

# SC WORKS

**UPPER SAVANNAH WORKFORCE BOARD**

**3:30 pm, Monday, August 7, 2022**

**Upper Savannah Council of Governments**

**430 Helix Road, Greenwood, SC**

***IN PERSON OR VIA ZOOM!***

***Join Zoom Meeting***

***<https://zoom.us/j/99842334916?pwd=YThQbDNPRWphRGFVM0pLSDhWVGNsQT09>***

***Meeting ID: 998 4233 4916***

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## **AGENDA**

### **Upper Savannah Workforce Development Board Meeting**

- Call to Order – Scott Coleman
- Approval of Minutes
- Roll Call
- Introduction of New Member: Susan Godwin, Graphic Packaging international
- Outstanding Workforce Development Professional: Patricia Z. Crawford
- Strategic Plan Recap- Ann Skinner
- Sector Strategies: Regional Industry Led Initiatives to Strengthen Manufacturing and Logistics, Ryan Collins, Partnership Facilitator SC Works Greater Upstate
- Review of Occupations on Scholarship List – Willie Mathews
- Career Showcases – Youth Career Exploration – Shelby Dominick Reed, SCDEW Regional Workforce Advisor

- Adult, Dislocated Worker and Youth Status Update, Demonstration of Job Seeker Phone Application – JT Parnell, Area Manager, Eckerd Connects
- Operator Report, Area Job Fair, October 5, 2023 and Summary of Events in Newberry, Saluda and Laurens, Charles Camp
- Preliminary Performance and Final Report on Participant Cost Rate – Ann Skinner
- Funding Opportunity – Invest in Incumbent Worker Training or Tuition? – Ann Skinner
- Adjustment to Priority of Services Policy – Willie Mathews
- Board Changes, Thank You to Ann Blanton!

Next Scheduled Workforce Board Meeting: November 6, 2023

**Upper Savannah Workforce Area: Strategic Plan Update for 2022-2024  
Executive Summary**

**It is the goal of the Upper Savannah Workforce Board to help businesses meet the current and future hiring needs and to help job seekers find work.**

Opportunities

Although unemployment rates are low, there are still subgroups of the population, which have been left behind. There are also jobs which are unfilled.

A survey of job orders which are reported as unfilled include two groups:

1. Jobs which are unattractive to job seekers because of wages, benefits, hours or working conditions or a combination of factors.
2. Jobs that require specific skills. There is a shortage of skilled manufacturing technicians, welders, mechanics, truck drivers, medical personnel, and construction workers.

Groups, which are underrepresented in the workforce, include:

1. Individuals without reliable transportation
2. Those with poor basic skills or who do not have a high school credential
3. Individuals with disabilities
4. Residents with criminal backgrounds and those who cannot pass a drug screening.
5. Young people without prior work experience.

Resources

As the region tries to get more residents into the workforce and undertakes to reduce key skills gaps, it has resources. Sixteen different agencies support the Upper Savannah SC Work System. Budgets across the 16 partners vary (and not all budgets are earmarked exclusively for workforce activities.) The primary program responsible for workforce development is the Workforce Innovation and Opportunity Act (WIOA) has a yearly budget of about \$1.2 million.

The area's system has established infrastructure. There are SC Works Centers in each county. Piedmont Technical College has a campus in each county and offers hands on industrial training in three counties. At the moment technical college tuition is free. There are programs which pay tuition for recent graduates in half of the workforce area.

While most American Rescue Plan money has been allocated there is the possibility of getting additional money if it can demonstrate effectiveness.

## Needs

Upper Savannah has a workforce of more than 100,000 with about four thousand business units. The population of the area is slightly older, less affluent and less educated as the state as a whole. Less than three thousand individuals were estimated to be unemployed at the last report.

## Goals and Strategies

The current budget for the Workforce Investment and Opportunity Act translates to about \$12 per worker in the region. Some training programs costs more than \$10,000 per person. To make a meaningful change in the region, the workforce board must set priorities. Below are goals and related strategies.

