



## **UPSTATE WORKFORCE BOARD ONE STOP COMMITTEE MEETING MINUTES**

**February 10, 2020**

**12:00 PM**

**SC WORKS**

### **Present:**

Mr. Jim Cook, Committee Member

Mr. Jeff Gossett, Committee Member

Ms. Betty Guzzo, Committee Member

Mr. Craig Jacobs, Committee Member

Ms. Kathy Jo Lancaster, Committee Member

Mr. Carter Smith, Committee Member

Ms. Ann Angermeier, UWB

Mr. Brent Bishop, UWB

Ms. Nikoya Shaw, UWB

Ms. Dana Wood, UWB

### **Welcome**

The meeting was called to order by Mr. Craig Jacobs at 12:11 p.m.

### **Financial Report**

Mr. Brent Bishop, UWB CFO, presented and reviewed Arbor's budget through December 2019. Mr. Bishop pointed out that a few line items were showing over budget, as the most recently approved budget modification was not reflected in the report. Ms. Dana Wood, UWB COO, shared an update on the funds transfer and informed the committee that our area was approved for Rapid Response funds totaling approximately \$57,000.

### **SC Works Update**

Ms. Wood reviewed the Monthly Dashboard Report for December 2019. Ms. Wood shared that there were 16 participants enrolled in training programs during December. She expressed a slight concern that the Talent Development Specialist (TDS) caseloads seemed low, and cited the current economy as a possible factor. Ms. Wood mentioned that local monitoring will focus on a review of intensive vs. training caseloads. Ms. Wood reported that the center traffic was higher this year compared to this time last year.

**MOU/IFA Update:**

Ms. Wood reviewed the Memorandum of Understanding/ Infrastructure Funding Agreement (MOU/IFA) budget for PY2020. She reviewed the breakdown of partner contributions, based on the square footage methodology, with the group and mentioned that the billing is quarterly. She shared that the annual MOU/IFA meeting with all partners will take place on February 18<sup>th</sup>, 2020.

**State Monitoring Update:**

Ms. Wood shared that state monitoring will take place February 26<sup>th</sup> - February 28<sup>th</sup>, with the last day being the exit conference. She mentioned that the monitors will focus on the period between January 1, 2019 to January 31, 2020.

**Other Business:**

Ms. Ann Angermeier, UWB Executive Director, gave a report on the Operation Educate Graduation. She shared that the graduates of the program were overwhelmed with emotion and the event was great. Ms. Dana Wood shared that the Operation Educate program in Cherokee County will hold its first training on March 1, 2020.

Ms. Wood also shared that efforts to find funding to create a program for Union County are ongoing.

**Adjournment**

With there being no additional business, the meeting was adjourned at 12:47 p.m.

**The next meeting will be held April 13, 2020.**