

**WORKFORCE DEVELOPMENT BOARD**  
**Priority Populations Committee Meeting Minutes**  
**SC Works Clemson Comprehensive Center at East Park**  
**Thursday, January 11, 2018**  
**3:00 – 4:00 pm**

Members Present

Lisa Gillespie (chair)                      Pat Pruitt

Members Absent

Billy Gibson                                      Edgar Brown                      Susan Stockton                      Pam Cobb

Staff Present

Windy Graham                                      Meredith Durham

Guests Present

Stacy Richardson                                      Jackie Taylor                      Karen Hamrick

**I. Welcome and Introductions**

Lisa Gillespie, Committee Chair called the meeting to order at 3:31 p.m. and announced a quorum was present for conducting the business of the committee and the meeting was being recorded for processing of minutes. Introductions were made of everyone attending.

**II. Approval of the October 12, 2017 Minutes**

There was no quorum for the approval of the minutes. An electronic vote was sent out after the meeting. The minutes from the 10/12/2017 meeting were emailed with the meeting notice and included in the meeting packet.

**ACTION TAKEN: Chris Sparrow made a motion to approve the minutes as submitted, seconded by Pat Pruitt. The motion carried with a majority vote.**

**III. Committee Education**

Chair Gillespie introduced Tracy Richardson with Anderson-Oconee-Pickens Department of Mental Health.

Ms. Tracy Richardson explained that Anderson-Oconee-Pickens Mental Health Center is a facility of the South Carolina Department of Mental Health. Ms. Richardson is the Community Services Manager at the AOP facility. Other staff includes therapists, social workers, nurses, rehabilitation counselors, and psychiatrists. Staff members aim to treat illness and addictions in both individual and group settings, as well as through home visits.

Ms. Richardson manages the IPS Program, located in Anderson County, which is a program that works in collaboration with Vocational Rehabilitation to assist patients with reaching employment goals. There are currently 38 patients in the IPS program, of which 28 are competitively employed. Ms. Richardson and staff work with community entities to find jobs and community resources for individuals in the program.

Ms. Richardson reviewed the following potential indicators for mental illness: unkempt hygiene, speaking to oneself, long pauses before speaking, family history of mental illness, showing agitation by pacing or fidgeting, clenched fists, and paranoia. When interacting with a potentially ill person, Ms. Richardson suggested staying an arm's length away and asking permission before making movements. Individuals who may qualify for services can be referred to the AOP Mental Health Center, or call for an initial screening appointment.

**IV. WorkLink's Data**

Ms. Windy Graham referred to pages 9-12 for October-December 2017 targeted population reports.

**V. Other Business**

Chair Gillespie called for other business.

Chair Gillespie stated that on the next meeting date, March 8, the committee will discuss homelessness in the local area.

**VI. Adjourn**

Chair Gillespie adjourned the meeting at 4:12 p.m. noting the next meeting date of March 8<sup>th</sup>.

*Respectfully submitted by Meredith Durham.*