1. **Expanding free basic career services with virtual and in-person options. By providing information about jobs and self-help services the system can fill job vacancies efficiently. Measurable goals include**

- \* a. Increasing center traffic *Agenda: Update Eckerd*
- b. Serving potential workers at alternative locations
- c. Increasing utilization of online services through SC Works Online
- d. Increasing number and quality of resumes in system

*The goals will be measured monthly. Tactics for increasing system utilization include weekly social media posts, signs, events, and systematic communication with gatekeepers. Primary responsibility: SC Works Operator.*

2. **Increasing awareness of opportunities for high wage jobs. Measurable goals include:**

- a. Increased Labor Market Information consultations for those in centers.
- b. Annual outreach to gatekeepers
- c. Increase in interest in key sectors expressed in Individual Graduation Plans
- \* d. Communication to high school graduates *Agenda: Career Showcases*

*Tactics include promoting materials, communicating with gatekeepers, outreach events. Will investigate virtual reality career simulation equipment. Primary responsibility: "a & b," SC Works Operator and "c&d" and virtual reality equipment, Upper Savannah staff.*

3. **Expanding Labor Force by Increasing Base and Reducing Barriers**

- a. Special populations outreach including veterans, public benefits recipients, those with disabilities, offenders, high school dropouts, those without transportation, transitioning homemakers, those who have participated in foster care system.



- b. Provide referrals to services to connect potential workers with assistance. It is expected that each SC Works system staff member make at least one referral per month.
- c. Seek grants to expand supportive services such as transportation.

*Tactics include weekly emails to gatekeepers, monthly coordination meetings, having a referral script, providing up-to-date information on resources, tracking referrals made by SC Works. All partners are responsible with the SC Works operator as the leader. Upper Savannah will assist with "c."*

#### 4. Communicating Soft Skills Expectations

- a. Increase soft skills activities tracked in SCWOS. At least one activity per staff member per month.

*Tactics: Operator and service provider - Develop promotional materials, host employer speakers, integrate soft skills evaluations in subsidized work-based learning. DEW - assess need for soft skills training by reviewing work history, imbed employer expectations in job listings. All- workshops featuring content provided by employers.*

#### 5. Promoting and Investing in Training

- a. Increase number of those with high school credentials
- b. Increase number of credentials earned in: manufacturing, engineering, healthcare, It and construction *Agenda - Sector Strategies*
- c. Invest in training for eligible individuals in targeted areas. Increase percentage completing and getting a training related job. *Agenda - List of training*

*Tactics: Refer anyone without HS credential to adult education. Promote opportunities especially for short-term training and apprenticeship. Increase number of completers served by WIOA sponsored training by coordination with training providers and improved case management. Responsibility: Operator and Service Provider "a-c"; DEW, assessment education level as part of job matching. Educational providers "a & b."*

#### 6. Employer Services

- a. Increase number of jobs filled
- b. Increase quality and speed of referrals
- c. Increase utilization of specialized services such as federal bonding/incumbent worker
- d. Increase utilization of training resources through partners (including apprenticeship)
- e. Increase market penetration and repeat services.

*Tactics: Listen to employers and act as a consultant to offer partner services. Maintain notes in database and review notes prior to visits. Responsibility; Business services lead and partners including WIOA and DEW.*

#### 7. Operational Efficiency/Resources

- a. Decrease cost per job seeker and cost per placement by dividing fixed costs by a greater number of participants placed.
- b. Decrease time between first visit and job attainment
- c. Review traffic to see if staff should be placed in alternative locations.
- d. Increase partner participation by increasing value to partners
- e. Automate WIOA paperwork with fillable forms to reduce burden/appearance of bureaucracy
- f. Increase revenue through grants, donations and in-kind donations Operator is responsible for leveraging 1% of their contract annually increasing by 1% per year
- g. Track preventable reporting errors to identify root causes.

*Tactics: Increase outreach especially social media and gatekeeper communications, review reports. Provide board reports on additional revenue obtained. Schedule appointments weekly with expectations for "homework. Responsibility: operator and partners*

#### Attachments

1. Upper Savannah Projected Payroll by Occupational Groups
2. Upper Savannah Payroll by Sector
3. Activity Plan Adult/Dislocated Workers
4. Activity Plan Youth
5. Program Year 2022-2023 Budget

**The complete plan is uploaded on the board's website at [upperscworks.com](http://upperscworks.com) under Workforce System.**

**Comments may be sent to: [work@uppersavannah.com](mailto:work@uppersavannah.com). All comments received by January 2 will be forwarded to the Upper Savannah Workforce Development Board.**

**Projected 2026 Payroll by Occupational Groups**, projections and wages provided by SCDEW  
 Production occupations contribute the most to the area’s economy. Together the top six occupational groups: production, healthcare practitioners, office, management, transportation and education account for more than half of the area’s wages.

