

SC WORKS

UPPER SAVANNAH

WORKFORCE DEVELOPMENT BOARD MEETING

Monday, August 5, 2024 – 3:30 P.M.
Upper Savannah Council of Governments
430 Helix Road, Greenwood, SC 29646
Board Room or via Zoom

Join Zoom Meeting

<https://zoom.us/j/92613185930?pwd=0Gidrc9XBD0i6fm1Pi2o8SXBO9Frif.1>

Meeting ID: 926 1318 5930

Passcode: 489213

AGENDA

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| I. Call to Order/Roll Call/Introductions | Scott Coleman, Board Chair |
| II. Approval of Minutes (6/03/2024)* | Scott Coleman, Board Chair |
| III. Director's Report | Kal Kunkel, Workforce Development Director |
| A. Upper Savannah Board Updates | |
| 1) Performance Update | |
| 2) Funding Requests – Planning & Development & Innovation funds | |
| 3) H1B & NDWG (Careers) Update | |
| 4) Local Plan Modification | |
| 5) Satellite Site Restructuring Plans | |
| 6) Workforce Staff Org Chart | |
| IV. Board Action Items | Scott Coleman, Board Chair |
| A. Board Meeting Schedule PY24 (7/1/24 to 6/30/25) (Update) | |
| B. Board Committee Appointments & Reports (Kal update) | |
| 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) | |
| C. Eligible Training Providers (ETPL) – Applicants for Approval* | |
| 1) See attached report | |
| D. Transfer up to \$250,000 of Dislocated Worker funds to Adult.* | |
| V. Program Reports | |
| A. Service Provider Reports | |
| 1) Renee Alexander, Sr. Operations Director and/or Deidre Smalls, Region Manager | |
| VI. Other Business | Scott Coleman, Board Chair |
| VII. Adjourn | Scott Coleman, Board Chair |

*Voting item.

NEXT MEETING – Monday, November 4, 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, June 3, 2024

Meeting: 3:30 p.m.

Members Present: John Calhoun, Scott Coleman, Jeannie McCallum, Dale Cullum, Roberta Kinard, Stephen Taylor, Darron Wilson, Keli Fewox, Shelby Reed

Members Absent: Candi LaLonde, Theresa Stover, Taiese Kidd, Julie Bagwell, Amanda Munyan (excused), Betty Carol, Mashanda Ashton, Catina Ross, Chad Ulmer (excused)

Staff Present: Kal Kunkel, Amber Bearden, Sam Leaman, Toni Belton, Renee Alexander, Charles Camp, Deidra Hall

Guest: None

Welcome, Call to Order and Roll Call

Scott Coleman welcomed members and guests. The meeting was called to order. Scott 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 Darron Wilson and seconded by Shelby Reed, to approve the minutes from the April 1st meeting with the amendment to correct the board meeting date from June 1, 2024, to June 3, 2024. Minutes will be amended and adopted with the correction.

Director's Report (Kal Kunkel)

Kal shared the overall performance with the PY24 program year. He displayed a document featuring the data that he interpreted for the board to follow. Federal performance is currently through the 3rd quarter so the current displayed information is all preliminary performance will not officially be complete until September. Overall, we are in good shape with a few numbers in the red. SCWorks staff is actively working to bring those numbers up and out of the red by capturing employment data. Also, credential obtainment and measurement skills gain are low. This is mostly with the Youth, but Eckerd has been working diligently to gather that information and get those numbers into the system. Fund utilization for Adult is at 76%; Dislocated Worker is at 68 % and Youth at 59%. He feels confident all goals will be reached by the end. Eckerd's budgets are at 61% spent with about 300k left for "carry over". We did have money that was cut by the state but we did fare better than most of the other regions in the state.

BOARD ACTION ITEMS

Board By-Law Revisions ACTION

Scott explained the by-law revision would allow for votes to be completed electronically. A motion was made by Darron Wilson for approval. Motion seconded by Stephen Taylor. Approved unanimously.

