-Lynches RCOG has a Technical Support Agreement with Santee-Wateree RTA to evaluate and help them address transportation needs across our four- county region, to include transporting clients to and from work. Mr. McKinney stated the suspense date for a viable plan is July 2019.

3. Reports:

WIOA Report

Ms. Areatha Clark reported on the WIOA Adult and Dislocated Worker program. A comparison review completed for the same period for PY'17 and PY'18. Ms. Clark stated that carryover customer numbers remain around the same, as many of the participants come in for short term training and are placed into immediate employment. New enrollments are slightly behind from last year due to lack of funding to serve new customers. Ms. Clark added that if participants have to go on a waiting list and are not be able to go to training immediately many of them lose interest and leave the program.

		
	Program Year 2017	Program Year 2018
	(July 1, 2017 - June 30, 2018)	(July 1, 2018 - June 30, 2019)
	Reporting Period thru 10/12/2017	Reporting Period thru 10/12/2018
SC Works # of WIOA Participants Served		
Carry Over Participants	81 - Clarendon: 8, Sumter: 48, Kershaw: 15, Lee: 6, Other: 4	89 - Clarendon: 7, Sumter: 63, Kershaw: 10, Lee: 3, Other: 6
New Participants Enrolled	91 - Clarendon: 6, Sumter: 56, Kershaw: 19, Lee: 8, Other: 2	77 - Clarendon: 10, Sumter: 49, Kershaw: 15, Lee: 3
Follow-Up	430	400
Total Served	602	566
SC Works Training and Supportive Services Dollars		
Training Dollars Spent	\$30,544	\$160,513
	Kershaw/Lee - \$2,582 Clarendon/Sumter - \$27,962	Kershaw/Lee - \$29,826 Clarendon/Sumter - \$130,687
Supportive Services Dollars Spent	\$15,897	\$32,087
	Kershaw/Lee - \$3,679 Clarendon/Sumter - \$12,218	Kershaw/Lee - \$2,995 Clarendon/Sumter - \$29,092
# of Participants Receiving Training and/or Supportive Services	43	54
	Kershaw/Lee - 13 Clarendon/Sumter Counties - 30	Kershaw/Lee - 16 Clarendon/Sumter Counties - 38
Work Experience Contracts Dollars	\$24,280	\$17,900
WE Contracts	7	6
On-the-Job (OJT) Training Dollars	\$28,576	\$1,242
OJT Contracts	17	1

Ms. Clark reminded the Board that only a small portion of funding is received in the first quarter of the program year and Santee-Lynches has just received our NFA (Notice of Funds Allocation) for the 1st quarter of PY'18. 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. She also explained Santee-Lynches RCOG provides the funding upfront and is reimbursed on a monthly basis by the State. A discussion ensued regarding budget cuts. Ms. Clark interjected that the State sometimes will absorb smaller budget cuts at their level so that the local areas are not as heavily impacted. Mr. McKinney added with Ms. Clark's leadership and management of the program has prevented us from becoming overextended.

Ms. Clark then reported that the Santee-Lynches region was monitored last week by the State. The overall report was great. There were a few minor issues noted, but overall our systems and programs are operating efficiently.

Ms. Clark provided an update on the procurement process. The Request for Proposal (RFP) for Title I WIOA Adult and Dislocated Worker Services was released September 6, 2018 with the due date of October 26, 2018. The Rating and Ranking Process, which will be done by the SC Works Committee, will occur early to mid-November 2018. Ms. Clark added each proposer will present their proposal to the Rating and Ranking Committee. Results of the Rating and Ranking Process will be presented to the full Workforce Development Board for approval on November 27, 2018. Ms. Clark proposed the successful organization will present their vision at the Workforce Board meeting scheduled in January. The contract will go into effect July 1, 2019.

SC Works Operator Report

Mr. Ray Jackson provided the SC Works Operator report (July 1, 2018 – September 30, 2018). He reported that it is mandated that quarterly training be provided for SC Works Partners. For the first quarter of PY'18, SC Works staff and partners received CPR/AED training by the American Red Cross on September 20, 2018. Administrative Entity Staff participated in the training as well.

Mr. Jackson provided the following reporting information for the period July 1, 2018 – September 30, 2018:

- 9,013 distinct customers received services; 147,173 total services were provided
- August 2018 unemployment rate for South Carolina was 3.6% with 5.00% in Clarendon County, 3.90% in Kershaw County, 4.90% in Lee County, and 4.30% in Sumter County.
- Overall job placements for South Carolina in 2018:
 - July – 1,401
 - August – 927
 - September – 1,061
 - October – 305

In the Santee-Lynches Region the target is 88 placements per month:

- July - 81
 - August – 87
 - September – 108
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- On the Floor Hiring Events held - 26 with 180 referrals.
He added that on Wednesday, October 17, 2018 International Paper came in for a hiring event and interviewed 303 applicants in a 4-hour period.

A discussion ensued concerning tracking pre-wage and post-wage information for SC Works customers to determine their progression after receiving services through SC Works. Ms. Gardner stated that particular information is not tracked in the current reporting system. Ms. Clark stated most employers that have participated in on the floor events have been very good about reporting their hiring outcomes after the event. However, pre-wage information for these customers is currently not available. It was suggested to request such data from the State.

