

**UPSTATE WORKFORCE INVESTMENT BOARD  
ONESTOP OVERSIGHT COMMITTEE MEETING**

**Date of Meeting:** April 17, 2013  
**Time of Meeting:** NOON  
**Place of Meeting:** SC Works Spartanburg Conference Room "B"

**50% Committee Member Attendance**

**Members Present:**

Mr. Curtis Anderson  
Mr. Craig Jacobs, Chair  
Mr. Buddy Waters

**Guests Present:**

Ms. Rochelle Brown

**WIB Staff Present:**

Ms. Brenda Connelly  
Ms. Natalia Valenzuela  
Ms. Dana Wood

**Welcome and Opening Remarks**

Mr. Craig Jacobs called the meeting to order at 12:05 p.m. and welcomed those in attendance.

**SC Works Upstate Dashboard**

Ms. Brenda Connelly, Upstate WIB OneStop Services Coordinator, shared the March 2013 SC Works Upstate dashboard with the committee. She pointed out that she thought the committee would have some questions regarding the decrease in the number of Career Consultants' case loads. She asked Ms. Rochelle Brown, SC Works Upstate Project Director, to explain the reduced case loads. Ms. Brown explained that there were many participants who were receiving intensive services for over a year and were not making any progress. Some of these clients were either resistant to training or could not be reached. Those participants have been exited from the program, and therefore removed from the Career Consultants' case loads. She also pointed out that dislocated worker enrollment is down, due to a low number of company lay-offs in our area. Ms. Brown also shared that recently the state has made it more difficult to verify dislocated worker status, which also contributes to the reduced number of participants receiving services in this category. She addressed the fact that SC Works serves the hardest to reach populations, as was commended by the US Department of Labor (DOL) during recent monitoring. This poses some issues with enrollment, but Ms. Brown explained that, as always, SC Works will continue to work toward serving this population and increasing the number of program enrollees.

Ms. Dana Wood, Upstate WIB Project and Program Manager, commended SC Works Upstate on the increased number of workshops being offered at all of the SC Works centers. She also noted that workshop attendance had improved.

**Assessment Tool Exploration**

Ms. Brenda Connelly informed the committee that a Request for Proposals (RFP) was being prepared to search for a new career exploration assessment tool to be used for SC Works Upstate clients. Ms. Wood is preparing the RFP. Ms. Connelly explained that during the DOL monitoring visit, they suggested that the process, as well as the assessment tool currently being used to assess potential SC Works training clients, be improved. The DOL assessment tool, My Next Move, is currently being used; however, the DOL did not think this tool was the best choice. ResCare has been asked to include \$50,000 in their proposed program year 2013 budget for this assessment tool. The DOL suggested some assessment tools that they feel would better serve the needs of the SC Works clients. Ms. Connelly and Ms. Brown are researching those options. Several companies, including Innersight, which was previously used at the SC Works centers, will be notified about the RFP release. Ms. Connelly shared that once all of the proposals are submitted the committee will meet to review, score, and recommend the new assessment

tool to the full WIB for approval. Although the process will take some time, the plan is to implement the new assessment tool as close to the beginning of the new program year as possible.

### **RSA/MOU Update**

Ms. Dana Wood reported that the program year 2012 Memorandum of Understanding (MOU) has been executed. The Resource Sharing Agreement (RSA) has also been signed with an addendum stating that there are still some outstanding items that need to be agreed upon before the document is fully accepted. SCDEW refused to pay any outstanding invoices if the RSA was not signed; therefore, both parties agreed to sign the document as long as the addendum was added. The Upstate WIB has received payment for the quarter one and quarter two invoices from SCDEW. Ms. Wood stated that no attempt has been made to address the outstanding items within the RSA since the document was signed. The total potential loss by the Upstate WIB for these items is approximately \$50,000. She also informed the committee that the Upstate WIB has not received an invoice from SCDEW for the WIA share of the SC Works Cherokee center costs. She said those should be arriving soon.

### **SC Works Spartanburg Evans Building Relocation Update**

Ms. Rochelle Brown stated that renovations at the Evans Building are on schedule and the center will be open for business there by October 1, 2013. She told the committee that pending the Youth Alliance RFP approval process, USC Upstate Achieve (Achieve) would be moving into the facility. Achieve will contribute a proportionate amount of the operating costs designated by a RSA. Ms. Brown also stated that she has been meeting with other partners to encourage them to move to the Evans Building to create a true comprehensive "one stop" center. She said that everyone is feeling a funding crunch and it only makes sense to combine resources which frees up funds to serve the community. Ms. Wood reported that the lease between the Upstate WIB and Spartanburg Community College (SCC), for the Evans Building, is in the final approval stages. The item is slated to be on the agenda at the May State Budget and Control Board meeting. Ms. Wood stated that parking for customers at the Evans Building is being addressed with the City of Spartanburg. The city has agreed to offer spaces in the Kennedy Street Parking Garage. They will complete a traffic study for approximately three to six months; once data is collected they will suggest a fair rate for the garage spaces.

