

Waccamaw Workforce Development Board Meeting

November 15, 2022

Waccamaw Workforce Development Board Meeting



Waccamaw Regional Council of Governments
1105 Church Street
Georgetown, SC 29440

Tuesday, November 15, 2022
9:30 a.m.

AGENDA

- Call to Order Henry Poston
- Welcome and Introduction of Guests Henry Poston
 - ◇ Determination of Quorum
 - ◇ **Approval of September 20, 2022 Minutes
 - ◇ **Disabilities Committee Chair Appointment
 - ◇ **Approval of Calendar Year 2023 Meeting Dates
- Finance Report Cathy Archer
- Performance Report Amy Ross
- Contractor Program Update Sherell Sherman
- One Stop Operator Update Todd Gurley
- WIOA Update Ayla Hemeon
- Other Business Henry Poston
- Adjournment Henry Poston

****Denotes Action Items**

WACCAMAW WDB

Board Minutes



Minutes
Waccamaw Workforce Development Board
Waccamaw Regional Council of Governments
September 20, 2022
9:30 AM

*This Board meeting was conducted via Zoom.

Members Present

Members Absent

| | | | | |
|-----------|---------|--|----------|-------------|
| Abernethy | Allen | | Battle | Christopher |
| Burke | Kim | | Smith | Sherrel |
| Roberts | Andy | | Pressley | Wilhelmina |
| Engleman | Bonita | | Geathers | Rochelle |
| Robinson | Eric | | Harrison | Tiffany |
| Poston | Henry | | Greene | Jason |
| Skalican | Peg | | Carter | Etta |
| Wulf | Verlon | | | |
| Espinal | Frank | | | |
| Evans | Wallace | | | |
| Mitchell | Greg | | | |

Waccamaw Regional COG Staff Present:

Cathy Archer, Rusty Gaskins, Ayla Hemeon, Kim McCutchen, Temecca Belcher, and Amy Ross.

Other Guests Present:

Wade Coffindaffer, Ross

Anna Cumberledge, Ross

Todd Gurley, Ross

Sherell Sherman, Ross

Eva Porchea, Ross

Caitlin Brazell, SCDEW

- **Call to Order:**

Mr. Henry Poston, Chairman, called the meeting to order at 9:34 a.m.

- **Welcome and Introduction of Guests:**

Mr. Poston welcomed members, staff, and guests.

- **Determination of Quorum:**

Mr. Poston determined that there was a quorum.

- **Approval of January 18, May 2 (Special Board Meeting) and May 17, 2022 Minutes:**

Mr. Poston moved on to the approval of the January 18, May 2 and May 17, 2022 minutes.

Mr. Greg Mitchell motioned to approve the minutes from the January 18, May 2 and May 17, 2022 meetings. Mr. Verlon Wulf seconded the motion and it was passed unanimously by the Board.

- **CEDS Update:**

Chairman Poston invited Mr. Rusty Gaskins to present the 2023-2027 EDA CEDS. Mr. Gaskins explained that the Comprehensive Economic Development Strategy (CEDS) is updated annually and rewritten every five years. It focuses on attracting new investment and fostering economic diversity. It is guided by the CEDS Committee which also serves as the Workforce Development Board. The CEDS is required to be eligible for EDA grant funding. Mr. Gaskins noted that in the past two years, the region received some \$17 million in EDA grants. Mr. Gaskins expressed his gratitude for the assistance received from the CEDS Committee and stated the 2023-2027 EDA CEDS draft had been reviewed and approved by the South Carolina Department of Commerce and that members should have received an emailed copy on September 8th. Mr. Gaskins stated the 2023-2027 EDA CEDS had been adopted by the COG Board of Directors on September 12th and the final CEDS version would be submitted to Economic Development Administration (EDA) by September 30th. In addition, Mr. Gaskins stated the finalized document would be available on the WRCOG website for review no later than September 30th.

- **Finance Report:**

Ms. Cathy Archer presented the financial report. All financial requirements were met for PY 21 which include expenditures, obligations, direct participant cost rate and work-based learning rate. Ms. Archer also presented a slide demonstrating the historical funding trend from PY 18 until present. It shows a decrease over the years and a 17% reduction in funding from prior year (PY21).

- **PY 22 Budget:**

Ms. Archer presented and asked the board for approval of the PY 22 LWDA Budget. Mr. Poston asked for a motion to approve the budget. Mr. Allen Abernethy made a motion to approve; Mr. Wallace Evans seconded the motion. The PY 22 budget was passed unanimously by the Board.

Ms. Archer then updated the board on the current funding status for PY 22. The local area is meeting all requirements so far this year except for the youth expenditure rate which will increase in the next couple of months.

- **Adult and DW Transfer of Funds:**

Ms. Archer requested that the board grant WRCOG's Executive Director, Sarah Smith, authority to transfer DW funds to Adult funds as necessary. Adult funds are spent quicker than DW funds and, in some cases, the transfer of funds need to be approved prior to a Board meeting.

