

**Governor’s State Workforce Investment Board Minutes
February 25, 2015**

Members Present:

Mikee Johnson, Chair	Michelle P. Kelley	Patrick Michaels
Charles Brave, Jr.	Steve S. Kelly, Jr.	Glenda Page
Nick Foong	Archie Maddox	Michael Sexton
Thomas Freeland	Ray Maher	Cheryl Stanton
Jay Holloway	Dr. Joseph Patton	

Members Absent:

Sen. Paul G. Campbell*	Howard Metcalf*
Isaac Dickson, Jr.*	Willis Ponds*
Rep. Michael Forrester*	Rep. Tommy Stringer*
Laurie Hollick *	Rep. Kent Williams *

****Excused Absence***

DEW Staff Present:

Rebecca Battle-Bryant	Angela Jacobs	Grey Parks
Michael Buchman	Shannon Kinder	Mary jo Schmick
Scott Ferguson	Brenda Lisbon	Pat Sherlock
Lisa Gowens	Amanda Lucas	
Amy Hill	Michelle Paczynski	

Remarks by Les Range, Regional Administrator -DOL ETA Atlanta

Chairman Mikee Johnson welcomed everyone and called the meeting to order at 9:35 a.m. at the Columbia Marriott and introduced Mr. Les Range, Atlanta Regional Administrator for the Department of Labor (DOL) Office of Employment and Training Administration. Mr. Range reported that WIOA opens up a new era of joint collaboration and partnership that will help improve the public workforce system. He encouraged everyone to focus on being innovative to make the workforce system better. Mr. Range referred to the latest Training Employment Guidance Letter 14-19 which discusses the division of the workforce system and the three hallmarks for success: 1) the needs of business and workers drive workforce solutions; 2) One-Stop Centers provide excellent customer service to jobseekers and employers and focus on continuous improvement; and 3) the workforce systems supports strong regional economies and plays an active role in community and workforce development. One major vision for the workforce system is to connect the job-driven approach outlined in Vice President Biden’s Job-Driven Training and American Opportunity. Key elements of the job-driven approach are sector strategies, career pathways, and the greater use of labor market information data to drive decision-making. Another aspect of the job-driven approach is work-based learning and the hope is to see more emphasis on on-the-job training (OJT), apprenticeships and other work-based models. He reported that DOL is in process of publishing Notices of Public Rulemaking for release in the spring. Once the Notices are issued there will be a comment period and they will become effective in January 2016, but the law must be implemented in July 2015. In order to implement the law in July 2015, DOL will be issuing a series of operating guidances outlining how the system should operate until the final rules are released. Technical assistance will be provided through the National Technical Assistance strategy which will launch quick start action plans to use in the local areas to determine future planning and youth programming. Once plans are in place webinars will follow to explain how to use the plans. A number of technical assistance tools exist including ETA’s WIOA 101 webcast series and public fact sheets being created at a later time. The intent of the law is to encourage boards to be strategic in decision making, to plan and focus and set broad strategy to address what is needed in the area and direct resources to that area. DOL is also creating a series of videos on Voices of Experience which will capture best practices from the local areas on topic such as strategic planning, change management, customer service, and

One-Stop design. Mr. Range encouraged the state and local areas to take action now for WIOA implementation until further guidance is received from DOL.

Approval of December 10, 2014 Minutes

Chairman Johnson thanked everyone for their attendance and announced that Ms. Cheryl Stanton, SC DEW Executive Director, was attending and presenting at the Operation Palmetto Employment meeting and that Rebecca Battle-Bryant would report agency updates on her behalf. Mr. Johnson noted that while the new WIOA operating procedures are very important, it is also important to remember that the focus and real purpose is getting people back to work. **A motion to approve the December 10, 2014, minutes was made by Charles Brave, seconded by Archie Maddox, and unanimously approved by the Board.** A quorum was present.

