

**MEMORANDUM OF AGREEMENT
BETWEEN THE
GREENVILLE COUNTY
WORKFORCE DEVELOPMENT
BOARD AND THE
UPSTATE WORKFORCE BOARD**

**REGIONAL COLLABORATION FOR ADULT, DISLOCATED WORKER,
AND OPERATOR SERVICES**



Memorandum of Agreement

The Greenville County Workforce Development Board (GCWDB) and the Upstate Workforce Board (UWB) enter into this cooperative service agreement on the 1st day of July of 2022 to form a regional service delivery partnership, hereinafter called the Upcountry Local Workforce Area Partnership (ULWAP).

I. Overview

The Workforce Innovation and Opportunity Act (WIOA) of 2014 encourage local area to pursue opportunities for regional collaboration and regional service delivery strategies. The GCWDB and UWB intends to continue collaborating regionally to provide WIOA Adult, Dislocated Worker, and One-Stop Operator services for both local boards in order to share costs and to better serve the employers and job seekers in both workforce development areas. This ULWAP agreement will cover Cherokee, Spartanburg, and Union counties (under the UWB) and Greenville County (under the GCWDB).

II. Time Frame

The effective dates of this agreement are July 1, 2022 through June 30, 2023.

III. Meetings

The ULWAP partners will meet on a quarterly basis to discuss the partnership and identify any areas that need adjustment. Potential discussion topics may include Requests for Proposals, existing projects/grants, and future collaboration ideas.

IV. Fiscal Liability

Fiscal liability of the WIOA funds remains with the chief elected official(s) for each designated local workforce development area under the ULWAP.

V. SC Works Operator Monthly Reporting and Invoicing for Payment

The GCWDB and UWB will receive separate monthly Financial Status Reports (FSR) and Requests for Payments from the SC Works Operator. Each Board will be responsible for preparing and submitting its own monthly draw down of funds from the SC Department of Employment and Workforce (DEW). As necessary, other arrangements may be made for special circumstances of shared costs.

VI. ULWAP 2022 Fiscal Agent

Spartanburg County is the fiscal agent for the UWB and will be responsible for reimbursing the PY 2022 One-Stop Operator costs for the UWB. Greenville County is the fiscal agent for the GCWDB and will be responsible for reimbursing the PY 2022 One-Stop Operator costs for the GCWDB.

The One-Stop Operator will be responsible for maintaining all backup documentation and keeping it on file.

Payment terms are subject to change after contract negotiations are finalized.

VII. ULWAP Reporting

The ULWAP partners will continue to be responsible for complying with State/Federal guidelines relative to the local area's monthly financial reporting, draw down of funds, inventory, SC Works Operator expenditures, WIOA programs, etc.

VIII. Performance

Annual WIOA performance measures will be negotiated by each local board independently of the ULWAP agreement. However, as the ULWAP partnership continues to mature and service strategies become more aligned regionally, our ultimate goal is to negotiate annual WIOA performance collectively and according to the labor market region and conditions.

IX. Procurement

For PY21, the GCWDB and UWB conducted a joint procurement for an SC Works Operator and provider of WIOA Adult and Dislocated Worker services, including Business Services, for which Spartanburg County took the lead. The contract that resulted from that procurement is to be extended for PY22. In future years, there may be the opportunity for the GCWDB and its fiscal agent Greenville County to take the lead on the SC Works Operator procurement.

In general, a proposal review committee will be comprised of three (3) individuals from the UWB and GCWDB's SC Works One-Stop Committees, for a total of six (6) committee members. The proposal review committee will receive a proposal evaluation orientation and will complete conflict of interest forms. The committee members who are eligible to evaluate proposals will score and rank all of the proposals determined qualified for screening. Once the review committee has a recommendation, it will go before the UWB and the GCWDB for approval. The recommendation should be for a single contract consisting of two budgets (i.e., a UWB region budget, a GCWDB region budget).

In the event that an ULWAP procurement receives an appeal (protest), the matter(s) will go before the UWB and GCWDB's Executive Committees for final resolution.

X. SC Works Contract Management

The ULWAP Associate Directors will provide daily co-management of the regional SC Works Operator contract. See attached ULWAP Structure. The Operator should contact the Associate Directors for all matters related to the procurement process, contract negotiations, contract performance monitoring, MOUs/RSAs, and any other matter related to the delivery of One-Stop services as specified in the contract. NOTE: Any matters relating to modifications to and/or non-performance under the contract will be referred to the ULWAP Executive Directors for resolution.

