

SC WORKS

UPPER SAVANNAH

Upper Savannah Workforce Development Board Meeting

Held at 430 Helix Road, Greenwood, SC or via Zoom

Monday, August 5, 2024

Meeting: 3:30 p.m.

Members Present: Candi Lalonde, Jean McCallum, Amanda Benfield, Roberta Kinard, Stephen Taylor, Darron Wilson (Chaired), Keli Fewox, Roy Lowe, Shelby Reed, Chad Ulmer

Members Absent: Scott Coleman (excused), John Calhoun, Theresa Stover, Taiese Kidd, Debbie Walling, Julie Bagwell

Staff Present: Kal Kunkel, Willie Matthews, Amber Bearden

Guest: Renee Alexander, Charles Camp, Sam Leaman, Deidra Smalls, Kimbearly Smith

Welcome, Call to Order and Roll Call

Darron Wilson welcomed members, guests, and staff. The meeting was called to order. Kal asked all guests to introduce themselves.

Kal Kunkel conducted the meeting roll call.

Approval of Minutes for

Minutes are emailed along with the meeting agenda. They are also archived online. There was a motion by Keli Fewox and seconded by Stephen Taylor to adopt as final. Passed unanimously.

Director's Report (Kal Kunkel)

1. Performance Update

Kal updated everyone with WIOA performance information. (The report chart was included with the emailed agenda packet and was also provided on site). He explained that PY23 has officially closed out. He explained current performance is meeting all targeted outcomes. There is one area that is cumulative that isn't shown on the presented report but is available on the state performance report chart, which he can provide. He explained it is less than 2% short of the target. Staff is working on capturing the information to try to reach this number. He explained we have had a lot of individuals in training with measurable skills gains met. Performance data has come down from the state for the PY24 year. Essentially the Department of Labor and the state of South Carolina negotiate back and forth on what those targeted numbers are going to be; that then comes down to use and we go back and forth on what those numbers will be. For the upcoming year, the targets remained very similar to what they are currently—thus expectations to meet those targets again in the upcoming year are very likely. We'll be sharing those new numbers in the November report.

On expenditures, a minimum of 70% of the money in each of the “pots” (Youth, Dislocated Worker, and Adult) must be spent over a 2-year period. We have satisfied and exceeded that requirement in each of those areas. This past year, we did have to transfer money to be able to meet this in one of the areas. We don’t want to have to do that again, so we are going to put measures in place to ensure we are enrolling and spending in all the areas. On our Eckerd budget contracts, we spent about 60% of that funding, which left us a good amount in carry-over money for the PY24 year. The 1st quarter, we only receive a quarter of our allocated funding for dislocated worker and adult so the carry over in the Eckerd budget helps us until we receive our full amount after October 1st. Youth funds are given upfront. The carryover also assists us in making up for any reductions we may have received from our funding.

2. *Funding Requests – Planning & Development & Innovation funds*

Kal explained that via the state, we were requested and are awaiting a final award of \$75, 000 to go towards planning and development. Kal continued to explain that this money can be used for training for staff across all of the partner agencies. We are looking into hosting a few events where we can bring in some external trainers in areas such as overall case management, guidance, trauma informed care, motivational interviewing; I believe this could really benefit our system as whole. The other portion of the money we will need to engage with a consultant, but involves rewriting our local plans in terms of employment needs, transportation, childcare needs, etc. This would be a board-voted activity and hopefully will be ready to be brought to you by the November meeting.

3. *H1B and Careers Grant Updates*

H1B is in it’s final stages with the focus being shifted to the case management and follow-up stages. Enrollment goals have been met and the gathering of employment data is the focus currently. Amber Bearden has been overseeing this, but with it coming to an end, she has been brought on as the Workforce Board Coordinator to help with communication. She will be reaching out to everyone soon regarding board activities.

Careers was a federal grant that we received but will be ending this month—August 19th. We are working with the other 4 other workforce boards in the state to close that grant out. We expect to be working on that in the next several months. We have until the end of January to close this out with the Department of Labor.

4. *Local Plan Modification*

I’m on the process of drafting a plan to get this out to all of the partners. We are looking to more efficiently be able to assist our rural counties in the form of moving away from the satellite sites and utilizing connection point locations. We have different opportunities with connect points that we can create.

5. *Workforce Staff Organization Chart*

This will be emailed out. This is an organizational chart that allows you all to see our board structure and to see who our staff are and what their functions are.

Darron opened the floor for any questions/comments. None.

BOARD ACTION ITEMS

Board Meeting Schedule

Kal announced the appointments of the committees and discussed scheduling for these. Provided in emailed packet.

Board Committee Appointments & Reports

Kal announced:

1) Executive Committee (Darron Wilson, Chair)

2) SC Works Operations Committee (Roy Lowe, Chair)

3) Priority Populations Committee (Chad Ulmer, Chair)

4) Youth Committee (Shelby Reed, Chair)

Kal explained that the SC Works Operations Committee and the Priority Populations will be combined to flow together as a single meeting to reduce the number of meetings. He added that the SC Works Operations Committee is involved in discussing the day-to-day functions of the SCWorks Centers and how that services the business community and job seekers. The Priority Populations Committee is serving individuals with disabilities, people returning to the workforce such as from prison, or individuals deemed to need additional support. He explained there needs to be more appointments made to the other committees. He also stated he'd like each to do one or two community events a year.

