

One Stop Oversight Committee Meeting
Business Technology Center – Conference Center
October 22, 2015 at 8:30 a.m.

Attendees: Mr. Shelley Blount, Mr. Jeff Gossett, Mr. Craig Jacobs, Ms. Lisa Morris, Ms. Martha Young
Staff present: Mr. Brent Bishop, Ms. Johnnie-Lynn Crosby, Ms. Kara Tanenbaum, Ms. Dana Wood

Welcome

Ms. Dana Wood called the meeting to order at 8:55 a.m. Ms. Wood introduced the newest member to the Committee, Jeff Gossett; the new regulations encourage non-Board members to be part of the One Stop Committee. Everyone introduced themselves.

Selective Service Waiver

SC Works is requesting the Committee to approve a selective service waiver for a participant who is requesting HVAC training from Spartanburg Technical College. His training begins January 2016. There was some discussion on previous applicants and the Committee's decisions in the past.

Mr. Carter Smith made a motion to approve the Selective Service Waiver as requested. It was seconded by Ms. Martha Young , and with no further questions or abstentions the motion carried.

Allowable Training Occupation Policy Update

The Upstate WIB Staff proposed the following recommendation for approval from the OneStop Committee:

Only provide training to targeted industry occupations (Manufacturing, Healthcare, Logistics, Distribution and Retail) with the addition of Construction Trades. It is proposed that entry-level wages be a minimum of \$12.00 per hour. It is also recommended that the OneStop Committee maintain the same training percentages approved at the last OneStop Committee Meeting. Percentages are as follows:

- 60% Manufacturing
- 25% Trades
- 15% Other

Other stipulations:

- Trainings should not last more than 2 years.
- Limited to \$6,000 per year for a max of \$12,000 to include books, tools, etc. (limited to \$2,000).
- On- the- Job training is limited to \$6,000 per slot (less than 6 months). Registered Apprenticeships combined with OJT may last up to 2 years. Employers requesting more than 5 OJT slots or 25% of their workforce must be approved by the Upstate WIB Executive Director.
- Work Experience is limited to \$4,800 per slot.
- Pre- Vocational Training is limited to \$3,000 (GED training, ESOL, basic computer skills, skill gaps, etc.)
- All training scholarships must be approved by the SC Works Project Director or designee. SC Works Upstate must adhere to the stipulations listed above. A waiver may be submitted to the

WIB office for approval by WIB staff should SC Works Upstate identify a participant requesting training outside the above parameters. Proper LMI and other justification must be included.

Ms. Lisa Morris made a motion to approve the Allowable Training Occupation Policy Update as requested. It was seconded by Mr. Shelley Blount, and with no further questions or abstentions the motion carried.

IWT Applications/Ranking

The Committee reviewed and ranked the nine applications received from Cherokee and Spartanburg county businesses who applied for IWT funds. After ranking the applications, a total of \$54,504 was awarded to seven businesses:

• Boysen USA, LLC	Gaffney	\$ 4,650.00
• Davis Services, Inc	Spartanburg	\$10,435.00
• IAC Group, Inc.	Spartanburg	\$13,974.00
• IWGHPC	Spartanburg	\$ 6,000.00
• Martex Fiber	Spartanburg	\$ 5,270.00
• Mermet	Gaffney	\$ 9,300.00
• Suminoe Textiles	Gaffney	\$ 4,875.00

Cooper Standard was a recipient of IWT funds last year, resulting in a twenty- point loss in scoring. Should funds not be spent within the time allotment, they will be recaptured and moved down the ranking order to re-allocate funds.

Mr. Shelley Blount made a motion to approve the IWT funds as recommended by the Committee. It was seconded by Ms. Martha Young, and with no further questions or abstentions the motion carried.

Due to time restraints, Mr. Jacobs recommended the Committee read the *SC Works Budget and Business Engagement* handouts on their own. Ms. Wood reported that there were no RSA/MOU updates since the last meeting but she would update the Committee as progress is made.

With no further business the meeting adjourned at 10:00 a.m.

Next Meeting Date: To Be Determined



AGENDA

ONESTOP OVERSIGHT COMMITTEE MEETING

Business Technology Center Conference Room

October 22, 2015

8:30 a.m.

- Welcome Mr. Craig Jacobs
- Selective Service Waiver Ms. Dana Wood
- SC Works Budget Mr. Brent Bishop
- Business Engagement Ms. Johnnie-Lynn Crosby
- RSA/MOU Update Ms. Dana Wood
- Allowable Training Occupation Policy Update Ms. Dana Wood
Voting item
- IWT Applications/Ranking Ms. Johnnie-Lynn Crosby
Voting item

NEXT MEETING: TBD

PY15 IWT Evaluation Scores

	Boysen	Cooper Standard	Davis Services	IAC Group	IWG	Martex	Mermet	PCI	Suminoh
Craig Jacobs	69	54	79	75	73	70	75	0	75
Carter Smith	68	53	78	73	73	73	73	0	73
Martha Young	70	50	75	75	70	70	75	0	75
Shelley Blount	70	55	80	75	80	70	75	0	75
Lisa Morris	68	51	80	75	73	70	75	0	75
Total	345	263	392	373	369	353	373	0	373
Average	69.00	52.60	78.40	74.60	73.80	70.60	74.60	00.00	74.60
Total Funded	\$ 4,650.00	\$ -	\$ 10,435.00	\$ 13,974.00	\$ 6,000.00	\$ 5,270.00	\$ 9,300.00	\$ -	\$ 4,875.00
Total Funds Upstate WIB Received	\$ 54,504.00	\$ 54,504.00							

