



# **Waccamaw Workforce Development Board Meeting**

**July 17, 2018**

# Waccamaw Workforce Development Board Meeting



Waccamaw Regional Council of Governments  
1230 Highmarket Street  
Georgetown, SC 29440

Tuesday, July 17, 2018  
9:30 a.m.

## AGENDA

Call to Order	Verlon Wulf
<ul style="list-style-type: none"><li>•Welcome and Introduction of Guests</li><li>•Determination of Quorum</li><li>•**Approval of May 15, 2018 Minutes</li></ul>	
Finance Report	Cathy Archer
**Adult and DW Transfer of Funds	Cathy Archer
Performance Report	Amy Ross
**Pathways2Possibilities Career Expo	Sarah Smith
One Stop Operator Update	Todd Gurley
WIOA Update	Ayla Hemeon
Other Business	Verlon Wulf
Adjournment	

\*\*Denotes Action Items

# WACCAMAW WDB

## *Board Minutes*



**Minutes**  
**Waccamaw Workforce Development Board**  
Waccamaw Regional Council of Governments  
May 15, 2018  
9:30 AM

Members Present

Members Absent

Burke	Kim		Battle	Christopher
Edwards	David		Geathers	Rochelle
Espinal	Frank		Poston	Henry
Evans	Wallace		Skalican	Peg
Greene	Jason		Smith	Sherell
Greene	Etta		Thompson	Lance
Harper	Jan		Wulf	Verlon
Mitchell	Greg			
Pressley	Wilhelmina			
Roberts	Andy			
Tucker	Brian			

Waccamaw Regional COG Staff Present:

Cathy Archer, Rusty Gaskins, Todd Gurley, Ayla Hemeon, Tomas Langley, Marsha Platt, Hannah Poston, Amy Ross, Sarah Smith

Other Guests Present:

Brian Alston, SC DEW

Tonya Appel, Voc Rehab

Todd Gurley, One Stop Operator for Waccamaw Region

- **Call to Order:**

Mr. Brian Tucker, Vice Chairman, called the meeting to order at 9:30 a.m. in Mr. Verlon Wulf's absence.

- **Welcome and Introduction of Guests:**

Mr. Tucker welcomed members, staff, and guests. He had Board members, staff, and guests introduce themselves.

- **Determination of Quorum:**

Mr. Tucker determined that there was not yet a quorum, but started the meeting and would come back to voting matters after one Board member arrived.

- **Finance Report**

Ms. Cathy Archer, WIOA Fiscal Coordinator presented financial reports, first on the funding status as of April 30, 2018. All carryover funds from PY 2016 have now been expended; Program funds on April 30, 2018 were \$1.2M.

Expenditure and Obligation rates are slightly under target for Adult and Dislocated Worker. Measures are being put in place to meet the spending and obligation requirements as set forth by SC DEW for PY17.

Ms. Archer pointed out that the SC Works Centers cost sharing had been billed to the various partners as per the IFA agreement, for Q1 and Q2, which reduced YTD center costs by \$33K.

Ms. Archer also pointed out that we are now authorized to fund IWT through our Adult and DW Program funds up to a maximum of 20%. When asked about the dollar amount, she replied that it was \$440,136.

In order to meet Adult and Dislocated spending requirements for PY17 and to assist local businesses within our local area, Ms. Archer presented IWT applicants in the amount of \$255,935 for Board approval.

- **Approval of March 20, 2018 Minutes:**

Mr. Tucker paused the meeting to return to the approval of the March 2018 Minutes.

Mr. Greg Mitchell motioned to approve the minutes from March 20, 2018 meeting.

Ms. Kimberly Burke seconded the motion and it was passed unanimously by the Board.

- **Approval of Local IWT Funds**

BSR Manager Rusty Gaskins then explained how our local area had promoted the IWT funding and that applications were still being accepted.

Ms. Burke asked when the deadline for application submission would end. Mr. Gaskins said they preferred to accept them through June 30.

After some further discussion with Ms. Archer and Mr. Gaskins regarding the IWT program, the Board decided to vote. Per possible conflict of interest, Mr. Mitchell recused himself from the vote.

Mr. Tucker asked for any further questions. Being none, he asked for a motion. Mr. Wallace Evans motioned to approve the Local IWT Funds. Mr. Andy Roberts seconded the motion and it was passed unanimously by the Board.

- **Performance Report**

**Ms. Amy Ross, Performance and Compliance Manager, provided the Performance for July 1, 2017 – April 30, 2018.** Enrolled 248 new adults; enrolled 14 new dislocated workers; enrolled 179 new youth. Served, carry-over and new enrollment, 447 adults; 58 dislocated workers; 325 total youth.