Mr. Greg Mitchell motioned to approve the Adult and DW Transfer of Funds. Mr. Verlon Wulf seconded the motion and it was passed unanimously by the Board.

- **Performance Report:**

Ms. Ayla Hemeon presented the performance report. All PY 21 performance measures were met. Total participants served in PY 21: 435 Adults, 44 Dislocated Workers and 169 Youth. Total new enrollments for PY 22: 42 Adults, 0 Dislocated Workers, and 18 Youth.

Ms. Hemeon displayed a slide showing the Waccamaw area as being in the top 4 of the State for placing WIOA participants into training.

- **Contractor Program Update:**

Ms. Sherell Sherman announced that there is a job vacancy for a Ross Assistant Director. This position should be filled soon as there were many qualified candidates who applied.

Ms. Sherman requested board members to help recruit Dislocated Workers since our area doesn't experience many major layoffs. Mr. Abernethy inquired about Dislocated Worker services and how the program works and who is eligible, etc. WIOA staff will follow up with more information to Mr. Abernethy.

Staff is preparing for the state audit.

Most outreach has been in schools such as Adult Ed.

- **One Stop Operator Update:**

Mr. Todd Gurley informed the Board that all 3 centers are operating at normal capacity and hours are 8:30 -4:30. All partners are back in the centers in person.

Upcoming events: Active Shooter Training, SC Works Center Site Visits, ADA Inspections, Assistive Technology Training

- **Workforce Development Month Update:**

Ms. Hemeon congratulated Ms. Eva Porchea on being named the Outstanding Workforce Systems Employee for the Waccamaw area. Ms. Porchea will be presented an award at the State Workforce Development Meeting in Columbia on September 28, 2022.

Ms. Hemeon then presented the new orientation video that explains SC Works and WIOA services.

Finally, Ms. McCutchen told the board that she was visiting different employers in the 3 counties to film short Facebook videos explaining what their companies do. These will all be uploaded to the SC Works Facebook page.

- **Other Business:**

Mr. Poston asked Mr. Allen Abernathy to provide an update on the construction of the Williamsburg Regional hospital. Mr. Abernathy confirmed that they are still on schedule and progress is being made.

- **Adjournment:**

Being no further business, the meeting was adjourned at 10:35 a.m.

Respectfully submitted,

Henry Poston
WWDB Chair



Waccamaw Workforce Development Area
Meeting Schedule for Calendar Year 2023
January – December 2023

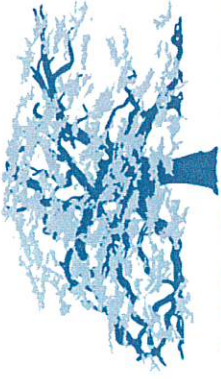
| Workforce Development Board | |
|------------------------------------|----------------------------|
| Meeting Dates 2023 | |
| | January 17 th |
| | March 21 st |
| | May 16 th |
| | July 18 th |
| | September 19 th |
| | *November 14 th |

All meetings will be held at 9:30 am in the WRCOG Conference Room unless otherwise notified.

WACCAMAW WDB

Board Reports





WACCAMAW

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Waccamaw Workforce Development

PY 2022 – Financial Report
November 15, 2022

Prepared by Cathy Archer
carcher@wrcog.org

Waccamaw Workforce Development Board
WIOA Program Year 2022
Current Funding Status

| Program Funds | PY 2021 Funds | PY 2022 Funds | Fund Transfers | Total Available | PY 2022 Expended | Future Obligations | Unobligated Balance |
|------------------------------|------------------|--------------------|----------------|--------------------|------------------|--------------------|---------------------|
| Adult | \$0 | \$780,654 | \$0 | \$780,654 | \$0 | \$559,490 | \$221,164 |
| Dislocated Worker | 85,875 | 742,511 | 0 | 828,386 | 0 | 327,212 | 501,174 |
| Youth | 21,340 | 785,042 | 0 | 806,382 | 0 | 640,617 | 165,765 |
| Total - Program Funds | \$107,215 | \$2,308,207 | \$0 | \$2,415,422 | \$0 | \$1,527,319 | \$888,103 |
| Other Funds: | | | | | | | |
| 21LRA11 Adult/DW | 145,218 | 145,218 | 0 | 145,218 | 69,530 | 75,688 | 0 |
| 21LRY11 Youth | 237,828 | 237,828 | 0 | 237,828 | 97,231 | 140,597 | 0 |
| Total - Other Funds | \$383,046 | \$383,046 | \$0 | \$383,046 | \$166,761 | \$216,285 | \$0 |

****Note:** A/DW funds authorized for PY 2022

Program year for PY21 funds: A/DW funds 7/1/2021 – 6/30/2023; Youth funds 4/1/2021 – 6/30/2023

