

**Governor's State Workforce Development Board
May 7, 2020 Executive Committee Meeting Minutes**

MEMBERS PRESENT:

Mr. Don Tomlin
Mr. Pat Michaels
Mr. Thomas Freeland
Mr. Charles Brave, Jr.
Dr. Mike Mikota
Mr. Nick Foong
Mr. Warren Snead
Mr. Jay Holloway
Representative Mike Forrester

DEW STAFF PRESENT:

Towanna Hicks
Nina Stagers
Zach Nickerson
Michelle Paczynski
Abby Linden
Doug Kirkland
Grey Parks
Jake Sherbert

EXCUSED ABSENCES:

Ms. Val Richardson
Mr. Dan Ellzey

WELCOME AND OPENING REMARKS

A meeting of the Executive Committee was called to discuss and vote on the use of SWBD funds to purchase Personal Protective Equipment (PPE) and supplies for SC Works centers to ensure that centers can reopen safely. Ms. Nina Stagers took attendance of committee members and DEW staff and turned the meeting over to Mr. Don Tomlin, Board Chair, at 10:33 a.m. to discuss the proposal.

APPROVAL OF PERSONAL PROTECTIVE EQUIPMENT AND SUPPLIES FOR LWDAS*

Mr. Tomlin called on Mr. Doug Kirkland to describe the quantities and pricing that DEW has negotiated for the purchase of PPE. Mr. Kirkland provided the following information on quantities and pricing:

- 50,000 masks at \$0.97 per mask
- 50,000 single latex gloves at \$64.85 per thousand
- 49 cases of hand sanitizer at \$118 per cases
- Sneeze guards (2 per case) at \$122 per piece

Mr. Kirkland stated that the estimated total purchase amount is \$94,951.71. DEW will purchase masks, gloves, hand sanitizer, and plexiglass sneeze guards in bulk and distribute these items to the Local Workforce Development Areas (LWDAs). There are 49 centers and each center will receive 1,000 gloves, 1,000 masks, 1 case of hand sanitizer, and 3 sets of plexiglass sneeze guards (for a total of 6 sneeze guards to be distributed among and throughout their centers based on need). Ms. Michelle Paczynski clarified that this is a one-time distribution of supplies to the local areas to be used in the SC Works centers and that going forward, the areas will be responsible for purchasing their own PPE and supplies.

Mr. Charles Brave made a motion to give authority to purchase the equipment and supplies needed to ensure the safety of workers. Mr. Tomlin suggested a modification of the motion to cap purchasing authority at \$200,000. He commented on the need to move quickly so that centers can reopen and begin the work of upskilling individuals who have been impacted by the pandemic.

The motion was seconded by Dr. Mike Mikota and unanimously approved by the Committee. Chairman Tomlin stated that if the need for supplies exceeds \$200,000, another meeting will be scheduled for discussion and a vote.

OTHER BUSINESS/ADJOURN

Mr. Tomlin stated that efforts are underway to explore ways in which the SWDB can partner with national service providers to efficiently and effectively upskill individuals and that he will report back on these efforts.

Mr. Nick Foong made a statement expressing appreciation for DEW staff that have helped employers and individuals navigate the unemployment insurance claims filing process. Other members also expressed appreciation.

Chairman Tomlin requested documentation of the items approved for purchase. The meeting adjourned at 10:54 a.m.