



WORKFORCE DEVELOPMENT BOARD
OneStop Operations Committee Meeting Minutes
March 20, 2024 @ 3:00pm
via Zoom/ Clemson SC Works Comprehensive Center

Members Present

Brooke Garren Jim Kilton Shonna Williams
Mike Wallace

Members Absent:

David Bowers Danny Brothers Susan Gibson

Staff Present:

Jennifer Kelly Jennifer Campbell Windy Graham

Guests Present:

Renee Alexander Billy Hunter Jeff Snider

Welcome and Introductions

Vice-Chair Shonna Williams officially called the meeting to order at 3:05pm welcoming everyone in attendance and announced the meeting being recorded for processing of minutes.

Consent Agenda

Vice-Chair Williams stated that the consent agenda was included in the meeting packet. The consent agenda included the following items:

- 1/17/2024 Meeting Minutes
- PY23 Usage Reports
- PY23 Financial Reports
- PY23 Employer Services Reports

ACTION TAKEN: Brooke Garren made a motion to accept all consent agenda items as presented, seconded by Jim Kilton. The motion carried unanimously.

SC Works System Updates

Employer Services

Mr. Billy Hunter, Eckerd One-Stop Operator, spoke to the group about ongoing community contacts such as the Oconee County Chamber of Commerce. He has recently attended a meeting for the Minority Business Owners group and was invited to return to present on Employers Services available through SC Works in May. Eckerd has been participating in the job fairs organized by SCDEW. He has been speaking with United Way regarding a partnership in

hosting a virtual job fair, virtual resource fair, and regional sectors strategies meeting.

On The Job Training (OJT)

Mr. Hunter reviewed the on On-The-Job Training placements. There have been three placements thus far, with two employees completing the OJT contract and one other in progress. He is speaking with several interested employers regarding possible future placements.

Rapid Response

Ms. Jennifer Kelly, Executive Director for WorkLink WDB, informed the group that a rapid response event and job fair was held in February for MedLine Industries in Honea Path that closed on February 8th. Most of the employees impacted were offered positions with Timken.

On March 12th MST Concrete in Central closed unexpectedly. There were two rapid response secessions offered on March 21st at the Clemson SC Works office for the 60 employees affected by this closure.

Sulzer Processing Pumps were able to extend their Rapid Response contract to May 31, 2024 to allow additional time to train their employees on the new lines coming in from Ireland.

Incumbent Worker Training (IWT)

Ms. Jennifer Campbell, Assistant Director for WorkLink WDB, provided an update for Incumbent Worker Training (IWT). All grants awarded through the Engage, Build Serve (EBS) Statewide grant that WorkLink received have finalized training. There was a remaining balance of \$8,304 available to be used until March 31, 2024.

WorkLink was awarded \$50,000 in IWT funding through the Integrated Education and Training (IET) Statewide grant. There were five companies, representing all three counties, awarded a total of \$53,963. This created a total balance of \$4,341 to be used before September 30, 2024. We have closed out the PY23 IWT contract with Reliable Sprinklers and expect to close United Tool and Mold in the month of April as well. We are currently processing \$15,400 in invoices for Mergon and will be reaching out to our IWT committee about allocating the remaining funds.

SC Signage Refresh Grant

Ms. Campbell informed the group that an application was submitted for the Statewide SCWorks Center Signage Refresh Grant. We were awarded \$5,265 to update the outdoor signs at the Easley and Seneca locations and at the Anderson Location; install parking lot directional signs, a hallway directional sign, and a door wrap for the entrance to the center. These funds must be utilized by June 30, 2024.

Community Outreach

Ms. Campbell shared the community outreach she has participated in on behalf of WorkLink this quarter including visiting all 4 of the SC Works Centers, 3 of the Adult Ed Centers, and several of the connection points. She attended the upstate Manufacturing Network partnership meeting, Upstate SC Alliance annual meeting, Anderson County Manufacturing Alliance

meeting, Anderson Area SHRM, and job fairs in each county. She toured the Walgreens Distribution Center and assisted Jennifer Kelly in presenting the employer services offered through SC Works to the Alliance Pickens Manufacturing Group.

On Facebook we have over 5,000 followers who are actively engaging with the content. This platform is primarily used by job seekers and service providers. Instagram has been a slow build with little engagement and only 13 new followers in the last five months totaling 293. LinkedIn is the platform mostly utilized by employers and community leaders. We started from scratch in November and have now built a following of 311 contacts. We regularly see posts viewed by over 100 people with the highest views being over 1,000. We ask that you please like, share, and follow all our social media accounts at "SCWorks WorkLink". Each comment, reaction, and share boost our visibility to others.

PY2023 EBA Budget Modification - 2

Ms. Campbell informed the group that the Executive Committee approved the 2nd budget modification for the Eckerd EBA grant on March 8, 2024. This budget modification shifted \$8,212 from IWT to Program Services to allow immediate training. These funds will be reallocated to IWT from the Program Services in a modification in the IET grant allowing an extension of time for IWT to be completed. There were other line items within the EBA grant that were also shifted to training costs, allowing all funds to be expended by the March 31, 2024 deadline.

SC Works Center Update

Mr. Hunter gave an update regarding SC Works Center efforts. For PY23, there has been 7,675 in center traffic with 338 attending orientation, and 122 workshops offered. In person workshops are now being offered and in the month of April there are 11 in person workshops scheduled. So far this year there have been 1,438 job seekers attending the 35 hiring events which is a significant increase over the 58 job seekers served at the five hiring events held last year. There are five upcoming hiring events in the month of April.

WIOA Program Updates

Mr. Jeff Snider, Eckerd Career Service Manager, gave an update on all budget standings and shared there were \$68,932 in leveraged scholarships through Tri-County Technical College. Mr. Snider also shared the success story of a participant who completed his CDL-A training which has increased his salary and boosted his self-esteem.

Other Business

Ms. Kelly reminded the committee that we have upcoming budget negotiations. She asked that everyone try to attend the May 15 meeting in person, if possible, to review and discuss the PY24 budget for Eckerd. This will be a voting item and we will need a quorum.

Adjourn

With no further business, the meeting was adjourned at 3:42pm.

Respectfully submitted by: Jennifer Campbell