Program year for PY 22 funds: A/DW funds 7/1/2022 – 6/30/2024; Youth funds 4/1/2022 – 6/30/2024

21LRA11 & 21LRY11 grant period is December 1, 2021 – May 31, 2023

| Fund | % Expended (PY 20/21) | % Obligated (PY 21) | Part Cost Rate | WBL % |
|--------------------|-----------------------|---------------------|----------------|--------------|
| Adult | 18.6% | 90.0% | 40.5% | |
| DW | 20.2% | 64.2% | | |
| Youth | 17.6% | 81.6% | | 30.6% |
| Target Rate | 18.0% | 13.0% | 30.0% | 20.0% |

**Waccamaw Workforce Development
Financial Dashboard – Adult & Dislocated Worker - Program Year 2022
For Period July 1, 2022 through September 30, 2022**

| Cost Category | ADULT PROGRAM | | | | DW PROGRAM | | | |
|---------------------------------|------------------------|---------------------------|--------------------------------|------------|----------------------|---------------------------|--------------------------------|------------|
| | Total Budget | Reported Expenditures YTD | Budget Variance (Over) / Under | % YTD | Total Budget | Reported Expenditures YTD | Budget Variance (Over) / Under | % YTD |
| Program Delivery Staff Expenses | \$ 613,832.13 | \$ 146,514.01 | \$ 467,318.12 | 24% | \$ 263,640.32 | \$ 54,955.25 | \$ 208,685.07 | 21% |
| Facilities Cost | - | - | - | | - | - | - | |
| Operating Expenses | 61,913.27 | 3,313.29 | 58,599.98 | 5% | 45,627.46 | 1,850.01 | 43,777.45 | 4% |
| Other Program Costs | 20,255.65 | 6,308.42 | 13,947.23 | 31% | 6,674.71 | 1,278.85 | 5,395.86 | 19% |
| Participant Training Costs | 513,355.45 | 107,565.23 | 405,790.22 | 21% | 230,821.55 | 489.89 | 230,331.66 | 0% |
| Participant Supportive Services | 88,418.50 | 36,778.09 | 51,640.41 | 42% | 29,135.96 | - | 29,135.96 | 0% |
| Other Participant Costs | - | - | - | | - | - | - | |
| Totals | \$ 1,297,775.00 | \$ 300,479.04 | \$ 997,295.96 | 23% | \$ 575,900.00 | \$ 58,574.00 | \$ 517,326.00 | 10% |

| TOTAL ADULTS SERVED | | |
|---------------------|-----|-------|
| Carryover | New | Total |
| 134 | 71 | 205 |

| TOTAL DW SERVED | | |
|-----------------|-----|-------|
| Carryover | New | Total |
| 3 | 1 | 4 |

**Waccamaw Workforce Development
Financial Dashboard – Youth - Program Year 2022
For Period July 1, 2022 through September 30, 2022**

| Cost Category | Total Budget | Reported Expenditures YTD | Budget Variance (Over) / Under | % YTD |
|--|------------------------|---------------------------|--------------------------------|------------|
| OUT-OF-SCHOOL YOUTH: | | | | |
| Program Delivery Staff Expenses | \$ 612,068.06 | \$ 112,661.68 | \$ 499,406.38 | 18% |
| Operating Expenses | 64,701.77 | 2,679.56 | 62,022.21 | 4% |
| Other Program Costs (Contr Profit) | 21,018.17 | 3,995.40 | 17,022.77 | 19% |
| Participant Training | 38,800.00 | 2,922.00 | 35,878.00 | 8% |
| Work Experience / Internships / OJTs / Apprenticeships | 160,554.00 | 24,951.54 | 135,602.46 | 16% |
| Youth Incentives | 16,000.00 | 1,750.00 | 14,250.00 | 11% |
| Participant Supportive Services | 58,355.00 | 10,371.82 | 47,983.18 | 18% |
| Program Totals - OSY | \$ 971,497.00 | \$ 159,332.00 | \$ 812,165.00 | 16% |
| Participant Training (Resiliency Grt) | \$ 166,547.00 | \$ 56,553.00 | \$ 109,994.00 | 34% |
| Totals | \$ 1,138,044.00 | \$ 215,885.00 | \$ 922,159.00 | 19% |

