

**Governor's State Workforce Development Board  
Collaboration and Partnership Committee Meeting Minutes  
May 16, 2018 at 10:00 a.m.**

**Members Present:**

Rep. Michael Forrester\*  
Cheryl M. Stanton  
Valerie Richardson  
Dr. Tim Hardee\*  
Michael King  
Robert J. Friedman\*  
Michael Sexton\*  
Clifford L. Bourke, Jr.\*

**DEW Staff Present:**

Nithya Pramekumar  
Nina Staggers  
Towanna Hicks  
Susan Boone  
Shuana Davis  
Abby Linden  
Grey Parks  
Elana Frazier  
Kristin Coulter

**\*Via Conference Call**

**Excused Absence**

Trip DuBard

**Welcome and Opening Remarks, Approval of Minutes\***

Rep. Michael Forrester, Committee Chair, called the meeting to order at 10:00 a.m. and welcomed Committee members to the meeting. A quorum was present. A motion to approve the *February 7, 2018* meeting minutes was made by Mr. Bob Friedman and seconded by Ms. Valerie Richardson.

**Local MOU/IFA Negotiations and Phase II MOU Updates**

Ms. Abby Linden stated that each year, local workforce development boards are required to negotiate and execute local Memoranda of Understanding (MOUs) and Infrastructure Funding Agreements (IFAs) with all local area partners. These documents are due no later than June 30th. All local areas were able to reach agreements again this year, thus avoiding the State Funding Mechanism. Final drafts were due to partners for signature by May 15<sup>th</sup> and it is expected that the agreements will be fully executed in all 12 areas by the end of the program year.

Ms. Linden explained The Phase II of the State MOU will focus on funding the SC Works system. A draft Phase II agreement for the State MOU was sent to the state partner group which includes Adult Education, Commission for the Blind, Department of Vocational Rehabilitation, Department of Social Services and Department of Employment and Workforce (DEW) in November of 2017 for review and comments. DEW is reviewing the recommended changes to the Phase II document and revising as appropriate. Once the document is finalized, a plan will be developed on how best to present it to the partners for signature.

Ms. Linden explained that because WIOA and its final regulations and guidance mandate that infrastructure funding be a locally driven process and therefore, Phase II of the State MOU will be fairly generic in nature as the specific contribution amounts are negotiated at the local level. At this time, the state is focused on meeting the June 30<sup>th</sup> deadline for local MOU/IFAs since this is a federal requirement under the law.

**Career Readiness Assessment Update**

Mr. Grey Parks shared that WIN Learning career readiness assessments (Applied Mathematics, Reading for Information, Locating Information, and Soft Skills) will go live July 2, 2018. He added that FAQs and communication to stakeholders have been going out weekly.

Mr. Parks stated that training for testing sites took place during the week of June 18-22, 2018, and that make-up training dates are scheduled for the last of week of June 2018 in Columbia. He also stated that WIN will be available at identified testing sites where there will be help available to assist individuals with test preparation. Participants who successfully complete assessments will receive an SC Ready to Work Certificate.

### **Committee Action Plan**

Rep. Forrester stated that the implementation of the Committee's Action Plan (CAP) fall under the following buckets: the WIOA Unified Plan modification, and efforts to promote and convene Sector Partnerships to build the State Talent Pipeline. Rep. Forrester invited staff to provide a progress update on the initiatives identified through the CAP.

### **WIOA Unified Plan Modification Update**

Ms. Nina Staggers shared that there was a unanimous vote to approve the modifications and revisions to the WIOA Unified Plan based on suggested revisions from Tony Waterson of Thomas P. Miller and Associates (TPM), with the understanding that staff would publish the plan for a public comment period and submit the plan by the required deadline. The plan was published in March 2018 for the public comment period and several comments were received requiring minor revisions to the plan. A final plan was submitted to the Department of Labor (DOL) on March 31, from which they have 90 days to review and approve or reject the plan.

