



**WORKFORCE DEVELOPMENT BOARD
Finance Committee Meeting Minutes
October 28, 2021**

SC Works Clemson Comprehensive Center/ Zoom Conference Call

Members Present

Grayson Kelly David Collins

Staff Present:

Trent Acker Windy Graham Meredith Durham Sharon Crite
Jennifer Kelly

Guest Present:

Karen Craven JT Parnell Billy Hunter

CALL TO ORDER & INTRODUCTIONS

Mr. Trent Acker called the meeting to order at 3:07 pm.

Mr. Acker welcomed everyone in attendance and announced a quorum was not present so voting items would be presented at the Board meeting. Mr. Acker reminded everyone the meeting was being recorded for the processing of minutes.

PY'21 BUDGET OVERVIEW

Adult/DW Program, Operator

Eckerd staff provided the following budget updates through September 2021:

- Page 4 shows expenditures for the Adult Program budget expended at 21.3%.
- The Dislocated Worker Program budget as shown on page 5 is 15.6% expended.
- The Rapid Response grant, listed on page 6 is expended at 92%.
- Page 7 shows the ITA Obligations and Participant Cost Report, which reflects budgets related to participant costs. Mr. Parnell reviewed the vouchers approved, vouchers paid, and ITA obligations for each grant budget.
- Page 8 shows the Adult Operator budget, which is expended at 21.6%.
- The DW Operator budget listed on page 9 is 23.8% expended.

Youth

Ms. Craven stated that the Youth budget was expended at 20.5% as of September 2021. The Youth Restoration Grant, primarily spent on participant costs, was expended at 30.5% expended at the end of September. The work experience line item is 31.7% expended in the Restoration Grant budget. Ms. Craven stated that no dollars have been spent in line item 6530, which is the Individual Training Accounts. Students have been able to utilize scholarships and other funding sources. There is currently 1 student in training and 6 students in post-secondary.

In-house Budget

Mr. Acker presented the PY21 in-house budget. Mr. Acker stated that \$20,000 of Adult funds needed to be included in the On-the-Job Training budget, which will be proposed at the next Board meeting. Mr. Acker stated another item that will also be proposed is the initial transfer request from the Dislocated Worker fund to the Adult fund in the amount of \$100,000.

ONGOING GRANTS

20IWT01, Rapid Response IWT, OJT Grants

Mr. Acker directed committee members to the IWT report in the packet. There are currently 12 companies that have been awarded IWT funds from 20IWT01. There are currently 2 existing Rapid Response IWT agreements with BorgWarner and era-contact. There are also 4 existing OJT agreements with Imperial Die Casting.

Re-entry Grant

Mr. Acker reviewed the Re-entry Grant on page 17 of the packet. The Re-entry Grant will help individuals who have a criminal background that has been a hindrance to employment for them. The grant is 41% expended.

DWG

WorkLink was awarded a COVID-19 DWG grant, which is a disaster employment grant. In typical circumstances, this grant is awarded after a natural disaster; however this grant is due to the impact of COVID-19. Individuals are hired to assist with COVID-19 related job duties, like light janitorial services, checking in customers using COVID-19 guidelines, and additional duties as needed. There is one position in Anderson and Clemson, and two positions in Seneca. It is currently 76.18% expended.

OTHER BUSINESS

Dashboard Preview

Mr. Acker stated that Ms. Jennifer Kelly has worked to create a dashboard for fiscal and performance information to be used for board and committee members, partners, staff, and other opportunities that may arise. Mr. Acker asked that Board members provide feedback on the various pieces of the dashboard.

ADJOURNMENT

With no other business, the meeting adjourned at 3:42 p.m.

Respectfully submitted by: Meredith Durham