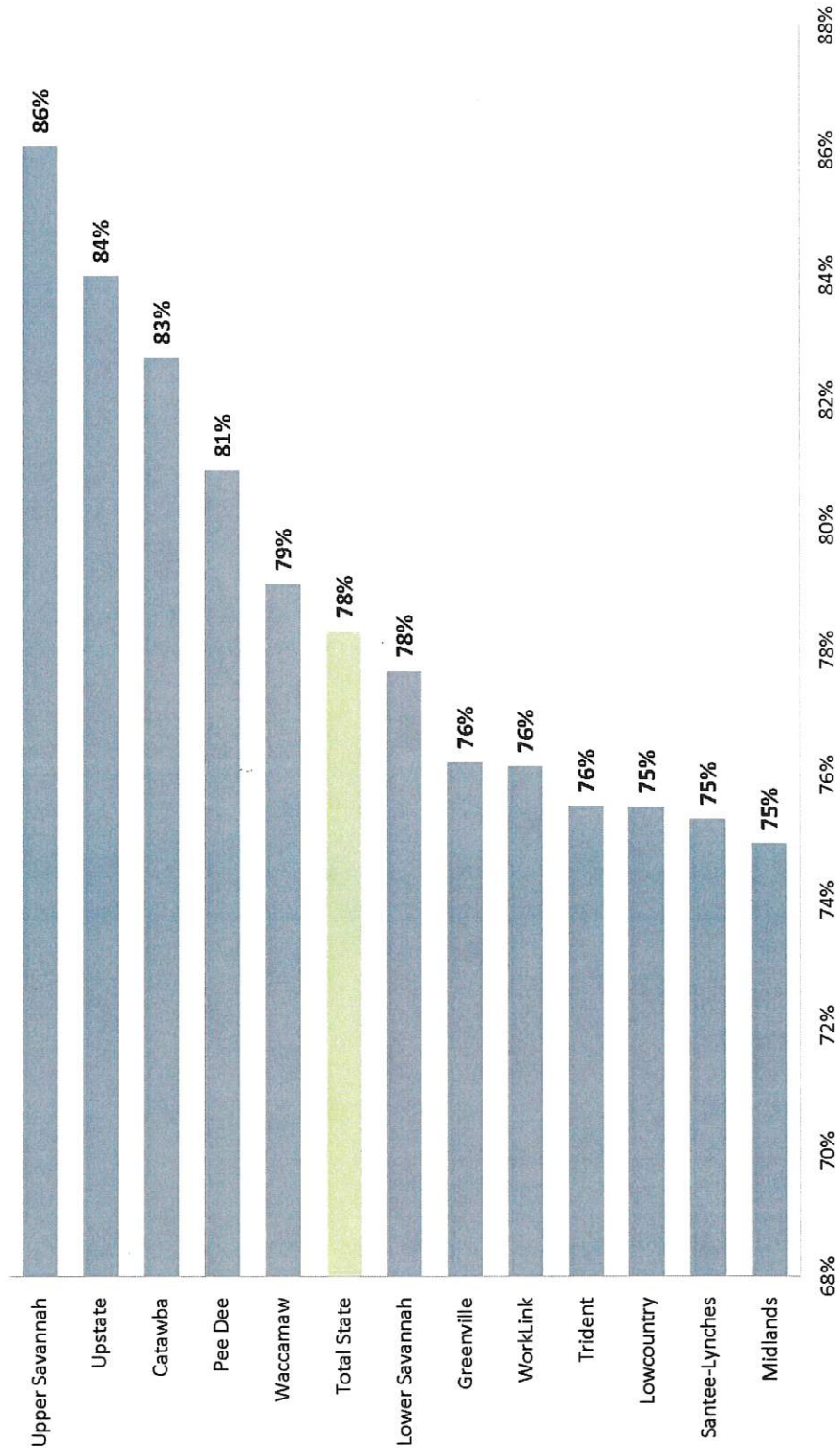
- BUDGET PY22 - 100% OSY; 0% ISY
- WIOA requirement = 75% OSY
- WBL Rate PY22 = 30.6%
- WIOA requirement = 20%

| TOTAL OSY SERVED | | |
|------------------|-----|-------|
| Carryover | New | Total |
| 60 | 34 | 94 |

