

One-Stop Committee Meeting Minutes - Dec. 16, 2009

By: WIA Staff

Contact: [Les Thompson](#)

SANTEE-LYNCHES WORKFORCE INVESTMENT BOARD
ONE-STOP COMMITTEE MEETING
WEDNESDAY, DECEMBER 16, 2009 – 12:00 NOON
Santee-Lynches One-Stop Workforce Center - Camden
205 E. DeKalb Street, Camden, SC

MINUTES

Members Present:

Kershaw - Joe Redfearn-Chairman, Dean Riddle, Craig Smith
Lee

Sumter - George Kosinski, Tom Garrity

Members Absent:

Kershaw - Jean Duncan, John Hornsby

Lee - Jeff Burgess

Sumter - Jeannine Gamble, Sonia Spivey, Anita White

SCESC Staff Present:

Wayne McFadden – Sumter One-Stop Workforce Center

Sophia Cornell – Sumter One-Stop Workforce Center

Staff Present:

Gwen Davis - Workforce Development Deputy Director

Areatha Clark – Workforce Development Operations Manager

Kristin Korn - Workforce Development Operations & Finance
Assistant

Hope Turner – Workforce Development Financial Coordinator

Donna Thames - Workforce Development Administrative
Assistant

I. Welcome:

Chairman Joe Redfearn called the Santee-Lynches One-Stop Committee Meeting to order at 12:02 PM and welcomed everyone.

II. Approval of Minutes (M):

Chair Redfearn called for a Motion to approve the minutes of the August 11th, 2009 Meeting. The Motion was made by Tom Garrity and seconded by George Kosinski to approve the minutes from the August 11, 2009 Meeting. Chairman Redfearn called for a vote. All were in favor and the Motion passed unanimously.

III. PY'09 Funding and Training Results:

Ms. Hope Turner reviewed the measurement charts (attached) with the Committee Members and explained that the charts outline the following thru November 30, 2009:

- Projected vs. Actual – ESC Adults budget and expenditures percentage to budget (under projections YTD (\$16,292.) or -4%);
- Participant in Training (PIT) Expenditures - Adult PIT Training expenditures (52% spent) and training obligations (70% spent);
- Projected vs. Actual - Dislocated Workers budget and expenditures percentage to budget (under projections YTD (\$33,379.) or -5%);
- Budget vs. Actual – DW Training expenditures (57% spent) and training obligations (69% spent);
- Projected vs. Actual – American Recovery and Reinvestment Act (ARRA) Adults budget and expenditures (under projections YTD (\$26,023.) or -29%);

- Budget vs. Actual – ARRA Adult Training expenditures (34% spent) and training obligations (35% spent);
- Projected vs. Actual – ARRA Dislocated Workers budget and expenditures percentage to budget (under projections YTD (\$62,427.) or -30%);
- Budget vs. Actual – ARRA DW Training expenditures (1% spent) and training obligations (6% spent);
- Projected vs. Actual – ARRA Youth Expenditures (over projections YTD \$3,462.)
- Projected vs. Actual – Adult One-Stop Operator budget and expenditures to budget (under projections YTD (\$1,025.);
- Projected vs. Actual – DW One-Stop Operator budget and expenditures to budget (under projections YTD (\$502.).

Ms. Turner explained that after receiving additional data since these charts were generated; the ARRA Adult funding stream is on track now with 19%, but less than projected in Dislocated Worker at 17%. The DW is still struggling. The expenditures on the WIA side were on track. Additional updated information will be available once the December numbers are posted. It is recommended that SC Employment Security Commission (SCESC) either make a shift in the budget or increase activities in ARRA Dislocated Worker as opposed to regular Dislocated Worker.

Ms. Turner suggested that the graphs be reviewed by the Committee and should anyone have questions to contact Les Thompson, Gwen Davis or herself. Updated graphs will be sent to all the Workforce Investment Board members to review prior to the January Board Meeting.

Ms. Turner stated that limited amount of Dislocated Worker funds are available and the SC Department of Commerce has announced that there are no Rapid Response funds available. However, \$1.8 million in regular WIA funds for the state on a first come, first serve basis are available for training

and supportive services only. SCESC has been contacted to do a fiscal analysis to assess any financial needs in which they may have for the remainder of PY09.

Mr. Craig Smith reported that his office (Camden) was looking to increase training activity in January after having trained with participants in other areas first, i.e. soft skills, in order to get a good return on the investment. He added that training is focused on available jobs.

Chairman Redfearn inquired of ARRA versus WIA eligibility, are they the same? ARRA targets low-income individuals.

Mr. Dean Riddle asked whether charts are available to show cost per participant for training in order to know if the training is paying off and how much money is being spent on each participant. These charts will be available and reviewed at the January Board Meeting.

Mr. Dean Riddle stated that oftentimes money is invested in training; the client is sent to a job and fails the employer required drug test. He inquired of previous WIB discussion on drug screening as to avoid the loss in training dollars. Mr. Smith stated that, based on regulations, WIA cannot drug test prior to enrollment in the WIA program.

IV. Participant Enrollment Status PY'09

Ms. Areatha Clark explained that the (attached) second set of charts outline the following data thru November 30, 2009:

- Enrollment levels for Adults, ARRA and Dislocated Workers;
- Information on Non-Trade and Trade Dislocated Worker Enrollments
- Information on Trade and WIA Co-Enrollment.