### **SC Department of Employment and Workforce (SCDEW) Reorganization**

Ms. Connelly informed the committee that due to funding, as well as other issues, SCDEW plans to reorganize their service delivery beginning July 1, 2013. She explained that this reorganization would include a significant reduction of SCDEW's workforce, which will affect the local SC Works Upstate centers. Ms. Connelly asked Ms. Rochelle Brown, SC Works Upstate Project Director, to explain some of the details of the impending changes. Ms. Brown explained that all Unemployment Insurance (UI) in-person services would be eliminated in the state of South Carolina. She further explained that UI services would change to a call center setting. The UI hub for the upstate area will be located in Spartanburg. Ms. Brown explained that all SCDEW employees being affected by the reorganization were sent Reduction-in-Force (RIF) letters. Staff was made aware that they may be eligible to apply for the new positions when they were posted. Staff with military experience or who are bi-lingual may have special consideration for some other positions. Ms. Brown reported that SCDEW staff numbers will reduce from 39, when the co-location occurred, to 15.5 covering all three SC Works centers. Some of the positions were lost to attrition, retirement, and previous lay-offs. Veteran and Migrant Seasonal Farm Worker staff positions will not be affected by this reorganization. Ms. Connelly informed the committee that Ms. Ann Angermeier plans to hold press conferences in each county to address any SC Works center closure confusion.

### **Other Business**

Ms. Brown informed the committee that the annual SC Works job fair would be held at Summit Pointe on Thursday, May 2, 2013 from 8:00 a.m. to 1:00 p.m.

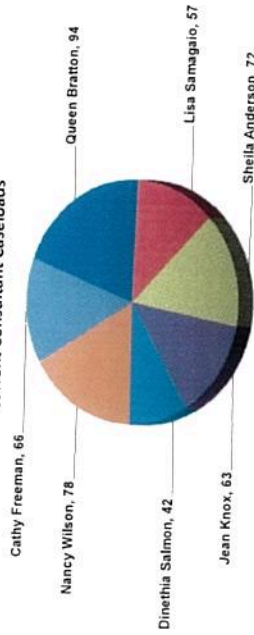
### **Adjournment**

With there being no other business or discussion from the floor, the meeting was adjourned at 12:49 p.m.

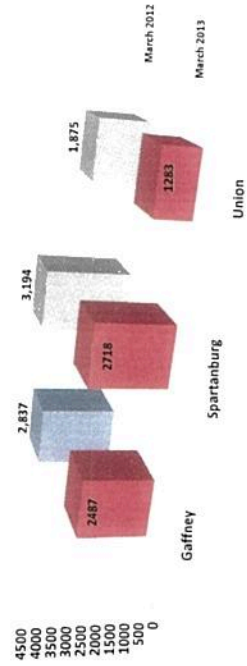
DASHBOARD July 01, 2012 - June 30, 2013

	1st Quarter			2nd Quarter			3rd Quarter			4th Quarter			TOTAL
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	
Total Center Traffic	8960	9750	8620	10022	7513	7173	9415	7287	6488	6488	7520	7520	75209
Total Unduplicated Center Traffic	5442	5850	5171	6501	4508	4304	5649	4372	3893	3893	45689	45689	45689
# Scheduled for Orientation	197	168	156	166	145	84	219	235	130	130	1510	1510	1510
# Attended Orientation	141	109	89	99	73	56	125	109	82	82	883	883	883
# of Workshops Offered	25	31	41	41	26	23	28	41	40	40	286	286	286
# Scheduled for Workshops	201	196	156	237	104	87	148	145	145	145	1437	1437	1437
# of Workshop Attendees	122	117	90	114	46	48	70	79	51	51	737	737	737
New ADULT Enrollments	21	25	17	22	10	10	25	20	16	16	166	166	166
New DW Enrollments	17	13	8	6	6	6	6	3	5	5	68	68	68
Avg Caseload per Career Consultant	624	602	631	614	591	544	534	491	472	472	67.4	67.4	67.4
Total NEW ADULT Training Activities Started Current Month	78.0	75.3	70.1	102.3	99.5	77.7	76.3	70.1	67.4	67.4	67.4	67.4	67.4
215 Pre-Employment	9	17	3	2	9	1	5	19	8	8	73	73	73
300 Occupational	1	15	3	9	6	1	4	5	5	5	50	50	50
301 On the Job Training	0	0	1	1	2	0	1	0	0	0	5	5	5
327 GED	0	0	2	3	4	1	1	0	0	0	3	3	3
Total NEW DW Training Activities Started Current Month	6	7	4	5	1	0	0	0	1	1	16	16	16
215 Pre-Employment	3	7	2	2	1	0	0	0	1	1	27	27	27
300 Occupational	0	0	0	13	0	0	0	0	0	0	31	31	31
301 On the Job Training	0	0	0	0	0	0	0	0	0	0	0	0	0
327 GED	0	0	2	2	4	1	1	0	0	0	5	5	5
ADULTs Beginning Training Current Month	15	37	17	19	6	3	13	15	23	23	148	148	148
DWs Beginning Training Current Month	9	12	9	9	4	4	7	5	6	6	62	62	62
% New Clients vs Clients Entering Trng	63.2%	97.4%	99.8%	100.8%	96.5%	88.7%	84.7%	85.6%	89.7%	89.7%	90.1%	90.1%	90.1%
# of New Job Orders Placed	181	137	147	174	103	72	122	134	134	134	1223	1223	1223
# of Jobs New Jobs Available	1912	1778	1092	803	417	285	922	1935	496	496	8970	8970	8970
# Entered Employment	257	268	113	195	231	146	147	195	252	252	1784	1784	1784
PY12 Training Obligation Total	\$88,412.41	\$127,922.19	\$65,942.00	\$51,766.80	\$43,800.00	\$25,759.00	\$34,531.00	\$57,814.43	\$17,476.45	\$17,476.45	\$513,444.38	\$513,444.38	\$513,444.38
PY12 OJT Obligation Total													\$24,000.56

Current Consultant Caseloads



Total Traffic By Centers



Enrollments Versus New Trainees for the Current Month



Total Participants in Training for the Month -- Includes Carryovers