<u>SOC Code</u>	<u>SOC Title</u>	<u>Projection Employment 2026</u>	<u>Avg. Annual Wages 2021</u>	<u>Annual Payroll</u>	<u>Rank</u>
00-0000	Total, All Occupations	98,310	\$43,922	\$ 4,317,993,448	
11-0000	Management	4,568	\$95,893	\$ 438,036,986	4
13-0000	Business, Financial Operations	2,089	\$65,332	\$ 136,478,130	
15-0000	Computer, Mathematical	659	\$79,123	\$ 52,142,057	
17-0000	Architecture, Engineering	1,927	\$75,561	\$ 145,606,066	
19-0000	Life, Physical, Social Science	471	\$76,115	\$ 35,850,396	
21-0000	Community, Social Service	1,250	\$41,225	\$ 51,531,825	
23-0000	Legal Occupations	319	\$48,585	\$ 15,498,494	
25-0000	Education, Training, Library	5,302	\$47,400	\$ 251,313,103	6
27-0000	Arts, Design, Entertainment, Sports, Media	903	\$42,754	\$ 38,607,205	
29-0000	Healthcare Practitioners	6,477	\$81,687	\$ 529,086,505	2
31-0000	Healthcare Support	2,466	\$29,116	\$ 71,801,092	
33-0000	Protective Service	1,983	\$40,519	\$ 80,349,236	
35-0000	Food Preparation, Serving	7,607	\$22,942	\$ 174,522,761	
37-0000	Building, Grounds Cleaning, Maintenance	2,900	\$28,408	\$ 82,384,302	
39-0000	Personal Care and Service Occupations	3,454	\$30,337	\$ 104,785,034	
41-0000	Sales	6,605	\$37,793	\$ 249,625,539	
43-0000	Office and Administrative Support	11,569	\$38,737	\$ 448,150,204	3
45-0000	Farming, Fishing, Forestry	1,165	\$40,603	\$ 47,302,553	
47-0000	Construction and Extraction	3,684	\$43,664	\$ 160,858,508	
49-0000	Installation, Maintenance, Repair	4,683	\$49,943	\$ 233,881,570	
51-0000	Production Occupations	20,509	\$38,117	\$ 781,731,299	1
53-0000	Transportation, Material Moving	7,720	\$33,657	\$ 259,831,808	5



**Payroll by Sector:** The chart below shows manufacturing jobs account for a 26% of the area’s workers and 35% of wages. Healthcare is second.

**Annualized Payroll by Sector Based on Q1 of 2022**

<u>Industry Title</u>	<u>Average Employment</u>	<u>Average Weekly Wage</u>	<u>Sector Payroll</u>
Total, All Industries	80,916	\$869	\$3,656,432,208
Manufacturing	23,356	\$1,121	\$ 1,361,467,952
Health Care and Social Assistance	10,792	\$957	\$ 537,053,088
Retail Trade	7,971	\$560	\$ 232,115,520
Educational Services	7,751	\$777	\$ 313,171,404
Accommodation and Food Services	5,934	\$302	\$ 93,187,536
Public Administration	5,388	\$790	\$ 221,339,040
Administrative and Waste Services	4,426	\$534	\$ 122,901,168
Construction	2,983	\$889	\$ 137,898,124
Transportation and Warehousing	255	\$925	\$ 12,265,500
Wholesale Trade	1,846	\$1,428	\$ 137,076,576
Agriculture, Forestry, Fishing, Hunting	1,563	\$856	\$ 69,572,256
Other Services,	1,473	\$657	\$ 50,323,572
Professional and Technical Services	1,273	\$1,078	\$ 71,359,288
Finance and Insurance	1,191	\$1,116	\$ 69,116,112
Utilities	752	\$1,315	\$ 51,421,760
Arts, Entertainment, and Recreation	642	\$294	\$ 9,814,896
Real Estate and Rental and Leasing	426	\$724	\$ 16,038,048
Information	407	\$1,098	\$ 23,238,072
Management	130	\$1,616	\$ 10,924,160
Mining, Quarrying	53	\$1,490	\$ 4,106,440

Note: The administrative and waste services sector includes staffing agencies. Primarily staffing agencies help manufacturing and healthcare. The total of those employed does not match the previous chart because this is the current head count, not projected for 2026.



