



UPSTATE WORKFORCE BOARD ONE STOP COMMITTEE MEETING MINUTES

June 18, 2019

3:00 PM

Conference Room, BTC

Present:

Mr. Craig Jacobs, Committee Chair

Mr. Shelly Blount, Committee Member

Mr. Jeff Gossett, Committee Member (by phone)

Mr. Carter Smith, Committee Member

Mr. Doug Stephenson, SC Works

Mr. Devis Henao, SC Works

Mr. Brent Bishop, UWB

Ms. Dana Wood, UWB

Ms. Ann Angermeier, UWB

Welcome

The meeting was called to order by Mr. Craig Jacobs at 3:00 p.m.

Financial Report

Mr. Brent Bishop, UWB CFO, presented and reviewed Arbor's budget through April 2019. Mr. Bishop informed the committee that the April report didn't reflect the most recently approved modification. Mr. Bishop did have the May invoices processed and all is tracking well. Ms. Wood mentioned that SC Works estimated their June invoice will be around \$160K. This will put them close to 92% expended on the year. There were no questions.

SC Works Update

Mr. Doug Stephenson and Mr. Devis Henao, SC Works Greater Upstate, reviewed the **Monthly Dashboard and the Just in Time Reports for May 2019**. Main items highlighted: staff are continuing to do lots of community outreach, enrollments are strong given the job market, caseloads are level, Union is experiencing more traffic than Cherokee currently. There were no questions.

SC Works Upstate PY19 Budget

Ms. Dana Wood, UWB COO, provided a copy of the proposed PY19 budget for SC Works. Ms. Wood informed the committee that our area received significant budget cuts. Ms. Wood shared that she was able to secure \$100K from the Midlands Workforce Development Area. The funds acquired were enough

to save two staff positions. Ms. Wood also shared that she is hopeful that our area will be awarded Rapid Response (Dislocated Worker) funding in October 2019. These funds, if awarded, will be used to increase training and support services. Several line items were significantly cut or eliminated to make up for the shortfall in funding. Mr. Jacobs asked Mr. Stephenson if he was comfortable with the presented budget. Mr. Stephenson responded yes and expressed his appreciation for funds and for board staff working to find extra funding. Mr. Shelly Blount made a motion to approve the budget as presented. Mr. Carter Smith seconded the motion and the motion carried with no abstentions.

Ms. Angermeier, UWB Executive Director, expressed to the committee that she thinks the system is broken. The need for physical locations is decreasing. She discussed the possibility of requesting a waiver to eliminate the comprehensive center and locate staff in high poverty areas. The committee and staff plan to explore this idea for PY20.

One Stop Certification

Ms. Wood shared that staff have been working diligently to certify the comprehensive and affiliate SC Works centers per the One Stop Certification Standards issued by SCDEW. Staff used the former certification documentation as a starting point for updates. Ms. Wood shared each notebook and explained the contents. Mr. Carter Smith motioned to approve staff to submit the prepared documentation to SCDEW for certification determination. Mr. Shelley Blount seconded the motion and the motion carried with no abstentions. The committee thanked the staff for the work performed to ensure the centers are certified.

Adjournment

PY19 committee meeting schedules are being confirmed and will be shared soon. With there being no additional business, the meeting was adjourned at 1:15 p.m.