

<p style="text-align: center;">THE UPSTATE WORKFORCE INVESTMENT BOARD MEETING MINUTES</p>

Date and Time of Meeting: March 17, 2014
Time of Meeting: 8:30 a.m.
Place of Meeting: Spartanburg Marriott

ATTENDANCE: 83.3%

Board Members Present:

Mr. Curtis Anderson
Mr. Wade Ballard
Mr. Bill Brasington
Ms. Liberty Canzater
Mr. Jim Cook
Ms. Johnnie-Lynn Crosby
Mr. Chuck Ewart
Mr. Robert Faucett
Mr. Wayne Gregory
Ms. Betty Guzzo
Mr. Craig Jacobs
Ms. Pamela Kennedy
Ms. Lisa Morris
Ms. Theresa Perry
Ms. Cherie Pressley
Mr. Carter Smith
Ms. Jennie Thomas
Mr. David Wall
Mr. Buddy Waters
Ms. Martha Young

Board Members Absent:

Mr. Shelley Blount
Capt. Joanne Case
Ms. Kimberly Gist
Ms. Lou Stackhouse

Guests Present:

Ms. Kathy Bell
Ms. Rochelle Brown
Ms. Michelle Hawkins
Ms. Amanda Lucas
Ms. Helen Merriweather
Mr. Grey Parks

WIB Staff Present:

Ms. Ann Angermeier
Ms. Brenda Connelly
Ms. Jenni Gregory
Mr. Dwayne Hatchett
Ms. Natalia Swanson
Ms. Shannon Wilkins
Ms. Dana Wood

Welcome and Opening Remarks:

Mr. David Wall, board chair, called the meeting to order at 8:45 a.m. and welcomed those in attendance.

Minutes Approved:

The January 22, 2013 meeting minutes were reviewed. ***Mr. Craig Jacobs made a motion to approve the minutes. Mr. Buddy Waters seconded the motion. There were no abstentions. The motion carried.***

OneStop Oversight Committee Report:

Mr. Craig Jacobs, committee chair, reported for the OneStop Oversight Committee. The committee met on February 19, 2014. Mr. Jacobs reported that the Resource Sharing Agreement (RSA) for program year 2013 was not yet signed. Ms. Angermeier reported that she had spoken with the Department of Labor (DOL) and they agreed to get involved. She stated that the Upstate Workforce Investment area was not the only area without a signed RSA. The local area administrators met at the State Workforce Symposium to discuss this issue because they had many concerns.

Mr. Jacobs mentioned that the Request for Proposals (RFP) for the Upstate WIA OneStop Operator had been released. The OneStop Committee would be reviewing the proposals when available. The deadline

for proposals is April 19, 2014. The committee will have a recommendation for the board at the May 19th meeting. There were no items requiring board action from the OneStop Oversight Committee.

Funding Oversight Committee Report:

Mr. Jim Cook, committee chair, reported for the Funding Oversight Committee. The committee met on February 25, 2014. The committee had the following recommendations for approval from the Board:

- ***The Funding Oversight Committee recommended approval to modify the Upstate Workforce Investment Board (Upstate WIB) office budget, including changes to the following line items:***
 - ***Temp Help: transferring \$33,000 from Salaries/Fringe/Indirect to the Temp Help line item,***
 - ***Copier Expense: transferring \$1,000 from Advertising/Promo/Outreach to the Copier line item,***
 - ***Vehicle Manpower/Overhead: transferring \$200 from Miscellaneous Equipment to Vehicle Manpower/Overhead,***
 - ***Vehicle Parts: transferring \$500 from Miscellaneous Equipment to Vehicle Parts, and***
 - ***Special Projects: transferring \$3,000 from Relocation Expenses, plus \$1,000 from Advertising/Promo/Outreach (\$4,000 total) to support a special project to update the Union Community Indicators Report.***

There were no abstentions. The motion carried.