SWIB Committee Updates

Collaboration and Partnership: Steve Kelly, Co- Chair gave an overview of the State Partner MOU which was developed with several state agencies and SC Works partners in January 2014. Several state agencies that impact workforce development met to discuss issues facing them and their clients as well as to learn about each agency and the various programs that are available to the job seekers and businesses. Each agency came to the consensus that they all serve the same customers (job seekers/business), have limited resources and how important it is to work together to drive the SC Works system to be effective but efficient for customers and businesses. The MOU will be implemented in two phases, Phase I will focus on coordination of services among partners. This phase will foster cooperation, awareness of issues and outline specific responsibilities of state agencies and mandatory partners under WIOA. The signing of the MOU Phase I took place February 12th at with several agencies participating. Phase II of the MOU will establish shared accountability and resources of the SC Works Centers. Phase II will be effective no later than June 30, 2016 in accordance with WIOA. Mr. Kelly reported that the MOU involved a lot of hard work and thanked Committee Chair Representative Michael Forrester and everyone involved in making the MOU a success.

SC Works Management: Mr. Ray Maher, Committee Chair, updated the Board on the Committee's GED Incentive Policy. The Committee agreed that a competitive grant opportunity in the amount of \$13,947 for each of the state's four Succeed SC regions would be made available to the local areas in an effort to increase GEDs. Mr. Nick Foong reported on the *Training Workgroup's* objectives which include working with Apprenticeship Carolina and the Local Area Liaisons (LAL) to add one to three new apprenticeship partners over the course of the year; implementing performance areas for the Eligible Training Provider List (ETPL) due to WIOA requirements by July 1, 2015; and with the help of Michael Buchman and his staff, the workgroup has established ongoing relationships with Department of Commerce and economic developers. Mr. Jay Holloway, Chair of the *Service Delivery Workgroup*, reported that the workgroup's main focus is implementing the SC Works Certification Standards with the goal of having everyone certified by 2016. Mr. Maher reported that timelines will be created for the ETPL and One-Stop Certification Standards projects. Ms. Glenda Page, *LWIB Workgroup* Chair, reported that the group's focus has been to improve the communication and collaboration between the SWIB and LWIBs through the following: 1) sharing SWIB minutes with the LWIBs; 2) assigning one or two SWIB members to each LWIA to attend at least two meetings throughout the year so that SWIB members can understand what is happening at the local level; and 3) hosting the SWIB/LWIB Forum during the symposium to provide collaboration and sharing of best practices. Ms. Page encouraged everyone to attend to Forum.

Board Governance: Mr. Pat Michaels, Committee Chair, reported that the committee is divided into four areas: *Board Policies, Board Best Practices, Board Development and Business Engagement*. *Board Policies* is charged with managing SWIB polices and ensuring that members are aware of board policies and have signed off on them; and working on a policy to combine the SWIB and PWPA Awards for the 2016 Symposium. *Board Best Practices* distributed a post SWIB meeting survey and received positive feedback about how the way meetings are conducted and the way time is spent. Other feedback included suggestions that the Board/staff limit the use of areas acronyms; there is great benefit from the SC DEW Director's updates in relation to agency operations and unemployment insurance. Mr. Michaels noted that the survey will possibly be done once each year in December. Mr. Charles Brave reported that *Board Development* has created a conference budget of \$8,753.30 which will be used for upcoming board member conferences and training such as SETA and NASWA. The workgroup asked that board members attending any conference or training report back to the board on what was learned at the conference and any best practices. Dr. Joseph Patton spoke about the importance of the *Board Development's* new member mentoring program. He encouraged existing members to volunteer to mentor new members and educate them so that become productive in

helping achieve the Board's mission. Thomas Freeland reported that in December 2014, the *Business Engagement Workgroup* established benchmarks for to measure business engagement and are in the final stages of fine-tuning the goals of business engagement for small, medium and large businesses. The group will request incentive funds next year and incentivize local areas in July 2016 who engage businesses in the system.