Kal opened the floor for questions/comments and asked if anyone would like to volunteer for any of the committees. There was no further discussion on this.

Darron announced the next items would require voting and returned the floor to Kal.

Eligible Training Provider (ETPL)- Applicants for Approval **ACTION**

(The ETPL is available for viewing in the email packet)

Kal explained that providers have applied from various places that would like to be added to our approved list. Willie has vetted each of these to ensure quality. He continues to explain that these providers in many cases are located in areas that would make it easier for our region's participants to get to the trainings, in some cases. While some of the programs are offered within our area, many of the technical colleges had to pull themselves from the ETPL due to the requirements the Department of Labor was requiring regarding reporting. If 1 welding student in a class of 15/20 students was enrolled in WIOA, the technical college would then be required to report on every single student. Piedmont Technical College did not have the resources to keep up with this. Keli Fewox added that out of 175 students in a single program, only 1 was WIOA, so all 176 students had to be reported on. However, Kal is working on modifying the local plan that would then allow us to work with contracted training services. This involves us releasing a request for quotes from providers and later being able to add these training courses to our localized list. Kal has been working with Piedmont Technical to be able to add their courses to the list that are in our demand occupational areas.

A. Aiken Technical College

1. *Veterinary Assistant* **DENIED**

2. *Advanced Welding* **APPROVED**

3. *Diploma in Practical Nursing* **APPROVED**

Kal explained that Veterinary Assistant is not one of in demand occupations and therefore it is not recommended to be added.

A motion was made by Keli Fewox to pass the above as listed. Seconded by Stephen Taylor. Passed unanimously.

B. Second Chance Job Center **ALL DENIED**

Kal explained this Provider did not receive the best reviews for those that were involved, and it is not the recommendation they be added.

A motion was made by Stephen Taylor to deny adding. Seconded by Keli Fewox. Denied unanimously.

C. *Commercial Driving Academy (Has a physical location in Spartanburg and offers CDLs only)*

1. *Passenger Endorsement Course* **APPROVED**

A motion was made by Stephen Taylor to approve adding. Seconded by Keli Fewox. Approved unanimously.

D. *Village Career Center*

1. *Pharmacy Technician* **APPROVED**

Kal explains this is a high demand occupation and does recommend approval. Located in Abbeville County.

Roberta Kinard abstained from the vote. A motion was made by Jean McCallum. Seconded by Shelby Reed. Approved unanimously.

E. *Greenwood Medical Academy*

1. *Phlebotomy* **APPROVED**

This provider is already on the list for Certified Nursing Assistant but would like to add Phlebotomy. Provider is recommended.

A motion was made by Stephen Taylor. Seconded by Roberta Kinard. Approved Unanimously.

F. *Capstone*

1. *Phlebotomy Technician* **APPROVED**

Provider, located in Greenville, is currently on the list, but would like to add the above training. Provider is recommended.

A motion to approve made by Jean McCallum. Seconded by Keli Fewox. Approved unanimously.

Following the list of Providers, Kal added that an online provider the board has previously denied, did submit an appeal. Kal stated that he re-sent the denial letter.

No further discussion on the topic.

Transfer up to \$250,000 of Dislocated Worker Funds to Adult **ACTION**

Kal explained that in several years past, funding needed to be transferred from the Dislocated Worker pot to the Adult. In being proactive, he is requesting that the transfer of the \$250,000 be made in advance to allow our service provider to continue more effectively. He explained should the need in funds arise for Dislocated Worker, it could be transferred back. In regard to a question asked involving plans for the money, Kal added that approximately 90% of enrollment is Adult, which historically is who requires the most funding. Expenditures will be used towards training vouchers, OJT, work experience, supportive services, etc.

A motion to approve was made by Keli Fewox. Seconded by Jean McCallum. Passed unanimously.

PROGRAM REPORTS

Deidra Smalls, Region Manager

Deidra provided updates through last program year. In Adults, 66 carried over with 119 new enrollments for a total served as 185. The new enrollment goal was 85 so this was far exceeded. Dislocated workers carried over 6 with 10 new enrollments for a total of 16. The new enrollment goal was 15 so this did fall short. She explained that traditionally it is Adults that are mostly served. Furthermore, Dislocated Workers are generally highly skilled and do not stay unemployed long. As a reminder, these are workers that have lost their employment by no fault of their

own due to circumstances such as plant closures, Youth carried over 22 with 15 new enrollments for a total of 37. The new enrollment goal was 33. We are down 1 youth career coach but are in the process of onboarding a new coach.

Center enrollment through June of last PY year, Greenwood is our center with the highest traffic; Next is Newberry and then Laurens. Orientations are being held weekly and traffic numbers continue to remain consistent. Our region had two hiring events in the month of June with a total of 55 attendees and 10 employers participating. We received one referral for this month from a partner agency. We do continue to work with our partners on using our SCWOS system to allow for more tracking of the referrals.

Deidra asked for everyone to reach out to Charles Camp should they need access to the SCWOS system. Charles has brought in 5 business partners in for the month of June to bring OJT opportunities for our participants.

Kal explained last year that we've been working with Upstate via a grant to roll out business services for all our regions on transportation and logistics. This is ongoing.

Other Business

Darron opened the floor for other business. No other business was introduced.

ADJOURN

Darron Wilson called to adjourn the meeting. A motion to adjourn made by Keli Fewox. Seconded by Stephen Taylor. The next Workforce Board meeting will be held on November 4, 2024.