

WIB Meeting Minutes - April 20, 2010 - Amended

By: WIA Staff

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Santee-Lynches Regional Council of Governments

Santee-Lynches Workforce Investment Board

Board of Director's Meeting

April 20, 2010 – 6:00 PM

Santee-Lynches Regional Council of Governments

36 West Liberty Street, Sumter, SC 29150

MINUTES AMENDED

Members Present:

Clarendon – Charlie Gavin, Beverly Moberg

Kershaw - Sid Isler (Chairman), Mike Bunch, Ed Garrison,
John Hornsby, Craig Smith

Lee – Dr. Cleo Richardson

Sumter – Bobby Anderson, Ginny Dority, Rob Fauvie,

Jeannine Gamble, Tom Garrity, Dr. Tim Hardee, Gena Kiber,

George Kosinski, Rick Levy, David Merchant, Rev. William

Randolph, Sonia Spivey, Sharon Teigue, Gerald Vaughn, Anita

White

Members Absent:

Clarendon – Gail Duke (Excused), John Tindal (Excused), Dan
Yount (Excused)

Kershaw – Jean Duncan (Excused), Joe Redfearn (Excused),
Dean Riddle (Excused)

Lee – Jeff Burgess (Excused), Troy Santoscoy (Excused)

Sumter – Ryan Cagle (Excused), Hyacinth Kinley (Excused)

Staff Present:

Les Thompson, Workforce Development Director; Gwen Davis, Workforce Development Deputy Director; Areatha Clark, Workforce Development Operations Manager; Donna Thames, Workforce Development Administrative Assistant; Bruce Mills, Santee-Lynches Research Analyst

Guests:

Jim Darby, Executive Director, SLRCOG; Andre' Anderson, Local Grants Manager /Workforce Development, SCDOC; Jonathan Zeigler, Paxen Group; Wayne McFadden, Sumter One-Stop Workforce Center; Sophia Cornell, Sumter One-Stop Workforce Center

I. Welcome and Call to Order:

The Santee-Lynches Workforce Investment Board of Director's Meeting was called to order by Chairman Sid Isler at 6:08 PM. Welcoming remarks were given by Chairman Isler followed by an invocation by Rev. William Randolph and the Pledge of Allegiance. Les Thompson, Workforce Development Director, introduced the guests.

Also introduced were new Board Members, Mr. Mike Bunch, Vice President/Chief Operating Officer, Kershaw Health and Dr. Cleo Richardson, Superintendent, Lee County Schools.

Chairman Isler entertained a Motion to approve the Workforce Investment Board (WIB) Meeting Minutes of January 21, 2010. The Motion was made by Mr. Bobby Anderson and seconded by Mr. Charlie Gavin to approve the minutes from the January 21, 2010 WIB Meeting. All were in favor. The Motion passed unanimously.

II. Committee Reports:

A. Executive Committee (M):

Chairman Isler announced that local allocation of Incumbent Worker Training (IWT) funds are expected to soon arrive from the South Carolina Department of Commerce. IWT funds are provided as training resources for businesses to train currently employed workers in an effort to maintain a competitive edge, to avoid lay-offs and to upgrade worker skills.

A Motion was brought forth by the Executive Committee and seconded by Mrs. Beverly Moberg to authorize WIA Staff to advertise the availability of IWT funds for Program Year 2010.

Chairman Isler called for the vote. All were in favor. The motion passed unanimously.

B. One-Stop Committee Motion (M):

Mr. Bobby Anderson in the absence of the One-Stop Committee Chairman Joe Redfearn shared the following information with the WIB Board: The One-Stop Committee brings forth a new 3-part Motion to the WIB on its recommendation for the One-Stop System Service Provider options. Following extensive discussion as to the viable options for a One-Stop Service Provider for Program Year 2010, first a revised Motion is brought forth from the Santee-Lynches Workforce Investment Board One-Stop Committee to initially issue a Request for Proposal (RFP) to select a new Service Provider and a local staff capacity builder for the One-Stop Operation Services for Program Year 2010; and secondly, to concurrently comply with Federal Regulations to create a Consortia to process utilization of the COG as an alternative One-Stop Provider; and thirdly, proceed to extend the South Carolina Employment Security Commission (SCEC) agreements for the One-Stop Operation Services for up to six months during the transition to a new provider.

The above Motion was brought forth by the One-Stop Committee and seconded by Mr. Charlie Gavin.

