



## **UPSTATE WORKFORCE BOARD YOUTH COMMITTEE MEETING**

**December 12, 2023**

**3:30 p.m.**

### **Committee Members Present:**

Ms. Erin Black, Chair  
Mr. Bill Brasington  
Mr. Josh Cleapor  
Mr. Jay Coffey  
Ms. Robyn Hill  
Mr. Jerome Kirkland  
Ms. Susan Rogers

### **Guests Present:**

Ms. Ann Angermeier  
Mr. Brent Bishop  
Ms. Dana Hudgins  
Ms. Anna Oswald

### **Welcome:**

Ms. Erin Black, Chair, called the meeting to order at 3:36 p.m. and welcomed everyone in attendance.

### **Financial Update:**

Mr. Brent Bishop, UWB Finance Manager, shared that the financial report for this meeting reflects the month of November. He noted that spending is on track. With no questions on the budget, Mr. Bishop, presented a budget modification. He noted that no new money was being added. The modification included several line-item shifts. In summary, the following lines are impacted: Salaries, Fringes, Indirect Cost, Office Supplies, Rent, Computers/Software/Non-expendable Equipment, Training and Supportive Services/Work-based Learning. After a brief discussion, Mr. Josh Cleapor made a motion to approve the budget modification as presented. Ms. Susan Rogers seconded the motion. The motion passed unanimously with no abstentions. Lastly, Mr. Bishop shared with the committee that he recently completed internal programmatic monitoring of the program. He praised Ms. Oswald and her team for their great work.

### **ACHIEVE Program Reports / Dashboard**

Ms. Anna Oswald, ACHIEVE Director, shared that the program only had two enrollments in November. The number was lower because of the influx of enrollments in October. She mentioned that they continue to struggle with classroom and van space. Ms. Oswald stated that co-enrollments with Adult Education continue to increase. Many students are benefiting from supportive services such as drivers' education training. She shared some updates related to a few of the students' progress in the program as well.

### **Other Business**

Ms. Hudgins shared that the board staff are still working with partners to determine if moving the ACHIEVE program is feasible. Ms. Hudgins reminded the group that the Department of Juvenile Justice (DJJ) is moving from the BTC building to the new courthouse. This will open space closer to the SC Works Spartanburg Center. Mr. Bill Brasington mentioned he would like to meet with Ms. Hudgins and Ms. Oswald to see if Adult Learning could assist with spacing needs.

Lastly, Ms. Hudgins shared that it is necessary to issue a Request for Proposal (RFP) for WIOA Youth Services. She explained the process and asked for three committee members to participate in the review process. Mr. Jerome Kirkland, Ms. Susan Rogers and Ms. Robyn Hill agreed to participate in this task. Ms. Hudgins stated that she would be in touch with a timeline soon.

### **Adjournment**

With no further business or discussion from the floor, the meeting was adjourned at 3:58 p.m.

**The next meeting will be held on February 20, 2024.**