

SC WORKS

UPPER SAVANNAH

WORKFORCE DEVELOPMENT BOARD MEETING

Monday, April 1, 2024 – 3:30 P.M.

Upper Savannah Council of Governments

430 Helix Road, Greenwood, SC 29646

Board Room or via Zoom

<https://zoom.us/j/93406747184?pwd=WXRyZTRnWGp5SFNaRzh1ZzExcjJZZz09>

Meeting ID: 934 0674 7184

Passcode: 362166

Option to join via Dial in: 1-929-205-6099

AGENDA

- | | |
|---|--|
| I. Call to Order/Roll Call/Introductions | Scott Coleman, Board Chair |
| II. Approval of Minutes (2/05/2024)* | Scott Coleman, Board Chair |
| III. Director's Report | Kal Kunkel, Workforce Development Director |
| A. SC Works System Updates | |
| IV. Board Action Items | Scott Coleman, Board Chair |
| A. Approval to transfer Dislocated Worker funds to Adult to support service needs.* | |
| B. Approval to transfer Youth funds to the WorkLink Region.* | |
| C. Discussion of revised Board By-Laws. | |
| D. Discussion of the nomination and appointment of a Vice Chair.* | |
| E. Discuss process to nominate or appoint committee members. | |
| 1) Executive, Operations (One-Stop), Disabilities, & Youth Council | |
| V. Program Reports | |
| A. Operations Reports | |
| 1) Willie Matthews, Deputy Workforce Development Director | |
| 2) Amber Bearden, Rural Healthcare Coordinator (H1B) & NDWG (CAREERS) | |
| B. Service Provider Reports | |
| 1) Renee Alexander, Sr. Operations Director | |
| VI. Board Orientation | |
| A. WIOA Board Member Orientation (30 Minutes) | Kal Kunkel, Workforce Development Director
Willie Matthews, Deputy WFD Director |
| V. Other Business | Scott Coleman, Board Chair |

*Voting item.

NEXT MEETING – Monday, June 3, 2024, at 3:30PM

SC WORKS

UPPER SAVANNAH

Upper Savannah Workforce Development Board Meeting

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

Monday, February 5, 2024

Meeting: 3:30 p.m.

Members Present: John Calhoun, Candi Lalonde, Roberta Kinard, Scott Coleman, Darron Wilson, Susan Goodwin, Kelli Fewox

Members Absent: Ann Blanton, Dale Callum, Theresa Stover, Shelby Reed, Chad Ulmer, Debbie Walling, Betty Carol Jones, Taiese Kidd, Roy Lowe, Charles Camp

Staff Present: Kal Kunkel, Willie Matthews, Pat Crawford, & Amber Bearden

Guest: Scott Ferguson, SC DEW; Renee Alexander, Eckerd; Chasity Lewis, Sam Leaman, and Patricia Hartung Upper Savannah COG; Dick Nicholson, Steven Taylor, Ryan Collins

Welcome, Call to Order and Roll Call

Scott Coleman welcomed members and guests. The meeting was called to order.

The meeting roll call was conducted by Scott Coleman.

Approval of Minutes for

Minutes are emailed along with the meeting agenda. They are also archived on-line. There was a motion by John Calhoun, seconded by Roberta Kinard, to approve the minutes. The minutes were adopted unanimously as submitted.

Introduction of new Workforce Development Director, Kal Kunkel

Sam Leaman introduced Kal Kunkel, the new Workforce Development Director. Kal comes to the Workforce Development Division from Eckerd Connects. Kal has worked for the Department of Labor and with Eckerd Connects not only in South Carolina but also across the country. He has managed 300 people and over \$30 Million in workforce contracts in his previous position. We are looking forward to a bright future with Kal Kunkel as Workforce Director.

State Corrective Action Plan Review (Expenditures)

We received a letter from the state this past year letting us know we missed the youth and dislocated worker fund utilization metrics. This was not missed by much; approximately \$64,000 between the two. Nevertheless, we did not meet that mark, so we had to provide a corrective action plan back to SC DEW to let them know what we were looking at for this coming year and making sure we spent that money and that we have a plan in place. This week we will be looking at all the financials to see where we are and how we stand in the last half of the program's fund utilization rate for this year.