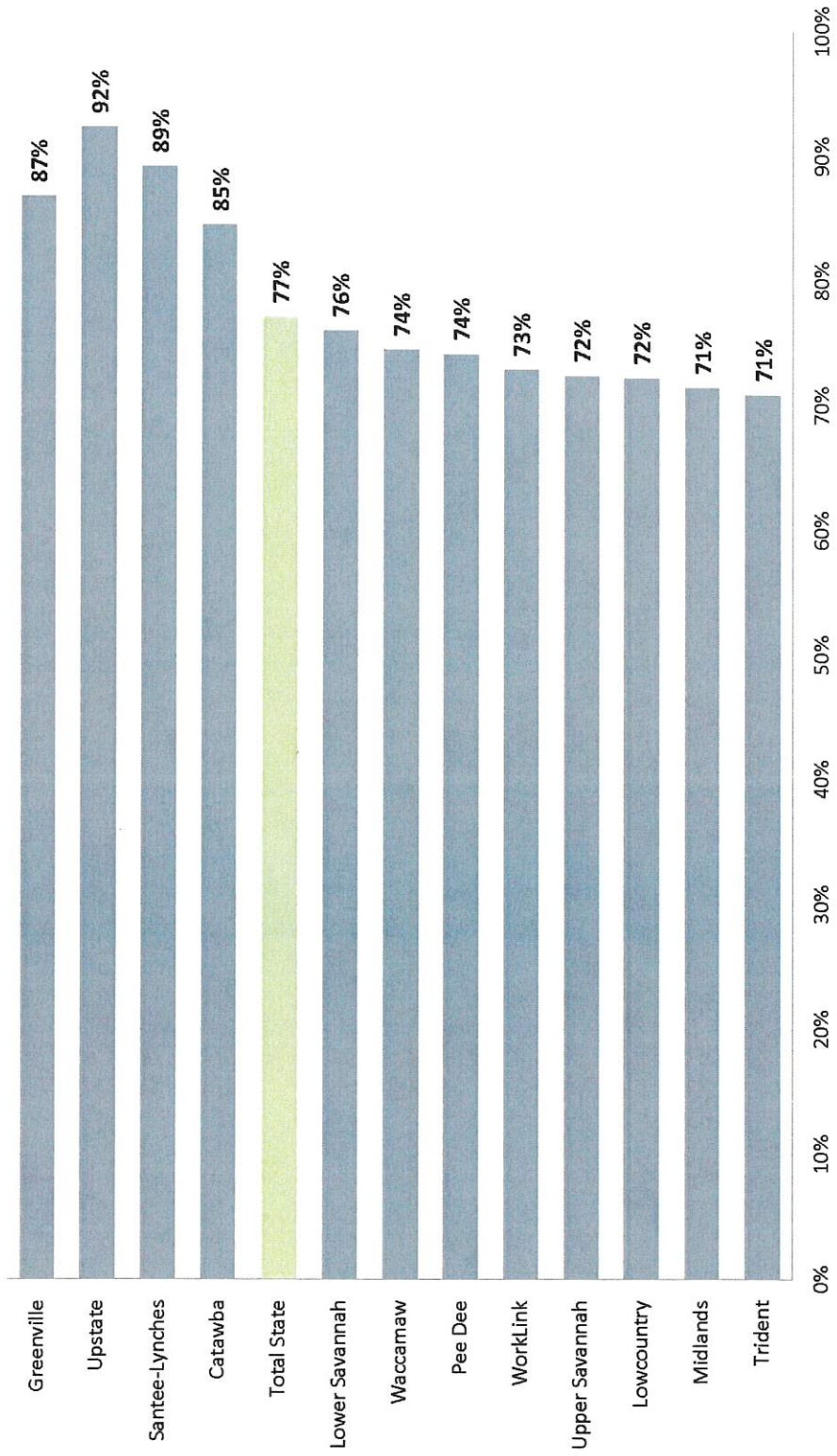
**Waccamaw Workforce Development
Financial Dashboard – SC Works - Program Year 2022
For Period July 1, 2022 through September 30, 2022**

| SC Works Centers | | | | |
|---|----------------------|---------------------------|--------------------------------|------------|
| Cost Category | Total Budget | Reported Expenditures YTD | Budget Variance (Over) / Under | % Expended |
| Program Delivery Staff Expenses | \$ 59,644.22 | \$ 9,097.67 | \$ 50,546.55 | 15% |
| Professional Services - ROSS | 314,370.00 | 72,046.95 | 242,323.05 | 23% |
| Equipment Expenses | 425.00 | - | 425.00 | 0% |
| Advertising / Outreach Expense | 2,640.00 | - | 2,640.00 | 0% |
| Memberships & Subscriptions | 1,042.78 | 738.00 | 304.78 | 71% |
| Facilities Lease / Bldg Usage Fee | 86,623.00 | 13,551.31 | 73,071.69 | 16% |
| Premises Expenses | 115,848.00 | 21,945.52 | 93,902.48 | 19% |
| Office & Operating Supplies | 3,600.00 | 1,844.09 | 1,755.91 | 51% |
| Security Services | 34,000.00 | 347.56 | 33,652.44 | 1% |
| IT Services | 54,602.00 | 16,563.07 | 38,038.93 | 30% |
| Telephones & Data | 7,200.00 | 1,726.83 | 5,473.17 | 24% |
| Total | \$ 679,995.00 | \$ 137,861.00 | \$ 542,134.00 | 20% |
| Local Services Income (Cost-Sharing Reimbursements) | \$ 200,202.00 | \$ (30,457.00) | \$ 169,745.00 | -4% |
| NET TOTAL EXPENDITURES | \$ 479,793.00 | \$ 107,404.00 | \$ 372,389.00 | 16% |

