

**Governor’s State Workforce Development Board
State Workforce Development Board Meeting Minutes
December 18, 2019**

MEMBERS PRESENT:

Mr. Don Tomlin	Mr. Pat Michaels	Senator Ross Turner
Dr. Tim Hardee	Mr. Warren Snead	Mr. James Holloway
Mr. Thomas Freeland	Ms. Felicia Johnson	Dr. Mike Mikota
Mr. Clifford Bourke, Jr.	Mr. Archie Maddox	Colonel Craig Currey
Mr. Charles Brave	Mr. Dan Ellzey	Mr. Mike King
Representative Mike Forrester	Mr. John Uprichard	Mr. Michael Sexton
Mr. Ed Sturken	Dr. Windsor Sherrill	

MEMBERS EXCUSED:

Ms. Valerie Richardson	Dr. Joseph Patton, III
Mr. Gregory Tinnell	Mr. Nick Foong

WELCOME AND OPENING REMARKS

Mr. Don Tomlin, Board Chair, called the meeting to order at 10:00 a.m. He recognized the Honorable Pamela Evette, Lt. Governor of South Carolina and guest speaker, Mr. Winston Tompoe, Acting Regional Administrator, US Department of Labor (USDOL). He also introduced a new board member, Senator Ross Turner and acknowledged the passing of a board member, Mr. Howard Metcalf.

APPROVAL OF MINUTES*

A quorum was present. A motion to approve the September 26, 2019 meeting minutes was made by Mr. Charles Brave, Jr., seconded by Mr. Thomas Freeland and unanimously approved by the Board.

APPROVAL OF WIOA TITLE I SANCTIONS POLICY*

Mr. Warren Snead reported that at the request of and with support from the State Workforce Development Board, a draft sanctions policy was developed that outlines a process for identifying, assisting with, and addressing potentially sanctionable acts. Mr. Snead explained that the draft policy was reviewed by USDOL and put out for public comment, resulting in several revisions. He stated that the policy was discussed at each committee meeting during the 2nd quarter and was unanimously approved by both the SC Works Management Committee on October 21, 2019 and the Executive Committee on November 21, 2019. A motion was made to approve the WIOA Title I Sanctions Policy and the policy was unanimously approved by the SWDB.

SWDB POLICIES*

Mr. Pat Michaels stated that the Board Governance Committee reviewed three (3) board policies that each member must sign: Attendance, Conflict of Interest, and Travel. Only minor revisions were made to the policies to ensure consistency with the amended SWDB Bylaws:

- Attendance
 - The attendance section of the SWDB Bylaws (section 5.4) was revised to remove the word “consecutive” from in front of “unexcused absences” such that a SWDB member who has

- a number of unexcused absences, regardless of whether or not the absences are consecutive, may have his/her attendance reviewed by the Executive Committee.
- The same revisions were made to the Attendance Policy so that the policy is consistent with the bylaws.
- Conflict of Interest
 - A sentence was added to the Conflict of Interest Policy to clarify the expectation that the board and members of the Board abide by the State Ethics Law when evaluating potential conflicts of interest
- Travel
 - A slight revision was made to the Travel Policy to ensure that “Board staff”, in reference to DEW staff that provide support to board, is referenced the same throughout the policy.

Mr. Michaels stated that revised SWDB policies will be emailed to each board member and Committee Chairs will be asked to ensure that all members have signed the policies. Mr. Tomlin commented that conflicts of interest need to be disclosed. He recommended that staff circulate conflict of interest forms at board meetings so that members can disclose any conflicts before voting on a particular item. The revised policies were unanimously approved by the board.

REENTRY NAVIGATOR GRANTS*

Ms. Jordan Kneece provided background on the Reentry Navigator Funding Opportunity, stating that the board approved \$750,000 in funding to support dedicated center staff that will provide direct employment and training services to individuals reentering the workforce after a period of detention or incarceration. She explained that funding through this initiative was initially made available in February 2019 – of the 6 applications received, Upper Savannah was the only Local Workforce Development Area to receive funding.

