



Upstate Workforce Board Meeting Minutes  
October 12, 2020 - 8:30 a.m.  
Virtual Meeting

**Board Members Present**

Mr. Curtis Anderson  
Mr. Bill Brasington  
Mr. Wade Ballard  
Ms. Erin Black  
Mr. Jay Coffey  
Mr. Jim Cook  
Mr. Robbie Faucett  
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

**Board Members Absent**

Ms. Anne Brock-Trail  
Mr. Chuck Ewart  
Mr. Wayne Gregory

**UWB Staff Present**

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

**Guests Present**

Ms. Rochelle Brown  
Ms. Helen Merriweather  
Ms. Melissa Rodgers  
Mr. Warren Snead  
Mr. Douglas Stephenson

**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 10, 2020 meeting were reviewed. ***Mr. David Wall made a motion to accept the minutes as written. Mr. Jay Coffey seconded the motion. There were no abstentions and the motion carried.***

**Introduction of Mr. Marion Littlejohn**

Ms. Ann Angermeier, UWB Executive Director, introduced Mr. Marion Littlejohn, Bosch Security Systems VP of HR Management. Ms. Angermeier shared that she met with Mr. Littlejohn and he expressed interest in serving on the Upstate Workforce Board. She shared that the board had an opening since Mr. Shelley Blount, a previous board member, retired from the board. Ms. Angermeier informed the group that Mr. Littlejohn was appointed last week by the Spartanburg County Council Chairman, Mr. Manning Lynch. Ms. Angermeier opened the floor to Mr. Littlejohn. He expressed that he was excited to join the board and gave a background of his work with workforce development by serving on a local board in Arkansas.

### Performance Measures

Ms. Dana Wood, UWB Associate Director, shared a chart showing performance measures for PY19, PY20 and PY21. She shared that the performance negotiations were complete, and the goals for Program Years '20 and '21 are set. Ms. Wood informed the board that there were significant increases in performance measures. Ms. Angermeier shared that she is concerned about the credential attainment for Adult and Dislocated Workers (A/DW). She stated that she is also concerned with all measures due to COVID-19. She did inform the board that local areas were told not to consider Covid-19 in the negotiations. She stated that local areas could not understand how we can ignore something as significant as Covid-19.

### One Stop Committee Report

Mr. Robbie Faucett, One Stop Committee Chair, reported that the One Stop Committee met virtually via Zoom on September 30, 2020. Mr. Faucett shared that Mr. Brent Bishop, UWB CFO, went over the Equus budget report through August. He shared that Mr. Doug Stephenson, SC Works Project Manager, reviewed the Just in Time and Dashboard reports for August and expressed that the centers are ahead in meeting enrollment goals for Adult/ Dislocated Worker (A/DW) and On-the-Job Trainings (OJT). Mr. Faucett reported that Ms. Wood shared about the performance negotiation process for Program Years '20 and '21. She noted that the metrics are higher than those in previous years, but the programs are committed to doing their best to meet performance. Mr. Faucett shared that Ms. CJ Jackson was hired to conduct business surveys. We have not received surveys from the labor exchange side for many months so it is impossible to know how we are doing in serving business customers as it relates to job order posting and screening of customers that are referred to the employer. Ms. Wood informed the committee that having a staff person solely responsible for surveys has yielded more data results. Mr. Faucett also reported that Ms. Johnnie-Lynn Crosby, SC Works Regional Director of Business Solutions, and her team plan to perform system cleanup. Ms. Angermeier stated that when her staff started performing surveys, Ms. Shaw informed her that the system is in a mess as it relates to contact names listed for the employer. Mr. Faucett shared that the committee watched a video featuring one of the most recent client success interviews. With no questions, the report was concluded. Mr. Faucett presented a budget modification reflecting a \$50,000.02 decrease in the Equus contract. ***All board members voted in favor of approving the budget modification as presented. There were no abstentions, and the motion carried.***

### Youth Committee Report

Mr. Evander Thomas, Youth Committee Chair, reported that the Youth Committee met virtually via Zoom on September 22, 2020. Mr. Thomas shared that Mr. Bishop gave the budget report for the first month of the ACHIEVE budget year which is the second month of the program year. Mr. Thomas reported that Ms. Helen Merriweather, ACHIEVE Director, shared updates with the committee and introduced Ms. Kaylee McKitrick, ACHIEVE participant, to share her successes and experiences in the program with committee members. Mr. Thomas reported that the committee discussed ideas about how to reach high school seniors who are unsure of their next steps after graduation. Ms. Wood shared Program Years '20 and '21 performance negotiations with the committee. 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 September 25, 2020. Ms. Thomas shared that the committee discussed events and projects for Program Year '20. Ms. Thomas reported that on October 15, 2020, the first open-air Veteran's job fair will be held at the Train Depot in Fountain Inn. 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 September 21, 2020. Mr. Ballard reported that the Upstate Workforce Board received \$244,938 in restoration funding from the State Workforce Development Board. Mr. Ballard reported that Ms. Wood reviewed an update to the Monitoring Procedures Policy with the committee. Mr. Ballard shared that the committee approved a budget modification to obligate \$11,100 additional dollars to the UWB office budget. Mr. Ballard called for a vote on both the budget modification and the revised monitoring policy. ***All board members were in favor of approving the UWB budget modification and Monitoring Policy as presented. With no abstentions, the motion carried.***

Mr. Ballard reported that Ms. Angermeier shared that the local and regional plans are complete and posted online and that the board had approved the plans through a poll vote. Mr. Ballard shared that Ms. Wood updated the committee on business survey results. Mr. Ballard also reported that the committee discussed the recognition of Mr. Blount for his service as a board member for over 23 years. With no questions, the report was concluded.

### **Update from the Executive Director**

Ms. Angermeier shared that the Upstate Workforce Futures Corporation (UWFC), the non-profit for the Upstate Workforce Board (UWB), recently held its annual Danny Allen Scholarship Award Luncheon at the Institute of Innovation (I<sup>2</sup>) in Gaffney, SC. She shared that \$500 was awarded three graduates of Gaffney High School. All three students also attend the Institute of Innovation which is the career technology center for Cherokee County Schools. Ms. Angermeier also shared with the board that the most recent Client Success Stories are on the UWB website. She noted that she is interviewing a business client for the next session.

Ms. Angermeier informed the board that she is hoping to receive the monitoring report from SCDEW soon as it is already past due according to their policy. She also made the board aware that Giving Tuesday is on December 1, 2020, and information will be sent from the Upstate Workforce Futures Corporation regarding this fundraising opportunity to secure unrestricted funds to increase aid for program participants.

### **Adjournment**

With no other business or discussion, the meeting was adjourned at 9:14 a.m.

**Next meeting date: January 11, 2021.**