Youth Report

Ms. Amanda Wagner, Eckerd Connects - Workforce Development, reviewed their Youth Performance Report for PY'18 through the period thru September 30, 2018. Ms. Wagner stated they have served 72 participants with 50 participants being carryover and 22 being new participants. Ms. Wagner stated the low numbers are due to staffing challenges and Eckerd has now hired a Career Coach for Clarendon County. Performance Outcomes reviewed: 15 Measurable Skill Gains, 1 GED & Diploma, 9 Occupational Credentials, and 27 Placements. Ms. Wagner reported they had 8 Work Experience Contacts written, 15 Career Smart completers, and 8 participants attending vocational training.

Ms. Wagner stated in keeping with Mr. McKinney's point, when a participant gets to the follow-up phase of the program, they are able to take a snapshot of where they are and what they have learned. This is done during second and fourth quarter of follow up, which will provide if the participant was working and their wages. In addition, participants are tracked for 1 year after they exit the program. Ms. Wagner added that pre-program wage for WIOA participants is tracked and can be provided to reflect their wage progression after participating in the program.

Ms. Wagner then shared a success story: Layken Gainey was a young single mother without her GED when she inquired about the WIOA Youth Program. She was already showing commitment towards her GED when she entered the program and was eager to go on to earn her CNA credential. Layken attained her GED only after a short few weeks and was ready for more. Along with attaining her GED, Layken also attained a National Retail Federation Customer Service Credential. Layken stated, "I needed this training if I planned to work with and help people." Layken continued gaining skills in the WIOA program by completing a paid Work Experience at Nilson Van & Storage, where she was an Administrative Assistant. Layken gained skills and confidence during her Work Experience. She says, "I can do anything I put my mind to and show my child what it is to pursue your dreams." Layken is currently enrolled in Certified Nursing Assist training at Professional Development & Training Service. She plans to continue her training at Professional Development & Training and pursue credentials in Phlebotomy and EKG.

Financial Report

Mr. Esmonde Levy provided the financial update for Adult, Dislocated Worker, and Youth Expenditures for PY'18 through September 30, 2018. 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

Mr. Levy explained the numbers on the current report is not reflective of the full allocation for PY'18 and only reflect current available funding. Therefore, the number will look a little different from previous reports.

Chart 1: Program Year 2018 Adult Financial Data as of 9/30/2018

- SC Works spent \$174,989 of \$174,989
- SC Works Operator spent \$19,977 of \$19,977
- SC Works A/E spent - \$4,123 of \$4,123

Chart 2: Program Year 2018 Dislocated Worker Financial Data as of 9/30/2018

- SC Works spent \$40,073 of \$40,073
- SC Works Operator spent \$7,802 of \$7,802
- SC Works A/E spent \$3,354 of \$3,354

Mr. Levy noted the full allocation has been received for the Youth program.

Chart 3: Program Year 2018 Youth Finance Data as of 9/30/2018

- Eckerd Workforce Development spent \$86,054 of \$600,000 (grant amount), which leaves a balance of \$513,946.
- Santee-Lynches RCOG – A/E spent \$3,723 of \$97,240

Finance Committee: Ratification of Adult to Dislocated Worker Transfer Request

On the behalf of the Finance Committee, Mr. Levy reported that a ratification of email vote to approve the transfer of \$73,000 of Dislocated Worker Funds to the Adult Program is required to be completed at this meeting. This request is based on the fact that we continue to serve more Adults than Dislocated Workers and therefore require the unused Dislocated Worker funding be transferred to serve the Adults as well as to close out the Program Year 2017 Funding.

A Motion was made by Mr. Bobby Anderson and seconded by Mr. Calvin Hastie, Sr. to approve the transfer of \$73,000 of Dislocated Worker Program funds to the Adult Program. All were in favor and the Motion passed unanimously.

4. Presentation and Update on the Santee-Lynches Regional Education Center

Ms. Brenda Golden, Regional Workforce Adviser, SC Department of Commerce explained there are 12 workforce advisers who help identify workforce needs critical to building a labor pipeline that industries need throughout the state. While business recruitment and support remain their focus, they know that a strong workforce is critical both in attracting business investment as well as in facilitating an environment for existing businesses to grow. Ms. Golden stated she has partnered with a number of agencies in the area to improve that pipeline.

Ms. Golden shared some upcoming events:

- Kershaw Manufacturing Expo – November 2, 2018
- Clarendon County Manufacturing Expo for 8th graders – November 9, 2018
- Sumter/Lee Manufacturing Expo – March 29, 2019

Ms. Golden then shared the eSTEAM Festival in Sumter was held October 6, 2018 and was a family festival celebrating and bringing together enthusiasts in Science, Technology, Engineering, Arts, and Math. The purpose

was to expose festival participants to advances and opportunities in these ever-growing areas through interactive exhibits, fun filled displays and hands-on activities. They had approximately 3,000 attendees and 65 exhibitors. Mr. Bob Edwards, Chairman of the Regional Workforce Advisory Board shared how important partnerships and collaboration are. Mr. Edwards shared some short-term and long-term ideas on how to reach students and keep their attention when talking about workforce.

- Youth Apprenticeship participants go into the schools and talk with the students about manufacturing jobs.
- Long-term idea would be for teachers to participate in a 30-hour summer internship program to experience how local business/industry operates, skills needed, jobs available, etc. If approved by their school district, teachers could receive recertification credit and a \$500 stipend provided by the business.

5. Chairman's Remarks

Chairman General thanked everyone for coming and congratulated Ms. Clark's staff and Eckerd Connects' staff on a job well done.

6. Adjourn

There being no further business, the Santee-Lynches Workforce Development Board Meeting was adjourned at 6:11 PM.

Respectfully Submitted,

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