WIOA Updates and LWIA Designation Procedures

Ms. Pat Sherlock, Director of Policies and Procedures reported that South Carolina was well-represented at the National Association of State Workforce Agencies' Winter Policy Forum. DEW staff along with partner staff from SC Department of Education Adult Ed and the SC Vocational Rehabilitation Department attended. Ms. Sherlock and Steve Marshall, Business Services Specialist with Vocational Rehabilitation, were on a panel to discuss workforce partner relationships along with representatives from Florida, Delaware and Tennessee. South Carolina discussed examples of its strong relationships with Vocational Rehabilitation, the Department of Education and shared examples of how other partners are inclusive in the state's workforce system such as involvement in the One-Stop Certification Standards, One-Stop rebranding, the Certified Work Ready Communities initiative and the State Partner MOU.

WIOA requires that all states designate local areas and certify boards. Petitions for local area designation are due by May 4th and the SWIB Executive Committee will review and make recommendations to the Governor for designations and certifications by July 1, 2015.

DEW Updates

Ms. Battle-Bryant, Assistant Executive Director of Workforce and Economic Development thanked everyone for their attendance and reminded them that February 25th, the first day of the Symposium would be geared towards business so that businesses can get an idea of the level of involvement that will be required with the new legislation and making the workforce system successful. Ms. Maureen Conway of the Aspen Institute will present on partnerships and sector strategies. She acknowledged staff for the hard work put into planning the Symposium. This year's Symposium is partnered with the State Chamber to hold Symposium's first Business Forum which includes a business panel who will discuss collaboration, partnership and best practices. She informed the Board that the plan is to hold a joint workforce conference in 2016 with the State Chamber. She informed everyone that business, community-based and faith-based involvement will be critical to implementing WIOA. She also reported on the following:

- *Succeed South Carolina* (Succeed SC) is a program announced by the Governor at the State of the State address. Succeed SC is a framework for introducing sector strategies in our state and will build on services provided by readySC. Succeed SC has several components: 1) The existing readySC component; 2) Ticket to Tech which will be geared to job seekers and will focus on training that meets the demand of high growth jobs in our state. LMI data will be used to determine the appropriate training essential to meet business needs; community and faith-based organization involvement will be essential in identifying and recruiting potential job seekers; and business and industry will be asked to give non-monetary support the initiative by allowing the program to use their logo. The businesses will also agree to interview and give first consideration to graduates of the program. If the business does not choose the candidate for hire, the program will continue to assist the graduate with finding employment; and the third component is *EvolveSC* which will allow businesses to apply can for a grant that would be approved by the SWIB, to allow them to train their existing employees to progress to higher skills levels. Succeed SC will require a huge commitment from all partners.
- In December the state's unemployment was at 6.5%. The veteran's employment rate is the 7th best in the country at 3.5% and for the first time 11 out of 13 DOL performance goals were met.
- The Resource Sharing Agreements (RSA) process with the local areas will be streamlined with the goal of having all RSAs executed by June 30th.
- DOL will perform their annual audit of the agency March 9 – 13.
- DEW is in the process of hiring a Youth Coordinator to help provide technical assistance to the local areas on new requirements of WIOA. South Carolina is recognized as a best practice state, meeting or exceeding DOL's goal of serving 75% of out-of-school youth.
- JAG-SC will hold its annual conference on April 30th and everyone is encouraged to attend to see the positive things being done with the state's youth. The program has two grants pending to add more additional high schools and four middle schools. JAG-SC leads the charge by always meeting and exceeding performance goals.

- More than \$780 million has been paid to the unemployment insurance loan of \$977 million, with the goal of paying the remaining balance this summer. South Carolina has been meeting federal measures for the first payment timelines with a score of 90%, the national standard is 87%.

Other Business

Mr. Johnson gave closing remarks and informed the Board how workforce development has become an important topic in the Governor's office, legislature, State Chamber and various organizations. He reminded everyone that the value of the conference is the ability to network, meet new people and encouraged them to find out what other agencies are doing related to workforce development. Mr. Johnson reminded the Board that the April 30th meeting would be held at the South Carolina Department of Corrections.

The meeting adjourned at 10:55 a.m.

Minutes approved on April 30, 2015.