## Eligible training program include but may not be limited to:

A+ Certification	Machine Tool
Accounting	Mechanical Engineering
Automotive Tech	Mechatronics
Building Construction	Nursing (LPN and RN)
Building Inspector	Occupational Therapy Assistant
Business	Paramedic
Cardiovascular Tech	Patient Care Technician
Certified Medical Assistant	PC Tech
Electrical Maintenance	Physical Therapy Assistant
Electronic Engineering	Production Planning
Emergency Medical Tech 1, 2	Purchasing
Engineering Graphics	Radiologic Tech
Heavy Equipment Operator	SC Manufacturing Certificate
HVAC	Total Quality Management
Industrial Electronics	Truck Driver Training
Inventory Control	Welding

## Eligibility criteria

- US citizen or eligible to work AND South Carolina resident.

And ONE of the below:

- Laid off from job
- Transitioning from caring for family
- Have low income
- Do not yet have HS degree/GED
- Requesting training for medical program that can be completed in 1 year

## SC Works Centers Upper Savannah region

### Greenwood SC Works

927 E Cambridge Ave, Greenwood,  
(Entrance on N. Hospital St.)  
Monday to Friday  
8:30 a.m.-noon, 1-5 p.m.  
864-265-8299

### Abbeville SC Works

903 West Greenwood St.,  
Abbeville  
(Inside Abbeville County  
Administration)  
Tuesday  
9 a.m.-noon  
864-366-6690 Ext. 2291

### Edgefield SC Works

21 Star Rd., Edgefield  
(Located in the back  
of Health Dept.)  
Tuesday  
9 a.m.-noon  
803-637-4029

### Laurens SC Works

1029 W. Main St., Laurens  
(Inside Adult Ed.)  
Monday to Thursday  
9 a.m.-noon, 1-4 p.m.  
864-681-1605

### McCormick SC Works

109 W Augusta St., McCormick  
Monday  
9 a.m.-noon  
864-852-3649

### Newberry SC Works

1840 Wilson Rd., Newberry  
Monday to Thursday  
9 a.m.-noon, 1-4 p.m.  
803-276-2110

### Saluda SC Works

407 W Butler Ave., Saluda  
Thursday  
9 a.m.-noon  
864-445-2047

# SKILLS MATRIX | ENTRY-LEVEL MAINTENANCE TECHNICIAN

<b>WORK SAFELY</b>	Follow Applicable Lock-Out/Tag-Out/Test-Out Policy and Procedure Follow Applicable PPE Policy and Procedure Follow Applicable Arc Flash Policy and Protocol Interpret and Comply with Safety Signage Follow 5S LEAN Workplace Policy and Procedure Follow Start-Up and Shut-Down Procedures for All Components Interpret and Implement SDS (Safety Data Sheets) Guidelines Follow Basic Environmental Rules and Regulations				
<b>SOFT SKILLS</b>	Use Written and Oral Communication Skills in All Professional Interactions Work as a Team Member to Delegate and Distribute Tasks and Resources Collaborate with Machine Operators, Interdepartmental Colleagues, and Management Personnel Use Time-Management Skills to Plan Tasks and Availability Provide, Receive, and Implement Critical Feedback in Real Time Develop and Implement Preventative Maintenance Strategies, Schedules, Routines, and Checklists Use Inventory Management Skills to Record, Track, Catalog, and Order Consumables Interpret, Maintain, and Generate Service Logs and Documentation				
	<b>MECHANICAL</b>	<b>HYDRAULIC</b>	<b>PNEUMATIC</b>	<b>ELECTRICAL</b>	<b>CONTROLS</b>
<b>INTERPRET AND MAINTAIN PRINTS, DIAGRAMS, AND SCHEMATICS</b>	Use Prints, Diagrams, and Schematics to Inspect, Adjust, and Document Components and Systems			Interpret basic LAD programs to identify inputs, outputs, timers, counters, boolean instructions, and math instructions.	
	Select and use layout tools to interpret, transfer, and document GD&T (Geometric Dimensioning and Tolerances) data.	Follow relevant policy and procedure whenever routing pipes, hoses, lines, wiring, and cabling.			
<b>SELECT AND USE BASIC TOOLS</b>	Micrometers and Calipers Dial Indicators, Gauges, and Levels Rules and Squares Pliers, Wrenches, and Sockets Torque Control Devices Drill Bits, Reamers, Taps, and Dies Fasteners and Fastener Drivers Files, Shears, and Cutters Reciprocating and Band Saws Hoists and Rigging Equipment			DMMs (Digital Multimeters) Wire Terminating Tools	
<b>INSPECT, ADJUST, SERVICE, CALIBRATE, TROUBLESHOOT, AND DOCUMENT FIELD DEVICES</b>	Motors Shafts Gears Bearings Belts Pumps Compressors Valves Actuators Regulators Lines Filters Drives Transformers Contactors Switches Solenoids Breakers Fuses Discrete & Analog Sensors Discrete & Analog Relays Wiring and Cabling				
<b>HANDLE, APPLY, AND DISPOSE OF HAZARDOUS MATERIALS</b>	Lubricants Sealants Adhesives Solvents Abrasives Surfactants Detergents			Hydraulic Fluid	





