

**Governor's State Workforce Development Board
Meeting Minutes
December 15, 2016**

Members Present:

Mikee Johnson (Chair)
Nick P. Foong
Rep. P. Michael Forrester
Mr. Robert J. Friedman
Neal Getsinger
Cheryl M. Stanton
Michelle Kelley
Archie Maddox
Howard Metcalf
Patrick M. Michaels
Dr. Michael Mikota
Col. Craig J. Currey
James W. Snead
John D. Uprichard

***Via Conference Call**

Clifford L. Bourke, Jr. *
Dr. Tim Hardee*
Jay Holloway, III*
Michael Sexton*
Dr. Windsor Sherrill*
Tripp Dubard*
Glenda Page *
Eric N. Wages*

****Excused Absence**

David W. Dunn
Thomas Freeland
Valerie Richardson

DEW Staff Present:

Abby Linden	Susan Boone
Amanda Lucas	Zack Nickerson
Bob Bouyea	Deborah White
Diana Goldwire	Nicole Garner
Dorothy Weaver	Mark Hendrick
Egypt Bey	Roy Lowe
Juana Gumbs	Michelle Adams
Lisa Gowans	Patrick Thomas
Marlin Bodison	Antonia Barnes
Mary jo Schmick	Kimberly Burke
Pat Sherlock	Patrick Pruitt
Ray Davidson	Pam Kennedy
Scott Ferguson	

Guests:

Rusty Gaskins-WRCOG	Aretha Clark-Santee Lynch
Joette Dukes-PEE DEE COG	Esmonde Levy-SLCOG
Nicole Lawing-Catawba COG	Steve Knight-MWDB
Charles Vaughn- USDOL	Margaret Alewine- SCVRD
Sharon Goss-BCDCOG	Tammy James-SCDSS
Steve Pelissier-Appalachian	Ayla Hemeon-WRCOG
Cleveland Williams-USDOL	Darline Graham-SCVRD
Eva Anagnostis-Greenville WIOA	Mike Butler- LCOG
Ann Skinner-Upper Savannah	
Catherine McNicoll-Sen. Bryant's Office	
Andre Anderson-Lower Savannah	

Welcome and Opening Remarks, Approval of Minutes*

Mr. Mikee Johnson, Board Chair, called the meeting to order at 10:01 a.m. and welcomed members to the meeting. A quorum was present. A motion to approve the September 21th, 2016 meeting minutes was made by Mr. Charles Brave, Jr., seconded by Mr. Howard Metcalf, and unanimously approved by the Board.

PY' 15 and PY'16 SWDB Funding Update

Ms. Mary jo Schmick explained of the \$1,991,235 allocated in PY' 15, there was a funding balance of \$46,602; Pilot EvolveSC had a balance of \$45,802, and Job Profiles had a balance of \$800. For PY' 15 funding updates, Ms. Schmick reported that the availability of one million dollars in grants for Apprenticeships for Priority Populations had recently been announced. Ms. Schmick stated \$1,040,279 was set aside for Incumbent Worker Training and funds are to be obligated by the end of this month by local areas. She added \$100,000 was set

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aside for Training and Development of SC Works Partners, some of which will be utilized for staff training at the Workforce Development Symposium. \$300,000 was set aside for a consultant for Phase II of Sector Strategies of which \$50,499 is remaining..

New Performance Measures

Ms. Mary Jo Schmick provided an overview of the New Performance Measures under WIOA. Ms. Schmick explained the state is measured by the performances of all the core programs:

- 1) employment (and education for youth) rates in the second and fourth quarters after exit; 2) median earning during the second quarter after exit; 3) credential attainment rate within one year of exit; and 4) measureable skills gains during training.

There are three different measures to gauge effectiveness in serving employers. Each state will select two for which they will be measured. The measures are retention with the same employer in the 2nd and 4th quarter after exit, the employer penetration rate and repeat business customer rate. The core programs will be measured as a state overall and for each indicator and must achieve 90% average for both.

Ms. Schmick highlighted that any decision that the SWDB makes moving forward, must take into account all workforce programs in the state.

SWDB Information Portal

Ms. Gloria Caballero explained that all Board members will be set up as users and provided login credentials to access the SWDB Information Portal. She alerted the Board to expect an email will provide user ID and password information.