Mr. Bobby Anderson called on Mr. Jim Darby, Executive Director of Santee-Lynches Regional Council of Governments, to share information as regards to the One-Stop decision making process with the Board Members. (Included in the Board's packets was written information on the One-Stop Decision-Making Process). Mr. Darby explained the awareness of the need to make a change in the One-Stop service provider operator(s) with the recent passage of the Department of Workforce legislation. With this bill signed into law, the present structure of the South Carolina Employment Security Commission (SCESC) will change and the current WIA services will cease for two of the contracts on June 30, 2010 and the third contract on September 30, 2010 unless an extension is given.

Mr. Darby reviewed information with the Board as outlined in the handout. Mr. Charlie Gavin inquired about the "Staff Capacity Builder". Mr. Darby explained that a staff capacity builder would not be an employee of the COG, but would be a Consultant Service. Their purpose would be to help attract and train staff that would facilitate the transition of One-Stop services in-house at the COG. Mr. Darby referenced the handout and explained that two options for the One-Stop day-to-day management services should be considered:

- Request the COG to amend its service provider contract or create a new contract between the SLWIB and the COG for One-Stop service provision; or
- Procurement of a Consultant by the SLWIB.

Mr. Darby emphasized that after meeting with SCESC, that he and Les Thompson had been assured that SCESC will work

jointly with the WIB and COG during the transitional period and will accept an extension of their contracts up to six months.

In order to consider the COG as a potential provider of the required One-Stop services, the SLWIB will need to engage the services of a partner consortia and garner the support of the consortia for the proposed transition. Mr. Rick Levy asked Mr. Darby to explain a partner consortia. A partner consortia would require a minimum of three active federally, mandated One-Stop partners who through a Memorandum of Agreement (MOA) would develop the criteria for the One-Stop program and day-to-day management services. (*Amended at June 29, 2010 WIB Meeting – The following sentence to be deleted from minutes). *A consortia would perform per federal guidelines as the One-Stop Overseer.

Mr. Darby explained that the present COG staff has little to no experience with direct service provision and that their experience is in contract management. Mr. Darby further elaborated that during the transitional process, the COG staff would be given adequate time to plan and implement bringing the One-Stop service in-house.

Chairman Isler further emphasized that the COG staff will need this transition period before bringing the One-Stop services in-house. The Board was also informed that the allocated funds for Program Year 2010 have been reduced by almost \$400,000.00.

Mr. Charlie Gavin asked what other WIB's were considering. Mr. Darby replied that the Pee Dee area is extending their contract with SCESC; the Midlands area is bringing the services in-house; Tri-County is extending their contract with SCESC and Lower Savannah has the services in-house. Mr. Gavin asked if any of the regions have hired an outside agency to provide the One-Stop services. Mr. Darby

stated that the Spartanburg WIB has an outside agency running their program.

After discussion, Chairman Isler Chairman Isler called for the vote. All were in favor. (Craig Smith abstained). The motion passed unanimously.

C. Youth Committee (M):

Youth Committee Chairman Ginny Dority stated that the Youth Committee brings forth three Motions to the WIB on its recommendations for the Youth Program Service Provider and Transportation Service Provider options.

The first motion as read by Ms. Dority - A Motion is brought forth from the Santee-Lynches Workforce Investment Board Youth Committee to extend the Youth Service Provider agreement with the Paxen Learning Corporation for Program Year 2010 on a probationary status for a period of six months. The provisional sanction is due to a significant lack of performance in Clarendon and Lee counties. During the probationary status, Paxen's performance shall be improved to adequately serve youth in all four counties with reasonable comparison to historical numbers of participants served region-wide.

The Motion was brought forth by the Youth Committee and seconded by Mr. Rob Fauvie to extend the Youth Service Provider agreement with the Paxen Learning Corporation for Program Year 2010 on a probationary status for a period of six months.

Mr. Charlie Gavin asked why we were not going out for an RFP. Mrs. Sharon Teigue responded that the data the Youth Committee was receiving from WIA staff showed an improvement for Paxen and Mr. Gerald Vaughn stated that

Paxen was showing progress. It was explained that since Jonathan Zeigler with Paxen was re-assigned to our area, Paxen is progressing towards their goals.

After discussion, Chairman Isler Chairman Isler called for the vote. All were in favor. The motion passed unanimously.

The second motion as read by Ms. Dority - A Motion is brought forth from the Santee-Lynches Workforce Investment Board Youth Committee to issue a Request for Proposal (RFP) to select a new Service Provider for Transportation Support Services for Clarendon, Kershaw, Lee and Sumter counties for Program Year 2010.

The Motion was brought forth by the Youth Committee and seconded by Mr. Bobby Anderson to issue a RFP to select a new Service Provider for Transportation Support Services for Clarendon, Kershaw, Lee and Sumter counties for Program year 2010.

Ms. Dority explained to the Board that the transportation contract had reached its maximum renewal option and could not be extended for the current Transportation Service Provider. Thus, issuance of an RFP is the only choice.

