

**UPSTATE WORKFORCE INVESTMENT BOARD  
REGULAR MEETING MINUTES**

**Date of Meeting:** November 19, 2012  
**Time of Meeting:** 8:30 a.m.  
**Place of Meeting:** Spartanburg Community College  
Snoddy Board Room

**ATTENDANCE: 78%**

**Board Members Present:**

Mr. Curtis Anderson  
Mr. Shelley Blount  
Mr. Bill Brasington  
Ms. Liberty Canzater  
Mr. Jim Cook  
Ms. Johnnie-Lynn Crosby  
Mr. Chuck Ewart  
Mr. Robbie Faucett  
Ms. Kimberly Gist  
Mr. Wayne Gregory  
Ms. Betty Guzzo  
Mr. Craig Jacobs  
Ms. Theresa Perry  
Mr. Carter Smith  
Mr. Buddy Waters  
Mr. David Wall  
Ms. Martha Young

**Board Members Absent:**

Ms. Janice Kutkus  
Ms. Lisa Morris  
Ms. Libbie Cheek  
Mr. Mike Perry  
Ms. Jennie Thomas

**Guests Present:**

Ms. Kathy Bell  
Ms. Rochelle Brown  
Ms. Pam Cazel  
Ms. Debra Giordano  
Ms. Michelle Hawkins  
Ms. Amanda Lucas  
Ms. Helen Merriweather  
Mr. Grey Parks

**WIB Staff Present:**

Ms. Ann Angermeier  
Ms. Brenda Connelly  
Ms. Tameesha Curry  
Ms. Jenni Gregory  
Ms. Elaine Taylor  
Ms. Natalia Valenzuela  
Ms. Shannon Wilkins  
Ms. Dana Wood

**Welcome and Opening Remarks**

Mr. Robert Faucett called the meeting to order at 8:35 a.m. and welcomed those in attendance. Mr. Faucett recognized Ms. Martha Young for her perfect attendance to the Upstate Workforce Investment Board (Upstate WIB) meetings for PY11 and presented her with a gift.

**Minutes Approved**

The September 17, 2012 meeting minutes were reviewed, and a request was made to approve the minutes as written.

***Mr. Buddy Waters made a motion that the minutes be approved. Mr. Wayne Gregory seconded the motion. There were no abstentions. The motion carried.***

### **Executive Director's Report**

Ms. Ann Angermeier reported that the Upstate Workforce Future's Corporation (UWFC) would be meeting immediately following the Upstate WIB Board meeting. She then presented a brief overview of the Corporation's recent happenings. Ms. Angermeier reported that a check from Cherokee County for the K-14 Scholarship Grant, in the amount of \$60,000, will be used to train Cherokee County residents. Most of the training will take place at Spartanburg Community College (SCC) Cherokee Campus. Six curriculum choices have been identified, which are all manufacturing based. The list was derived from conversations with companies such as Timken, Nestlé, and other manufacturers in which they identified their core shortage areas. Ms. Angermeier informed those in attendance that because most qualifying grant recipients also receive Lottery and Pell funding, the amount of grant monies needed by the recipients is minimal. Therefore, the committee requested that Cherokee County Council approve funding books. This request was approved. Ms. Angermeier reported that these funds would not be possible if it were not for the UWFC. Ms. Angermeier further reported that the UWFC also received a check for \$5,700, which will pay for busing students from the rural areas of Cherokee County to the SCC Cherokee Campus.

Ms. Angermeier stated that the \$45,000 Women Giving Grant has been completely expended. It was used to create a computer lab at ACHIEVE, including a sign naming the lab after Women Giving for Spartanburg. Ms. Angermeier suggested the next board meeting be held at ACHIEVE so that the Board could see the lab.

Ms. Angermeier also made reference to a letter that was received from Polydeck Screen Corporation, praising Ms. Johnnie-Lynn Crosby. She stated that Ms. Crosby does a fantastic job as the Regional Business Services Manager. Ms. Crosby manages the business services team, which consists of DEW and WIA staff.

### **Presentation by Ms. Pam Cazel:**

Ms. Pam Cazel is the Assistant Project Director of the Know2 Project in Cherokee County. She gave a presentation in reference to this project. The South Carolina Commission on Higher Education has provided \$185,000 this summer towards a pilot education project aimed at making college and technical job training a priority in Cherokee County.

