



**WORKFORCE DEVELOPMENT BOARD
Executive Committee Meeting Minutes
December 14, 2022 @ 11:00 am
via Zoom/ Clemson SC Works Comprehensive Center**

Members Present

Melanie McLane, Chair	Jeromy Arnett	Danny Brothers	Teri Gilstrap
Grayson Kelly	Ed Parris		

Staff Present:

Trent Acker	Jennifer Kelly	Sharon Crite
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Welcome

Chair Melanie McLane welcomed everyone to the conference call at 11:02 am.

Approval of Meeting Minutes (6/13/2022)

The minutes from the June 13, 2022 meeting were emailed to committee members for review. Chair McLane called for any corrections or amendments to the minutes.

ACTION TAKEN: Grayson Kelly made a motion to approve the minutes as presented, seconded by Jeromy Arnett. The motion carried with a unanimous voice vote.

Budget Modifications

Mr. Trent Acker, Executive Director, mentioned that WorkLink had some additional opportunities to receive funds from DEW this year. Mr. Acker reviewed the proposed Adult/DW budget fund stream with committee members and the summary of changes. Some items have been moved from the traditional fund stream and/or resiliency grant to make up the total grant opportunity that will be presented to Eckerd. Ms. Jennifer Kelly noted the Adult/DW columns are being reduced overall, the Resiliency grant was Modification 2 that was approved in June, and the EBS grant is new. WorkLink worked with Eckerd to adjust and make the grant whole, which brings the grant back to where WorkLink was planning to be with the Adult/DW Operator awarded. That will not be awarded at this point because the EBS grant will cover it. There is funding that carries into the new program year as part of the EBS grant, and in both Adult/DW and Youth, there is no provider selected because of the active RFP, so funds are not awarded at this point. They follow the same typical expense lines and that will increase the monies available to be carried into the new program year.

ACTION TAKEN: Ed Parris made a motion to approve the Adult/DW budget modification as presented, second by Grayson Kelly. The motion carried with a unanimous voice vote.

A total of \$500,000 for Youth Services was presented in the Youth budget comparison. The Youth Resiliency grant will run out by the end of this program year, and some of the same items will be picked

up in the EBS grant afterward. The balance of the monies available will be approximately \$6,000 in youth work experience stipends, salaries (6 months), and operations. This allows WorkLink to pull back some of the formula funding that had been allocated to the Youth program at the start of the year. The majority of this grant will cover salaries, fringe, and indirect costs. This modification includes the EBS funding for the balance of the year.

ACTION TAKEN: Danny Brothers made a motion to approve the Youth budget modification as presented, second by Jeromy Arnett. The motion carried with a unanimous voice vote.

Local and Regional Plans

Mr. Acker stated that copies have been sent out with the Local and Regional Plans for review. The public comment period has closed. Partners and board members have been given opportunities for review as well. The Local and Regional Plans were presented for approval.

ACTION TAKEN: Ed Parris made a motion to approve the Local and Regional Plans, seconded by Grayson Kelly. The motion carried with a unanimous voice vote.

Adjourn

Chair McLane adjourned the meeting with no further business at 11:15 am.