



**WORKFORCE DEVELOPMENT BOARD
Executive Committee Meeting Minutes
March 8, 2023 @ 9:00 am
via Zoom/ Clemson SC Works Comprehensive Center**

Members Present

Mike Wallace, Chair
Burriss Nelson
Jeromy Arnett
Shonna Williams
Galen DeHay
Melanie McLane

Members Absent

Tyler James

Staff Present:

Jennifer Kelly
Jennifer Campbell
Sharon Crite

Welcome

Chair Mike Wallace welcomed everyone to the conference call at 9:00 am.

Approval of Meeting Minutes (12/13/2023)

The minutes from the December 13, 2023 meeting were emailed to committee members for review. Chair Wallace called for any corrections or amendments to the minutes.

ACTION TAKEN: Melanie McLane made a motion to approve the minutes as presented, second by Dr. Galen DeHay. The motion carried with a unanimous voice vote.

Engage Build Serve (EBS) Grant Award Modification

Ms. Jenifer Kelly, Executive Director, reviewed the requested EBS Grant Modifications to both Eckerd Program Services and Operator Services budgets effective March 1, 2024. Move \$8,212 of undesignated IWT funding from the WorkLink budget to the occupational training Eckerd budget that will be offset with an upcoming modification to the IET grant. These changes will result in zero net effect on the total grant budget.

ACTION TAKEN: Dr. Galen DeHay made a motion to approve the modification to both WorkLink and Eckerd Program Services budgets as presented, second by Melanie McLane. The motion was carried with a unanimous voice vote.

Ms. Renee Alexander, Eckerd Connects, reviewed the requested EBS Grant Modifications to Eckerd Program Services budget effective March 1, 2024. Modification would include moving funds within the Program Services budget line items to better align with funds needed before the March 31st deadline.

ACTION TAKEN: Jeromy Arnett made a motion to approve the modification to Eckerd Program Services budget as presented, second by Dr. Galen DeHay. The motion was carried with a unanimous voice vote.

Ms. Alexander reviewed the requested EBS Grant Modifications to Eckerd Operator Services budget effective March 1, 2024. Modification would include moving funds to the Program Services budget to better align with funds needed before the March 31st deadline.

ACTION TAKEN: Melanie McLane made a motion to approve the modification to Eckerd Operator Services budget as presented, second by Shonna Williams. The motion was carried with a unanimous voice vote.

Youth Grant Award Modifications

Ms. Alexander reviewed the requested Youth Formula Grant Modification to Eckerd Youth Program budget effective March 5, 2024. Modification would include moving funds within the Youth Program budget to increase funding for the work experience stipend line item. These changes will result in zero net effect on the total grant budget. This budget has been presented to and approved by the Youth Committee.

ACTION TAKEN: Dr. Galen DeHay made a motion to accept the modification to the Youth Program budget as presented, Second by Jeromy Arnett. The motion was carried with a unanimous voice vote.

Ms. Alexander reviewed the requested EBS Youth Grant Modifications to Eckerd Youth Program budget effective March 5, 2024. Modification would include moving funds within the EBS Youth Program budget to increase funding for the work experience stipend line item. This budget has been presented to and approved by the Youth Committee.

ACTION TAKEN: Dr. Galen DeHay made a motion to accept the modification to the Youth Program budget as presented, Second by Shonna Williams. The motion was carried with a unanimous voice vote

Other Business

The next Board Meeting will be April 3rd at 1:00 at the Madren Center, with lunch at Sole on the Green at Noon.

Adjourn

Chair Wallace adjourned the meeting with no further business at 9:18 am.