Board Meeting Schedule (PY 2024 7/01/2024 through 06/30/2025) ACTION

Kal presented the schedule (the document is available in the email packet with the agenda). This includes meeting dates for committee meetings as well. Motion to approve by Stephen Taylor. Motion seconded by Darron Wilson. Approved unanimously.

Local Plan Modification (Enable use of training contracts) ACTION

Scott introduced the item. Kal explained that many technical colleges have had to drop training providers due to various constraints. This would allow our region to contract with other training providers, which in turn would allow for us to offer training in our area that aren't currently available. If approved, it will have to go up for public comment for 2 weeks. Keli Fevox stated that programs had to be dropped due to the federal constraints that were placed on Piedmont Technical College to stay in compliance. Essentially, every individual student had to be reported on in each of these programs and not just the program as a whole. Essentially, there were just not enough resources within reason for Piedmont Technical to complete these. Motion for approval by Stephen Taylor. Motion seconded by Darron Wilson. Approved unanimously.

Nomination and Appointment of a Vice Chair ACTION

Scott introduced the topic and explained that a vice chair must be appointed. He asked for nominations. Kal explained it needs to be a private sector member. Scott appoints Darron Wilson. Motion for approval by Keli Fevox. Motion seconded by Stephen Taylor. Approved unanimously.

Board Committee Appointments ACTION

Kal explains that the bylaws require the committees listed below to be in place. He announced that Chad Ulmer is willing to serve as the Chair of the Priority Populations Committee. Kal believes Roy Lowe will be great for the SC Works Chair. He explains there is still a need for a few members for the Youth and Executive Committees. Youth Committee can have some non-board members, but it is required that some board members are a part due to the need for voting. Scott explained the meetings for these committees would typically meet about 30 minutes prior to the scheduled board meeting and again asked for volunteers/nominations. Roberta Kinard and Shelby Reed volunteered for the Youth Committee. Stephen Taylor, Roberta Kinard, and Jean McCallum will serve on the Executive Committee. Keli Fewox asked for information on the SC Works Operations Committee. Kal explained this essentially is oversight for how the SC Works Centers are operating; policies/procedures for individuals seeking services, execution of those services, is this working, etc. Keli Fewox volunteered to serve on the SC Works Operations Committee.

- Executive Committee
- SC Works Operations Committee
- Priority Populations Committee
- Youth Committee

PY2024 Contract Renewals (Eckerd) ACTION

Scott announced this would renew the contract from July 2024 through June 2025 with Eckerd Connects being the service delivery for the WIOA programs. Kal advised he is very happy with their performance thus far. Stephen Taylor inquired into the duration of the contract. Kal explained it is renewed annually. Roberta Kinard asked for a

copy of the Eckerd contract and requested a copy emailed. Kal will email. Motion to approve by Darron Wilson. Motion seconded by John Calhoun. Approved unanimously.

Eligible Training Providers (ETPL)-Applicants for Approval ACTION

Scott introduced the item and turned the discussion over to Kal. Kal explained that all the below-listed training providers could be contracted with in order to add more occupational training to our region. Kal added that the first two are solely online and that he doesn't necessarily recommend them due to the online presence not being as involved with the credentials and employment placement with participants as our traditional in-person trainings are. ArcLabs Welding is in the Piedmont area, but accessible by potential participants. Capstone Careers provides dental training and is in Greenville. He adds that to his knowledge, we do not have dental training available in our area and this provider offers evenings courses to allow participants to commute there, even outside of normal work hours. Roberta Kinard asked if The Village was currently contracted as a training provider to which Kal confirmed they were. Roberta explained The Village does offer dental training and is in Abbeville.

Scott addressed the board to vote for adding or denying the below training providers.

- Coding Clarified
- Med Certs
- ArcLabs Welding
- Capstone Careers Development Center

Stephen Taylor made a motion to DENY the addition of *Coding Clarified and Med Certs* as a training provider. Keli Fewox seconded the motion. Denied unanimously.

