

SC WORKS

UPPER SAVANNAH

Upper Savannah Workforce Development Board Meeting
Upper Savannah Conference Room
430 Helix Road
Greenwood, South Carolina
Monday, August 6, 2018
Meeting: 6:00 PM

Members Present: James Tisdale, Roy Lowe, Jesse Sibert, Lee Matthews, Kassie Hall, Glenn Herlong, Julie Bagwell, Darron Wilson, Taiese Kidd, Betty Carol Jones, Ann Blanton, Zebbie Goudelock, and Houston Matthews

Members Absent: Dee Dee Setzler, Rick Farmer, Kevin Crouch, Shunna Vance, Doris Watson, Dale Callum, and Cherie Martin.

Staff Present: Ann Skinner, Linda Lagroon, Billy Morgan, and Delshawn Anderson

Guest: SheVonne Randle and Renee Alexander, Eckerd Workforce Development; Julia Gamarra Mendoza, SCDEW; Rusty Denning, Piedmont Technical College; Ursula McFadden, GLEAMNS

Welcome and Call to Order

Chairman Lee Matthews called the meeting to order. New member Taiese Kidd from Fuji Film was welcomed to the Board.

Approval of the Minutes

The minutes of the May 7, 2018 meeting were distributed to Board members prior to the meeting. There being no corrections, Mr. Jesse Sibert made a motion to accept the minutes as recorded. Mr. Darron Wilson seconded the motion and Chairman Lee Matthews called a vote. The minutes were accepted by unanimous consent.

Featured Projects

Mr. Rusty Denning of Piedmont Technical College briefed the Board on two ongoing PTC projects. The first project was the South Carolina Promise program, which was implemented by legislature. It was designed to help individuals who have graduated in the last five years gain a two-year education. Students are eligible for up to \$2,000 a year in funds. This program is not statewide, but the government is looking to see if they can change that. So far, it is only in several counties including four in the Upper

Savannah Region (Abbeville, Laurens, McCormick and Saluda). Funding can be combined with lottery funding so that virtually all costs are covered.

The second project was a joint initiative between Piedmont Technical College (PTC) and Upper Savannah. It was determined that there is a shortage of highway construction workers in the area and the greatest need is for CDL drivers. PTC applied for funding through the State Workforce Board for "Ready to Roll". The grant is mostly geared for the unemployed, underemployed, and those with certain barriers preventing them from attaining a job. It was also created to help companies find employees.

With the funding, PTC has purchased a dump truck and a trailer. They have also partnered with Satterfield and N.W. White to mark off a piece of property to pave in order to train the students. At the moment, the program can only host eight students at a time, because of limited resources.

As another part of the grant, there will also be Logistics Certification training. This program should begin on October 1st.

Ongoing Reports:

Usage report: Ms. Ursula McFadden reported that individuals are still coming into the centers. The centers are very busy. They are working on increasing enrollment into the WIOA program by coming up with new recruitment ideas and goals. Since the change to the centers there has been less traffic. This is due, in part, because of the change in location. Ms. McFadden also gave the Board a rundown of the website, basically how a client would use it and things to expect from the website.

Contractor enrollment reports: Ms. Linda Lagroon briefed the Board on the participation levels for 2018. Each case manager has an average of 52.5 caseloads for adult and dislocated workers and an average of 34.5 caseloads for youth. One of the things that is new to case managers is eligibility. Other staff used to do it, but as of July 1st these same case managers will do all tasks required.

Performance: Ms. Linda Lagroon briefed the committee on a report card that goes through the 3rd quarter. The report card itself lists the performance measures for each group (i.e., adults, dislocated worker, and youth), the goal, percentage of goal and the actual mark for each county division.

Review of 2017 Progress

Ms. Ann Skinner, Upper Savannah Workforce Director, presented the Board with a list of ten goals for the Workforce Board and their progress towards the goals. Several of the goals included: reaching at least 12% of the workforce each year, having centers in all counties, promoting careers in manufacturing, investing in those with the greatest potential to change and increasing the basic skill levels of potential workers by encouraging GED attainment. Other goals include increasing funding available for scholarships by seeking grants and reducing operating expenses where possible, investing in training that has the greatest potential for self-sufficiency, helping employers efficiently recruit and screen workers, offering training grants to businesses, encouraging businesses to establish apprenticeship programs, communicating employers' expectations for soft skills to job seekers, and offering education and job training for youth who are high school dropouts or who have completed high school but haven't found a suitable job.

Resources to Achieve Goal (budget): Ms. Ann Skinner briefed the Board on a few changes to the budget. Upper Savannah has had a funding decrease. Harris Bailey has retired (he has not been replaced). There

was a cut in funding, but the area can ask for more money if needed. All in all the budget has gone from \$1,927,653 to \$1,840,266. Upper Savannah has also been able to reduce the cost of rent and other center costs as well. The money saved will go toward helping clients.

Voting Items

Ms. Ann Skinner, Upper Savannah Workforce Director, proposed that the following items be approved together.

1. **Request \$150,000 in funding to assist with dislocated worker operations** for Sykes, De la Howe and other layoff events.

2. **Approve IT plan Priorities**

Upper Savannah can apply for an IT Infrastructure Grant totaling \$100,000. The Board was given a list of things needed and, Ms. Ann Skinner outlined a list of priorities:

- Client computers first
- System upgrades, American's with Disability Act equipment and security next
- Optional items last

Skinner said that installation costs would be included as part of the grant.