Ms. Staggers expressed that the WIOA Unified Plan truly represents a strategic action plan for South Carolina's workforce system. By continuing to work with TPM, the vision, objectives, and strategies outlined in the plan will be introduced to a greater number of partners. Ms. Staggers stated that the goal is to demonstrate alignment with specific organizational goals, resulting in the adoption of the vision, objectives, and strategies at a statewide level.

### **Talent Pipeline Update**

Ms. Shuana Davis stated that in in Program Year 2018 efforts will focus on developing career pathways for high-demand, high-growth occupations and providing guidance and technical assistance to the regions that are working to develop and sustain a skilled talent pipeline. She also shared that a consultant will be identified by the end of the program year to facilitate Phase III efforts.

### **Grants Update**

Ms. Staggers provided updates on two grants: *Talent Pipeline Scholarship* and *Regional Implementation*.

#### ***Talent Pipeline Scholarship***

Ms. Staggers shared that at the Board's February 2017 meeting, there was a vote to approve funding for a Talent Pipeline Scholarship Grant to the SC Technical College System. The \$600,000 grant was divided among 13 participating technical colleges and used to provide scholarships for short-term training programs that align with one of the five high-demand, high-growth sectors:

- Healthcare
- Business and Information Technology
- Construction
- Diversified Manufacturing
- Transportation, Logistics, and Wholesale Trades

Ms. Staggers stated that scholarships were awarded through this grant in an effort to increase the number of individuals with the skills required to enter or advance in these industries. She explained that the alignment of education and training programs with high-demand, high-growth sectors is a hallmark of sector strategies and directly connects with the state's talent pipeline efforts.

Ms. Stagers further articulated that training programs funded through the grant ended on December 31 but that participating colleges were required to track employment outcomes for 3 months after program completion. Preliminary data indicates that:

- Approximately 376 students received scholarships through the grant
- Of those students, 85 percent completed the course, 91 percent earned at least one credential, and approximately 150 are employed
- Some scholarship recipients were not able to be reached for follow-up and some chose to continue their education
- The colleges used SC Works Online Services (SCWOS) to track student participation

Ms. Stagers stated that a final report will reconcile the data in SCWOS and will be provided at the next committee meeting.

### ***Regional Implementation***

Ms. Stagers reported that for PY 2016, SWDB awarded \$25,000 to each of the four planning regions for a total of \$100,000:

- Greater Upstate
- Central
- South Coast
- Pee Dee

Ms. Stagers explained that the funds are being used to assist with further planning and implementation of sector strategies at the regional level and that at least three of the areas have used the funds to support a Regional Sector Strategies Coordinator. This has been identified as a best practice in terms of coordinating and managing regional efforts.

Ms. Stagers further explained that several areas are prepared to convene formal sector partnerships that are business and industry driven while focusing on developing regional resources. As an example, Ms. Stagers stated that several regions have or are planning to form regional business services teams and that at least one area is working on the development of a regional program and service directory. A few regions are working on developing sector strategies training for frontline staff.

### **PY'18 Funded Initiatives**

Ms. Pramekumar announced that as the program year comes to an end, the SWDB will be voting on program year 2018 funded initiatives. Ms. Pramekumar explained that the initiatives are identified through stakeholder input, national best practices, and in alignment with the Board Strategic Plan.

Ms. Pramekumar added that this year, the SWDB will vote on PY 2018 funded initiatives at the June 20, 2018 meeting and requested for Committee members to submit any ideas and recommendations for discussion as soon as possible.

### **SC Works Outreach Project Overview**

Ms. Pramekumar outlined the SC Works Outreach Project Proposal to the Committee. Ms. Pramekumar explained that the purpose of the project is to increase business and public engagement and develop awareness of the workforce system, and the resources available. Ms. Pramekumar asked for Committee members to provide feedback on the proposal.

**Other Business/Meeting Adjournment**

With no other business to discuss, the meeting was adjourned at 10:42 a.m.

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