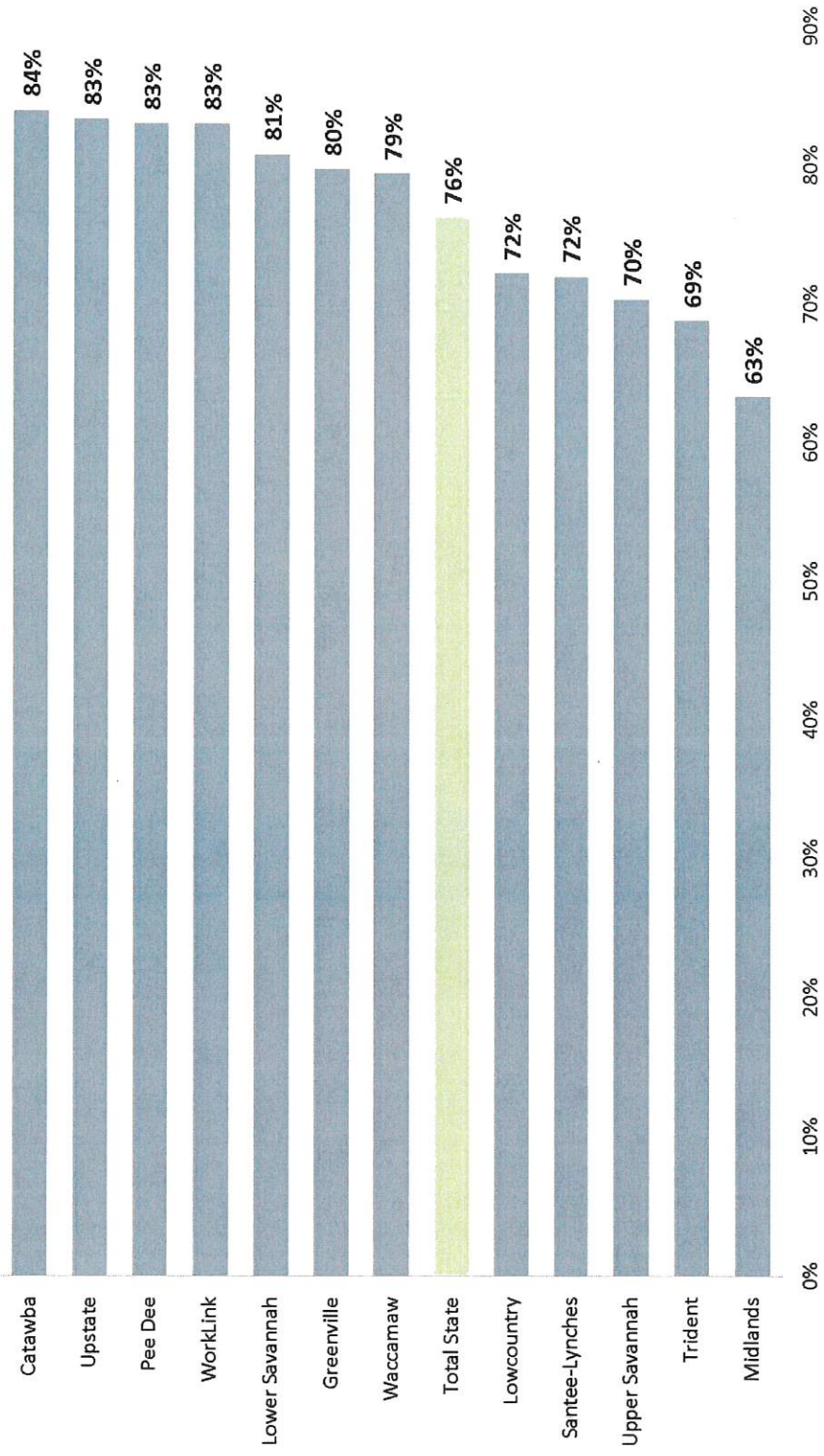
**LWDA PY21 Adult Program
Fund Utilization Rate thru 6/30/2022
(Includes Admin.)**



