



Upstate Workforce Board Meeting Minutes
May 15, 2023 - 8:30 a.m. - Thomas E. Hannah YMCA – Community Room

Board Members Present

Mr. Wade Ballard	Ms. Judy Horton
Ms. Anne Brock-Trail	Mr. Craig Jacobs
Mr. Josh Cleapor	Mr. Marion Littlejohn
Mr. Jay Coffey	Mr. Nathan Norris
Mr. Jim Cook	Ms. Jennie Thomas
Ms. Betty Guzzo	

Board Members Absent

Ms. Erin Black	Mr. Jerome Kirkland
Mr. Bill Brasington	Ms. Cherie Pressley
Mr. Robbie Faucett	Ms. Rhonda Rogers
Ms. Robyn Hill	

UWB Staff Present

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

Guests Present

Ms. Nikki Burgess
Ms. Rachael Clevenger
Ms. Lisa Hannon
Ms. Kayla Kirby
Ms. Anna Oswald
Mr. Kenneth Taylor
Ms. Whitney Ussery
Ms. Mary Beth Walters

Welcome

Mr. Craig Jacobs, Board Chair, welcomed everyone in attendance and called the meeting to order at 8:30 a.m.

Approval of Meeting Minutes

The minutes of the March 6, 2023, meeting were reviewed. ***Ms. Judy Horton made a motion to accept the minutes as presented. Mr. Nathan Norris seconded the motion. With no abstentions, the motion carried.***

Board Member Recognition

Mr. Jacobs shared that Mr. Jim Cook, Board Member, is retiring this year. He stated that Mr. Cook's term ends June 30th and that he has served on the board for 16 years. Mr. Jacobs thanked Mr. Cook for his service and recognized him with a gift. He gave the floor to Mr. Cook, who thanked the board and shared how much he enjoyed serving.

Introduction of New Board Member

Mr. Jacobs stated that Ms. Rhonda Rogers, with MAU Workforce Solutions, is joining the board. In Ms. Rogers' absence, he shared that her board orientation went well and provided the opportunity to learn more about Ms. Rogers and her areas of interest in serving on the board.

One Stop Committee Report

Mr. Nathan Norris, Committee Chair, reported that the One Stop Committee met on May 5, 2023. He reported that two SC Works staff members were promoted to new roles since the last meeting. He shared that the committee spent a brief time reviewing 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. He reported that an update was made to Regional Instruction Letter 17-01 regarding Allowable Training Activities and Cost Limits for Workforce Innovation and Opportunity Act (WIOA) Training for feasibility and management. He stated that the policy was simplified to serve and manage participants efficiently due to recent changes in the ETPL providers. ***The committee made a recommendation to the board to approve the updated policy. All were in favor of the policy updates.***

Ms. Dana Wood, UWB Associate Director, gave a little background on the Participant of the Year award presentation and how it was named. The board viewed the nomination videos that were submitted to the committee. Mr. Norris presented the Craig Jacobs WIOA Adult/Dislocated Worker Participant of the Year awards to Ms. Kayla Kirby and Ms. Whitney Ussery, who were present at the meeting. Mr. Kendall McClurkin was not present to receive his award but was recognized. With no questions, the report concluded.

Youth Committee Report

Mr. Josh Cleapor, Committee Member, reported for the Youth Committee in the absence of Ms. Erin Black, Chair and Mr. Jerome Kirkland, Vice Chair. He stated that the committee met on April 25, 2023. The committee reviewed the finances and approved a small budget modification. He presented the modification to the full board as a recommendation from the committee. In summary, \$230.00 needs to be moved from Supportive Services - Childcare to Work Experience to cover job shadowing for 2 participants. ***All were in favor of approving the modification.***

The remainder of the meeting was spent selecting the Curtis Anderson WIOA Youth of the Year recipients. Ms. Wood gave a little background on the award and how it was named. The board viewed the nomination videos that were submitted to the committee. Mr. Cleapor presented the Curtis Anderson Youth Participant of the Year award to Ms. Rachael Clevenger, who was present at the meeting. Ms. Kristen Nalley and Ms. Haley Hughey were not present to receive their awards but were recognized. With no questions, the report concluded.

Disabilities Committee Report

Ms. Jennie Thomas, Committee Chair, reported that the Disabilities Committee met on May 2, 2023. She provided an update regarding the April 25, 2023, event. Ms. Thomas shared that roughly 35 people attended the luncheon focused on mental health in the workplace. The committee discussed survey questions as a follow-up for attendees. The questions developed are geared toward satisfaction of the event and topics of interest for next year's programming. Ms. Thomas also reported on the May 4, 2023, event with the Spartanburg Human Resource Association. She shared that the event was also a success and focused on disability resources, Work Opportunity Tax Credit and disabilities etiquette/accommodations. She noted that speakers from the UWB, SCDEW, SCVRD and ABLE SC participated.

Lastly, she informed the board that the committee discussed forming an advisory group that would meet once a year to help guide the committee's work. Ms. Thomas shared that the committee would continue exploring these suggestions. With no questions, the report concluded.

Executive Committee Report

Mr. Jacobs, Committee Chair, reported that the Executive Committee met on May 1, 2023. The committee reviewed the UWB office budget and discussed funding allocations. He noted that the board has still not received PY23 funding allocations. Mr. Jacobs shared that the committee approved for the Upstate WB office and local WIOA programs to start PY23 with the same budget amounts as PY22. ***All were in favor of approving the preliminary budgets as level funding until allocations are available.***

Mr. Jacobs shared about the ongoing issues with getting possession of the two vehicles purchased through grants for the ACHIEVE Program. He informed the board that Ms. Ann Angermeier, UWB Executive Director, sent a letter asking for help to Mr. Derham Cole since he is now Vice President of System Affairs for USC. With no questions, the report concluded.

Nominating Committee Report

Mr. Cook, Nominating Vice Chair, shared two recommendations to the board from the Nominating Committee. ***It was recommended that Mr. Craig Jacobs remain as Board Chair for one year and Mr. Marion Littlejohn serve one more year as Board Vice Chair. The floor was opened for additional nominations; however, none were made. All were in favor of the proposed officers for PY23. There were no abstentions.***

Executive Director Update

Ms. Angermeier shared that Mr. William Floyd was named the new Executive Director for the SC Department of Employment and Workforce (SC DEW) after Mr. Dan Ellzey's retirement. She informed the board that Mr. Floyd is a labor attorney from Greenville. Ms. Angermeier reported that the Workforce Bill had passed. One component of the bill is to move the Regional Workforce Advisors from the Department of Commerce to SC DEW. Ms. Cherie Pressley is our local Workforce Advisor and partners with us closely on projects.

Other Business

Ms. Wood shared that the PY23 meeting dates will be sent out by email within the week. She asked that members add them to their calendars. She also shared that the board applied for a grant from SC DEW to pay for sector strategies work in our 14-county region.

Adjournment

With no other business or discussion, the meeting was adjourned at 9:30 a.m.

Next meeting date: TBD