

One-Stop Partner's Meeting Minutes - Nov. 12, 2009

By: WIA Staff

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SANTEE-LYNCHES WORKFORCE INVESTMENT BOARD
ONE-STOP PARTNERS MEETING
THURSDAY, NOVEMBER 12, 2009 - 11:00 AM
SOUTH CAROLINA VOCATIONAL REHABILITATION
OFFICE
1760 N. MAIN STREET, SUMTER, SC 29153

MINUTES

Partner Representatives Present:

Annette Bleasdale - Sumter County Adult Education

Jeannine Gamble - Sumter County DSS

Dr. Carolyn Ham - Kershaw County Adult Education

John Hornsby - SC Vocational Rehabilitation

Sivitra Lighty - Family Service Center Consumer Credit
Counseling

Deborah Richardson - Central Carolina Technical College

Anita White - Telamon Corporation

Ruth Wood – SC Employment Security Commission (Camden
Workforce Center)

Partner Representatives Absent:

Tom Barr – Experience Works

Georgia Mance – Wateree Community Actions, Inc.

Julie Griffin – Clarendon County Adult Education

Wayne McFadden – SC Employment Security Commission
(Sumter Workforce Center)

Sonia Spivey – Sumter Housing Authority

Staff Representatives Present:

Gwen Davis - Workforce Development Deputy Director
Donna Thames - Workforce Development Administrative
Assistant

I. Welcome:

The One-Stop Partners Meeting was called to order at 11:10 AM by Ms. Gwen Davis. Ms. Davis welcomed all those in attendance to the One-Stop Quarterly Partners Meeting and thanked them for their support to the One-Stop Service System. Ms. Davis introduced the New Workforce Development staff, Donna Thames.

The Partners introduced themselves and briefly shared information about their organization.

II. Approval of Minutes:

Ms. Davis called for a motion to approve the minutes from the June 11, 2009 One-Stop Partners meeting and stated that the August 13, 2009 Meeting was cancelled. A motion was made by Dr. Carolyn Ham and seconded by Anita White. All were in favor. The minutes were approved as presented.

III. SC Department of Commerce:

Ms. Davis introduced our Guest Speaker Elisabeth Kovacs from the SC Department of Commerce (SCDOC). Ms. Kovacs is the Economic Development Partner Coordinator. She was invited to join us today to share the State's view of the partnerships among the One-Stop Partnering Agencies and how those partnerships can be enhanced to meet the growing demand for our services to mutual customers in light of the economic crisis and related budget restraints within the Agencies. Ms. Kovacs was asked specifically to address the systematic referral process of our

region in comparison to those of regions throughout the State. While it's obvious that our Partners do contribute to the operation of the One-Stop, tracking of the contributions are not always as obvious.

Ms. Kovacs spoke after discussion on tracking the number of referrals. She encouraged everyone to partner together and think outside the box and assist with training or other needs. She is hopeful that in the future the One-Stop Statewide Standard will have a way to track each referral electronically.

Ms. Kovacs stated that the DOC found that the State Library has become a great partner by offering training in the local libraries on how to go to the One-Stop website. Ms. Davis stated that discussions are underway with the Manning Library to serve as an access point for One-Stop services.

IV. One-Stop Center Updates:

In Mr. Wayne McFadden's absence, Ms. Gwen Davis provided a One-Stop Usage Report handout, which is compiled monthly from information provided by Sumter and Camden One-Stop staff. Ms. Davis called everyone's attention to Page 2 of the report on how many customers visited during the first quarter of 2009 (months of July, August, September) – total of 31,084. Ms. Davis then asked that we turn to page 3 showing the number of incoming partner services referrals (total of 24) and the number of outgoing partner services referrals (total of 62). Emphasis was placed on the low number of referrals being recorded in comparison to the number of customers seeking services of the One-Stop.

Dr. Ham stated that at the Kershaw County Adult Education Center they had 20+ referrals from the One-Stop in the last two weeks. Her office requires that the partnership form be

presented or a fee of \$10.00 will be charged. Dr. Ham questioned whether or not the numbers being reported were for certified or not and questioned the counting of referrals. She also stated that her office offers the TABE Testing and they may receive only 1 or 2 out of the group tested. Her office also offers two workkey classes. She would like to see the tracking revised, because everyone is working too hard and spending too much money when the number of referrals appears to not being reported correctly.

Ms. Anita Wood stated that we need more employers to desire the Workkeys, which is an excellent assessment tool. The businesses that are hiring are not ones that utilize the Workkey scores. Ms. White stated that she pushed the Workkeys in the past and when her clients made good grades, they were upset when no jobs were available. She is now suggesting that the clients add the Workkey scores to their resumes for later use. Ms. Davis is also providing portfolios on each of her clients due to their inability to use computers. Ms. Davis replied that the One-Stop provides classed in basic computer skills which may be of benefit to teach the clients the needed computer skills.

Ms. Wood stated that with their volume of work, she felt the numbers were off and the reporting should be revised.

Ms. Davis reported that an electronic copy of all the referrals should be sent to Mr. Wayne McFadden with the SCESC (Sumter Workforce Center) and if this is done each time the number of referrals may be closer to the actual number of referrals.

Dr. Ham stated that her office did not want to spend money as a partnership unless they were getting credit.

It was suggested that the One-Stop Sign-in form be revised to

include a place to add who the customer was referred by. Mr. Hornsby stated that his office tracks referrals electronically through the sign in sheets.

Ms. Kovacs suggested that the services of each Partner be provided as a resource to each other. (Mr. Hornsby added that the United Way provides this information on businesses in Kershaw). An email will be sent out to the 12 partners requesting information on what services they provide to create a desktop reference for the partners.

V. New Business:

Sivitra Lighty with Family Service Center announced that Default Housing Clinics are being offered twice monthly at their Columbia office and on a case by case at the Sumter One-Stop. Forms can be obtained from their website and individual meetings with a counselor are also available. Due to the limited manpower, Sumter clients are seen on a case by case basis. However, as demand increases regular meetings will be scheduled in Sumter as well.

VI. Next Meeting Date/Location:

The next quarterly meeting date for the One-Stop Partners will be February 11, 2010 hosted by Sumter County DSS. Ms. Davis will send out an email and inquire if another date should be set since there is a conflict with the Adult Ed Director's Meeting on the same date each quarter.

VI. Adjourn:

There being no other business, the Santee-Lynches Workforce Investment Board One-Stop Partners meeting adjourned at 12:05 PM..

VII. Tour of Facility:

Mr. Hornsby invited everyone to tour his facility to see first-hand what services are being provided.

Respectfully submitted,

Donna Thames, Workforce Development Administrative
Assistant