

# WORKFORCE DEVELOPMENT BOARD OneStop Operations Committee Meeting Minutes August 17, 2022 @ 3:00pm via Zoom/ Clemson SC Works Comprehensive Center

**Members Present** 

Ed Parris Dr. Galen DeHay Brooke Garren Teri Gilstrap

**Danny Brothers** 

**Members Absent:** 

David Bowers Allen Fain Susan Gibson

**Staff Present:** 

Jennifer Kelly Trent Acker

**Guests Present:** 

JT Parnell Billy Hunter Renee Alexander

## I. Welcome and Introductions

Chair Ed Parris officially called the meeting to order at 3:02 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:

- 5/18/22 Meeting Minutes (pages 2-3)
- Eckerd Financial Status Reports (pages 4-10)
- SC Works Center & Program Usage Reports (pages 11-18)
- Employer Services Reports (pages 19-21)

ACTION TAKEN: Dr. Galen DeHay made a motion to accept the May 18, 2022 minutes as presented, seconded by Brooke Garren. The motion carried unanimously.

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

# III. SC Works System Updates

i. PY21 Final SC Works Center End of Year Report

Mr. Billy Hunter updated committee members on the SC Works center and program usage reports, listed on pages 11-18 in the packet. There were 7,847 total customers, 390 workshops offered, 567 referrals to partners, and 15 hiring events in PY2021.

# ii. Anderson SC Works Center Update

Mr. Hunter stated that the transition between the Anderson SC Works QuickJobs Center and the 1428 Pearman Dairy Road move has taken place. July 5 was the first date open to SC Works customers. There are 8 workstations and partner cubicles available for space in the new center.

## iii. Outstanding SC Works Center Nomination

Mr. Trent Acker presented the Outstanding SC Works System Employee to be recognized for Workforce Development month. Chipper Williams is the selected nominee for the WorkLink area. Chipper is an SC Department of Employment and Workforce employee. Further information is provided on page 22. The award will be presented at the next Board meeting in September.

# iv. Statewide Career Assessment Update

Mr. Acker stated that in the past several years, South Carolina procured a career assessment for statewide use. The state is in an RFP process to procure a new vendor for a career assessment moving forward.

## IV. WIOA Program Updates

#### i. PY21 WIOA Program End of Year Report

Mr. JT Parnell thanked Eckerd staff for a successful PY21 program year. In PY21, WIOA enrolled 140 new participants, 116 individuals had priority of service, 165 participants received training, 100 credentials were received, and 223 participants received a measurable skills gain.

#### ii. PY21 Eckerd Financial Status Report

Mr. Parnell stated close to 95% of the Adult program budget was spent and close to 81% of the Dislocated Worker budget was spent in PY21. There were 4 different funding streams used, which totaled \$431,703, and 84% of the total was spent. Over \$512,000 was used in training and supportive services to help participants throughout the WorkLink region.

## iii. PY22 Program Goals

Mr. Parnell stated that in PY22, the traditional and resiliency funding totals \$356,315, which is planned to serve 125 new participants through training and supportive services.

# iv. Anderson County Outstanding Alumnus Nominees

For the past few years, Anderson County has been recognizing individuals that have stood out for their accomplishments in various programs offered in Anderson County. These individuals have been able to complete steps towards self-sufficiency, overcoming significant barriers to employment, may have completed the next step of their education, and have become employed. Mr. Parnell presented four

participants for consideration. The committee will hold an electronic vote for the recommended

alumnus of the year.

V. **Stevens Amendment** 

> Ms. Kelly stated that there is a new instruction letter concerning the financial funding that WorkLink receives from the Federal and State governments. There is a Department of Labor requirement to divulge the amount of funding available, how much is federal vs. state funding, and outside funding

amounts. The website will display all required information for the Stevens Amendment.

VI. Regional/Local Plan/Strategic Plan Items

Mr. Acker stated WorkLink is responsible for a Regional and Local Plan, which requires updates. The Local Plan will be revised by WorkLink staff, and the Regional Plan will be a joint effort between several areas. Mr. Acker stated that there are some strategic plan items that need to be removed or updated.

The goal is to organize a strategic planning session in the future.

VII. **Request for Proposals Discussion** 

Chair Parris called for an Executive session and excused Eckerd and any guests from this portion of the

discussion.

ACTION TAKEN: Dr. Galen DeHay made a motion to enter into Executive Session, seconded by

Brooke Garren. The motion carried unanimously.

ACTION TAKEN: Dr. Galen DeHay made a motion to exit Executive Session, seconded by Brooke

Garren. The motion carried unanimously.

V. **Adjourn** 

With no further business, the meeting was adjourned at 3:51 p.m.

Respectfully submitted by: Meredith Durham