Committee Updates

Board Governance Committee

Mr. Pat Michaels, provided committee updates on:

- SWDB Member Overview stating that Dr. Windsor Sherrill was instrumental in developing the outlined the roles and responsibilities of a State Workforce Development Board member. He further stated that the comprehensive document incorporates best practices from other states as well as recommend feedback from members of the Board Governance Committee.
- The Acronyms and Definitions list involves all the acronyms and definitions utilized in the realm of workforce development.
- The Strategic Plan Timeline identified for Board training to include a re-orientation at the symposium in February, followed by a strategic planning session in March.
- Mr. Michaels announced Mr. Charles Brave, Jr. has worked with staff to conceptualize a SWDB Member Recognition process, to recognize members as their term limits come to an end off the Board.

SC Works Management Committee

Mr. Nick Foong provided an update on the following:

- Preparation for statewide implementation of the Soft Skills curriculum is underway; however, prior to the statewide implementation, there will be a soft deployment where partners will complete the modules for the purpose of constructive feedback.
- Staff training and development is an ongoing objective, with that being said the SC Workforce Development Symposium is the venue to launch the culture of continuous sustainable learning for workforce professionals. The Staff Training Task Group has identified a training plan for the day to include learning to provide services to populations that have barriers to employment.

- Charleston Metro Chamber was awarded \$119,000 to serve the youth population through an established Youth Apprenticeship model and that 53 youth were enrolled. There have been no expenditures to date but there is \$92,000 in obligations with the expectation that the training provider Trident Technical College will invoice at the end of the semester.
Tri-county Technical College received \$148,200 to pilot a project that offers ex-offenders combinations of soft skills and technical skills training, supported by the employers' willingness to hire them.
- Expenditures through 9/30/16 are \$5,635.
- Mr. Foong shared that a list of Local Workforce Development Board (LWDB) meetings was created and the goal is for SWDB members to attend at least one LWDB meeting a quarter. Board members can contact Nithya Pramekumar or Towanna Hicks to prepare for the meetings.

Business Engagement Workgroup

Mr. John Uprichard announced the Business Engagement Workgroup is researching and reviewing studies and best practices that address quality business engagement. The Workgroup has reviewed Aspen Institute's Proposal on how you take business engagement from a transitional relationship to more of a transformational relationship. The group is also looking at best practices from other states and has reached out to Massachusetts for further information and technical assistance. Mr. Uprichard emphasized the need to be able to measure performance as it relates to business engagement, while providing services to businesses that lead them to becoming repeat customers.

Corrective Action Plans

Mr. Warren Snead stated that the 3 local areas that did not meet the Fund Utilization Rate for PY'15(Waccamaw, Lower Savannah and Midlands) presented corrective actions plans, articulating present efforts to ensure that the fund utilization rate is met for this program year.

Collaboration and Partnership Committee

Representative Forrester provided an update on the following:

- Partners in the public workforce system share in the infrastructure funding (Partner Resource Sharing) of SC Works centers and the execution of Memorandums of Understanding (MOU) and Resource Sharing Agreements (RSA) with partners is the responsibility of local workforce boards.
- Still a wait in for federal guidance from USDOL and US Department of Education regarding infrastructure funding. According to WIOA guidelines, when there is an impasse at the local level and one or more partners cannot reach agreement on resource sharing, the matter is escalated to the state level for resolution through implementation of state-developed parameters.
- The completion of Phase II of the State MOU, which is focused on resource sharing, has been affected by the lack of federal guidance; and that many of the partners who signed Phase I of the State MOU are required partners in the workforce system and must share in the infrastructure funding. However, others are part of the State MOU due to an interest and desire to be at the workforce table.

Sector Strategies

Representative Forrester stated that the talent pipeline implementation initiative began in October 2016 and will run through June of 2017, and further explained South Carolina's talent pipeline implementation project is comprised of four primary areas of focus:

1. Data Assistance
2. Financial Mapping of Employment and Training Funding Streams
3. Unified Business Engagement Framework
4. Operationalizing Sector Strategies and Career Pathways in SC Works Centers

Current Status:

1. Reconvened the State Data Team established in Phase I, primarily to explore the data sharing issue, explore data needs and provisions specifically for the gap analyses, and establish a process for creating and supporting Regional Data Teams.
2. State-wide Phase II kick-off webinar where the workforce partners were introduced to the key elements and timelines in Phase II.
3. Working on establishing a workgroup with the members of the Coordinating Council for Workforce Development to begin exploring asset mapping.

