

Santee-Lynches Workforce Investment Board
Executive Committee Meeting

May 17, 2011 – 5:00 PM

Santee-Lynches Regional Council of Governments
36 West Liberty Street, Sumter, SC 29150

Members Present:

Kershaw - Sid Isler (Chairman), Joe Redfearn
Clarendon - Charlie Gavin, Beverly Moberg
Sumter – Virginia "Ginny" Dority, Rick Levy, Rev. William Randolph
Lee – Troy Santoscoy

Staff Present:

James T. Darby, Jr., Executive Director, SLRCOG
Areatha Clark – Workforce Development A/E Interim Director
Donna Thames - Workforce Development Administrative Assistant

I. Welcome and Call to Order:

The Santee-Lynches Workforce Investment Board's Executive Committee Meeting was called to order at 5:04 PM by Chairman Sid Isler. Invocation was given by Reverend William Randolph.

II. Approval of Minutes (M):

Chairman Isler entertained a Motion to approve the Executive Committee Meeting Minutes of April 21, 2011. **The Motion was made by Mr. Troy Santoscoy and seconded by Mr. Charlie Gavin to approve the minutes from the April 21, 2011 Executive Committee Meeting. All were in favor. The Motion passed unanimously.**

III. Old Business:

A. Youth Program Activities Agreement between SLWIB & SLRCOG: (M)

Ms. Beverly Moberg, Chairman of the Youth Council, provided the background information on the Youth Programs Activities Agreement between Santee-Lynches Workforce Investment Board (SLWIB) and Santee-Lynches Regional Council of Governments (SLRCOG). There is a Memorandum of Agreement (MOA) in place now between the (SLWIB) and the Santee-Lynches Regional Education Center (SLREC)'s Advisory Board to combine the REC Coordinator and the WIB Youth Director to create one Youth Program effective November 1, 2010. Included in the MOA document was a job description, a budget and certain outcome measures. The proposed SLWIB/SLRCOG Agreement includes the dual roles and responsibilities of Brenda Golden as the WIB Youth Director and the Regional Education Coordinator. Sixty (60) percent of her time is allocated for WIA and forty (40) percent is allocated for Regional Education Center (REC). Ms. Moberg asked Mr. Jim Darby to explain the purpose of this document. Mr. Darby explained that the SLRCOG is spending the money made available by the WIB

and this document provides the scope of services and makes reference to the performance standards that must be met. Ms. Moberg asked if there was a better format for this document and going forward can there be more clarification. Mr. Charlie Gavin stated that the document covers issues that are broad. Mr. Darby stated that there must be a document in the file to make the services available and show the conditions of how the funds are to be used when the SLRCOG is paying the bills. Ms. Moberg made **a recommendation in the form of a motion to approve the Youth Program Activities Agreement between SLWIB and SLRCOG and to authorize the WIB Chair to sign the Agreement. It was seconded by Mr. Troy Santoscoy.** Chairman Isler asked if there were any further discussions. There was additional discussion on rewriting the agreement and Mr. Rick Levy questioned if the REC is under the COG's payroll. [Note: The REC is billed for their prorated share of the project (40%)]. He stated that the scope of work for the REC is similar to the scope of work for the Youth Council Director and he had concerns as a WIB Member that there must be a goal in our four county area to have a dedicated Youth Director. He did not want the Youth Director or Youth Council to lose sight of this important need by compromising. Ms. Moberg stated that she was aware of what the Youth Council wanted and they now have a Youth Strategic Plan in place and that Brenda Golden is doing a great job, but there is a chance that in the future we won't be able to serve the REC. Chairman Isler expressed confidence in the abilities of Ms. Golden and is therefore comfortable with the percentage of her time that is charged to WIA and to REC. Mr. Darby stated that the REC funding may not be known until June and stated to the Executive Committee that if it is their position to have a fully dedicated Youth Director, they will need to meet again in the next 45 days to discuss this option. There was additional discussion on rewriting the agreement document, but it was decided that the Youth Council would handle the rewriting of the document at a later date. As a result of the discussions, Chairman Isler called for a vote. **All were in favor and the motion passed unanimously.**

B. Transportation Contract with Santee-Wateree RTA: (M)

Ms. Areatha Clark provided the background information and the grant opportunity through the Youth Council that become available for transportation. As you are aware, currently, the Santee-Lynches Regional Council of Governments (SLRCOG) has a contract with Santee-Wateree Regional Transportation Authority (RTA) to provide Adult and Youth transportation services, which will expire June 30, 2011. At the April 21st Executive Committee Meeting, two options were presented: (1) Extend the contract with RTA or (2) access a SC Department of Transportation (SCDOT) grant and use federal matching funds in the amount of \$32,500 with WIA funds, which would require a Request for Proposal (RFP). The Executive Committee approved a motion for WIA Staff to issue an RFP in conjunction with the SCDOT grant providing matching funds. The RFP to advertise WIA Adult and Youth Transportation Services for Program Year 2011 was released on May 2, 2011 with a due date of June 6, 2011. Based on the timeline, WIA Staff is anticipating that the procurement process and WIB approval will require an extension of time on the current contract with RTA to the end of August; therefore, WIA Staff is requesting that the contract be extended with RTA for Transportation Services until August 31st. This extension will ensure that transportation services will continue to be provided to Adult and Youth customers until the procurement process is completed. We don't want students to go without services. **Mr. Charlie Gavin made a motion to extend the Transportation Contract with RTA until August 31st. Ms. Ginny Dority seconded the motion.** Chairman Isler asked if there was any further discussion. There was none. Chairman Isler called for a vote. **All were in favor and**

the motion passed unanimously.

