



Santee-Lynches Workforce Development Board Meeting
Tuesday, March 26, 2019 - 5:00 PM
Central Carolina Technical College
Advanced Manufacturing Technology Training Center
853 Broad Street, Room A101
Sumter, SC 29150

MINUTES

Members Present:

Clarendon – Robert Edwards
Kershaw – Nicole Gardner, John Hornsby, Stewart Kidd
Lee – Annette Karlinsky, Zina Wright
Sumter – Bobby Anderson (Vice-Chairman), Janice Poplin, Sharon Teigue, Elizabeth Williams

Members Absent:

Clarendon – Richmond Jones, Christine Edwards (Excused)
Kershaw – Rene Baker (Excused), Meron Garedeu (Excused), Teresa Justice (Excused)
Sumter – Ashton Elmore (Excused), Calvin Hastie, Sr. (Excused), Victoria Johnson, Sam Lowery, Jerome Robinson

Staff Present:

Areatha Clark, Workforce Development Chief
Esmonde Levy, Workforce Development Manager
Freda Amerson, Workforce Development Coordinator
Steve Berger, SC Works Business Services Lead
April Barr, WIOA Title I Manager
Becky Minegar, SLRCOG Administrative Assistant

Guests:

Eric Haddock, Eckerd Connects – Workforce Development
Caroline Rogerson, Eckerd Connects – Workforce Development
Matt Fields, Eckerd Connects – Workforce Development
Ray Jackson, SC Works Operator, Eckerd Connects - Workforce Development
Julia Gamarra Mendoza, SC Department of Employment and Workforce (SCDEW)
Sharon Vaughn, Telamon Corporation

1. Welcome & Call to Order

The Santee-Lynches Workforce Development Board of Directors' (WDB) Meeting was called to order by Vice-Chairman Bobby Anderson at 5:04 PM.

2. Invocation/Pledge of Allegiance

Vice-Chairman Bobby Anderson provided the invocation and led the Pledge of Allegiance.

3. Introduction of Guests

Ms. Areatha Clark, Workforce Development Director, introduced guests and staff.

4. Adoption of the Amended Agenda

Vice-Chairman Anderson entertained a Motion to approve the Amended Agenda. **A motion was made by Ms. Sharon Teigue and seconded by Ms. Janice Poplin.** There being no discussion, Vice-Chairman Anderson called for the vote. **All were in favor and the motion passed unanimously.**

5. Approval of Meeting Minutes – January 22, 2019

Vice-Chairman Anderson entertained a Motion to approve the Workforce Development Board (WDB) Meeting Minutes of January 22, 2019. **A motion was made by Ms. Janice Poplin and seconded by Ms. Sharon Teigue.** There being no discussion, Vice-Chairman Anderson called for the vote. **All were in favor and the motion passed unanimously.**

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

No report.

7. Reports

WIOA Report

Ms. Areatha Clark reported on the WIOA Adult and Dislocated Worker program for PY'18 thru the period of March 15, 2019. A comparison review was completed for the same period for PY'17 and PY'18.

	Program Year 2017 (July 1, 2017 – June 30, 2018) Reporting Period thru 3/15/2018	Program Year 2018 (July 1, 2018 – June 30, 2019) Reporting Period thru 3/15/2019
SC Works # of WIOA Participants Served		
Carryover Participants	81	89 – Clarendon: 7, Sumter: 63, Kershaw: 10, Lee: 3, Other: 6
New Participants Enrolled	256	254 – Sumter/Clarendon: 204, Kershaw/Lee: 50
Total Served (Active)	337	343
SC Works Training and Supportive Service Dollars		
Training Dollars Spent	\$210,926	\$272,213
	Kershaw/Lee Counties - \$39,765 Clarendon/Sumter Counties - \$171,161	Kershaw/Lee Counties - \$51,787 Clarendon/Sumter Counties - \$220,426
Supportive Services Dollars Spent	\$60,372	\$82,984
	Kershaw/Lee Counties - \$20,239 Clarendon/Sumter Counties - \$40,133	Kershaw/Lee Counties - \$13,694 Clarendon/Sumter Counties - \$69,290
# of Participants Receiving Training and/or Supportive Services	122	141
	Kershaw/Lee Counties – 37 Clarendon/Sumter Counties - 85	Kershaw/Lee Counties – 31 Clarendon/Sumter Counties - 110
Work Experience (WE) Contracts Dollars	\$25,080	\$57,960
WE Contracts	8	12
On-the-Job (OJT) Training Dollars	\$70,946	\$71,313
OJT Contracts	32	26

