



Waccamaw Workforce Development Board Meeting

March 17, 2020

Waccamaw Workforce Development Board Meeting



**Waccamaw Regional Council of Governments
1230 Highmarket Street
Georgetown, SC 29440**

**Tuesday, March 17, 2020
9:30 a.m.**

A G E N D A

Call to Order	Brian Tucker
•Welcome and Introduction of Guests	
•Determination of Quorum	
•**Approval of November 19, 2019 Minutes and January 21, 2020 Minutes	
**Nomination and Election of New Board Chair	Verlon Wulf
ROSS Budget Modification/WIOA Update	Ayla Hemeon
Finance Report	Cathy Archer
Performance Report	Amy Ross
Contractor Program Update	Sherell Robinson, Ross
One Stop Operator Update	Todd Gurley, Ross
Other Business	
Adjournment	

****Denotes Action Items**

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Board Minutes



Minutes

Waccamaw Workforce Development Board

Waccamaw Regional Council of Governments

January 21, 2020

9:30 AM

Members Present

Members Absent

Burke	Kim		Battle	Christopher
Carter	Etta		Edwards	David
Evans	Wallace		Espinal	Frank
Harper	Jan		Geathers	Rochelle
Mitchell	Greg		Greene	Jason
Poston	Henry		Pressley	Wilhelmina
Roberts	Andy		Skalican	Peg
Thompson	Lance		Smith	Sherrel
Tucker	Brian		Wulf	Verlon

Waccamaw Regional COG Staff Present:

Cathy Archer, Ayla Hemeon, Tomas Langley, Marsha Platt, Hannah Poston, Amy Ross, Sarah Smith

Other Guests Present:

Jared Barnes, Economic Development

Michelle Carr, SCDEW

Maya Morant, Economic Development

Sherell Robinson, Ross

- **Call to Order:**

Mr. Brian Tucker, Vice Chairman, called the meeting to order at 9:33 a.m.

- **Welcome and Introduction of Guests:**

Mr. Tucker welcomed members, staff, and guests. He had Board members, staff, and guests introduce themselves.

- **Determination of Quorum:**

Mr. Wulf determined that there was not yet a quorum, but started the meeting and would come back to voting matters after at least one more Board member arrived.

- **Finance Report:**

Ms. Cathy Archer, WIOA Fiscal Coordinator, presented financial reports on the funding status as of November 30, 2019. \$817,000 of the current year program funds has been expended with \$1.7 million in future obligations for the remainder of the program year. Unobligated balance is approximately \$500,000. IWT grants are still being closed out. \$5,000 Marketing grant will be expended shortly.

The new IWT grant has not been released yet, it has been applied for; however, there is a hold at the State level. Ms. Archer says Ms. Ayla Hemeon will elaborate when she presents her report.

Ms. Archer confirmed that Obligations and participant cost rates are good. Work-based learning rate is at 20%.

At the end of November, 43% of the Adult, 16% of the DW, 45% of the Youth, and 33% of the SC Works budget were expended.

Mr. Archer said the Ross sent in a Budget Modification Request to transfer 29-30% of their DW program funds to the Adult program funds. DW participants are about 1 in 10. Ms. Archer reviewed the transfer and it was approved by Ms. Sarah Smith, WRCOG Executive Director. The transfer will be made and carried out for the rest of the year to expend the funds.

Total adults served this year is 424. Total DW served this year is 37. Total Youth participants this year is 237.

- **Performance Report:**

Ms. Amy Ross, Performance and Compliance Manager, presented the PY19 enrollment: 424 Adults, 37 Dislocated Workers, and 237 Youth. New enrollments: 187 Adults; 13 Dislocated Workers; 102 Youth. The trend this year continues to match or increase compared with last year.

Ms. Ross displayed Quarter 1 and Quarter 2 Enrollment Trends for PY 17, PY18, and PY19 for comparison.

All performance goals have been met.

- **Contractor Program Update:**

Ms. Sherell Robinson mentioned an email she received from the Ross CEO, Shawn Brenner, to congratulate the Workforce Department on accomplishments in the Waccamaw region.

Internal monitoring was conducted by Ms. Marsha Platt and Ms. Ross at each center, November 4-7, 2019. Overall, the monitoring went well. A few areas of improvement were suggested in the report and staff went over the areas to improve and ways to implement the suggestions.

State monitoring took place last week at each center. There will be a staff meeting within the next few weeks to discuss the areas that need improvement according to the state monitors.

Six month employment evaluations have been completed, and Ross has decided to retain all employees who transitioned. Staff voted Khaleelah Spinner as Ross Ambassador for the Ross Ambassador program to help staff work as a team and incorporate team building activities. On February 17, there will be a Staff Appreciation day at the Georgetown center.

- **One Stop Operator Update:**

In Mr. Todd Gurley's absence, Ms. Hemeon gave an update on what has been going on in the three One Stop Centers since the last Board meeting. Center traffic was up in November and December, mainly UI traffic because of the change in the process customers can file their weekly UI. The State changed how claimants can file their weekly benefits. Claimants can no longer call the 1-800 number, they will have to file online. Not all claimants have access to a computer or feel comfortable filing on their own, so there has been an increase of traffic to each of the centers since that change. To help combat the extra flow in the centers, they are going to use a VET Work Study.

On January 9, 2020, Ms. Ross met with staff to ensure that they were in compliance. They went through a training, updated literature, designated a safety person at each center, and assigned an area for nursing mothers.

DSS ended their STARS program, leaving extra space in the Conway center. On January 28, 2020, DSS is co-locating one employee to the Kingstree center and one to Conway. They also hope to add a Department of Labor Rep. to the Conway center.

Ross will send someone to do site visits, including one on one with staff members.