Ms. Natalia Swanson stated that the requested Arbor budget modification included changes to the Salaries, Fringes, Professional Development, Printing Supplies, Relocation, Indirect, and Profit line items (see attached budget detail). These changes would allow Arbor to send staff members to a required Career Development Facilitator training. There was also a reduction to Arbor's overall operating costs to help counteract the budget shortfall from the SC Department of Employment and Workforce (SCDEW) not moving into the Evans Building.

- ***The Funding Oversight Committee recommended approval for Arbor's budget modification request including changes to the Salaries, Fringes, Professional Development, Printing Supplies, Relocation, Indirect, and Profit line items (see attached budget detail). Ms. Johnnie-Lynn Crosby abstained. The motion carried.***

Mr. Wall asked if there were any concerns about any of Arbor's other budget line items. Ms. Angermeier reported that the Upstate WIB had received an additional \$55,000 in Dislocated Worker funds from SCDEW because there was a need to transfer funds into the Adult training fund. She further explained that SC Works typically has more Adult participants than Dislocated Workers.

Youth Alliance Report:

Ms. Theresa Perry, committee chair, reported for the Upstate Youth Alliance (UYA). The committee met on February 17, 2014 at Swofford Career Center. Director Scott Simpkins, spoke and gave attendees a tour of the facility.

Ms. Helen Merriweather discussed how changes to the GED tests are affecting her participants, and Ms. Kathy Bell gave an update about the alternative school program that The YouthStop had recently implemented.

Ms. Perry asked Ms. Shannon Wilkins, Upstate WIB Youth Services Coordinator, to report on the Youth Leadership and the Youth Mentoring Programs. Ms. Wilkins stated that since the last board meeting the youth leadership group had a job shadowing day, as well as a state government day.

Ms. Wilkins stated that the UYA Youth Mentoring Program needed more mentors. The UYA Mentoring Planning Committee will be meeting soon to discuss the new cycle of mentoring, as well as some changes they want to make to the program. Mr. Wall asked Ms. Wilkins what the commitment time was for being a mentor. Ms. Wilkins stated that it is a six month to one year commitment. The mentor, as well as the mentee, must attend training. The mentor then makes an agreement with the mentee about

how much time they would spend together. The mentor provides guidance on careers, education, and how to improve many aspects of the mentee's life. The mentors and mentees are matched up based on mutual interests.

There were no items requiring board action from the Youth Alliance.

Executive Director's Report

Ms. Ann Angermeier reported that the Daniel Morgan Technology Center's Director, Mr. Wayne Chapman, recently passed away.

She also reported that she was working with the Union County Supervisor, Mr. Tommy Sinclair, to update the Union County Indicators Report. She further stated that Mr. Sinclair was committed to finding the right people for the necessary task forces. In the past there had been an issue with finding volunteers in Union County, but Ms. Angermeier felt that with Mr. Sinclair leading this initiative, it should start to move forward.

Ms. Angermeier reported that Cherokee County was still moving forward with their Know2 education initiative. She met with Mr. Dan Breeden, Johnson Development, and Mr. Cody Sossman, with the Gaffney Ledger, to discuss the Spartanburg Group of 100 project and how Gaffney could use a similar project to fundraise for Know2.

She also reported the Upstate WIB is very involved with the Ten at the Top (TATT) Initiative. The group serves a ten county area in Upstate SC and is concentrating on the manufacturing and trade sectors. TATT is comprising a comprehensive list from all ten counties indicating all of the available manufacturing related training programs in those areas.

Mr. Robert Faucett mentioned that the SC Works Spartanburg Center received the Outstanding OneStop Center of the Year award at the recent Workforce Symposium held in Columbia.

Adjournment:

With there being no other business or discussion from the floor, the meeting was adjourned at 9:50 a.m.

The next regular meeting of the Upstate Workforce Investment Board is scheduled for May 19, 2014 at 8:30 a.m. The venue is to be determined.