Ms. Clark stated we are in line with where we should be this time of year. She further stated enrollments are up,

training dollars continue to climb as more customers come into the centers for those services, and supportive services dollars are increasing as well. Ms. Clark explained the training may not cost as much but because the customer must travel a distance (Florence, Columbia, etc.) in order to get their training, supportive services dollars will be much higher. Ms. Clark further explained the number of participants in training has increased as more and more customers coming into the centers need more than traditional work readiness skills, job placements assistance, etc. Many of these participants do not have the skills to get back into the workforce and with the help of the SCDEW staff referring these participants to WIOA, they are able to get the training services they need. Ms. Clark continued the Work Experience (WE) dollars have increased due in fact to the partnership of the Eaton Corporation. They had five (5) WE contracts (students in their second semester from Central Carolina Technical College) and all have been hired. Ms. Clark then reported On-the-Job Training (OJT) dollars are starting to pick up and customers are getting paid higher wages.

Mr. Steve Berger our Business Services Representative has been calling on employers in order to increase the number of OJT contracts for the region. Now that the word is getting out about the dollars and services we can provide, we have had two (2) employers request up 22 contracts within 2 days.

SC Works Operator Report

Mr. Ray Jackson provided the SC Works Operator report (July 1, 2018 – February 28, 2019):

- January 2019 unemployment rate for South Carolina was 3.6% with 5.1% in Clarendon County, 3.8% in Kershaw County, 5.2% in Lee County, and 4.4% in Sumter County.
- Job placements for February 2019 were 91 and year to date was 185.

Mr. Jackson gave an update on rapid reemployment. He announced Kmart (Sumter County) closed March 3, 2019 with 88 employees impacted, Victoria's Secret (Sumter County) closed March 18, 2019 with 11 employees impacted, and a scheduled layoff at Invista (Kershaw County) will impact 62 employees.

Mr. Jackson reported SC Works is one of two centers in a pilot project using the VOS Greeter. He further reported the greeter shows real time traffic at the centers (SC Works Sumter and Camden). With the greeter he can pull reports in order to staff the centers appropriately. The greeter reports on who the participant is wanting to see or the reason they are at the center, the reason for the visit, the number of individuals, percentage, and average wait time across all departments.

Mr. Jackson stated SC Works and Able South Carolina have partnered to provide a Disability Employment Workshop series for employers.

- February 28, 2019 – How Reasonable are Reasonable Accommodations?
- May 2, 2019 – Disability Sensitivity and Etiquette in the Workplace
- September 12, 2019 – Accessibility Planning for Business
- November 14, 2019 – Accessing Employer Resources

Mr. Jackson reported they had their second Back to Work graduation, which is a partnership between Santee-Lynches SC Works and the SC Department of Employment and Workforce (SCDEW). Mr. Christopher McKinney, Executive Director of Santee-Lynches Regional Council of Governments and Mr. Howie Owens, Downtown Development Manager and Assistant to the City Manager for the City of Sumter spoke at the graduation held on February 21, 2019. Mr. Jackson stated they had 17 participants enrolled with 11 participating

in the ceremony. Mr. Jackson indicated once the participant has graduated from the program, there is a 30, 60, and 90-day follow-up to monitor their progress and offer any other services that are needed.

Mr. Jackson provided the Second Quarter WIOA & Partners Quarterly Training which is training for staff and partners of the SC Works Centers. The trainings include:

- Sumter County Fire Department provided an educational training on fire safety and performed a fire drill.
- Able South Carolina provided training on Digital Resources that's available for anyone with a disability.
- SC Works Operator provided updates on policies and procedures. Covered the Emergency Action Plan and update to the VOS Greeter.

Mr. Jackson reported Ms. Janice Poplin with Thompson Industrial, reached out to him about having a Job Fair for a targeted population. Ms. Poplin stated the Job Fair was held on Tuesday, March 12, 2019 from 4:00pm – 7:00pm, as part of a business partnership with Crosswell Drive Elementary School and Chestnut Oaks Middle School. Ms. Poplin expressed her appreciation and hard work of the SCDEW and SC Works staff and how successful this job fair was. Mr. Jackson reported they had 248 job seekers with 25 employers participating. A discussion ensued about having this type of partnership in the other counties. Mr. Chris McKinney added this type of job fair is needed in all four counties of the Santee-Lynches region.