Chairman Isler Chairman Isler called for the vote. All were in favor. The motion passed unanimously.

The third motion as read by Ms. Dority - A Motion is brought forth from the Santee-Lynches Workforce Investment Board Youth Committee to re-issue a Statement of Qualifications for a Youth Program Consultant, based on overarching demonstration by concurrent respondents of lack of experience with the nuances of the laws that govern Youth Councils, youth program development and essential strategic planning.

The Motion was brought forth by the Youth Committee and seconded by Mr. Tom Garrity to re-issue a Statement of Qualifications for a Youth Program Consultant, based on overarching demonstration by concurrent respondents of lack of experience with the nuances of the laws that govern Youth Councils, youth program development and essential strategic planning.

Ms. Dority presented the scores of 84.7 and 84.2 from the Rating and Ranking Committee. She further explained that one company had no Youth experience and the other company, who had Youth experience, did not include the reference letters, which carried a score of up to 20 points.

Chairman Isler Chairman Isler called for the vote. All were in favor. The motion passed unanimously.

IV. Performance Reports & Charts:

Ms. Gwen Davis gave a brief overview of the performance charts, which were included in the meeting packets. The charts are created by the WIA Staff to analyze and report on expenditure levels, participant enrollments in WIA and training results or the return on the investment. As explained by Ms. Davis the Dislocated Workers (DW) expenditures are still struggling to meet the projected amounts. Adult spending is about 6% below projections. DW expenditures are below the baseline by 25% at 44% expended. Ms. Davis stated that Paxen is moving forward and during the second quarter they are exceeding and/or meeting their goals. Ms. Davis asked the Board Members to review the charts and contact her should they have any questions.

V. Director's Comments:

A. SLWIB Strategic Plan Status Review:

Director Les Thompson provided an update on the SLWIB Strategic Plan for 2009-2014 which was included in the meeting packets. He called attention to section 1.1 Develop a sector strategy for the health care industry to begin 1st quarter 2010 with Santee-Lynches staff acting as partnership “intermediary”. This goal is being accomplished in the 2nd quarter of this year, because it centers on having a Healthcare Consultant. WIA staff is in the process of executing this plan. A Request for Qualifications has been issued for a healthcare sector consultant; proposals received and the rating and ranking committee has selected a consultant. A letter of intent has been sent to the successful company requesting that a draft contract be sent back to our office next week. A target date of April 2010 has been set. The following board members will be asked to serve on the ad hoc healthcare committee: Mike Bunch, Gail Duke, Rob Fauvie, Dr. Tim Hardee, Gena Kiber, Rick Levy and Dr. Cleo Richardson.

Mr. Thompson called attention to section 2.4 Support the Youth Council and section 2.4.4 Conducting an asset mapping process to identify organizations, services and training and support opportunities available to youth. Identify gaps in services and work to fill gaps in critical service area. Once a Youth Consultant is hired, all other items will fall in place and follow.

Attention to section 3 Develop and implement a messaging plan that gains support for the supply and demand side strategic priorities of the WIB. Once this is accomplished, we will be able to better manage our work and the Executive Committee will be in charge.

Attention to section 4.2 Build a high performing, continuously improving One-Stop System that meets the needs of individuals and businesses. As stated by Mr. Thompson, with

the new appointment of the Workforce Development Department and the mandate of Strategic Plans, which we have in place, our local region is moving forward. Mr. Thompson called attention to the article that was included in the board packets – “How a new Jobless Era will transform American”.

V. Director’s Comments:

Mr. Thompson stated that Bruce Mills, Santee-Lynches Research Analyst, asked to be recognized to provide comments on the recent Economic Forecast meeting. Mr. Mills stated that on April 15th, the 2010-2011 Santee-Lynches Economic Forecast was held and he placed a copy of the report at each Board Member’s place that did not attend this meeting.

VI. Chairman’s Comments:

Chairman Isler emphasized that the Workforce is very busy with all of the new changes and change over to the new department. He stated that Brigadier General John Finan had been appointed as director of the new Workforce Development Department.

Chairman Isler informed the Board of the good Strategic Plan that our region has in place. Serving on the State Audit Committee, Chairman Isler has seen first-hand the strategic plans of the other regions and he reported that only six of the twelve regions claim that they have strategic plans; however actually only two of the six have a written plan. Chairman Isler commended the WIB Staff on their excellent work in having the Strategic Plan in place. He also noted that he would continue with his monthly email updates and informed the Board of his open-door policy for them to call or email him of any concerns and he will respond.

Chairman Isler thanked the Board and WIA Staff for their hard work.

There being no further business, the Santee-Lynches Workforce Investment Board Meeting was adjourned at 6:50 PM.