Ms. Ross pointed out that 139 Work Experience and OJT contracts have been written so far this year, a significant increase compared to years past.

Mr. Tucker asked if employers were more receptive or if SC Works was advertising more. Mr. Gaskins responded that he believes it is a little of both. Companies are hiring more now and there are more job openings available making it harder for employers to fill their positions.

Ms. Ross moved on to the SC Works Center Traffic Report and asked for any questions.

- **One Stop Operator Update/Todd Gurley**

Mr. Todd Gurley gave an update on what has been going on in the three One Stop Centers since he last spoke with the Board in March.

Mr. Gurley discussed how well the new system technology is working. Ms. Ross will have Able SC come in to help train the staff on the system on June 8 at the Conway Comprehensive Center. The Conway Office parking lot has been resurfaced and the lanes have been restriped. They will be coming back once more to remove the old handicap and replace the old faded stop signs with new ones.

Mr. Gurley is working with SCSEP/ Goodwill to hire two people – one for the Conway center and one for the Georgetown center. Currently, Kingstree is the only Center with a Goodwill person.

Mr. Gurley informed the Board that the Georgetown Center has a leaking roof. However, Mr. Gurley has been in constant contact with the landlord, since WRCOG does not own the building. Mr. Gurley expects them to replace the roof, at no cost to WRCOG or SC Works.

Mr. Gurley brought up the Kingstree Center and how good it looks since the Facility Management team from Columbia came and did a spring cleaning, including; pressure washing the sidewalks, removed the black mold off the brick, removed old caulk and put new caulk down to prevent leaks, replaced stained roof tiles, cleaned the windows.

The Georgetown and Kingstree Centers both have a security guard posted at each location. Conway Center already has a security guard.

There are still a few more policies Mr. Gurley is working on such as the One Stop Certification, Standard Operating Procedures (SOP), customer orientation forms, reading and triage, scripts and training, etc.

- **WIOA Update**

Ms. Ayla Hemeon said she attended the Career and Technology Education Employability Initiative with Georgetown County School District on April 16. Prior to this date, Business Services Representatives met once a week for four weeks to work with those who completed the CATE courses on how to interview, write resumes and business etiquette. On April 16, approximately 14 HR representatives from local agencies and businesses conducted mock interviews with the students. About 45 students participated, which is more than double the number from last year.

The CATE director from Williamsburg County was present and plans are being made to hold the initiative in Williamsburg next school year.

Ms. Hemeon discussed how Working Wednesdays, in conjunction with Georgetown County School District and the SC Department of Commerce, had ended in the previous week. She explained that Working Wednesdays is a program that where local employers were invited to come set up a table during lunch time at all Georgetown County high schools to recruit some of the students for summer employment.

Ms. Hemeon also discussed how the Centers support Mr. Wulf's, our chair and owner of Carolina Cool, Ride and Decide project. She explained that it is a national program that Mr. Wulf wanted to bring to our area. He organized local heating and air and plumbing companies to come to the SC Works office in Georgetown and HGTC to interview high school students for job opportunities with their companies. The employers and the kids would then make a decision as to where they wanted to work for the summer. A signing day is scheduled to be held on May 29. Through the Ride and Decide project, Ms. Hemeon says they want to capture some of the students who are graduating high school and enroll them into WIOA and help with work experiences, OJT's and classroom training.

- **Approval of Program Year 2019 Ross Contract**

Ms. Hemeon reminded the Board of last year's approval to hire Ross Innovative Employment Solutions to be the One Stop Operator. The contract is good through the end of June 2018, however, there is an option to renew every year for one year intervals not to exceed a total of four total years, including the initial one.

Ms. Hemeon explained how the experience with Ross has been good so far. She says Mr. Gurley has done a great job as One Stop Coordinator. Mr. Gurley has helped the centers receive certification standards and had them approved by the state, a huge task that needed to get done. Mr. Gurley has also been taking care of day-to-day operations at the centers. Ms. Hemeon says there is no reason not to renew the contract for the upcoming program year.

Mr. Mitchell motioned to approve the contract. Ms. Etta Greene seconded the motion and it was passed unanimously by the Board.

Ms. Hemeon also requested that the contract be amended to change this year's contract of \$84,500 to \$145,600.00. The increase would allow the One-Stop Coordinator to be assigned more duties which include:

- One-Stop deliverables
- Contracting with Secret/Mystery Shopper to assess the delivery of quality services to the employer and job seeker, as well as the overall center operations through telephone interviews and on-site visits: \$10,000
- Certified Workforce Development Professional credential: \$8,100

- Customized staff and partner certification subscription; 14 days x 2500: \$35,000

Ms. Hemeon recommends this investment in certifications because of the impending procurement of programs to a sub-contractor. To see if SC Works staff does need to seek employment with a new contractor or to fully prepare SC Works staff and make them competitive in this type of work elsewhere.