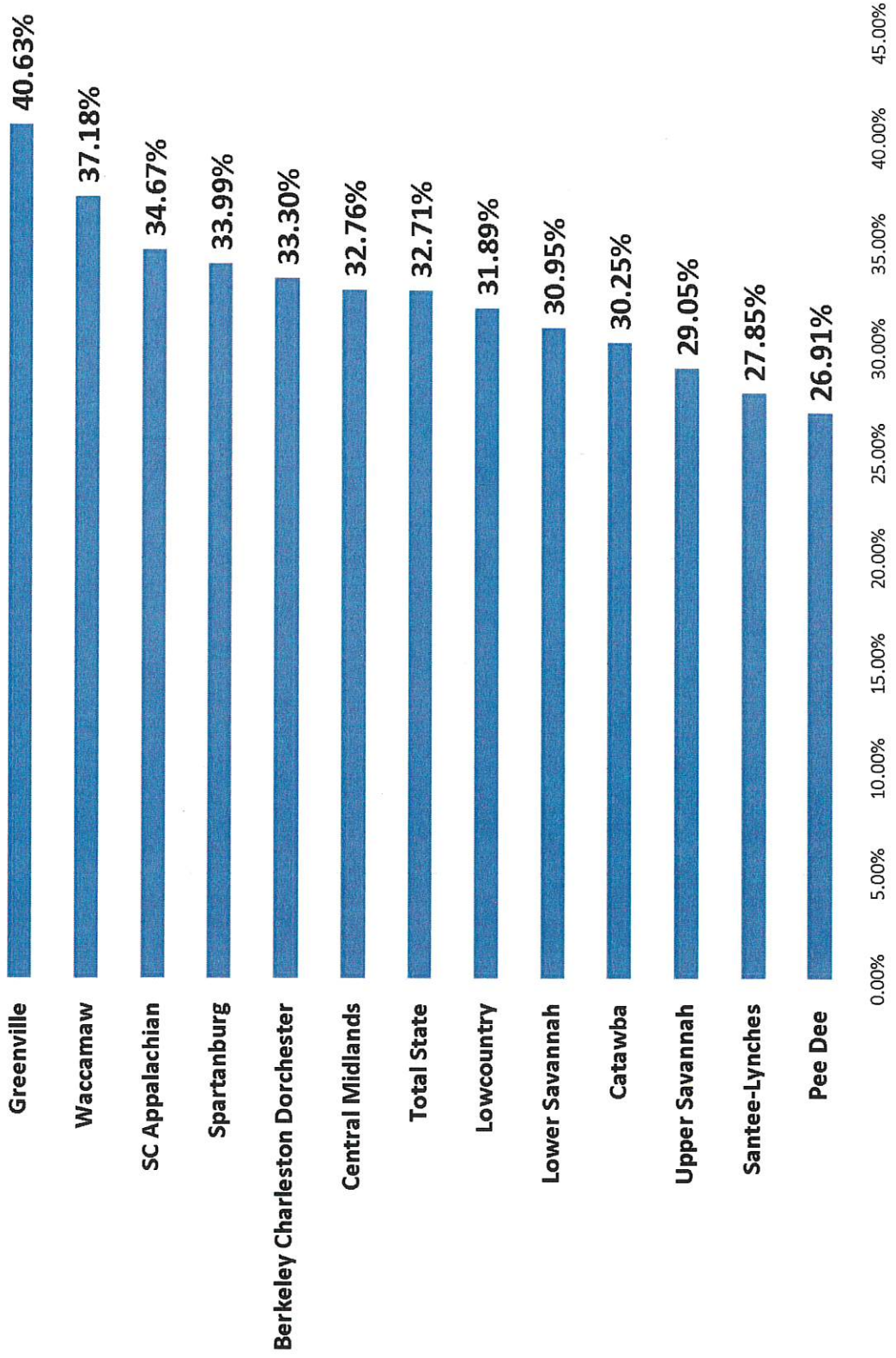
**LWDA PY21 Dislocated Worker Program
Fund Utilization Rate thru 6/30/2022
(Includes Admin.)**



**LWDA PY21 Youth Program
Fund Utilization Rate thru 6/30/2022
(Includes Admin.)**



PCR as of June 30, 2022





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Workforce Development Board

WIOA Performance Report

November 15, 2022

Amy Ross
Performance & Compliance Manager

aross@wrcog.org

WIOA Performance

PY 2022 Report Quarter 1 Preliminary

| Performance Measure | ADULTS | | DW | | YOUTH | |
|------------------------|--------|-----------|-------|-----------|-------|-----------|
| | Goal | Actual | Goal | Actual | Goal | Actual |
| Employment Rate Q2 | 82.0% | 82.0% | 82.0% | 84.0% | 80.0% | 81.0% |
| Employment Rate Q4 | 78.5% | 79.0% | 80.0% | 84.5% | 71.5% | 77.0% |
| Median Earnings | 5,250 | 6,300 | 7,300 | 8,000 | 3,600 | 4,700 |
| Credential Rate | 60.2% | 60.0% | 60.5% | 61.0% | 64.3% | 64.3% |
| Measurable Skill Gains | 54.5% | 55.0% | 47.5% | 54.0% | 63.5% | 60.0% |
| | | % of Goal | | % of Goal | | % of Goal |
| | | 100.0% | 82.0% | 102.4% | 80.0% | 101.3% |
| | | 100.6% | 80.0% | 105.6% | 71.5% | 107.7% |
| | | 120.00% | 7,300 | 109.59% | 3,600 | 130.56% |
| | | 99.7% | 60.5% | 100.8% | 64.3% | 100.0% |
| | | 100.9% | 47.5% | 113.7% | 63.5% | 94.5% |

Served July 1, 2022 – October 31, 2022

| Customer Group | Carry Overs | New Enrollments | Total Served |
|----------------|-------------|-----------------|--------------|
| Adult | 134 | 71 | 205 |
| DW | 3 | 1 | 4 |
| Youth | 60 | 34 | 94 |