Keli Fewox motioned to add *ArcLabs Welding* as a provider. Motion seconded by Stephen Taylor. Approved unanimously

Keli Fewox motioned to add *Capstone Careers Development Center* as a provider. Motion seconded by John Calhoun. Approved unanimously.

EO Officer Approval (Willie Matthews) ACTION

Scott announced that the board is required to have the EO position appointed. Kal explained Willie Matthews is our Workforce Deputy Director and has handled all the ADA regulations thus far. Darron Wilson motioned to approve the appointment and John Calhoun seconded. Approved unanimously.

SC Works Centers Closure for Juneteenth (June 19, 2024) ACTION

Scott explained this is a federal holiday. Keli Fewox motioned for the approval. Motion seconded by John Calhoun. Approved unanimously.

PROGRAM REPORTS

Renee Alexander, Sr. Operations Director

Renee explained that thus far Adult services carried over 66 active adult participants and enrolled 106 new Adults, this year for a total of 172; the goal was 85 so this was exceeded. For Dislocated Worker, 6 active participants carried over with 8 new enrolled, for a total of 14; the goal was 15 so just under this. Kal explained that many times with the dislocated workers, they are finding employment before they ever make it to SC Works services. He explained that at a recent job fair specifically for Ascend dislocated workers, all of them had been hired before the event. For Youth, we had 22 participants carried over with new enrollments at 14 for a total of 36 participants to date served; the goal was 33. She explained they are down a youth career coach and feel that has been what has caused the issue with meeting the goal. She did ask for any suggestions on what could be done to assist with the turnover of the youth career coach.

Charles Camp, SC Works Manager (SC Works Report)

Charles presented a document showing the center traffic counts. Through April 2024, Greenwood had 582 visits. Laurens 150. Edgefield, Abbeville, McCormick, and Saluda are only open 1 day a week which is why the numbers do look low in those area. 37 attended the information session in the month of April. 85 job seekers were present at the hiring event they hosted. 5 employers in the area were met with and discussions were had to try to establish more on the job training opportunities for participants. Charles explained the referral process for SC Works partners and added that Willie recently offered an online lecture to assist all of the partner agencies with how to properly submit referrals in hopes of bringing in, but also tracking outside referrals made. Kal explained this would allow for a continuum of communication between SC Works and all partner agencies to ensure participants are getting all the services available to them.

Other Business

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

ADJOURN

Scott Coleman called to adjourn the meeting. A motion to adjourn by Stephen Taylor. Motion seconded by Keli Fewox. The next scheduled Workforce Board Meeting will be held on August 5, 2024.

**UPPER SAVANNAH WORKFORCE REGION
FISCAL & PERFORMANCE DASHBOARD**

As of June 30, 2024

FEDERAL PERFORMANCE METRICS <i>(3rd Quarter Preliminary Performance Report)</i>	ADULT		DISLOCATED WORKER		YOUTH	
	GOAL	ACTUAL	GOAL	ACTUAL	GOAL	ACTUAL
Entered Employment (or Education-Youth) 2 nd Qtr after Exit	77.80%	76.20%	80.10%	84.80%	73.20%	60.90%
Entered Employment (or Education-Youth) 4 th Qtr after Exit	74.80%	77.60%	84.50%	86.40%	75.70%	63.80%
Median Earnings 2 nd Qtr after Exit	\$ 5,800.00	\$ 7,290.00	\$ 7,999.00	\$ 8,129.00	\$ 3,650.00	\$ 4,778.00
Credential Attainment w/in 4 Qtrs after Exit	66.00%	47.20%	63.00%	63.60%	72.10%	45.50%
Measurable Skills Gains	55.20%	81.30%	57.00%	85.70%	52.80%	79.20%
Employer Services	TBD	N/A	TBD	N/A	TBD	N/A