XI. Modification

The ULWAP partners understand that this is an innovative strategy between two local workforce boards to provide regional workforce development services. This MOA allows for modifications to be made at any time during the term of the agreement. Any changes to this MOA must be agreed to in writing by the GCWDB Director and the UWB Director.

XII. Option to Extend

Based on the success of the ULWAP partnership and continued desire for joint procurements and other ventures, the UWB and GCWDB will have the option to extend this MOA each year.

XIII. Disputes

Any disputes between the partners in the ULWAP will be resolved through mutual agreement by the Executive Directors. For impasse situations, disputes will be presented to the UWB and GCWDB Executive Committees for further review and resolution.

XIV. Termination

This agreement may be terminated with a 20-day notice at any time by either party upon receipt of written notice to the ULWAP Executive Directors.

Upcountry Local Workforce Area Partnership (ULWAP)

Signatures



Dean E. Jones, Director
Greenville County Workforce Development

7-20-22

Date



Robyn Knox, Chair
Greenville County Workforce Development Board

7/20/2022

Date



Ann Angermeier, Executive Director
Upstate Workforce Board

6/27/22

Date



Craig Jacobs, Chair
Upstate Workforce Board

7-5-22

Date

**MEMORANDUM OF AGREEMENT
BETWEEN THE UPSTATE
WORKFORCE BOARD AND THE
GREENVILLE COUNTY
WORKFORCE DEVELOPMENT
BOARD**

SCWOS COORIDNATOR

Memorandum of Agreement

The Greenville County Workforce Development Board (GCWDB) and the Upstate Workforce Board (UWB) enter into this agreement on the 1st day of July of 2022 to cost share a SCWOS Coordinator. Due to the push for regionalism, both areas felt that cost sharing this position would be beneficial.

SHARED SCWOS COORDINATOR RESPONSIBILITIES

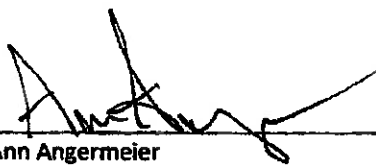
The following services that will be offered include, but are not limited to:

- o Analyze reports from SCWOS.
- o Analyze performance reports from SCDEW to ensure accuracy.
- o Provide SCWOS Ad Hoc Reports to management upon request.
- o Manage client transfers between local areas.
- o Manage group assignments in SCWOS.
- o Process various change requests consistent with SCWOS Instruction Policies.
- o Conducts SCWOS edit check corrections per SC Department of Employment and Workforce (DEW) instructions.
- o Compiles and prepares SCWOS and performance reports for the WIOA Administrators and Workforce Development Boards.
- o Reviews SCWOS database tables to ensure accuracy; notifies the proper personnel at DEW and WIOA management as to SCWOS and WIOA performance related issues.
- o Provides technical assistance training to staff and youth providers. May require scheduling of periodic training for problem situations.
- o Ensures new staff accounts are created with appropriate access.
- o Deactivate staff accounts promptly upon request.
- o Distribute SCWOS related notifications/information from SCDEW to staff and youth providers.

The GCWDB is responsible for identifying a staff person to provide the above responsibilities. In turn, the GCWDB will bill the UWB quarterly for one fourth of the agreed upon amount of said staff person's salary and fringes. This one (1) year agreement will expire June 30, 2023.



Dean Jones
Greenville County Workforce Development Board



Ann Angermeier
Upstate Workforce Board

**GREENVILLE COUNTY WORKFORCE DEVELOPMENT BOARD
SOUTH CAROLINA WORKFORCE ONLINE SYSTEM (SCWOS)
PY2022 MEMORANDUM OF AGREEMENT (MOA) WITH UPSTATE
WORKFORCE BOARD**

SCWOS Contact: Shelia Harper

Job Title: Program Coordinator (SCWOS/Performance/Compliance)

Telephone Number: (864) 467-8147

Email Address: Sharper@greenvillecounty.org

Item	Amount
Salary	\$14,038
Indirect Cost	\$2,079
FICA	\$1,041
Workers Comp	\$48
Unemployment Insurance	\$5
Health Insurance	\$3,416
Dental Insurance	\$88
Life Insurance	\$22
Vision Insurance	\$18
Total	\$20,755