### **Presentation by Ms. Johnnie-Lynn Crosby:**

Ms. Crosby reported on SC Works Business Services. This was the same presentation as was made to the State Workforce Investment Board (SWIB).

Mr. Faucett requested that Ms. Crosby e-mail a copy of her presentation to Ms. Jenni Gregory for her to forward to the full Board for review. Ms. Crosby agreed.

### **OneStop Committee Report**

Mr. Craig Jacobs, committee chair, reported for the OneStop Oversight Committee.

The committee did not have any items requiring Board action. Mr. Jacobs reported that the committee met on October 15, 2012. He stated that during the meeting on October 15, the committee discussed the Upstate WIB's relationship with the SC Department of Employment and Workforce (SCDEW), the Memorandum of Understanding (MOU) negotiations, and the state's performance standards. It appears that the Upstate WIB will have to comply with the performance measures issued by SCDEW, which were increased from last year. Mr. Jacobs asked Ms. Angermeier if these numbers were final or if there was still potential for negotiation. Ms. Angermeier stated that the numbers were final.

Mr. Jacobs stated that MOU and shared cost negotiations for PY12 are still ongoing. He requested that the Executive Committee address this issue.

Mr. Jacobs stated that, overall, Ms. Brown and her staff do a very good job and the committee has no concerns at this time.

### **Executive Committee Report**

Mr. Faucett reported for the Executive Committee. The Executive Committee met on November 7, 2012 to discuss the Resource Sharing Agreement (RSA) issues the Upstate WIB is having with SCDEW. Because the Upstate WIB and SCDEW have not been able to agree on the RSA thus far, the Upstate WIB has requested an arbitrator from the US Department of Labor (USDOL) assist with the negotiations.

Ms. Angermeier stated that the two issues holding up the execution of the agreement are profit and the Regional Business Services Manager's salary. The Upstate WIB's position is that SCDEW should pay a portion of the profit charged by ResCare because it is directly related to all SC Works services. The Upstate WIB also feels that SCDEW should pay a portion of the Regional Business Services Manager's salary because this position requires functional supervision of SCDEW staff.

### **Funding Oversight Committee Report**

Mr. David Wall, committee chair, reported for the Funding Oversight Committee. Mr. Wall reported that the Funding Oversight Committee met on October 30, 2012 and November 7, 2012. There are several items requiring Board action.

The Funding Oversight Committee recommended a four (4) percent salary increase for certain long-term critical ResCare positions, to include: Account Specialist, Quality Assurance Specialist, Seven Career Consultants, Regional Business Services Manager, Gaffney Center Manager, and the Union Center Manager. The total amount of the increase would be \$18,926. Mr. Wall explained that the committee had extensive discussions surrounding this salary increase. They requested additional information from the OneStop Services Coordinator regarding training numbers. After receiving this information, the committee decided to recommend the salary increases.

Mr. Faucett asked if training numbers had increased since last program year. Mr. Wall answered that they had. Ms. Angermeier stated that she would like to see the training numbers improve more, and the Upstate WIB has requested that ResCare create a detailed training plan to show how they intend to increase those numbers. The plan will be submitted by December 5, 2012. Mr. Wall also added that ResCare employees have not had a salary increase in four years.

Mr. Faucett asked if there were any more questions. There were none.

- ***The Funding Oversight Committee made a motion to approve a four (4) percent salary increase to certain critical ResCare employees, stated above, to total \$18,926.00***

***Ms. Johnnie-Lynn Crosby abstained. The motion carried.***

The Funding Oversight Committee recommended that the Upstate WIB approve an Arbor E & T, d.b.a. ResCare Workforce Services request to create two new positions. A part-time Business Services Consultant in Union and a full-time Intensive Services Coordinator to serve all three counties. These positions will replace previously vacated positions and actually reduce ResCare's budget by approximately \$26,000.

- ***The Funding Oversight Committee made a motion to approve the Arbor E & T, d.b.a. ResCare Workforce Services request to create a part-time Business Services Consultant position in Union and a full-time Intensive Services Coordinator position to serve all three counties.***

***There were no abstentions. The motion carried.***

The Funding Oversight Committee recommended adding a clause to the Arbor E & T, d.b.a. ResCare Workforce Services contract to indicate that achieving 80 percent of the performance goals set by SCDEW will mean they met the goal.