Enrollments by Month

PY 2022

| ADULT | | | | | |
|----------------------|------|-----|-----|-----|------------|
| | July | Aug | Sep | Oct | YTD Actual |
| Enrollments for PY22 | 18 | 23 | 16 | 14 | 71 |

| DISLOCATED WORKERS | | | | | |
|----------------------|------|-----|-----|-----|------------|
| | July | Aug | Sep | Oct | YTD Actual |
| Enrollments for PY22 | 0 | 0 | 1 | 0 | 1 |

| YOUTH | | | | | |
|----------------------|------|-----|-----|-----|------------|
| | July | Aug | Sep | Oct | YTD Actual |
| Enrollments for PY22 | 3 | 15 | 10 | 6 | 34 |

WIOA Customers Who Received Training In PY 22

| LWDA | Total | | Adult Funded Training | |
|---------------------|-------------|---------------------|-----------------------|---------------------|
| | Served | Received Training % | Received Training | Received Training % |
| Lower Savannah | 142 | 76.1% | 108 | 76.1% |
| Waccamaw | 207 | 73.4% | 152 | 73.4% |
| Santee-Lynches | 92 | 54.3% | 50 | 54.3% |
| Pee Dee | 240 | 53.3% | 128 | 53.3% |
| WorkLink | 169 | 50.9% | 86 | 50.9% |
| Upstate | 168 | 50.0% | 84 | 50.0% |
| State Totals | 2247 | 45.2% | 1016 | 45.2% |
| Greenville | 156 | 43.6% | 68 | 43.6% |
| Catawba | 110 | 41.8% | 46 | 41.8% |
| Midlands | 355 | 34.4% | 122 | 34.4% |
| Upper Savannah | 202 | 33.7% | 68 | 33.7% |
| Lowcountry | 132 | 28.0% | 37 | 28.0% |
| Trident | 274 | 24.5% | 67 | 24.5% |

| LWDA | DW Funded Training | | LWDA | | Total | |
|---------------------|--------------------|---------------------|---------------------|------------|-------------------|---------------------|
| | Received Training | Received Training % | Received Training | Served | Received Training | Received Training % |
| Greenville | 12 | 75.0% | Waccamaw | 95 | 41 | 43.2% |
| Waccamaw | 4 | 75.0% | Santee-Lynches | 32 | 12 | 37.5% |
| WorkLink | 14 | 70.0% | Lowcountry | 26 | 9 | 34.6% |
| Lower Savannah | 10 | 60.0% | Midlands | 115 | 38 | 33.0% |
| Upstate | 26 | 46.2% | Lower Savannah | 115 | 31 | 27.0% |
| Midlands | 17 | 41.2% | Catawba | 78 | 20 | 25.6% |
| Santee-Lynches | 8 | 37.5% | State Totals | 951 | 229 | 24.1% |
| Catawba | 35 | 37.1% | Pee Dee | 110 | 26 | 23.6% |
| State Totals | 265 | 33.2% | Trident | 65 | 14 | 21.5% |
| Trident | 10 | 30.0% | Upstate | 54 | 11 | 20.4% |
| Upper Savannah | 38 | 23.7% | Upper Savannah | 83 | 15 | 18.1% |
| Pee Dee | 72 | 11.1% | Greenville | 102 | 12 | 11.8% |
| Lowcountry | 13 | 7.7% | WorkLink | 76 | 0 | 0.0% |

Center Visitors PY 22

Conway

| | WP (ES) | VETS | TAA | UI | WIOA | Total Visitors |
|--------------|--------------|------------|----------|------------|------------|----------------|
| July | 357 | 76 | 0 | 211 | 192 | 760 |
| August | 375 | 72 | 0 | 268 | 284 | 927 |
| September | 384 | 62 | 0 | 187 | 234 | 805 |
| October | 379 | 54 | 0 | 284 | 212 | 875 |
| TOTAL | 1,495 | 264 | 0 | 950 | 922 | 3,357 |

Georgetown

| | WP (ES) | VETS | TAA | UI | WIOA | Total Visitors |
|--------------|------------|-----------|----------|------------|------------|----------------|
| July | 21 | 3 | 0 | 61 | 44 | 129 |
| August | 58 | 4 | 0 | 58 | 71 | 187 |
| September | 46 | 8 | 0 | 44 | 44 | 134 |
| October | 53 | 10 | 0 | 28 | 46 | 127 |
| TOTAL | 178 | 25 | 0 | 191 | 205 | 577 |

Kingstree

| | WP (ES) | VETS | TAA | UI | WIOA | Total Visitors |
|--------------|------------|-----------|----------|------------|------------|----------------|
| July | 132 | 15 | 0 | 89 | 100 | 321 |
| August | 137 | 9 | 0 | 119 | 148 | 404 |
| September | 95 | 6 | 0 | 95 | 111 | 301 |
| October | 89 | 12 | 0 | 108 | 96 | 299 |
| TOTAL | 453 | 42 | 0 | 411 | 455 | 1,319 |