Youth Report

Ms. Caroline Rogerson Eckerd Connects - Workforce Development, reviewed their Youth Performance Report for PY'18 through the period February 2019. Ms. Rogerson stated they have served 127 participants with 97 participants being carryover with a goal of 160 participants. Ms. Rogerson indicated enrollments in Lee and Kershaw Counties have increased due to two new career coaches. High school dropouts have decreased to 29 and Basic Skills Deficient is at 51. Ms. Rogerson explained this number is high due to the change in the TABE Assessment that is administered at enrollment. Performance Outcomes reviewed: 68 Measurable Skill Gains, 9 GED & Diploma, 31 Occupational Credentials, and 43 Employment Placements. Ms. Rogerson reported they had 30 Work Experience Contacts written, 59 Career Smart completions, and 15 participants attending vocational training.

Ms. Rogerson stated they have started the Student Ambassador Program to advocate for the program. They had two ambassadors:

- Lakin Rogers from Clarendon County attended the Scott's Branch High School Career Fair
- Logan Smith from Sumter County attended the Crosswell/Chestnut Oaks Job Fair.

Ms. Rogerson introduced Mr. Logan Smith to share his success story:

Mr. Logan Smith stated he's a 2013 Sumter High School graduate trying to figure his way in life. He was continually going from job to job. He came to the WIOA Youth Program with the desire to continually improve both personally and professionally. He stated the WIOA Youth Program helped him learn a trade, patience, and to go for what you want in life. Ms. Rogerson added he has received his Forklift license, OSHA 10 certification, Six Sigma Yellow Belt, and is currently attending ARC welding training at Florence-Darlington Technical College. Logan has not missed a day of training and has received high praises from his welding instructors. He will continue with TIG welding after the successful completion of ARC classes. Logan is also currently on a work experience at Caterpillar and serves as one of the youth program's ambassadors. As an ambassador, Logan represented SC Works Youth & Young Adult Program at the recent

job fair held at Crosswell Elementary school. He recruited individuals to the program by explaining his success thus far, as well as successfully networked with available companies and attendees. When discussing his experience with other individuals at the SC Works job fair, Logan's famous tag line was "why not take advantage of the opportunities that are right in front of you before it's too late." He has surely taken the services from the youth program and run with them, but he isn't finished yet! We are proud to have such great representation within the community from our youth.

Financial Report

Mr. Esmonde Levy provided the financial update for Adult, Dislocated Worker, and Youth Expenditures for PY'18 through February 2019. 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.

Chart 1: Program Year 2018 Adult Financial Data as of 2/28/2019 (including transfer)

- SC Works spent \$302,080 of \$500,000 which is 60% expended.
- SC Works Operator spent \$51,540 of \$80,075
- SC Works A/E spent – [\$55,028] of \$97,240

Chart 2: Program Year 2018 Dislocated Worker Financial Data as of 2/28/2019 (including transfer)

- SC Works spent \$349,898 of \$400,000 which is 87% expended.
- SC Works Operator spent \$21,898 of \$34,318
- SC Works A/E spent [\$54,027] of \$83,350

Chart 3: Program Year 2018 Youth Finance Data as of 2/28/2019

- Eckerd Workforce Development spent \$220,661 of \$600,000 (grant amount), which leaves a balance of \$379,339 which is 30% expended.
- Santee-Lynches RCOG – A/E spent [\$53,929] of \$97,240

Mr. Levy stated their numbers are a little behind for youth in spending but, with further conversation and hiring two new career coaches, Eckerd has put an action plan in place and should be on track next month.

Mr. Levy as provided as information a breakdown of Eckerd participant costs as of 2/28/2019:

- Work Experience: \$53,971
- Training: \$46,829
- Supportive Services: \$42,421
- Total Participant Costs: \$143,221

Ratification of email vote to Approve Funding Allocations for Incumbent Worker Training Applications

Mr. Levy stated the South Carolina Department of Workforce has awarded the Santee-Lynches Workforce Development Area \$127,571 in Incumbent Worker Training Funds for Program Year 2018. The following companies were approved by the Rating and Ranking Committee:

- Advanta Southeast (Clarendon County) - \$23,280
- Caterpillar, Inc. (Clarendon County) - \$25,630
- BCA (Sumter County) - \$30,040
- Hengst (Kershaw County) - \$19,130

- SAC (Lee County) - \$3,997

Vice Chairman Anderson called for a motion to ratify the email vote to Approve Funding allocations for Incumbent Worker Training to the identified companies as presented. A motion was made by Ms. Sharon Teigue and seconded by Ms. Annette Karlinsky. All were in favor and the motion passed.