Ms. Clark reviewed the charts with the Committee Members and discussed actual to projection enrollment levels. As of the November 30th reporting, Adult enrollments were under projections by 17 participants; while the Adult ARRA enrollments were over projections by 72 participants. Dislocated Worker enrollments were under projections by 41 participants; while ARRA Dislocated Workers were over projections by 21 participants.

Ms. Clark explained the difference between Dislocated Workers served by Trade funds and Non-Trade funds. In brief, Trade funds are available to serve those workers who have been adversely impacted by increased imports or by a shift in production or services to another country. Of the 325 Dislocated Workers served, 303 were Trade affected and 22 were non-Trade affected. She then explained the added benefits to be Co-enrolled in Trade and WIA. As shown on the last chart, of the 303 Trade Dislocated Workers, 201 are co-enrolled in WIA.

Ms. Clark shared a handout to further detail the services and allowance of Trade program. Trade is a federal program of the United States Department of Labor (USDOL).

Mr. George Kosinski inquired of charts to show how many clients are being trained and the results. Ms. Davis stated that additional charts would be provided with that data at the January Board Meeting.

Mr. Smith reported that his office had 10 LPNs trained since July 1st and all were working. Mr. Wayne McFaddin reported that his office has trained LPNs, RNs, Electricians, and Construction Workers and will have a new Program for EMTs.

V. Quick Jobs Update:

Ms. Gwen Davis reported that Santee-Lynches Workforce

Area staff and Central Carolina (CCTC) staff have worked together to identify trainings for Quick Jobs in our region. These include: Metals Manufacturing, Electrical Technician, Nursing and Truck Driving.

Statewide media ads are running and brochures are distributed to advertise Quick Jobs. Locally, CCTC has provided a listing of potential candidates for the Quick Jobs training program and letters were mailed to these individuals. Responses to the letters are slow coming in, however. Interest in healthcare training tops the list of requests for training.

Further discussions with CCTC in developing the Quick Jobs program are on-going.

Quick Skills Update

Ms. Davis reported that the Quick Skills grant is into the final six months. Currently, 29 participants have enrolled in the program. Training options for Quick Skills are CNA and Welding.

- GED Training: 16 earned GEDs; 6 in training; 6 did not earn GEDs; 1 pending exam;
- Occup. Training: 17 completed; 2 in training; 8 dropped; 2 never entered training;
- Employed: 8 employed

Ms. Davis added that due to the current job market and placement challenges in CNA and Welding, a survey was done by the One-Stops to determine the level of demand for Emergency Medical Technicians (EMT), which was one of the original training areas considered for the Quick Skills pilot program. Based on the survey results, the Quick Skills Partners (Adult Education, Central Carolina Technical College

and WIA One-Stop) agreed to expand the Quick Skills training to EMT. Other Local Workforce Investment Areas reported success in EMT training for Quick Skills. However, based on subsequent guidance from the SC Department of Commerce (SCDOC), as to allowing participants possessing a high school diploma or GED to enter the Quick Skills program, the Partners have had to re-consider offering EMT training. The intensity of the EMT training requires at least a high school reading level to successfully complete the training. A Quick Skills Partners meeting is scheduled on Thursday, December 17, 2009 at 3:00PM to further discuss the options for Quick Skills trainings in light of the short duration remaining on the grant. The time factor is crucial to starting additional training.

VI. Statewide One-Stop Certification

Ms. Gwen Davis reported that the Statewide One-Stop Certification Core Team has created standards and measures for a certification system to be used by Workforce and One-Stop Centers throughout the state. (Hand-outs were included in the meeting information packet). Implementation of the system is not anticipated for another year or so. Primarily, the Certification system will ensure every One-Stop maintains a professional physical infrastructure, has space capacity, are fully accessible to all who are interested in One-Stop services, created a truly integrated service delivery among partner agencies while not duplicating services and creates a standard to deliver quality services to employers. Ms. Davis stated that our One-Stop Workforce Offices are in fairly good shape at this point of development of the statewide standards; however, all sites will have to be certified once the statewide certification is implemented.

VII. One-Stop Committee New Structure & Goals:

Chairman Redfearn discussed the handout from the Strategic Planning Meeting and asked that members review Item 4 for

the overall WIB Plan for the One-Stop locations. He stated that the WIA received an Incentive grant from the SC Department of Commerce (SCDOC) and will use a portion of that funding to hire a Consultant to make sure the Strategic Goals are being followed. Chairman Redfearn stated that the goal per 4.2.2 was to engage WIB members in One-Stop visits and 4.2.3 to ensure the One-Stop develops strong linkages with Shaw AFB.

VIII. New Business

Ms. Davis reported that the staff is working on a survey to gauge customer satisfaction of One-Stop services and hopes to launch this survey in January, 2010.

Ms. Davis also reminded Members that there are currently vacancies on the Workforce Investment Board for Lee County and Kershaw County Members. Contact Les Thompson or Gwen Davis with names of possible candidates for the Board.

XI. Adjournment:

There being no other business, the Santee-Lynches Workforce Investment One-Stop Committee was adjourned at 1:10 PM.

Next Meeting: To be determined

Respectfully Submitted,

Donna Thames, Administrative Assistant, Workforce
Development Date: