



**Upstate Workforce Board Meeting Minutes**  
**October 11, 2021 - 8:30 a.m.**  
**Spartanburg Community College – Dan L. Terhune Room 109**

**Board Members Present**

Mr. Wade Ballard	Mr. Craig Jacobs
Ms. Erin Black	Mr. Jerome Kirkland
Ms. Anne Brock-Trail	Mr. Nathan Norris
Mr. Jay Coffey	Ms. Cherie Pressley
Mr. Robbie Faucett	Ms. Jennie Thomas
Ms. Betty Guzzo	Mr. David Wall
Ms. Cathy Harter	

**Board Members Absent**

Mr. Bill Brasington  
Mr. Jim Cook

**UWB Staff Present**

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

**Guests Present**

Ms. Nikki Burgess  
Ms. Johnnie-Lynn Crosby  
Ms. Anna Oswald  
Ms. Melissa Rodgers (Virtual)  
Mr. Warren Snead

**Welcome**

Mr. Wade Ballard, Chairman of the Board, called the meeting to order at 8:32 a.m.

**Approval of Meeting Minutes**

The minutes of the August 9, 2021, meeting were reviewed. ***Mr. David Wall made a motion to accept the minutes as written. Ms. Anne Brock-Trail seconded the motion. There were no abstentions and the motion carried.***

**Introductions**

Mr. Ballard opened the floor to a new board member Ms. Cathy Harter, to introduce herself to the group. She shared that she is the owner of Kemper Corporation, a small manufacturer in Union County that manufactures load securing products. Ms. Harter expressed that she is glad to join the board. Mr. Ballard then opened the floor to Ms. Anna Oswald, the new Director of the ACHIEVE Program. Ms. Oswald shared that she has replaced Ms. Helen Merriweather as the new Director.

**One Stop Committee Report**

Mr. Robbie Faucett, Committee Chair, reported that the One Stop Committee met on September 29, 2021. He stated that the grant funding from the state to provide security for SC Works will be fully utilized in the coming weeks. He shared that Mr. Adam Lindsley, SC Works Operations Manager, gave the Just in

Time and Dashboard reports. Center traffic has decreased since July. Eight OJTs have been set up out of the 40 required for the year. Mr. Faucett noted that Mr. Brent Bishop, UWB CFO, is now conducting business surveys. Mr. Faucett reminded the group that there is a Workforce Symposium on October 19, 2021, and asked that any board members interested in attending contact Ms. Nikoya Shaw. Mr. Faucett made a recommendation to the board from the committee to increase Adult funding by \$90,503.61 from unobligated funds and to increase Dislocated Worker funding by \$142,312.25 from unobligated funds for a total of \$232,815.86 to be added to the grant budget for SC Works. Mr. Faucett presented another recommendation from the committee to increase the Self-Sufficiency rate for the area. It has been many years since this rate has been adjusted. New research shows that based on a single adult with no dependents, the recommended self-sufficient wage should be \$14.00/hour for all three counties. **All board members were in favor of increasing the SC Works budget from unobligated funds by \$232,815.86 and increasing the hourly self-sufficiency wage for Union, Cherokee and Spartanburg from \$12.00 to \$14.00. There were no abstentions.** With no questions the report was concluded.

### **Youth Committee Report**

Ms. Erin Black, Committee Chair, reported that the Youth Committee met on September 21, 2021. She shared that this was her first committee meeting as Chair. She also informed the committee that Mr. Jerome Kirkland with BASF and Ms. Victoria Novak with Spartanburg Methodist College would also be joining the committee. Ms. Black reported that spending is tracking well for the beginning of the program year. Ms. Black stated that Ms. Oswald gave the Dashboard Report and noted that the program received three new enrollments, five students received their GED and seven students obtained other credentials. The program continues to research additional credential options. ACHIEVE is also working to increase program enrollment. During the committee meeting, Ms. Oswald reviewed the Just-in-Time report and highlighted the success story of Natalie White, an ACHIEVE graduate who has entered the EMT Program at Spartanburg Community College (SCC). The committee discussed ways to focus on helping high school seniors who have no plans after graduation. The committee plans to identify a point of contact with the school districts and suggested a meeting with Spartanburg District 3 to offer a pilot program to target undecided seniors. Ms. Black presented a budget modification on behalf of the committee to increase Youth funding by \$45,338.97 from unobligated funds to cover some salary adjustments and the purchase of a van, with additional funds for a second van primarily funded by an outside grant. **All board members were in favor of approving the ACHIEVE budget modification to include adjustments to salaries and the addition of the vans for the ACHIEVE Program.** With no questions the report was concluded.

### **Disabilities Committee Report**

Ms. Jennie Thomas, Committee Chair, reported that the Disabilities Committee met on September 24, 2021. Ms. Jennie Thomas shared that the committee held discussion regarding funding for a driving simulator. She reported that all seven Spartanburg County school districts sent representatives to demo the simulator at the Clemson University International Center for Automotive Research (CU-ICAR) and after seeing it, they are very interested in securing one for use by all school districts. Ms. Thomas shared that the committee discussed reaching out to Spartanburg County to discuss the use of CARES Act funding to help with the purchase. Since only two members from the committee have demoed the equipment, it was decided that a tour would be

scheduled at CU-ICAR for those interested in seeing it. Ms. Thomas reported that the time of the committee meetings will be shifted to lunch or mid-afternoon to better accommodate members. Ms. Ann Angermeier, UWB Executive Director, elaborated that the goal is to purchase one simulator (roughly \$76,000) that would be housed at one of the career centers. She also shared that the idea is to make the simulator available in the evenings for veterans and other adults with disabilities. Ms. Angermeier shared the story of Ms. Lisa Thomas and her son's personal success as an individual with a disability, learning to drive and gaining independence through that process. With no questions the report was concluded.

### **Executive Committee Report**

Mr. Ballard, Committee Chair, reported that the Executive Committee met on September 20, 2021. Mr. Ballard shared that the UWB office budget was tracking well for the start of the program year. He reported that the committee reviewed a budget modification related to the upcoming board planning session. The modification includes adding \$8,000 from unobligated funds and other slight shifts to line items to better align the budget with the PY21 allocation. The planning session will be a great opportunity for new members to learn more about our system and network with existing members. Mr. Ballard reported that that our local area passed all PY20 performance measures. Ms. Angermeier and Ms. Dana Wood, UWB Associate Director, participated in a call with the US Department of Labor (DOL) regarding our area's local COVID-19 recovery plan. Finally, the committee discussed how the chip shortage has significantly delayed the purchase of 2 vans for the ACHIEVE program. ***All board members were in favor of approving an increase in the UWB budget of \$8,000 from unobligated funds for a board planning session for PY 21 and other small line item shifts to align with the actual allocation.*** With no questions the report was concluded.

### **Other Business**

Ms. Angermeier shared that there were a few updates. She gave the floor to Ms. Johnnie- Lynn Crosby, SC Works Regional Business Solutions Director. Ms. Crosby stated that October is National Manufacturers Month and shared a video created for Cooper Standard to highlight them as a local manufacturer. Ms. Crosby added that if other businesses are interested, a similar video could be created for approximately \$500. She shared that Toray and Milliken are currently working on their videos. The videos will be shared on social media.

Ms. Crosby also shared that because it is National Manufacturers Month, the Upstate was selected for a pilot program with Transfer VR. She stated that a QR code went to schoolteachers, administrators and students. They will be able to scan the code and interact with VR modules through their phones. Ms. Crosby and Ms. Wood assisted board members and gave a preview of that module. Ms. Crosby highlighted that local companies and careers within those companies are accessible as students interact with them. A copy will be emailed to board members.

Ms. Wood shared that two Incumbent Worker Training (IWT) applications need to be approved. She stated that the applications have not gone through the committee. One application was for Source Substrates in Union County, and the request was \$5,700. SC Manufacturing Extension Partnership (SC MEP) will be the training provider. The other application was for Secondary Solutions located in Spartanburg County, and the request was for \$1,600 to standardize their work structure. Ms. Crosby shared that approval of these two applications would obligate all of the remaining state IWT funds. Additional funding requests will be covered

by local IWT funds. *Mr. Robbie Faucett made a motion to approve those applications for the amounts requested. Ms. Betty Guzzo seconded the motion. There were no abstentions, and the motion carried.*

**Adjournment**

With no other business or discussion, the meeting was adjourned at 9:06 a.m.

**Next meeting date: January 10, 2022**