Mr. Levy stated the total funds awarded for IWT were not obligated thus far leaving a balance of \$25,494. A second round of procurement was initiated February 26, 2019 with a deadline for applications 12:00PM Tuesday, March 26, 2019. Mr. Levy then stated two companies have applied for the second round:

Mr. Levy further stated because the amount requested by both companies exceeded the \$25,494 negotiations with the businesses who have applied for the second round will be conducted to determine which of the proposed trainings are the most significant to the businesses and trainees. The balance of the funding (\$25,494) will be awarded to the businesses based on the negotiations. Once the negotiations are complete, we will be 100% obligated.

Eligible Training Providers

Ms. Clark provided an updated list of Workforce Innovation and Opportunity Act (WIOA) Eligible Training Providers for the Santee-Lynches Area. Ms. Clark explained WIOA has established an Eligible Training Provider process that will help support and ensure customer choice for attending training. She further explained as the needs arise, they look at options so the customer can make an informed decision on where to go for training. Ms. Clark added there are times when we have to look outside the region to find a training provider.

The following Providers have submitted the following programs for approval: Construction Training Center – General Construction Craft Laborer (\$6,500), New Horizons Computer Learning Center: Certified Information Systems Security Professional – (\$3,599); Security IT Associate – (\$7,500); Medical Office Administration – (\$7,500), Orangeburg Calhoun Technical College: Nurse, Practical, Diploma – (\$7,810), Palmetto Training: Short Term Welding, MIG and Flux Core – (\$4,015).

A Motion was made by Ms. Annette Karlinsky to accept the presented additions to the WIOA Eligible Training Providers List for the Santee-Lynches local area. It was seconded by Ms. Zina Wright.

A discussion ensued concerning how these companies are investigated and what the process is. Ms. Clark explained each provider must apply through the State, who does the initial vetting. Then they must submit a business license, enter employment information for their training programs, actual job openings, etc. Site visits are also conducted by staff. Mr. McKinney added we are working on building metrics to measure the providers in order to continue to obtain quality providers.

There being no further discussion, all were in favor and the Motion passed unanimously.

Ms. Clark provided a synopsis of training programs by provider, as requested, for Program Years 2016 – 2019 for Workforce Innovation and Opportunity Act (WIOA) Eligible Training Providers for the Santee-Lynches Area. Included in the synopsis is the number of customers served, training dollars spent, and supportive dollars spent.

8. Special Presentation

Mr. Stewart Kidd, Manager, Existing Industry & Workforce Development, Kershaw County Economic Development presented an update on Kershaw County's Workforce Development. He shared a basic premise which is when a person is getting ready to enter the workforce, we spend a lot of time telling them they need to learn, what and how they need to learn but equally important is the why. Industry tells us why we need to do the things we do and one of the vehicles that's used is the Kershaw County Industrial Association, which is an opportunity for collaboration. Mr. Kidd stated they create and provide an annual wage and benefits survey, have monthly lunch meetings for industry to engage various partners to determine what they need, 8th Grade Manufacturing Expo, Parent Discovery Night, Special Initiatives, Industry Appreciation, annual industry visits and visits based on company need.

Mr. Kidd explained they have started an InCert to Manufacturing Program, which is an industrial certification inserting students into manufacturing. Local students earn a certificate that denotes "Certified Candidate Status" through the successful attainment of real-world manufacturing experiences and skills. The benefits for the student are the manufacturing certificate that provides job visibility, targeted consideration, enhanced credibility and readiness - but not a guaranteed job. The benefits for the industry are industries have input for program design to strengthen the workforce pipeline and enable readiness. In return, they offer consideration at all phases of the hiring process but are under no obligation to hire the candidate.

Mr. Kidd announced, with the opening of the new vocational center in Kershaw County, they will be having Parent Discovery Night and an 8th Grade Manufacturing Expo. He then explained they also have manufacturing tutorials. These are online virtual tutorials, career guides, and virtual field trips for home and school. Mr. Kidd stated with Kershaw County's consolidated campus it will easier to maximize the community's potential.

9. Chairman's Remarks

Vice-Chairman Anderson thanked Ms. Areatha Clark and her staff for their efforts in workforce development and for the board.

10. Adjourn

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

Recorded by,

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