Priority Populations Committee

Dr. Mikota provided an update on:

Round II for Apprenticeships for Priority Populations stating that:

- The State Workforce Development board set aside \$1 million to fund apprenticeships for priority populations with a goal to fund 10 projects at \$100,000. He stated that 9 applications were received and 5 were approved by the review committee, which included two members of the Priority Populations Committee, representatives from Apprenticeship Carolina, and DEW staff.
- Re-entry Grant parameters Dr. Mikota stated that both he and Col. Currey attended Gov. Haley's Second Chance Summit, which highlighted the ability to grant individuals who were incarcerated the and enabled them to get back out into the workforce. He explained that the Board has made available \$1.5 million for re-entry programs; the plan is to award 6 grants of up to \$250,000 to provide the opportunity to develop American Job Centers (SCWorks Centers) in county jails and state correctional facilities.
- The Priority Population Committee toured the Walgreens Distribution Center in Williamston; SC, and Mr. Neal Getsinger hosted a committee meeting that we had at the Vocational Rehabilitation Center here in the Midlands.
- Dr. Mikota stated that in our effort to learn about existing gaps for serving priority populations, we have gained significant understanding of the great work that is already being done across the state. This was also an effective way to improve communications with appropriate entities that already serve priority groups.

WIOA Core Partner Updates

South Carolina Department of Vocational Rehabilitation

Mr. Neal Getsinger provided an update on the following:

- Counselors work in all of the high schools. He clarified that the Transitional Alliance was helpful and collaboration is key.
- Working on plans and strategies within the agency itself for quite some time prepares staff and leads them in the direction and with our area supervisors all the way down to the local staff, which strengthens their relationship with the high schools.
- The agency is measured differently, and is staying involved throughout the lifespan of the individual.

South Carolina Department of Education

Dr. David Stout provided an update on the following:

- DEW, Adult Ed., and Vocational Rehabilitation partners have been working closely and the state leadership team meets on a very regular basis, in person and via conference phone call.

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- Two major trainings were held in the fall for Adult Education providers on WIOA in preparation for accommodations and implementation.
- The official state plans were finished up this summer (2016), editing and revisions were made and final regulations were produced. He stated that the Adult Education RSAs had to be reviewed locally; the timeframe was too short to run a complete competition and have everything in place by July 1st of this year. As a result, requested and received an extension from the U.S. Department of Education, therefore, competition will be spring 2018 instead of spring 2017.

Dr. Stout concluded that the Employment Enhancement Initiative is allowing the adult education program to develop short term credential programs, mostly computer based (e.g. PowerPoint and Excel skills). These programs are designed for a few weeks that would lead to local issuance of credentials to add to portfolio or resume that may help them obtain employment.

South Carolina Department of Employment and Workforce

Ms. Cheryl Stanton provided an update on the following:

Unified Plan

- Governor Haley received final approval letter from the DOL in October
- The state plan will be reviewed and modified in 2018 to reflect changes in labor market and economic conditions, or other factors affecting implementation of the state plan.

Regional and Local Plans

- Similar to the state plan, local areas are required to develop and submit a 4-year strategic plan.
- Additionally, the areas within a planning region are required to collaborate on the development of a regional plan.
- All regional and local strategic plans were submitted to DEW on November 1st
- Staff are reviewing the plans and will make a final determination no later than January 31, 2017.

Work Groups/Partner Collaboration

As a result of the ideas and thoughtful discussion that has taken place over the course of a year, this work group identified consistent staff training as a need across all programs within the SC Works system

PY' 16 Workforce Development Symposium

Ms. Nithya Pramekumar provides an update on the PY'16 Workforce Development Symposium:

- PY'16 Workforce Development Symposium will be held at the Columbia Metropolitan Convention Center on February 8th and 9th 2017.
- Day 1 will be Business Industry focused and day 2 will be Training and Development for Workforce Professionals.
- Day 2 will start with the board meeting from 8:45 to 9:45 a.m. followed by an entire day of training.

Other Business/Adjournment

Ms. Stanton provided brief remarks on the SWDB Newsletter that was sent to Business and Industry, and highlighting to the business community the work of the Board, and what new interests they are taking on for the future. The first newsletter went out to 21,277 S.C. businesses. The most read article in the newsletter was about the role of the Board.

Meeting was adjourned at 11:16 a.m.