



UPSTATE WORKFORCE BOARD ONE STOP COMMITTEE MEETING

May 5, 2023

Noon

SC Works

Committee Members Present:

Ms. Betty Guzzo
Ms. Judy Horton
Ms. Kathy Jo Lancaster
Mr. Marion Littlejohn
Mr. Nathan Norris, Chair

Guests Present:

Mr. Brent Bishop
Ms. Dana Wood
Ms. Nikoya Shaw
Ms. Nikki Burgess
Mr. Kenneth Taylor
Ms. Mary Beth Walters
Ms. Ann Brock- Trail

Welcome

Ms. Nathan Norris, Chair, called the meeting to order at 12:03 p.m. and welcomed everyone in attendance.

Regional Instruction Letter

Ms. Dana Wood, UWB Associate Director, shared updates on the Regional Instruction Letter regarding Allowable Training Activities and Cost Limits for Workforce Innovation and Opportunity Act (WIOA) Training for feasibility and management. She stated that the policy was simplified to serve and manage participants efficiently. Ms. Wood shared those changes to the instruction showing that, under the law, it is allowable to write training agreements with providers. Ms. Nikki Burgess, SC Works Project Director, gave an example to help illustrate the need for this update. ***Mr. Marion Littlejohn made a motion to accept the updates to this Regional Instruction Letter. Ms. Judy Horton seconded the motion. With no abstentions, the motion carried.***

Participant of the Year

Ms. Wood shared with the committee that the SC Works staff submitted 3 nominations for the Craig Jacobs Adult/DW Participant of the Year Award. The committee read the written nominations and then viewed a video of each nominee. The committee decided to award all 3 nominees since they were each from a different county. Ms. Wood will order awards and secure small gifts to recognize them at the upcoming board meeting.

SC Works Updates

Ms. Wood introduced the committee to Mr. Kenneth Taylor, who now serves as the SC Works Operations Manager, and Ms. Mary Beth Walters, who now serves as the SC Works Business Solutions Manager.

Mr. Taylor gave the *Just in Time report* for March 2023. The report included information on unemployment rates, center traffic, enrollment goals, survey results, virtual reality outcomes, sector strategy updates, staff attendance at community events, success stories and much more.

Ms. Judy Horton, Committee Member, inquired about data shown for veterans and access to trends. Ms. Wood shared that the annual number can be compared to prior years to show trends.

Preliminary Budget

Ms. Wood shared that local allocations are not available yet. She informed the committee that the Executive Committee would be requesting level-funded budgets for all programs at the upcoming board meeting. She shared that, like last year with committee/board approval, adjustments would be made based on actual funding.

Adjournment

With no further business or discussion from the floor, the meeting was adjourned at 12:55 p.m.

The next meeting will be held TBD.