



**Upstate Workforce Board Meeting Minutes
January 11, 2021 - 8:30 a.m.
Virtual Meeting**

Board Members Present

Mr. Curtis Anderson
Mr. Bill Brasington
Mr. Wade Ballard
Ms. Erin Black
Ms. Anne Brock-Trail
Mr. Jay Coffey
Mr. Jim Cook
Mr. Wayne Gregory
Ms. Betty Guzzo

Mr. Tony Henderson
Mr. Craig Jacobs
Mr. Marion Littlejohn
Ms. Cherie Pressley
Mr. Carter Smith
Mr. Evander Thomas
Ms. Jennie Thomas
Mr. David Wall

UWB Staff Present

Ms. Ann Angermeier
Mr. Brent Bishop
Ms. Nikoya Shaw
Ms. Dana Wood

Guests Present

Ms. Rochelle Brown
Ms. Johnnie-Lynn Crosby
Ms. Helen Merriweather
Ms. Melissa Rodgers
Mr. Warren Snead
Mr. Douglas Stephenson

Board Members Absent

Mr. Robbie Faucett

Welcome

Mr. Wade Ballard, Chairman of the Board, called the meeting to order at 8:36 a.m.

Approval of Meeting Minutes

The minutes of the October 12, 2020 meeting were reviewed. *Mr. Jim Cook made a motion to accept the minutes as written. Ms. Betty Guzzo seconded the motion. There were no abstentions and the motion carried.*

Update from Executive Director

Ms. Ann Angermeier, UWB Executive Director, updated the board on the explanation for having a 29.18% participant cost rate versus the state mandated 30%. She shared that our area is required to submit a corrective action plan to the state to explain the reasoning for the failed measure. Ms. Angermeier shared that since the required metric was put in place in 2017, it has been met, but the pandemic made a huge impact on performance for last program year and is again this current program year. In early 2020, employers had to close or were not hiring, resulting in decreased On-the-Job Training (OJT) spending. Jobseekers were not actively looking for work because they were receiving a lot of money in unemployment benefits. We are still having this problem. She also shared that there was an issue with the Eligible Training Provider List (ETPL). Spartanburg Community College (SCC), a provider on that list, did not want to participate because of the burden associated with the reporting for WIOA clients. This will be an issue again later this program year.

WIOA staff had to help with phone calls on unemployment as the system was overloaded. Board staff and WIOA staff spent a lot of time on this rather than on WIOA work. We were not able to get out and conduct outreach due to COVID-19 and lockdowns. We cannot spend funds on outreach as it is considered an operational cost that negatively impacts our participant cost rate. Ms. Angermeier stated that she was very surprised that SC Works got the 29.18%. She informed the board that she would provide them a copy of the full explanation that is to be submitted. **Mr. David Wall made motion to accept the corrective action response to be sent to the state. Mr. Jay Coffey seconded the motion. There were no abstentions and the motion carried.**

Ms. Angermeier updated the board on the first quarter performance concerns. She explained that it has been years since our local area has not met or exceeded performance measures. She shared that her biggest concern is with the Credential Attainment and Measurable Skills Gains for youth.

One Stop Committee Report

Ms. Dana Wood, UWB Associate Director, reported that the One Stop Committee met virtually via Zoom on January 6, 2021. Ms. Wood reported that the Equus budget report was reviewed through October. She shared that Mr. Brent Bishop, UWB CFO, presented budget modifications for the Adult/Dislocated Worker, Restoration and the Rapid Response grants. All were approved by the committee and will be presented for full board approval shortly. She shared that it is proposed that local funds be used for IWT grants. She highlighted one of the modifications includes local funds in the amount of \$41,351 for IWT. Ms. Wood shared the Mr. Doug Stephenson, SC Works Project Director, reviewed the Dashboard Report for November 2020. She reported that Mr. Stephenson noted that center traffic has increased, and the center is fully staffed. Ms. Wood shared the changes to the Supportive Services Policy and IWT Policy to be approved by the full board. **All board members voted in favor of approving the budget modification for the Adult/Dislocated Worker, the Restoration and Rapid Response grants, as well as the modifications to the Supportive Services and IWT Policies as presented. There were no abstentions, and the motion carried.**

Ms. Wood shared that the committee also discussed the first quarter performance concerns that were highlighted by the Executive Director at the start of the meeting. Ms. Wood also highlighted that Ms. CJ Jackson, UWB Consultant, received a total of 38 employer survey responses between October and December and she is working to gather more responses for December.

Youth Committee Report

Mr. Evander Thomas, Youth Committee Chair, reported that the Youth Committee met virtually via Zoom on December 8, 2020. Mr. Thomas shared that Mr. Bishop reviewed the October youth program budget report with the committee. He reported that Ms. Helen Merriweather, ACHIEVE Director, gave additional information on how the program's fiscal agent manages the accounting and Mr. Bishop noted that Work-Based Learning is tracking well. Mr. Thomas shared that the ACHIEVE program is currently at 85 percent of its total enrollment for the three counties that the program serves. He shared that our non-profit received a grant from the Mary Black Foundation to restore the salaries of van drivers for Achieve after they received a budget cut. He stated Ms. Merriweather informed the committee that \$7,200 was spent in work experience and students will be doing CellBotics training in January. Mr. Thomas reported that the committee revisited discussions held at the last meeting regarding committee engagement. It was discussed that seniors are graduating and have not decided whether to go to college or enter the workforce. He noted that a presentation was shared regarding the College and Career Showcase and the committee was informed that

the event usually lasts two days and targets freshmen in all 3 counties. Mr. Thomas highlighted that it was suggested that committee members sign up for an hour slot to assist in a virtual booth. It was discussed that volunteers would be helping connect students with resources to complete college applications, FAFSA and other tools to help prepare students for life after high school. With no questions, the report was concluded.

Disabilities Committee Report

Ms. Jennie Thomas, Disabilities Committee Chair, reported that the Disabilities Committee met virtually via Zoom on December 18, 2020. Ms. Thomas shared that the committee discussed the upcoming Winter Conference for guidance and career development facilitators in the three-county area. Our committee was asked to assist in planning and securing speakers for the conference. She shared that after speaking with a few counselors to understand their need, it was decided to focus on the anxiety and isolation that COVID-19 has created. Ms. Thomas reported that the Winter Conference will be held Friday, January 29, 2021. With no questions, the report was concluded.

Executive Committee Report

Mr. Ballard reported on behalf of the Executive Committee and noted that the committee met virtually via Zoom on December 14, 2020. Mr. Ballard shared that Mr. Bishop reviewed the October UWB office budget report. He also reported that Ms. Wood shared information regarding upcoming modifications and ensured the committee that she would provide more details after the modifications were approved by their respective committees.

Mr. Ballard shared that the committee was informed by Ms. Wood that the UWB received a favorable monitoring report. He reported that she mentioned that the report showed no financial issues or disallowed costs this year and that the areas that needed attention were programmatic and related to administrative errors. He also reported that the next state monitoring of our local areas is scheduled for April 4, 2021. Mr. Ballard reported that Ms. Wood reminded the committee of the performance concerns from the first quarter of the program year. Mr. Ballard shared that Ms. Wood updated the committee that there were concerns with low spending by SC Works. He shared that Ms. Wood explained the areas of concern and Ms. Angermeier shared that different methods of outreach are being explored.

Adjournment

With no other business or discussion, the meeting was adjourned at 9:15 a.m.

Next meeting date: March 8, 2021