



**WORKFORCE DEVELOPMENT BOARD
Finance Committee Meeting Minutes
November 14, 2022**

SC Works Clemson Comprehensive Center/ Zoom Conference Call

Members Present

Stephanie Collins Grayson Kelly Mike Wallace

Members Absent

David Collins

Staff Present:

Trent Acker Jennifer Kelly Sharon Crite Windy Graham

Guests Present:

Karen Craven Billy Hunter

CALL TO ORDER & INTRODUCTIONS

Mr. Trent Acker called the meeting to order at 3:02 pm.

Chair Stephanie Collins welcomed everyone in attendance. Mrs. Collins reminded everyone the meeting was being recorded for the processing of minutes.

APPROVAL OF 9-14-2022 MEETING MINUTES

Chair Collins called for a review of the minutes and any corrections/amendments to the minutes or a motion to approve.

ACTION TAKEN: Mike Wallace made a motion to approve the minutes as submitted, seconded by Grayson Kelly. The motion carried unanimously.

PY22 BUDGET OVERVIEW/ ONGOING GRANTS

Chair Collins stated that the PY22 budgets and ongoing grants were listed in the packet and available online for committee members to review and called for questions.

Mr. Trent Acker shared that the Resiliency grant ends in May of 2023. WorkLink has conversed with Department of Employment and Workforce and agreed to a local modification. Mrs. Jennifer Kelly pointed to page 13, which shows the actual grant as it stands for WorkLink, and stated that part of the grant was subcontracted to Eckerd. The plan is to take \$27,960 from the on-the-job training line, which is held in-house, and move it into Eckerd, specifically for operating costs. This will allow WorkLink to charge more operating costs to the Resiliency grant versus the Adult funding stream and the Dislocated Worker funding stream. Ms. Kelly reminded committee members that there is a 30% expenditure rate for participant costs. Shifting costs will help meet the 30% mark for the Adult/DW funding stream. This modification would allow WorkLink to charge operating costs to Resiliency, which is not included in the 30% participant cost rate, and allow what would be participant costs and on-the-job training charged to a regular Adult/DW fund stream.

Mr. JT Parnell pointed to page 13 in the packet and stated that the notes section outlines how the costs will be used in the Resiliency grant. The amount will cover some salary costs and takes the grand total from \$220,447 to \$248,407 for the Resiliency budget.

ACTION TAKEN: Mike Wallace made a motion to accept the Resiliency grant budget modification to move \$27,960 from the in-house training budget to Eckerd as presented, seconded by Grayson Kelly. The motion carried unanimously.

Mr. Trent Acker reviewed the final 20IWT01 spreadsheet with committee members, located on page 16 of the meeting packet. Mr. Acker reviewed the Financial Status dashboard with committee members, which showed a visual representation and breakdown of funding expenditures and fund streams.

ADJOURNMENT

With no other business, the meeting adjourned at 3:20 p.m.

Respectfully submitted by: Meredith Durham