The state has received the plan and is currently reviewing it.

Roberta Kinard asked for more detail about what happened to cause the need for a corrective action plan and stated that there is a great need for youth in our region so the funds could have been spent.

Kal Kunkel responded by saying that somewhere along the lines money was obligated that was not then spent in that year to meet the fund utilization rate of 70% thus causing a corrective action plan to be needed. Also, we don't intend this to happen going forward as it's part of our corrective action plan to address this and get the services out and the money spent within the region. Which is our goal moving forward.

Request for approval to Modify Eckerd Contract Budgets.

We are asking for approval to meet with Eckerd Connects, our service provider, to review their contracts to see if there is funding that they won't be able to spend between now and June 30th. We may need to transfer some of those funds to neighboring regions to help spend those funds. This would basically be a budget renegotiation. There was a motion by Darron Wilson, seconded by Susan Goodwin, to approve to modify Eckerd's contract budgets. The approval was adopted unanimously.

Request for Approval to Transfer Funds to Another Region, if Necessary

We are asking for approval as staff to enter conversations with any neighboring regions to see if they could accept funds, we may be unable to spend. Kal Kunkel has spoken with WorkLink. There was a motion by John Calhoun, seconded by Kelli Fewox, to approve the transfer of funds to another region, if necessary. The approval was adopted unanimously.

Operation Reports – Willie Matthews, Deputy Workforce Development Director

Willie has been working with Ascend Performance Materials. They have an upcoming lay off that will consist of 52 employees that work in a small department there. We have partnered with SC DEW, Greenwood Chamber of Commerce, and Piedmont Technical College to hold a job fair at PTC specifically for those Ascend employees. The job fair will be Tuesday, March 5, 2024, from 2 p.m. until 4 p.m. and Thursday, March 7, 2024, from 8 a.m. until 11 a.m. in the enrollment building, building B on the PTC Greenwood Campus. We are hoping for case managers to go and speak with those Ascend employees to help with training. Willie has also been monitoring SLAW,

attending administrative meetings, submitting invoices, and visiting service providers to make sure they have the things they need to be successful.

Operations Reports – Pat Crawford, Career Dislocated Worker Grant

Pat's current grant requires ten dislocated workers. She currently has nine workers. Four of her dislocated workers have been waiting since late November for a business representative for on-the-job training. Currently five companies are interested in those workers. She is currently assisting in cleaning up the records of three students at PTC before they begin clinicals.

Operations Reports – Amber Bearden, Rural Healthcare Coordinator (H1B)

Amber has been working with PTC enrolling individuals into the EMT, Advanced EMT and paramedic programs. Currently, in the last year of the grant and has reached the enrollment goal for life of grant. Currently, there are two students working on associate degrees in paramedicine, should have Two more enrolled in late term and all should be finished by the end of summer term. Will be moving into the case management phase, gathering employment information for those in the field after receiving credentials.

Service Provider Reports – Renee Alexander

Renee is looking forward to continuously working with us. She has been working hard to re-staff the existing contracts. Currently, One-Stop Manager has been hired and started on Monday. Two additional career coaches start on Wednesday and an additional career coach starts next week. She is also looking to hire two additional positions.

Committees

We discussed the need to develop three core committees. We feel like a finance committee is needed and by law we need a youth council or committee. We are looking to get that constituted and looking for board members to participate. Each committee will have 3 to 5 members.

Finance Committee

Will be looking at budget contracts.

Youth Committee

Can consist of ad hoc members – school district representatives, adult ed directors, members of DSS, foster programs, DJJ; anyone who deals with at-risk youth.

Adjourn

Scott Coleman called the meeting to a conclusion. Next scheduled Workforce Board meeting will be held April 1, 2024. There was no further business, the meeting was adjourned.