

**Onestop Committee Meeting**  
**February 29, 2012**  
**12:00 p.m.**  
**SC WORKS UPSTATE SPARTANBURG**  
**Conference Room B**

**Members Present:**

Mr. Shelley Blount  
Mr. Wayne Gregory  
Mr. Craig Jacobs  
Mr. Buddy Waters

**Members Absent:**

Mr. Carter Smith

**Staff/Guests Present:**

Ms. Ann Angermeier  
Ms. Rochelle Brown  
Ms. Sharon Emory  
Ms. Dana Wood

Mr. Craig Jacobs called the meeting to order at 12:20 p.m.

Mr. Jacobs presented the One-Stop Committee meeting minutes from January to the group for approval. ***Mr. Wayne Gregory made a motion for the minutes to be accepted as presented. Mr. Buddy Waters seconded the motion. The motion carried. No abstentions.***

Mr. Jacobs turned the meeting over to Ms. Dana Wood to discuss Training Policy 10-01. Ms. Wood presented the committee with a handout summarizing the proposed policy modifications to Training Policy 10-01. The proposed changes are the result of meetings held with SC Works Center Managers. The summary outlines changes in three areas: Individual Training Accounts, OJT, and Training Related Cost. (See handout for details). After discussing the proposed changes in detail, ***Mr. Buddy Waters made a motion to accept the proposed Training Policy 10-01 modifications as presented. Mr. Shelley Blount seconded the motion. The motion carried. No abstentions.***

Mr. Jacobs turned the meeting over to Ms. Sharon Emory for an update on the outreach plan. The board selected and approved Thomas P. Miller and Associates as the vendor for the outreach plan project. Ms. Emory shared that she held the first meeting with Thomas P. Miller and Associates on February 24, 2012. At that meeting a timeline was developed for completing the project. Ms. Emory will continue to meet with Thomas P. Miller and Associates on a weekly basis to ensure that the project stays on track. Ms. Emory plans to keep the OneStop Committee informed by emailing information to them periodically.

Mr. Jacobs asked if there was any business from the floor. Ms. Angermeier asked Ms. Wood to update the committee on the CredAbility Project. Ms. Wood informed the committee that all SC Works Centers were now offering Financial Planning workshops on a regular basis. The workshop is called Coping with Change. The workshops are targeted to Dislocated Workers but other customers may attend if the class is not full. The workshops will end on June 30, 2012. Ms. Wood is looking for a way to sustain the program for next program year.

Ms. Angermeier shared with the committee that SCDEW has decided not to move towards UI contact/call centers. SC Works Spartanburg did not integrate the UI services back in July because of the states original

plan to move towards a contact center in Spartanburg. A meeting will be held soon to determine a short-term solution to integrating UI Services at the SC Works Spartanburg location as well as a long-term solution to possibly include UI services in the Evans Building.

Ms. Wood shared that SC Works Cherokee was chosen as a test site for the Department of Social Services' partnership. This partnership will provide services to SNAP recipients. More information on this partnership will be provided at the May meeting.

Ms. Rochelle Brown informed the committee that ResCare plans to submit a proposal in response to the recently released RFP by the Department of Social Services to provide TANF services for the state of South Carolina.

Mr. Jacobs reminded the committee that the next OneStop Committee meeting will be held on May 2, 2012. With no further discussion from the floor, Mr. Jacobs adjourned the meeting at 1:16 p.m.

## Summary of Modification to Training Policy

Training Activity	Local Requirements	Training Time Limit	Cost Limit (Lifetime)
<b>Current</b>			
<b>Individual Training Accounts – Certificate/License</b>	Subject to the regularly updated list of WIB approved in demand occupations (attached to this policy) and based upon documented labor market information or a pre-hire commitment by an employer.	Should not exceed 1 year (other types of training do not count towards classroom training activities)	\$6,000 per year
<b>Proposed</b>			
<b>Individual Training Accounts</b>	Subject to the regularly updated list of WIB approved in demand occupations (attached to this policy). Should an occupation be in local demand and supporting labor market information is available from <a href="http://www.oneonline.net">www.oneonline.net</a> it may be submitted to the WIB office with a waiver for approval. Pre-hire commitment letters by an employer may also be submitted with a waiver for approval.	Should not exceed 2 years	\$6,000 per year up to \$12,000 for a max of 2 years
<b>Current</b>			
<b>On The Job Training</b>	<b>Local Requirements</b> Standalone training in demand occupations, may be coupled with classroom training only if industry typically requires experience for entry level workers  No more than 5 slots or 25% of an employer's workforce (whichever is less) per year per employer	<b>Training Time Limit</b> 6 months maximum (time period should be customized based on the specific skill gaps of the participant)  Registered Apprenticeship may be up to 2 years	<b>Cost Limit (Lifetime)</b> \$6,000 per slot  up to \$12,000 for registered apprenticeships
<b>Proposed</b>			
<b>On The Job Training</b>	<b>Local Requirements</b> Standalone training in demand occupations, may be coupled with classroom training only if industry typically requires experience for entry level workers  <b>Regular OJT:</b> No more than 5 slots or 25% of an employer's workforce (whichever is less) per year per employer.  <b>Apprenticeship OJT:</b> no more than 2 slots per employer without written approval from WIB Director.	<b>Training Time Limit</b> 6 months maximum (time period should be customized based on the specific skill gaps of the participant)  Registered Apprenticeship may be up to 2 years	<b>Cost Limit (Lifetime)</b> \$10,000 per slot WIB Director may approve up to \$12,000  Up to \$20,000 for Registered Apprenticeship
<b>Current</b>			
<b>Training Related Costs (required by the school or employer)</b>	<b>Local Requirements</b> Books, tools, uniforms, testing for certification/licensure, physicals, immunizations, graduation fees (audit fee, not cap and gown), other required	N/A	\$2,000 of the \$12,000 max (combined, not per item)
<b>Proposed</b>			
<b>Training Related Costs (required by the school or employer)</b>	<b>Local Requirements</b> Books, tools, uniforms, testing for certification/licensure, physicals, immunizations, graduation fees (audit fee, not cap and gown), other required	N/A	\$3,500 of the \$12,000 max (combined, not per item)

## Dana Wood

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**From:** Craig Jacobs [cjacobs@spencerhines.com]  
**ent:** Tuesday, March 06, 2012 10:06 AM  
**fo:** 'Dana Wood'  
**Subject:** RE: Onestop Committee Meeting Minutes 02292012

Looks good.  
Thanks.  
Craig

*Craig Jacobs, Broker  
Spencer/Hines Properties  
380 S. Pine St.  
Spartanburg, SC 29302  
864-583-1001 (office)  
864-585-6188 (fax)  
864-266-1561 (cell)*

*to see all my listings, go to:  
<http://www.loopnet.com/profile/11148634461/Craig-Jacobs/>*

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**From:** Dana Wood [mailto:dwood@upstatewib.org]  
**Sent:** Tuesday, March 06, 2012 9:35 AM  
**To:** 'Craig Jacobs'  
**subject:** Onestop Committee Meeting Minutes 02292012  
**importance:** High

Please let me know if you approve the attached minutes for publication to the website.

Thanks,  
Dana