

WORKFORCE DEVELOPMENT BOARD
OneStop Operations Committee Meeting Minutes
October 19, 2022 @ 3:00pm
via Zoom/ Clemson SC Works Comprehensive Center

Members Present

Ed Parris	David Bowers	Brooke Garren	Teri Gilstrap
Danny Brothers			

Members Absent:

Dr. Galen DeHay	Susan Gibson
-----------------	--------------

Staff Present:

Jennifer Kelly	Trent Acker
----------------	-------------

Guests Present:

JT Parnell	Billy Hunter
------------	--------------

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:

- 8/17/22 Meeting Minutes
- PY22 Usage Reports
- PY22 Financial Reports
- PY22 Employer Services Reports

ACTION TAKEN: Danny Brothers made a motion to accept the August 17, 2022 minutes as presented, seconded by Brooke Garren. The motion carried unanimously.

ACTION TAKEN: David Bowers made a motion to accept all consent agenda items as presented, seconded by Danny Brothers. The motion carried unanimously.

III. SC Works System Updates

Mr. Trent Acker stated that WorkLink had the opportunity to apply for State Workforce Board discretionary funding. More details should be forthcoming in the next few weeks. This is an opportunity to extend existing services and pair them with the SWB's initiatives, while also ensuring traditional services are available. WorkLink applied for approximately \$300,000. Mr. Acker also stated that SC

DEW completed a rural workforce study in September 2022, which will be shared with committee members following the meeting.

Mr. Billy Hunter provided an update on the WorkLink SC Works centers. There are two new agencies renting space in the Clemson SC Works Center: Commission for the Blind and Pickens County Adult Education Center. The addition of the Pickens County Adult Education Center staff will allow for TABE testing at the Clemson office as well. Access points are also in the process of being updated throughout WorkLink communities. The Clemson SC Works Center will be closing at noon, Friday, October 21, due to Clemson's homecoming weekend traffic. On November 18, SC Works will have a Thanksgiving meal and all WorkLink centers will close at noon. Mr. Hunter reviewed the SC Works Center usage reports, listed on pages 5-6 in the packet.

IV. WIOA Program Updates

Mr. JT Parnell presented the PY 2022 SC WIOA dashboard through September 2022 and stated:

- 44 individuals are enrolled
- \$76,245 has been leveraged in outside scholarships
- 57 participants have been recommended for occupational skills training

Mr. Parnell also shared a WIOA success story with committee members.

Mr. Parnell reviewed WIOA invoices through September 2022 on pages 9-12 and stated:

- The Adult Program budget was 13.4% expended
- The Dislocated Worker budget was 12.2% expended
- The Resiliency grant budget was 65.7% expended
- The ITA and Participant Cost report was reviewed

V. Regional/Local Plan/Strategic Plan Items

Mrs. Jennifer Kelly reviewed the WorkLink Strategic Plan updates with committee members. The data that she reviewed was reflected through 2020. Ms. Kelly is working on pulling data sources, Labor Market Information, and a survey for committee members to complete. The Strategic Plan update began on page 14 of the packet. Ms. Kelly reviewed the goals and updates of the plan through page 25.

VI. Other Business

Chair Parris stated the proposed 2023 meeting dates for the OneStop Operations Committee are January 18, March 22, May 24, August 23, and October 18.

ACTION TAKEN: David Bowers made a motion to accept the 2023 One Stop Operations Committee meeting dates as presented, seconded by Danny Brothers. The motion carried unanimously.

V. **Adjourn**

With no further business, the meeting was adjourned at 3:41 p.m.

Respectfully submitted by: Meredith Durham