3. **Restructure Youth Council:** Previously the Youth Council was a standalone group, which met quarterly. It was not given any specific tasks and did not review goals. Skinner proposes to change Youth Council to Youth Committee. It will meet at the same time as Partner Committees. New committee members will be a blend of Board members and individuals from other agencies. The by-laws require committee members to be appointed by the Chairman.

Chairman Lee Matthews called for a vote. Mr. Jesse Sibert motioned to approve all proposals. Mr. Darron Wilson seconded the motion. The Board unanimously approved.

Regional Activities: Mr. Billy Morgan briefed the committee on his recent sector strategies meeting which includes Upper Savannah, Greenville, Worklink and Upstate to train and keep people employed in manufacturing. They are meeting August 9, 2018. It is an expanded business services meeting. The combined website, called Link Upstate, will highlight some of businesses best practices and can be used as a resource for job seekers and employers.

Facebook Updates: Mr. Billy Morgan revealed that to promote SC Works upcoming job fair, he has been reaching out to employers to allow them to be a part of SC Works Facebook blast. This process has shown great promise, many posts receiving over a 1,000 hits in just a few days. The traffic on job posts has increased in the last few months. One recent post reached more than 12,000 individuals.

Election of Chairman

Chairman Lee Matthews explained process for nomination. Ms. Ann Blanton, being the Vice-Chairman, was nominated to be the new Chair of the Board.

Taiese Kidd made the first motion to approve the promotion. Jesse Sibert seconded and it was unanimously approved for Ms. Ann Blanton to become the new Chair.

Goals for Next Meeting

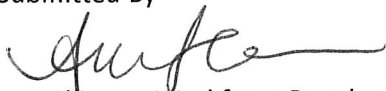
Newly elected Chair Ann Blanton proposed that four goals from Ms. Ann Skinner's presentation be picked for the committee to focus on next meeting. The committee decided to go with these goals:

- 3. Promote Careers in Manufacturing
- 9. Offer Training Grants to Businesses
- 10. Encourage Businesses to Establish Apprenticeship Programs
- 12. Offer Education and Job Training for Youth Who are High School Dropouts or Who Have Completed High School but Haven't Found a Suitable Job

There being no other business, the meeting was adjourned.

Next meeting: Monday, November 5, 2018

Submitted By

A handwritten signature in black ink, appearing to read "Ann Skinner", written over a horizontal line.

Ann Skinner, Workforce Development Director

	FY 18 Budget	FY17 Budget	FY16 Expend.	FY15 Expend.
Centers				
Rent	\$ 19,168	\$ 47,236	\$ 46,650	\$ 55,663
Utilities	\$ 10,706	\$ 9,277	\$ 10,245	\$ 10,226
Computer Purchases		\$ -	\$ 7,852	\$ -
Other Center Costs	\$ 20,609	\$ 27,390	\$ 26,987	\$ 23,457
Telephone, Internet	\$ 13,788	\$ 17,967	\$ 19,058	\$ 19,851
Total Centers	\$ 64,271	\$ 101,871	\$ 110,792	\$ 109,196

Projects

Job Fairs	\$ 5,200	\$ 6,107	\$ 7,507	\$ 6,176
GLEAMNS, Eckerd	\$ 1,402,765	\$ 1,200,000	\$ 1,181,118	\$ 1,437,012
Total Projects	\$ 1,407,965	\$ 1,206,107	\$ 1,188,625	\$ 1,443,188

COG Staff including Intake Staff in Centers

Salaries	\$ 209,563	\$ 330,235	\$ 325,915	\$ 383,552
Fringe Benefits	\$ 130,000	\$ 116,940	\$ 115,331	\$ 130,806
Supplies/Printing/Repro	\$ 1,365	\$ 2,389	\$ 6,554	\$ 12,840
Travel & Meetings	\$ 2,500	\$ 9,791	\$ 9,320	\$ 14,310
Indirect Costs	\$ 18,000	\$ 153,623	\$ 149,961	\$ 189,719
Services Rendered	\$ 1,682	\$ 1,682	\$ 1,567	\$ 2,531
COG Staff and Exp.	\$ 363,110	\$ 614,660	\$ 608,648	\$ 733,758

Board Expenses

Insurance	\$ 3,540	\$ 2,583	\$ 2,368	\$ 2,368
Dues & Subscriptions	\$ 60	\$ 327	\$ 300	\$ 219
Advertising & Outreach	\$ 120	\$ 258	\$ 236	\$ -
W Dev Brd Mtg	\$ 1,200	\$ 1,847	\$ 1,693	\$ 1,143
Total Board	\$ 4,920	\$ 5,015	\$ 4,597	\$ 3,730
Total	\$ 1,840,266	\$ 1,927,653	\$ 1,912,662	\$ 2,289,872

VOTING ITEMS

1. Request \$150,000 in funding to assist with dislocated worker operations for Sykes, De la Howe and other layoff events.

2. Approve IT plan – The budget may vary but we need the board to approve the priorities

- Client computers first
- System upgrades and security next
- Optional items last

Approve including installation costs

3. Restructure Youth Council- Previously the Youth Council was a group led by Kassie Hall which met quarterly. It was not given any specific tasks and did not review goals. Propose to change Youth Council to Youth Committee. It will meet at same time as Partner Committees. New committee members will be a blend of board members and individuals from other agencies. The by-laws require committee members to be appointed by the Chairman.

4. Elect Chairman and charge Chairman with forming an ad hoc committee to select a nominee for Vice Chairman. The current roster of officers was nominated by an ad hoc committee two years ago. The current vice chairman has agreed to accept the role of chairman.