



WORKFORCE DEVELOPMENT BOARD

Executive Committee

December 13, 2023 at 1:00 p.m.

Conference Call Information:

<https://us02web.zoom.us/j/6436419262?pwd=Vm9zNTB2ZDNYU3ZWZno1ZlM2QVBoZ09>

Meeting ID: 643 641 9262 Dial: 1-646-558-8656 Passcode: 29631

AGENDA

- I. **Call to Order/Introductions** Mike Wallace, Board Chair
- II. **Executive Committee Meeting Minutes (9.8.2023)*** Chair Wallace
- III. **Incumbent Worker Training Grant Applications*** Jennifer Kelly, Executive Director
- IV. **Adult/Dislocated Worker Policies**
 - a. Policy Update - Re-enrollment Policy*
 - b. Policy Update - Programs of Study*
- V. **Eckerd Transition in Upper Savannah**
- VI. **CY2024 Board & Committee Meeting Schedule*** Chair Wallace
- VII. **Other Business** Chair Wallace
- VIII. **Adjourn**

UPCOMING MEETINGS:

WorkLink WDB Meeting, February 7, 2023 @ 1pm
Madren Center (Lunch at Noon)

Conference Call Option Available



**WORKFORCE DEVELOPMENT BOARD
Executive Committee Meeting Minutes
September 8, 2023 @ 3pm**

SC Works Clemson Comprehensive Center/ Zoom Conference Call

Members Present Melanie McLane, Chair Jeremy Arnett Danny Brothers
 Dr. Galen DeHay Teri Gilstrap Tyler James

Members Absent

Staff Present: Sharon Crite Windy Graham Jennifer Kelly

Guests Present: Renee Alexander

CALL TO ORDER & INTRODUCTIONS

Chair Melanie McLane called the meeting to order at 8:35am. Chair McLane welcomed everyone in attendance. Chair McLane reminded everyone that the meeting was being recorded to process minutes.

Approval of Meeting Minutes (5/17/2023)

The minutes from the May 17, 2023 meeting were emailed to committee members for review. Chair McLane called for any corrections or amendments to the minutes.

ACTION TAKEN: Danny Brothers made a motion to approve the minutes as presented, seconded by Jeremy Arnett. The motion carried with a unanimous voice vote.

PY2023 Board Budget – Current Status

Ms. Jennifer Kelly, Executive Director, reviewed the status of the final PY2023 allocations and the WorkLink WDB budget as of August 31, 2023. Ms. Kelly stated a shortfall of \$318,783 was projected for the first quarter of PY2024. Staff is bringing a budget modification to the Executive Committee to de-allocate some funding from Eckerd for PY2023 and stated that Staff will be applying for additional grant funds to ensure that services can continue in the first quarter of PY2024.

The PY2023 Adult/DW/EBA Mod 1 was presented to the committee by Renee Alexander, Eckerd WDS. The overall funding was reduced by \$74,938. This shift will provide additional available funds in PY2024 first quarter and will allow WorkLink staff to shift funds around to meet the EBS expenditure requirements by September 30, 2023. The full budget modification can be seen on pages 6-12 of the Executive Committee packet.

ACTION TAKEN: Teri Gilstrap made a motion to approve the budget modification for Adult/DW/EBA funding as presented, seconded by Danny Brothers. The motion carried with a unanimous voice vote.

Ms. Alexander presented the budget modification for Youth, indicating that the overall funding was reduced by \$20,000. The full budget modification can be seen on page 13 of the Executive Committee packet.

ACTION TAKEN: Dr. Galen DeHay made a motion to approve the budget modification for Youth/EBY funding as presented, seconded by Danny Brothers. The motion carried with a unanimous voice vote.

ADJOURNMENT

With no other business, the meeting adjourned at 8:55 a.m.

Respectfully submitted by: Jennifer Kelly



PROPOSED POLICY CHANGES

Policy Change 1 - Re-entry into Adult and Dislocated Worker WIOA Program

Current Policy: Customers that are applying to re-enroll into Adult/DW program services must wait until they have reached the end of the fourth quarter after exit. (Approximately 1 year after they leave the WIOA program.)