FUND ALLOCATIONS & SPENDING GOALS <i>(Expenditures thru April 30, 2024)</i>	ADULT		DISLOCATED WORKER		YOUTH	
	PY 2022	PY 2023	PY 2022	PY 2023	PY 2022	PY 2023
Allocation (Program & Admin)	\$ 355,701.00	\$ 367,099.00	\$ 593,257.00	\$ 762,053.00	\$ 353,242.00	\$ 451,329.00
Actual YTD	\$ 355,701.00	\$ 290,487.00	\$ 593,257.00	\$ 596,718.00	\$ 323,995.00	\$ 318,750.00
Percent Spent	100.0%	79.1%	100.0%	78.3%	91.7%	70.6%
Overall Fund Utilization Rate	70.00%	79.13%	70.00%	78.30%	70.00%	70.62%

ECKERD CONTRACT BUDGETS	Budget	Actual (6/30/24)	% Spent
Adult (Career Services)	\$ 665,004.00	\$ 436,195.07	65.59%
Dislocated Worker (Career Services)	\$ 112,353.00	\$ 59,970.92	53.38%
Youth	\$ 354,255.00	\$ 143,326.97	40.46%
One-Stop Operator (Adult)	\$ 184,997.00	\$ 151,896.91	82.11%
One-Stop Operator (Dislocated Worker)	\$ 37,647.00	\$ 26,578.19	70.60%
One-Stop Operator (Youth)	\$ 95,745.00	\$ 52,921.04	55.27%
TOTALS	\$ 1,450,001.00	\$ 870,889.10	60.06%

Anticipated PY23 Carryover Funds	\$ 579,111.90
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WIOA FUND ALLOCATIONS	ADULT	DW	YOUTH	TOTAL
PY23 Allocation	\$ 363,677.00	\$ 444,789.00	\$ 357,793.00	\$ 1,166,259.00
PY24 Allocation	\$ 369,202.00	\$ 405,529.00	\$ 364,413.00	\$ 1,139,144.00
Difference	\$ 5,525.00	\$ (39,260.00)	\$ 6,620.00	\$ (27,115.00)



UPPER SAVANNAH

**PY24 WORKFORCE DEVELOPMENT BOARD
MEETING SCHEDULE**

BOARD MEETINGS	DAY	DATE	TIME	LOCATION
1 st Quarter	Monday	August 5, 2024	3:30pm	COG Ofc. & Virtual
2 nd Quarter	Monday	November 4, 2024	3:30pm	COG Ofc. & Virtual
3 rd Quarter	Monday	February 3, 2025	3:30pm	COG Ofc. & Virtual
4 th Quarter	Monday	May 5, 2025	3:30pm	COG Ofc. & Virtual
EXECUTIVE COMMITTEE	DAY	DATE	TIME	LOCATION
1 st Quarter	Monday	August 5, 2024	2:30pm	COG Ofc. & Virtual
2 nd Quarter	Monday	November 4, 2024	2:30pm	COG Ofc. & Virtual
3 rd Quarter	Monday	February 3, 2025	2:30pm	COG Ofc. & Virtual
4 th Quarter	Monday	May 5, 2025	2:30pm	COG Ofc. & Virtual
SC WORKS OPERATIONS CMTE.	DAY	DATE	TIME	LOCATION
1 st Quarter	Friday	July 26, 2024	11:00am	COG Ofc. & Virtual
2 nd Quarter	Friday	November 1, 2024	11:00am	COG Ofc. & Virtual
3 rd Quarter	Friday	January 31, 2025	11:00am	COG Ofc. & Virtual
4 th Quarter	Friday	April 25, 2025	11:00am	COG Ofc. & Virtual
SC WORKS PARTNER MTG.	DAY	DATE	TIME	LOCATION
1 st Quarter	Friday	July 26, 2024	10:00am	COG Ofc. & Virtual
2 nd Quarter	Friday	November 1, 2024	10:00am	COG Ofc. & Virtual
3 rd Quarter	Friday	January 31, 2025	11:00am	COG Ofc. & Virtual
4 th Quarter	Friday	April 25, 2025	11:00am	COG Ofc. & Virtual
PRIORITY POPULATIONS CMTE.	DAY	DATE	TIME	LOCATION
1 st Quarter	Thursday	July 25, 2024	9:00am	COG Ofc. & Virtual
2 nd Quarter	Thursday	October 31, 2024	9:00am	COG Ofc. & Virtual
3 rd Quarter	Thursday	January 30, 2025	9:00am	COG Ofc. & Virtual
4 th Quarter	Thursday	April 24, 2025	9:00am	COG Ofc. & Virtual
YOUTH COMMITTEE	DAY	DATE	TIME	LOCATION
1 st Quarter	Thursday	July 25, 2024	10:30am	COG Ofc. & Virtual
2 nd Quarter	Thursday	October 31, 2024	10:30am	COG Ofc. & Virtual
3 rd Quarter	Thursday	January 30, 2025	10:30am	COG Ofc. & Virtual
4 th Quarter	Thursday	April 24, 2025	10:30am	COG Ofc. & Virtual