A second round of funding was made available in July 2019 – 5 applications were received and 3 Local Workforce Development Areas were selected as finalists: WorkLink, Catawba, and Pee Dee. Ms. Kneece provided a brief summary of the finalist’s applications:

- The WorkLink Local Workforce Development Area is requesting \$143,655.
 - WorkLink’s proposal is in partnership with Anderson County and their Navigator will be working closely with the Anderson County Criminal Justice Coordinating Council to support the County’s existing direct services model.
- The Catawba Local Workforce Development Area is requesting \$165,000.
 - Catawba’s Take Two: Your Next Step Forward program will provide career readiness tools and increase employment opportunities, as well as \$40,000 in donated scholarship funding from York Technical College for individuals looking to enter occupational skills training.
- The Pee Dee Local Workforce Development Area is requesting \$148,500.
 - Pee Dee’s proposal includes strategies for increasing knowledge of the legal system in SC Works centers in the Pee Dee area, enhancing partnerships between existing offender focused programs and SC Works, and providing significant outreach to local chambers and businesses.

Ms. Kneece stated that overall, the applicants will serve an average of 37 participants at an average cost of \$3,689 per participant. She further explained that while reviewing the applications, several areas of

opportunity were identified such as the need for clear and definite outcomes and strategic partnerships with key entities that will champion and advance reentry efforts. Ms. Kneece stated that DEW will work with each applicant, if approved to receive funding, to ensure that projects are implemented successfully.

Mr. Tomlin commented that he would like for DEW staff to work closely with each grantee and be responsible, to some degree, for the outcomes of each of the Reentry Navigator pilots funded through the SWDB. He would like to see DEW bring in each grantee and refine parameters that will allow DEW to better assess performance and effectiveness of each pilot. He further stated that he would recommend that the SWBD approve the grants and delegate responsibility to DEW to tune and refine the parameters. Funding for the three projects was unanimously approved.

WIOA GOVERNANCE PRESENTATION

Mr. Winston Tompoe, Acting Regional Administrator for the US Department of Labor, presented on board governance under WIOA, focusing on four key areas: vision of WIOA, role and responsibilities of the board, governance trends nationally, and how the board can position itself to drive continuous improvement. Mr. Tompoe's presentation is available in the SWDB Portal and will be made available to non-board members upon request.

After Mr. Tompoe concluded his presentation, Dr. Mike Mikota asked about national collaboration among workforce development, economic development, and education partners to more strongly encourage state and local collaboration among these same partners. Mr. Tompoe responded that USDOL is being more strategic with national coordination and partnership and that hopefully states will begin to experience this coordination.

Mr. Tomlin asked if USDOL has funding available for discretionary projects to get more people into the labor force. He stated that South Carolina's labor force participation rate is very low and in order to increase the rate, we are going to need to be innovative. Funding from USDOL would be helpful. Mr. Tompoe responded that he would like to have further discussions about funding opportunities and South Carolina's ideas.

Mr. Tomlin commented that it seems as if many of the Local Workforce Development Boards hire the same national contractors to operate local WIOA programs. He asked if Mr. Tompoe has any knowledge on the effectiveness and efficiency of these national contractors and/or tools and resources that SC can use to help local areas better manage their contractors, such as standardized contracts.

The Lt. Governor Evette commented briefly on the importance of workforce development and beginning to talk about career pathways as early as the 8th grade. She mentioned the need to show children all of the opportunities that are available, even for children who do not want a 4-year degree. Lt. Gov. Evette stated that the Governor's Office will be hosting regional symposiums to talk about apprenticeship programs. She is hopeful that the roundtables will be recorded so that school boards can engage parents.

OTHER BUSINESS/ADJOURN

Mr. Tomlin stated that the next State Workforce Development Board Meeting is scheduled for March 25, 2020. No other business was discussed. The meeting adjourned at 11:33 a.m.