- **Internal Monitoring Update:**

Ms. Marsha Platt provided the update. During November 4-8, 2019, WRCOG conducted a review of WIOA activities in each of the SC Works centers. The monitoring was programmatic, and served to verify compliance with WIOA 2014, Federal and State regulations, and local policies, processes, and procedures.

The internal monitoring was conducted by Ms. Ross and Ms. Platt. Ms. Hemeon, Ms. Smith, and Mr. Tomas Langley each participated as well. A Preliminary Summary of the monitoring findings was provided to Ms. Robinson, Ross Project Director.

35 files were reviewed in total. Detailed finding of each file reviewed was provided to Ross. 12 Career Specialists, 3 Business Service Representatives, and 2 Resource Specialists were interviewed. All staff interview responses were kept anonymous and presented within the monitoring report.

Ms. Platt stated that overall, the internal monitoring went really well for Ross and they have already started working on things that needed corrections.

- **WIOA Update:**

Ms. Hemeon presented the WIOA update. She reminded the Board about P2P, February 5 and 6, and the MLK parade, January 22. On February 18, Howard will hold a drug awareness/recovery event.

Currently, the state has not provided the IWT funding. The new Board chair is asking for more information. However, funding is anticipated.

- **Other Business:**

Mr. Tucker confirmed that there was no other business to discuss.

- **Approval of November 19, 2019 Minutes:**

As there was no quorum, the minutes could not be voted on and will be presented once again at the next Board meeting.

- **Nomination and Election of New Board Chair:**

Without a quorum, a new Board Chair could not be nominated. Ms. Hemeon announced that she would email details about the process to each Board member at a later date.

- **Adjourn:**

Being no further business, the meeting was adjourned at 10:23 a.m.

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Board Reports





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ONE REGION MOVING FORWARD TOGETHER

Workforce Development Board WIOA Performance Report

March 17, 2020

Amy Ross
Performance & Compliance Manager

aross@wrcog.org

Enrollment: Program Year 2019

July 1, 2019 – February 29, 2020

Population	*Carry-over	YTD New	Total Served
Adult	237	220	457
Dislocated Worker	24	13	37
Youth	134	118	252



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New Enrollments By County: PY 2019 July 1, 2019 – February 2020

County	Adults		DW		Youth	
	New		New		New	
Horry	118		6		49	
Georgetown	67		5		50	
Williamsburg	35		2		19	
TOTALS	220		13		118	



Monthly Enrollment As Of February 29, 2020

ADULT											
Enrollments	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	YTD Actual		
		30	49	20	40	27	21	31	1	219	

DISLOCATED WORKERS											
Enrollments	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	YTD Actual		
		1	6	1	3	1	1	0	0	13	

YOUTH											
Enrollments	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	YTD Actual		
		26	27	9	16	11	13	10	7	119	

**CUSTOMERS IN TRAINING	
ADULT	295
DISLOCATED WORKERS	23
YOUTH	159

Total for PY 19	
Work Experience	34
On the Job Training	11

**Had Open Training Codes in PY 19

Center Traffic Totals

PY 2019

Coastal										
	WP	Vets	RESEA	UI	WIOA	DSS	Specific Staff	Other	TOTAL Services	Total Foot Traffic
July 2019	413	---	57	462	115	47	364	130	1588	1546
Aug 2019	328	40	51	347	318	37	430	52	1603	1441
Sept 2019	266	43	65	525	229	32	236	40	1436	1293
Oct 2019	497	55	85	654	291	33	387	57	2059	1713
Nov 2019	758	86	82	852	217	22	293	43	2353	1650
Dec 2019	925	83	99	1146	216	6	249	57	2781	1937
Jan 2020	873	99	98	1133	277	2	290	105	2877	2125
Feb 2020	552	69	66	526	83	9	163	37	1505	1144
TOTAL PY 19	4612	475	603	5645	1746	188	2412	521	16202	12849

Georgetown										
	WP	Vets	UI	WIOA	Specific Staff	Other	TOTAL Services	Total Foot Traffic		
July 2019	171	7	241	92	100	105	716	678		
Aug 2019	159	7	223	234	152	68	843	777		
Sept 2019	140	14	269	137	88	38	686	625		
Oct 2019	166	6	337	170	181	64	924	780		
Nov 2019	152	2	439	161	153	41	948	836		
Dec 2019	130	4	545	143	104	46	972	894		
Jan 2020	159	8	495	191	184	48	1085	981		
Feb 2020	269	6	352	110	100	34	871	637		
TOTAL PY 19	1346	54	2901	1238	1062	444	7045	6208		

Kingstree										
	WP	Vets	UI	WIOA	VR	Specific Staff	Other	TOTAL Services	Total Foot Traffic	
July 2019	160	22	141	37	6	114	186	666	623	
Aug 2019	312	17	156	116	10	147	67	825	759	
Sept 2019	257	5	149	97	5	98	37	648	595	
Oct 2019	304	11	175	122	1	107	37	757	695	
Nov 2019	326	13	228	84	7	84	44	786	675	
Dec 2019	262	11	254	82	4	80	29	722	595	
Jan 2020	329	10	260	98	4	91	41	833	707	
Feb 2020	214	10	187	50	6	43	32	542	436	
TOTAL PY 19	2164	99	1550	686	43	764	473	5779	5085	

Waccamaw Area Total Services: 29,026

Waccamaw Area Total Foot Traffic: 24,142



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WP: Wagner Peyser Services
VETS: Veteran Employment & Training Services
RESA: Reemployment and Eligibility Assessment
UI: Unemployment Insurance

WIOA: Workforce Innovation and Opportunity Act
DSS or VR: Department of Social Services, STARS, SNAP, E&T, Vocational Rehabilitation