

**WORKFORCE DEVELOPMENT BOARD
EXECUTIVE COMMITTEE MEETING
April 26, 2018 - Minutes
Tri County Technical College Student Success Center**

Members Present:

Mike Wallace, Chair
Brooke Garren

Richard Blackwell
Teri Gilstrap

Dr. Ronnie Booth

Stephanie Collins

Members Absent:

Ray Farley

Staff Present:

Trent Acker

Meredith Durham

Sharon Crite

Guest Present:

Kal Kunkel

I. Call to Order

Chair Mike Wallace called the meeting to order at 9:54 a.m., announced a quorum was present and reminded everyone the meeting was being recorded for processing of minutes. Chair Wallace welcomed everyone in attendance.

II. Youth Request for Proposal

The Youth Committee met on April 25, 2018 to review and score Youth RFP Bidder's Proposals. Mr. Trent Acker stated that Bidders' notebooks and score sheets are available for the Executive Committee's review.

The Youth Committee made the recommendation to award the Youth contract to Eckerd Connects for a 1 year period, with the option to renew up to a total of 4 years.

ACTION TAKEN: Dr. Ronnie Booth made a motion to approve the recommendation from the Youth Committee to award the Youth contract to Eckerd Connects, seconded by Brooke Garren. The motion carried with a unanimous voice vote.

Mr. Acker stated that the next step in the Youth RFP process is Budget negotiations with Eckerd Connects. The Budget Negotiations Team will meet between the dates of May 11-May 20. The proposed members of the team are Kristi King-Brock, Jason Duncan, and Robert Halfacre.

ACTION TAKEN: Stephanie Collins made a motion to approve the Budget Negotiations Team members as presented, seconded by Dr. Ronnie Booth. The motion carried with a unanimous voice vote.

III. Rapid Response Request

Mr. Acker referred to pages 1-6 in the packet to show a Request for Rapid Response Funds for Additional Assistance Needs. The request included a proposal summary that will be made to DEW, with a proposed 14 month budget of \$80,187. The summary included a Cost and Price Analysis Worksheet and Budget Flow Projections. Mr. Acker stated that the WorkLink area is generally serving more dislocated workers, since the announced closings of AFCO, Kongsberg Automotive, and Alice Manufacturing. The proposed staff member would split hours worked between Anderson and Easley areas. The staff position would be heavily focused on Transition services. Although the staff member will primarily focus on Anderson and Pickens counties, he or she will be fluid in all 3 WorkLink counties (Anderson, Oconee, and Pickens).

Ms. Teri Gilstrap and Mr. Richard Blackwell both noted that they would like to schedule a time for career coaches to visit their respective offices to assist them in expanding their knowledge with job openings and learning county-specific information.

ACTION TAKEN: Richard Blackwell made a motion to approve the Rapid Response Request as presented, seconded by Teri Gilstrap. The motion carried with a unanimous voice vote.

Mr. Acker stated, for information purposes only, that Jennifer Kelly is attending a meeting at Alice Manufacturing today (4-26-2018) along with Alice management staff, DEW Unemployment and Trade staff, an Eckerd staff member, and Alliance Pickens. The meeting will serve as a purpose to identify timelines, education needs, and future opportunities for onsite services and employer interactions. The majority of those employed at Alice Manufacturing are Machine Operators and Material Handlers, along with some in HVAC, Safety Management, Quality Control, and Technicians, that total 182 employees.

IV. IWT Modification Request(s)

Mr. Acker reviewed two IWT Modification Requests with the Executive Committee.

The first was a Modification Request for BorgWarner's IWT contract to expand trainings to include Swing Reach Truck Training, Team Leader Development Training, and Nachi Broach Training. The request would increase the total approved budget by \$59,321, and extend the contract to 4/20/2018 to accommodate additional training in Bridge to Machining, as well as the trainings listed above.

The second was a Modification Request for Reliable Automatic Sprinkler Co., Inc.'s IWT contract to modify approved trainings to include Arc Flash, CPR/First Aid, Respirator, Forklift, Lockout Tagout, and Reasonable Suspicion Drug Testing trainings. Mr. Acker stated that this is a provisional modification, pending guidance from the Department of Employment and Workforce on approving safety related trainings for IWT.

ACTION TAKEN: Teri Gilstrap made a motion to approve BorgWarner's IWT Modification Request and to provisionally approve Reliable Sprinkler's IWT Modification Request, seconded by Dr. Ronnie Booth. The motion carried with a unanimous voice vote.

V. Other Business

With no other business, the meeting was adjourned at 10: 12 a.m.

Respectfully submitted by: Meredith Durham