# LAKELANDS CAREER SHOWCASE

Join us for the **2nd annual Lakelands Career Showcase!** Gain business insights and learn about career opportunities in multiple industries. Also, learn about PTC programs!

## **WHEN:**

**TUESDAY,  
SEPTEMBER 19, 2023**  
9 a.m. - 2:30 p.m.

## **WHERE:**

**James Medford Family  
Event Center**  
PTC Greenwood Campus



**PIEDMONT**  
TECHNICAL COLLEGE

Learn more at:  
[www.ptc.edu/expo](http://www.ptc.edu/expo)

Location:  
628 S. Emerald Rd., Greenwood, SC 29646





Project: Upper Savannah Programs Dashboard)

Date: 7/27/2023

Program Participation & Expenditures Analysis (As of July 27, 2023)

Customer Group	New Enrollment Goal	Qtr. 1	Qtr. 2	Qtr. 3	Qtr. 4	Total New	Total (C/O + New)	Budgeted Plan Client Related Expenses	All Inclusive Participant Cost Projections	Utilization
Adult	85	8				8	8	\$193,800.00	\$17,996.23	9%
Dislocated Worker	15	1				1	1	\$34,200.00	\$0.00	0
Youth	33	0				0	0	\$49,800.00	\$0.00	0
<b>Total</b>	<b>100</b>	<b>9</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>9</b>	<b>9</b>	<b>\$228,000.00</b>	<b>\$17,996.23</b>	
OJT Adult								\$102,000.00	\$0.00	0
OJT DW								\$18,000.00	\$0.00	0
OJT Youth								\$6,000.00	\$0.00	0
WEX Youth								\$38,899.98	\$0.00	0

Entered Employment Q1 = 4

Recommended for Training:

Manufacturing = 1

Healthcare =

\* Upper Savannah paid client expenses until May, 2023; Payments represent one month.

\*Eckerd youth services will begin on August 15.

Center Traffic Counts:	June, 2023
Greenwood	521
Laurens	249
Edgefield	20
Abbeville	15
McCormick	17
Newberry	270
Saluda	12
<b>Center Traffic (Total Customer Count):</b>	<b>1,104</b>
Orientation Attendance:	58
Hiring Events: (See tab for back-up)	1
Number of Referrals	24
Soft Skills Activities	2
Rapid Response:	0

PROJECTED PERFORMANCE FOR YEAR ENDING JUNE 30, 2023

	ADULT			DISLOCATED WORKER			YOUTH		
	Goal	Actual	% of Goal	Goal	Actual	% of Goal	Goal	Actual	% of Goal
EE 2Q	77.8%	74.7%	96.0%	80.1%	87.5%	1.092385	73.2%	58.7%	80.2%
E 4Q	74.0%	78.6%	106.2%	84.5%	80.5%	0.952663	75.6%	68.5%	90.6%
Wages	\$ 5,800	\$ 6,567	113.2%	\$ 7,695	\$ 9,132	1.186745	\$ 3,622	\$ 4,354	120.2%
Credential	66.0%	62.5%	94.7%	63.1%	77.8%	1.232964	72.1%	65.6%	91.0%
MSG	55.2%	49.5%	89.7%	57.1%	56.3%	0.985989	52.8%	50.8%	96.2%
			<b>99.9%</b>			<b>109%</b>			<b>95.6%</b>
									<b>101.50%</b>

Financial Measure:

Spend at least 30% of adult and youth program funds on direct client costs (such as tuition and supportive services).  
 As of end of May we were at 39%.