- ***The Funding Oversight Committee made a motion to request approval to add a clause to Arbor E & T, d.b.a. ResCare Workforce Services contract indicating that achieving 80 percent of the PY12 performance standards set by SCDEW will be deemed as “meeting” the goal.***

***There were no abstentions. The motion carried.***

The Funding Oversight Committee requested approval to transfer \$310,996 (35.8 percent) from Dislocated Worker funds to Adult funds in the Arbor E & T, d.b.a. ResCare Workforce Services budget once the Upstate WIB is granted permission from the State. Mr. Wall explained that there is an increased number of Adult participants needing SC Works Upstate services, as opposed to Dislocated Worker participants, warranting the need for additional Adult funds.

- ***The Funding Oversight Committee made a motion to transfer \$310,996 (35.8 percent) from the Dislocated Worker line item to the Adult line item.***

***There were no abstentions. The motion carried.***

The Funding Oversight Committee requested approval for Arbor E & T, d.b.a. ResCare Workforce Services to make line item changes in their budget that would not change the overall budget amount. Mr. Wall explained some of the changes are needed due to the closure of the Greer center and vacant positions.

- ***The Funding Oversight Committee made a motion to request approval for Arbor E & T, d.b.a. ResCare Workforce Services to transfer funds among line items, which do not change their overall budget amount.***

***Ms. Johnnie-Lynn Crosby abstained. The motion carried.***

The Funding Oversight Committee requested approval for Upstate WIB staff to request, from SCDEW, a 30 percent transfer of funds from Dislocated Worker Program funds to Adult Program funds, totaling \$310,996 (referenced above).

- ***The Funding Oversight Committee made a motion to grant approval to the Upstate WIB staff to request, from SCDEW, a 30 percent transfer of funds from Dislocated Worker Program funds to Adult Program funds, totaling \$310,996.***

***There were no abstentions. The motion carried.***

The final item requiring Board action from the Funding Oversight Committee was a request to approve giving the Upstate WIB staff permission to request \$150,000 from the State to be put back into the Dislocated Worker training budget in order to meet the needs that would be presented as a result of the requested training plan. These are funds that are available from the State.

- ***The Funding Oversight Committee made a motion to approve giving the Upstate WIB staff permission to request additional Dislocated Worker (DW) funds from the State (\$150,000 total), as well as permission to modify ResCare’s budget to add these DW funds, once approved by the State.***

***There were no abstentions. The motion carried.***

### **Youth Alliance Report**

Ms. Theresa Perry, committee chair, reported for the Youth Alliance. Ms. Perry reported that the Youth Alliance met on October 29, 2012. Ms. Meghan Swofford from the United Way of the Piedmont spoke as the guest speaker. She spoke about the Get Connected program and website. Ms. Swofford talked about how this website can be utilized to make connections in the community. The website provides a way for people to sign-up to volunteer, locate needs within the community and connect people to those needs.

Ms. Perry stated both youth contractors gave updates at the meeting and both are doing well.

The Youth Alliance had one item requiring Board action. The Youth Alliance voted to assign Ms. Johnnie-Lynn Crosby as Vice-Chair.

- ***The Youth Alliance made a motion to approve assigning Ms. Johnnie-Lynn Crosby as the Upstate Youth Alliance Vice-Chair.***

***Ms. Johnnie-Lynn Crosby abstained. The motion carried.***

### **Other Business**

Ms. Angermeier stated that a few years ago, she and Ms. Kathy Dunleavy, former Executive Director of the United Way of the Piedmont, collaborated and created the Community Indicators Project in Cherokee and Union Counties. Ms. Angermeier also stated that the Upstate WIB serves on the cabinet of the Cherokee County Indicators Project. Ms. Angermeier said that there are some big changes coming in Cherokee County as that project moves forward.

### **Adjournment**

With there being no other business or discussion from the floor, the meeting was adjourned at 9:34 a.m.

The next regular meeting of the Upstate Workforce Investment Board will be held on Tuesday, January 22, 2013. Venue to be announced.