ELIGIBLE TRAINING PROVIDER APPLICATION / REQUESTS

8/5/2024

PROVIDER (APPLICANT)	PROGRAM	RECOMMENDATION	REASON
Aiken Technical College	Veterinary Assistant	Deny	Not a demand occupation in our region.
Aiken Technical College	Advanced Welding Certificate	Approve	Current provider in good standing. Welding is a demand occupation & some of our residents Aiken is convenient.
Aiken Technical College	Diploma in Practical Nursing	Approve	Current provider in good standing. Welding is a demand occupation & some of our residents Aiken is convenient.
Second Chance Job Center	CARPENTRY – Level 1	Deny	Provider is offering these courses online, they outside the 60 mile radius of our region, and Landscaping, Painting, and Weatherization are not within our demand occupational areas.
Second Chance Job Center	LANDSCAPING – Level 1	Deny	
Second Chance Job Center	MASONRY – Level 1	Deny	
Second Chance Job Center	PAINTING – Level 1	Deny	
Second Chance Job Center	WEATHERIZATION – Level 1	Deny	
Second Chance Job Center	WELDING – Level 1	Deny	
Second Chance Job Center	MANUFACTURING – Level 1	Deny	
Commercial Driving Academy	Passenger Endorsement Course	Approve	Current provider in good standing. Course is an added enhancement to the CDL.
Village Career Center, LLC	Pharmacy Technician	Approve	Current provider in good standing. Course is in a demand Healthcare occupation.
Greenwood Medical Academy	Phlebotomy Technician	Approve	Current provider in good standing. Course is in a demand Healthcare occupation as an add on to C.N.A or PCT.
Capstone Career Development Center	Phlebotomy Technician	Approve	Current provider in good standing. Course is in a demand Healthcare occupation as an add on to C.N.A or PCT.

UPPER SAVANNAH WORKFORCE REGION

CAREER SERVICES REPORT

Thru: June 30, 2024

Project	Carryover	New Enrollments as of 6/30/2024	Total Served YTD	PY23 New Enrollment Goal	% Of New Enrollment Goal
Upper Savannah Adult	66	119	185	85	140%
Upper Savannah DW	6	10	16	15	67%
Upper Savannah Youth (23 OSY/10 ISY)	22	15	37	33	45%
TOTAL	94	144	238	133	108%

SC WORKS & BUSINESS SERVICES REPORTS

Thru: June 30, 2024

Center Traffic Counts:	Jun-24	Notes
Greenwood	427	
Laurens	204	
Edgefield	34	
Abbeville	19	
McCormick	8	
Newberry	233	
Saluda	28	
Total Center Traffic:	953	
Orientation Attendance:	36	
Hiring Events :	2	
Employers at Hiring Event:	10	
Job Seekers at Hiring Event:	55	
Number of Referrals	1	
Soft Skills Activities	0	
Rapid Response:	0	
WIOA Business Services:	5	