



UPSTATE WORKFORCE BOARD ONE STOP COMMITTEE MEETING MINUTES

January 5, 2022

12:00 p.m.

SC Works- Room 114

Present:

Mr. Craig Jacobs, Vice-Chair

Ms. Betty Guzzo, Committee Member

Ms. Cathy Harter, Committee Member

Ms. Judy Horton, Committee Member

Ms. Kathy Jo Lancaster, Committee Member

Mr. Marion Littlejohn, Committee Member

Mr. Nathan Norris, Committee Member

Ms. Ann Angermeier, UWB

Mr. Brent Bishop, UWB

Ms. Nikoya Shaw, UWB

Ms. Dana Wood, UWB

Ms. Nikki Burgess, SC Works

Mr. Adam Lindsley, SC Works

Ms. Anne Brock-Trail, SCDEW

Welcome

The meeting was called to order by Mr. Craig Jacobs, Chair, at 12:00 p.m. He welcomed everyone and allowed a moment for introductions.

Financial Report

Mr. Brent Bishop, UWB CFO, gave a snapshot of the budget through October. He explained the budget formulation for the benefit of the new committee members. Mr. Bishop highlighted that the utility line item was running a surplus because of the expansion at the Gaffney Center and a delay on the utilities invoicing for that space. He anticipates this will even out on the December billing. Mr. Bishop noted that the latest modification is not reflected in this report.

Mr. Bishop gave an overview of the special grants and noted that the funds for security should be exhausted with the December billing. He shared that an extension was approved for one of the Incumbent Worker Training (IWT) grants. Mr. Bishop stated that all funds should be on track for full expenditure. Ms. Ann Angermeier, UWB Executive Director, shared that approximately \$300,000, through the Department of Labor (DOL), was applied for in partnership with other boards to train 65 Dislocated Workers. She shared that it will be a task to find Dislocated Workers, but the grant covers two

years, and she feels there will be an increase in Dislocated Workers by the end of the year. We will see less enrollments under our local WIOA funds because of this grant.

SC Works Update

Mr. Adam Lindsley, SC Works Operations Manager, gave the *Just in Time* and *Dashboard* reports. Mr. Lindsley reported that center traffic has decreased compared to the beginning of the program year. He shared that workshops increased to 62 being offered. Mr. Lindsley noted that Mr. Kenneth Taylor, SC Works Greater Upstate Facilitator Outreach Coordinator, has been going out to host workshops in the community with partners. He reported that 17 Adult clients and 2 Dislocated Worker clients enrolled in November, and 10 clients began training. Ms. Dana Wood, UWB Associate Director, highlighted that there were only 5 Dislocated Workers enrolled in our workforce area with half of the program year gone, showing that more outreach is needed to engage the Dislocated Worker population. Ms. Angermeier noted that there are still a lot of resources for individuals through rental and utility assistance, and the need to work is not there yet. She also shared that the board has requested \$100,000 in CARES Act funding to provide transportation to rural areas to help those interested in working that have that barrier.

Mr. Lindsley highlighted that 3 WIN tests were completed and 20 potential clients attended virtual orientations. Mr. Lindsley shared that unemployment for Spartanburg County was 2.9%, Union County was 5%, and Cherokee County was 3.7% and noted that even though those numbers seem low, many individuals are not participating in the labor force. He also shared that 74 customer satisfaction surveys were conducted with a 94% overall positive response and that six business surveys were conducted with an 83% overall positive response. Mr. Lindsley reported that 14 events were hosted at the center and gave the training sector breakdown.

Partner Highlight

Ms. Angermeier shared that she asked that an individual or partner be featured at committee meetings to allow members to see the impact on lives outside of numbers on a report. Ms. Nikki Burgess, SC Works Greater Upstate Project Director, highlighted SC Works' Partnership with World Relief Upstate, an organization that helps refugees and other immigrants in vulnerable situations rebuild their lives in a new country. Ms. Burgess shared that this partnership was formed in July and highlighted two clients that benefited from this partnership.

Ms. Burgess also shared that they conducted a virtual workshop in December with Project SEARCH and shared that the goal was to get OJTs out of the partnership. She noted that the virtual reality platform interests the younger generation more than adults. Ms. Burgess also shared that they plan to approach the Career and Technology Education (CATE) Centers to gather interest from their students.

1st Quarter Performance

Ms. Wood reported that even though 1st quarter performance had a lot of green, the overall Measurable Skills Gain indicator for Youth, Adult, and Dislocated Worker is red. Ms. Wood informed the committee that quarter 2 data should be out this month. She reminded the committee that measurable skills gain is a real-time measure (not exit based). We still have half of the program year to earn and enter measurable skills gains on participants. Ms. Wood shared that this measure is being watched closely.

SC Works Lease

Ms. Wood informed the committee that Spartanburg Community College (SCC) is expanding and needs the space occupied by SC Works. She reported that she has received listings of available properties. Ms. Wood noted that the primary issue has been finding space with square footage that is affordable and ADA accessible. Ms. Wood shared that she has worked with Ms. Tina Curtis, Business Technology Center (BTC) Building Manager, on the space previously occupied by SC Works that is still vacant. Ms. Wood informed the committee that construction would be needed to create a large enough footprint to house SC Works and partners to include ACHIEVE. She also reported that partners had the opportunity to do a walkthrough of the space and agreed to move forward with getting a lease quote. Ms. Wood shared that another issue is determining a lease term. She said that she has communicated with developers at the Northside, which would be ideal, but their warehouses would not be available until July 2023. Ms. Wood noted that she is still exploring short-term lease options to be able to consider the Northside. At this time, it looks as if the BTC property is the most affordable, although this is not final. She noted this would need to be decided before February's infrastructure funding agreement meeting. The committee discussed other needs for moving, such as wiring costs, ADA accessibility, parking, appropriate signage and appeal to business clients. Ms. Wood shared that she would continue to follow up on conversations and update the committee.

BST Lead

Ms. Wood shared that the One Stop Certification requires a BST Lead to be appointed every year. She noted that the current BST Lead is Ms. Johnnie Lynn Crosby, SC Works Greater Upstate Regional Business Solutions Director. ***Mr. Marion Littlejohn made a motion to appoint Ms. Johnnie Lynn Crosby as BST Lead. Mr. Nathan Norris seconded the motion. With no abstentions, the motion carried.***

Business Surveys Update

Mr. Bishop shared that a dedicated staff person may be hired to conduct business surveys moving forward. He then reviewed the survey process. Ms. Wood shared that funds were applied for through the Resiliency Grant to cost-share a staff person to handle business surveys for Upstate and Greenville.

Other Business

Ms. Angermeier shared that the Youth Committee is working on a pilot program to help students who have not decided on a plan after graduation. She informed the committee that the District 3 School Superintendent is interested in participating. Ms. Angermeier also shared that she hopes that the interest increases enough to offer the program to all school districts in our 3 counties.

Adjournment

With there being no additional business, the meeting was adjourned at 1:00 p.m.

The next meeting is to be held on February 23, 2022.