Arbor
Profit & Loss Budget vs. Actual
July through September 2015

Original Budget		July through September 2015			
25% of PY15		Jul - Sep 15	Budget	\$ Over Budget	% of Budget
Income					
Grants Received		993,435.23	993,435.23	0.00	100.0%
Total Income		993,435.23	993,435.23	0.00	100.0%
Expense					
Administration					
Dues, Prof fees, Subscriptions	0.00	100.00	-100.00	0.0%	
Fringes	19,339.67	83,368.36	-64,028.69	23.2%	
Indirect Cost	16,127.42	62,812.91	-46,685.49	25.68%	
Management Fee	13,659.75	54,638.94	-40,979.19	25.0%	
Salaries	103,788.83	398,135.02	-294,346.19	26.07%	
Total Administration	152,915.67	599,055.23	-446,139.56	25.53%	
Operating Expenses					
Computers and Software	38.16	2,000.00	-1,961.84	1.91%	
Contract/Consulting Services	467.92	3,000.00	-2,532.08	15.6%	
Equipment Rental	1,291.08	2,800.00	-1,508.92	46.11%	
Facilities Costs	1,986.21	3,000.00	-1,013.79	66.21%	
Mileage	1,924.65	5,000.00	-3,075.35	38.49%	
Office Supplies	95.82	6,200.00	-6,104.18	1.55%	
Postage	289.92	500.00	-210.08	57.98%	
Printing Supplies	216.84	1,200.00	-983.16	18.07%	
Professional Development	0.00	100.00	-100.00	0.0%	
Relocation	593.82	1,000.00	-406.18	59.38%	
Rent	32,855.01	134,180.00	-101,324.99	24.49%	
Telephone	3,385.95	11,300.00	-7,914.05	29.96%	
Travel-Out of Town	0.00	100.00	-100.00	0.0%	
Utilities	1,895.18	3,000.00	-1,104.82	63.17%	
Total Operating Expenses	45,040.56	173,380.00	-128,339.44	25.98%	
Supportive Services					
Transportation	2,870.00	8,000.00	-5,130.00	35.88%	
Total Supportive Services	2,870.00	8,000.00	-5,130.00	35.88%	
Training Expenses					
Instructional Training	64,701.41	213,000.00	-148,298.59	30.38%	
Total Training Expenses	64,701.41	213,000.00	-148,298.59	30.38%	
Total Expense	265,527.64	993,435.23	-727,907.59	26.73%	
Net Income		727,907.59	0.00	100.0%	

PY15

Arbor: Rapid Response Grants

Grant	TOTAL		Current %		25%	
	thru September 30, 2015 Expenditures	Budget	Variance	% of Budget		
Rapid Response IWT #14RRIWT07 (9/14/15)	\$ 56,960.00	\$ 65,320.00	\$ 8,360.00	87.2%		
Rapid Response IWT #14RRIWT15 (1/31/16)	\$ -	\$ 45,850.00	\$ 45,850.00	0.0%		
Rapid Response IWT #14RRIWT16 (1/31/16)	\$ 6,150.00	\$ 60,950.00		10.09%		
Rapid Response IWT #14RRIWT17 (3/28/16)	\$ 22,200.00	\$ 78,445.00	\$ 56,245.00	28.3%		
Rapid Response IWT #14RRIWT18 (3/1/16)	\$ -	\$ 42,950.00		0.0%		
IWT 15M903IWT01 -UWIB #15IWT03 (8/31/16)	\$ -	\$ 54,504.00	\$ 54,504.00	0.0%		
Totals	\$ 85,310.00	\$ 348,019.00	\$ 262,709.00	24.51%		

MONTHLY BUSINESS ENGAGEMENT (PY15)

LWDA	August 2015 Goal	Total New Businesses Engaged	% of Monthly Goal
Worklink	57	73	127.9%
Upper Savannah	32	55	172.8%
Upstate	59	57	96.1%
Greenville	104	91	87.4%
Midlands	126	87	69.0%
Trident	137	69	50.3%
Pee Dee	50	96	192.0%
Lower Savannah	44	75	168.9%
Catawba	54	155	289.3%
Santee-Lynches	31	26	83.0%
Waccamaw	85	107	126.6%
Lowcountry	54	49	91.2%
South Carolina	833	940	112.8%

NOTE: Achieved 100% of their monthly goal in August 2015

YTD BUSINESS ENGAGEMENT (PY15)

LWDA	Annual Goal	Total New Businesses Engaged	% of Yearly Goal
Worklink	685	95	13.9%
Upper Savannah	382	79	20.7%
Upstate	712	77	10.8%
Greenville	1,249	156	12.5%
Midlands	1,512	152	10.1%
Trident	1,647	131	8.0%
Pee Dee	600	111	18.5%
Lower Savannah	533	143	26.8%
Catawba	643	209	32.5%
Santee-Lynches	376	63	16.8%
Waccamaw	1,014	137	13.5%
Lowcountry	645	100	15.5%
South Carolina	10,000	1453	14.5%

NOTE: Achieved 16.6% of their annual goal in the first two months