Ms. Burke motioned to amend the contract.

Ms. Greene seconded the motion and it was passed unanimously by the Board.

- **Approval of WIOA Program Procurement Waiver**

At the previous Board meeting, Ms. Hemeon explained that the State has issued a conflict of interest policy, stating that a fiscal entity may not hold a dual role, excluding WRCOG from being able to operate the actual program in house. Ms. Hemeon says this will have a huge impact on our local area, since we are one of areas who have been running the programs in house since January 1, 2014. The WIOA staff are WRCOG employees. According to this new conflict of interest, policy program services would have to be sub-contracted out. Our current staff would no longer be WRCOG employees, they would have to interview for a position with whoever the new contractor would be, and if they got the job, they would then be their employee.

The State came out with the policy on March 13 and required that this transition take place by July 1, 2018. Ms. Hemeon says some of the local areas, who have the programs in house, requested an extension due to the deadline being too soon to manage. After much discussion with the State, they agreed that areas could request a waiver to extend the procurement process and have a subcontractor in by next July 1st, 2019.

Ms. Greene motioned to approve the waiver deadline extension from July 1, 2018 to July 1, 2019.

Mr. David Edwards seconded the motion and it was passed unanimously by the Board.

- **Other Business**

- **Adjournment**

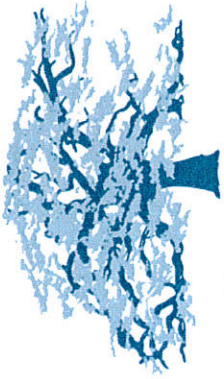
There being no further business, Mr. Tucker asked for a motion to adjourn the meeting. The meeting adjourned at 10:35 a.m.



# WACCAMAW WDB

## *Board Reports*





**WACCAMAW**

**R E G I O N A L**  
COUNCIL OF GOVERNMENTS

**ONE REGION MOVING FORWARD TOGETHER**

# **Workforce Development Board WIOA Performance Report**

**July 17, 2018**

Amy Ross  
Performance & Compliance Manager

[aross@wrcog.org](mailto:aross@wrcog.org)

## PY 17 Served

July 1, 2017 – June 30, 2018

Population	Carry-over	YTD New	Total Served
Adult	199	301	500
Dislocated Worker	44	17	61
Out of School Youth	145	215	360
In School Youth	1		1



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# PY 17 Enrolled

July 1 2017 – June 30, 2018

County	Adults		DW		Youth	
	New		New		New	
Horry	159		11		101	
Georgetown	86		4		70	
Williamsburg	56		2		44	
<b>TOTALS</b>	<b>301</b>		<b>17</b>		<b>215</b>	



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 REGIONAL  
 COUNCIL OF GOVERNMENTS

# PY 17 Q 3 (Rolling 4 Quarters) Performance

Performance Measure	Group	Waccamaw			Color Coding
		Goal	% of Goal	Actual	
Employment Rate Q2	Adults	73.1	123.3%	90.1	Exceeds Goal Actual Performance is greater than 100.0% of the goal
Employment Rate Q4	Adults	70.8	129.5%	91.7	
Median Earnings	Adults	4,200	114.1%	4,791	Meets Goal Actual Performance is between 90.0% and 100.0% of the goal
Credential Rate	Adults	51.0	160.0%	81.6	
Measurable Skill Gains	Adults	N/A	N/A	54.5	Did Not Meet Goal Actual Performance is under 90.0% of the goal
Employment Rate Q2	DW	77.0	104.7%	80.6	
Employment Rate Q4	DW	75.0	116.7%	87.5	
Median Earnings	DW	6,100	130.1%	7,937	
Credential Rate	DW	54.4	183.8%	100.0	Baseline Indicator is in Baseline status until PY'20
Measurable Skill Gains	DW	N/A	N/A	50.0	
Employment, Education or Training Placement Rate Q2	Youth	75.1	110.5%	83.0	Exceeds Goal
Employment, Education or Training Placement Rate Q4	Youth	67.6	119.4%	80.7	
Median Earnings	Youth	N/A	N/A	3,703	Meets Goal
Credential Rate	Youth	68.1	97.1%	66.1	
Measurable Skill Gains	Youth	N/A	N/A	47.2	Did Not Meet Goal

