

WORKFORCE DEVELOPMENT BOARD
OneStop Operations Committee Meeting Minutes
May 18, 2022 @ 3:00pm
via Zoom/ Clemson SC Works Comprehensive Center

Members Present

Ed Parris Dr. Galen DeHay Brooke Garren Susan Gibson Teri Gilstrap
Danny Brothers

Members Absent:

David Bowers

Staff Present:

Jennifer Kelly

Guests Present:

JT Parnell Billy Hunter Kal Kunkel

I. Welcome and Introductions

Chair Ed Parris officially called the meeting to order at 3:01 pm welcoming everyone in attendance and announced the meeting being recorded for processing of minutes.

II. Consent Agenda

Chair Parris stated that the consent agenda was included in the meeting packet. The consent agenda included the following items:

- 3/16/22 Meeting Minutes (pages 2-4)
- SC Works Center & Program Usage Reports (pages 5-8)
- Eckerd Financial Status Reports (pages 9-18)
- Employer Services Reports (pages 21-22)
- COVID-19 DWG Grant (page 20)
- Re-Entry Grant Report (page 19)

ACTION TAKEN: David Bowers made a motion to accept the March 16, 2022 minutes as presented, seconded by Brooke Garren. The motion carried unanimously.

ACTION TAKEN: Teri Gilstrap made a motion to accept all consent agenda items as presented, seconded by Dr. Galen DeHay. The motion carried unanimously.

III. SC Works System Updates

Mr. Billy Hunter, SC Works Center Manager, reviewed the SC Works Center reports for PY2021 on pages 5-6. SC Works customers are being screened for Covid-19 symptoms at the entrance of each center.

i. Anderson SC Works Center Update

Ms. Jennifer Kelly stated that the transition between the Anderson SC Works QuickJobs Center and the 1428 Pearman Dairy Road move has begun. The final budget is together and will be ready for the Finance and Board meetings. There will not be a significant change between last year and the upcoming year.

ii. PY2022 Center Closure and Staff Training Schedule

Ms. Kelly presented the PY2022 center closure and staff training schedule to committee members, which can be seen on page 23. The center closures includes staff training, relocation of Anderson SC Works Center, and traffic concerns.

ACTION TAKEN: Dr. Galen DeHay made a motion to accept the PY2022 center closures as presented, seconded by Danny Brothers. The motion carried unanimously.

iii. SC Works Center Certification Standards

Ms. Kelly stated that committee members will be emailed a link to the WorkLink web page board login page with documents to be reviewed for the SC Works Center Certification Standards. Any concerns or edits can be emailed to Ms. Kelly. An electronic vote will be sent out on Friday, May 20.

IV. PY2022 Eckerd Budget Negotiations

i. One Stop Operator

Mr. Kal Kunkel reviewed the PY2022 One Stop Operator budget comparison. The total for the One Stop Operator budget is \$55,517, which is partially formula funds and partially Resiliency Grant funds. There is also a health insurance increase included. The vote is contingent on the reduction of operating costs. An electronic vote will be presented once the final budgets are sent to committee members.

ii. Adult/DW Program Services

Mr. Kunkel reviewed the PY2022 Adult/DW Program Services budget comparison. Mr. Kunkel stated the funding has not gone up since last year. There was also a health insurance increase in this budget. Resiliency funding will be used to supplement the training budget. Mr. Kunkel reviewed client flow projections for PY2022.

ACTION TAKEN: Dr. Galen DeHay made a motion to accept the PY2022 Adult/DW Program Services budget as presented, seconded by Brooke Garren. The motion carried unanimously.

V. Adjourn

With no further business, the meeting was adjourned at 3:37 p.m.

Respectfully submitted by: Meredith Durham