

**WORKFORCE DEVELOPMENT BOARD MEETING**

**Wednesday, November 18, 2024 Minutes**

**Tri-County Technical College, Pendleton Campus, Student Success Center, Room 205**

**Members Present:**

Shonna Williams, chair	David Bowers	Danny Brothers	Katie Brown
David Collins	Stephanie Collins	Dr. Galen DeHay	Brooke Garren
Billy Gibson	Lisa Gillespie	Robert Halfacre	Kristi King-Brock
James Kilton	Hunter Kome	Melanie McLane	Burriss Nelson
Pat Pruitt	Ashley Teal		
Mike Wallace			

**Members Absent:**

Jeromy Arnett	Tyler James
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**Staff Present:**

Jennifer Campbell	Sharon Crite	Windy Graham	Jennifer Kelly
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**Guests Present:**

Renee Alexander	Caitlin Brazell	Casey Brewington	Karen Craven
Billy Hunter	Kelly Parnell	Jeff Snider	

**I. Call to Order/Introductions**

The meeting was called to order at 8:34 am. Chair Shonna Williams announced a quorum was present to conduct the business of the Board and reminded everyone the meeting was being recorded for processing of minutes. Introductions were made around the room and for online attendees.

**II. Consent Agenda\***

The minutes from the September 4, 2024, meeting were emailed with the meeting notice and included in the meeting packet. Ms. Williams also noted that the traditional committee reports were being presented as information only. Chair Williams called for any corrections or amendments.

**BOARD ACTION TAKEN: Danny Brothers made a motion to approve the consent agenda as presented, seconded by Dr. Galen DeHay. The motion carried with a unanimous voice vote.**

**III. Finance Committee**

Adult/DW Program – Mod 2\*

Ms. Jennifer Kelly, WorkLink Executive Director, presented a second budget modification for PY24 Adult Program and Dislocated Worker. WorkLink was able to release \$35,000 in additional funding for PY24. This funding will be broken down to \$20,000 to adult and \$15,000 to Dislocated Worker and will be used to better align the DW and Adult program budgets with the needs for each. With this total funding Eckerd will serve a total of 260 participants.

**BOARD ACTION TAKEN: A recommendation from the Finance Committee was received as a motion for the budget modifications to be approved as presented, seconded by Mike Wallace. The motion carried unanimously.**

**IV. SC Works Operations Committee**

**a. New Ad hoc Committee Members\***

- i. Wendy Smith, Director of Anderson University's Center for Career Development
- ii. Ellen Pate, Director of TCTC Career and Employability Resources
- iii. Brad Blackston, Director of Pickens Adult Education
- iv. Brian Jones, HR Generalist for First Quality Tissue

**BOARD ACTION TAKEN: A recommendation from the One Stop Operations Committee was received as a motion to accept Wendy Smith, Ellen Pate, Brad Blackston, and Brian Jones as One Stop Operations Ad Hoc Committee Members, seconded by Pat Pruitt. The motion carried unanimously.**

**V. CY Board & Committee Meeting Schedule\***

The proposed Board and committee meeting schedule for calendar year 2025 is listed on page 32 of the informational packet.

**BOARD ACTION TAKEN: Dr. Galen DeHay made a motion to approve the 2025 calendar year schedule for Board and Committee meetings as presented, seconded by Danny Brothers. The motion carried with a unanimous voice vote.**

**VI. Other Business**

Reminder, the next Board meeting will be held on February 5, 2025, at 1:00 pm.

**VII. Adjourn**

Chair Williams adjourned the meeting at 8:45 am.