# % of Participants Who Received Training in PY 17

LWDA	Total		Youth	
	Served	Received Training %	Received Training	Received Training %
Greenville	176	98	55.7%	
<b>Waccamaw</b>	<b>361</b>	<b>170</b>	<b>47.1%</b>	
Santee-Lynches	180	74	41.1%	
Trident	304	115	37.8%	
WorkLink	160	47	29.4%	
<b>State Totals</b>	<b>2996</b>	<b>861</b>	<b>28.7%</b>	
Midlands	344	86	25.0%	
Pee Dee	329	79	24.0%	
Lower Savannah	419	92	22.0%	
Lowcountry	151	31	20.5%	
Upstate	121	18	14.9%	
Upper Savannah	135	17	12.6%	
Catawba	316	34	10.8%	

# % of Participants Who Received Training in PY 17

LWDA	Total		Adult	
	Served	Received Training	Received Training	Received Training %
<b>Waccamaw</b>	<b>500</b>	<b>336</b>	<b>336</b>	<b>67.2%</b>
Pee Dee	466	280		60.1%
Lower Savannah	539	314		58.3%
WorkLink	323	164		50.8%
Santee-Lynches	395	169		42.8%
<b>State Totals</b>	<b>5166</b>	<b>2165</b>		<b>41.9%</b>
Trident	789	317		40.2%
Greenville	183	72		39.3%
Lowcountry	175	68		38.9%
Upstate	439	165		37.6%
Upper Savannah	244	60		24.6%
Catawba	478	102		21.3%
Midlands	635	118		18.6%

LWDA	Total		DW	
	Served	Received Training	Received Training	Received Training %
<b>Waccamaw</b>	<b>61</b>	<b>40</b>	<b>40</b>	<b>65.6%</b>
Greenville	89	46		51.7%
Lowcountry	81	38		46.9%
WorkLink	41	18		43.9%
Upper Savannah	132	46		34.8%
Santee-Lynches	32	11		34.4%
<b>State Totals</b>	<b>1300</b>	<b>400</b>	<b>400</b>	<b>30.8%</b>
Lower Savannah	83	24		28.9%
Pee Dee	128	34		26.6%
Upstate	68	18		26.5%
Catawba	197	47		23.9%
Midlands	267	54		20.2%
Trident	121	24		19.8%

# SC Works Center Traffic Report - Waccamaw Region

PY 2017

Running Total - All Counties  
**38,978**

Coastal										Georgetown										Kingstree									
	WP	Vets	TAA	REA	UI	WIOA	DSS	TOTAL All Services		WP	Vets	TAA	REA	UI	WIOA	DSS	TOTAL All Services		WP	Vets	TAA	REA	UI	WIOA	DSS	TOTAL All Services			
July	443	83	31	111	231	315	1	1215		163	29	12	0	84	210	0	498		402	13	0	0	88	231	0	734			
August	458	74	45	117	320	480	13	1507		225	27	17	0	122	302	0	693		486	17	0	0	110	265	0	878			
September	446	74	43	14	612	322	0	1511		179	29	8	0	213	264	0	693		350	14	0	0	120	207	0	691			
October	534	95	49	0	945	449	0	2072		240	24	14	0	303	261	0	842		408	22	0	0	176	178	0	784			
November	736	143	47	1	1364	362	0	2653		175	39	13	0	352	229	0	808		473	20	0	0	192	158	0	843			
December	542	116	29	0	1122	309	1	2119		104	31	5	0	413	184	0	737		400	18	0	0	190	113	0	721			
January	562	76	39	27	1231	396	0	2331		179	21	2	0	465	232	0	899		483	9	0	0	194	181	0	867			
February	514	75	39	146	650	347	1	1772		197	12	0	0	257	269	0	735		375	18	0	0	83	171	0	647			
March	414	141	28	105	481	392	2	1563		443	43	0	0	156	253	0	895		470	19	0	0	136	195	0	820			
April	335	112	27	70	377	361	6	1288		307	21	0	0	141	261	0	730		422	17	0	0	118	185	0	742			
May	296	75	18	31	493	381	6	1300		273	28	0	0	170	309	0	780		385	13	0	0	113	202	0	713			
June	329	99	15	52	407	348	6	1256		320	19	0	0	185	282	0	806		312	21	4	12	201	281	4	835			
TOTALS PY17	5609	1163	410	674	8233	4462	36	20587		2805	323	71	0	2861	3056	0	9116		4966	201	4	12	1721	2367	4	9275			

WP: Wagner Peyser Services  
 VETS: Veteran Employment & Training Services  
 TAA: Trade Adjustment Assistance  
 REA: Reemployment and Eligibility Assessment  
 UI: Unemployment Insurance  
 WIOA: Workforce Innovation and Opportunity Act  
 DSS: Department of Social Services