IV. New Business/Other Business

Chairman Isler called on Mr. Joe Redfearn, who is the Chairman of the One-Stop Committee, to give an update. Chairman Redfearn stated that at the last Executive Committee Meeting on April 21st, there was motion made and approved to extend the contract with Santee-Lynches Regional Council of Governments (SLRCOG) as the One-Stop Operator. Since that meeting, Les Thompson, who was the One-Stop Operations Director has resigned, as well as, Nicki McLaughlin, who was a Job Developer at the Sumter One-Stop. Now we need to review where we are going. Gwen Davis has been re-assigned and is now the Interim One-Stop Operations Director and Areatha Clark is now the Interim Workforce Development A/E Director. Mr. Redfearn stated that he has done some research on what has been going on in order to make a good decision. The results from the One-Stop Operations have not been great with the SLRCOG as the One-Stop Operator. There has only been one participant enrolled in training. However, the Consultant stated that the One-Stop is making progress, but it will take patience and time. Prior to the One-Stop Committee Meeting, Mr. Darby stated that it was acknowledged that progress was not on schedule so a letter was sent to the One-Stop Staff to extend their probation period until June 30th. Mr. Redfearn questioned if we have the management in place to succeed and move forward. If we go out with an RFP, we do not know what we are getting. Next, there was discussion and questions asked on why two of the staff members quit. Mr. Charlie Gavin stated to Mr. Darby that if the SLRCOG does not succeed, it is the WIB's problem and not his. Mr. Darby stated that it was his job to generate the numbers and staff to meet the contractual obligation. Reverend Randolph questioned whether or not Les Thompson measured up to the performance. Mr. Darby stated that this COG personnel information was privileged information and he was not a liberty to discuss it. Ms. Moberg stated that she felt the Committee has a right to know this information, as well as, why Nicki McLaughlin quit. Mr. Rick Levy replied that normally the WIB manages/oversees provider's performance and when the management is also the provider, situations like this occur. He stated that when the WIB contracted with the SLRCOG, the WIB knew what they wanted and thought that they could probably do it more effective on our own. Mr. Levy and Ms. Dority both expressed their doubts on if the program can be successful considering the current circumstances. Chairman Isler added that the contract with the SLRCOG is thru June 30, 2011. Ms. Dority made **a motion to go out for an RFP for the One-Stop Operator and it was seconded by Mr. Charlie Gavin.** Mr. Redfearn responded that the Executive Committee needs to decide if this is the direction we want to go and per Rick Levy's discussion, we need the right person as the director and we need to let them do their job. Mr. Levy responded that he respects what has been said and asked if other One-Stops provide additional information to their Boards. Ms. Dority stated that she has been in contact with the Upstate Region and they have Arbor as their One-Stop Operator and are pleased with their performance. Mr. Levy stated that there are other One-Stop Operators and it would be worth looking at. The SLRCOG needs to remain in the Administrative Entity role and not as a Provider; thus keeping the conflict of interest to a minimum. The Committee agreed that a good bench mark needs to be set for providers along with a three year contract/partnership. This would be an investment into the community. Mr. Troy Santoscoy stated that he has concerns regarding the direction of the One-Stop program. We were just getting started on the right track with the One-Stop Staff and now the momentum is no longer there. Therefore, he agreed that we should go out for a RFP. Reverend Randolph stated that he had confidence in the One-Stop and Staff and had hopes that they would set long term goals and time

frames with great outcomes. Mr. Redfearn asked if they could go with a two-year contract and stated that regardless, there is a lot of work with starting over. Mr. Levy stated that he was in agreement with Reverend Randolph and that he also had confidence in the Staff and confidence with Les Thompson being the One-Stop Operations Director. Chairman Isler stated to Mr. Redfearn that he has value in what he had said, but felt that they were split somewhat. Chairman Isler called on Mr. Jim Darby to comment. Mr. Darby stated that he shared with the WIB in March that a decision needed to be made by April 15th. At that time the performance level was not acceptable in terms of the contract. Now from the time you make a decision, prepare a RFP, form a Rating and Ranking Committee, advertise the RFP it will be beyond the end of June. August will be shortest time to be effective with the process. A suggestion was made that the contract with SLRCOG be extended until the end of July. Chairman Isler noted that he went to a State One-Stop Meeting last week and basically a lot of the One-Stops are having troubles. SCDEW is advising Local WIBs as to what needs to be done. Chairman Isler called for a vote on the motion to go out for an RFP for the One-Stop Operator, and stated that as Chairman he was abstaining. **All were in favor, (except Chairman Isler, who abstained). The motion passed.**

Mr. Gavin informed the Executive Committee Members that he had asked Hope Turner, Workforce Development Finance Manger, to provide him with a report on salaries. He questioned why WIB (WIA) is paying ninety-nine percent (99%) of Bruce Mill's salary and the SLRCOG was only paying one percent (1%). Mr. Darby responded that Mr. Mills does his work by timesheet and he is working for the WIB all the time (i.e. information he gathers on the economy, education unemployment, etc. affects the type of public policies; it affects the community, etc.). You can decide that you don't need these services. The WIB also cost shares with SLRDC the cost of the Economic Forecaster, Dr. Frank Hefner, College of Charleston. Mr. Gavin inquired if the WIB in the past paid a part of the salary for Dick Dondero. Mr. Darby responded yes, and that all of the economic and educational statistics that Mr. Mills researches help in making wise public policy decisions. **This item was tabled due to the time of the next meeting. It is to be added to the Agenda for the next meeting.**

V. Adjourn

There being no further business to discuss, the meeting was adjourned at 5:57 PM.