Change in Policy: Allow WIOA Adult and Dislocated Worker customers that are applying to re-enroll into the WIOA program upon successful completion of three quarters of follow-up. Customers can re-enroll into the Adult/DW program at the beginning of their fourth quarter follow-up, but only after they have provided their employment and credentialing information for the fourth quarter.

Benefits: Participants may enter the program again after 9 months instead of 1 year, allowing them to access needed services earlier than previously allowed.

Considerations:

- Participants will still be limited to cost caps for scholarships equaling no more than \$5,000 in one program year and \$10,000 in a lifetime. Once these caps have been reached, they may still be eligible to take advantage of Career Services.
- Performance measures will be captured prior to re-enrollment into the program.
- Performance will not overlap even if enrolled during the fourth quarter.

Recommendation from SC Works Operations Committee.

Policy Change 2 - Eligible Training Provider List (ETPL) - Programs of Study

Current Policy: Programs of Study have been excluded from the WorkLink Eligible Training Provider List if the anticipated wage is below our self-sufficiency wage of \$12.47/hour.

Using O*Net online Services, shows that Certified Nursing Assistants may earn the following wages in the MSA Greenville, Anderson, Mauldin, SC area:

10/18/23, 9:02 AM

Local Wages: 31-1131.00 - Nursing Assistants

Location	Hourly Low (10%)	Hourly Q _L (25%)	Hourly Median (50%)	Hourly Q _U (75%)	Hourly High (90%)
Greenville-Anderson-Mauldin, SC	\$12.14	\$14.12	\$14.97	\$16.80	\$18.55

According to O*Net, in Greenville-Anderson-Mauldin, SC:

- Workers on average earn \$14.97 per hour.
- 10% of workers earn \$12.14 or less per hour.
- 10% of workers earn \$18.55 or more per hour.

Change in Policy: Allow WorkLink staff to approve programs of study where the hourly median wage for 50% of workers is expected to be at least equal to our self-sufficiency wage.

Benefits: Allows additional programs of study to be included in the WorkLink area, and more individuals to access entry-level occupational skills into a career field of their choice.

Considerations:

- Wages may not be self-sufficient for everyone but may be a steppingstone on their career pathway. Career Coaches will also look at the family income to determine if the family unit is self-sufficient as well.
- All occupations will still be required to be in-demand for the WorkLink area.
- After conducting a brief job search, wages in the WorkLink area averaged around \$14 to \$15 per hour.

Recommendation from SC Works Operations Committee.

2024 Committee/ Board Meeting Schedule

Committee	Meeting Dates				
Youth	January 23	March 5	May 7	August 6	October 1
Priority Populations	January 9	March 12	May 14	August 13	October 8
One Stop Operations	January 17	March 20	May 15	August 21	October 16
Finance	January 24	March 27	May 22	August 28	October 30
Workforce Development Board	February 7	April 3	May 29	September 4	November 6

Youth Committee—Meetings will be held on Tuesdays at 10:00 a.m. Staff Liaison: Sharon Crite, Youth Services Manager/Education Outreach, scrite@worklinkweb.com, 864-646-1828

Priority Populations Committee—Meetings will be held at 3:00 p.m. at the Clemson SC Works Center, Conference Room. Staff Liaison: Windy Graham, WIOA Performance and Reporting Specialist, wgraham@worklinkweb.com, 864-646-1826

OneStop Operations Committee—Meetings will be held at 3:00 p.m. at the Clemson SC Works Center, Conference Room. Staff Liaison: Jennifer Campbell, Assistant Director, jcampbell@worklinkweb.com, 864-646-1458

Finance Committee—Meetings will be held at 3:00 p.m. at the Clemson SC Works Center, Conference Room. Staff Liaison: Jennifer Kelly, Executive Director, jkelly@worklinkweb.com, 864-646-5898

Workforce Development Board—Meetings will be held at 1:00 p.m. at the Madren Center. Lunch will be held at noon immediately preceding the meeting. Staff Liaison: jkelly@worklinkweb.com, Executive Director, jkelly@worklinkweb.com, 864-646-5898