

WORKFORCE DEVELOPMENT BOARD
OneStop Operations Committee Meeting Minutes
March 18, 2020 @ 3:00pm
via Zoom

Members Present

Ed Parris, Chair	David Bowers	Danny Brothers	Brooke Garren
Shonna Williams	Teri Gilstrap		

Members Absent:

Ed Parris, Chair	Amanda Blanton	Allen Fain
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Staff Present:

Jennifer Kelly	Meredith Durham	Trent Acker
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Guests Present:

JT Parnell	Karen Hamrick	Matt Fields
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I. Welcome and Introductions

Chair Ed Parris officially called the meeting to order at 3:03 pm welcoming everyone in attendance and announced the meeting being recorded for processing of minutes. Chair Parris stated that the agenda will be modified to only review voting items.

II. Consent Agenda

Chair Parris stated that committee members received an email on Monday with the consent agenda. The consent agenda included the following items:

- 1/22/2020 Meeting Minutes
- Employer Services Reports
- Programmatic and Financial Reports
- Strategic Plan Report

ACTION TAKEN: David Bowers made a motion to approve the 1/22/2020 meeting minutes and reports sent via email as part of the consent agenda, seconded by Danny Brothers. The motion carried unanimously.

IV. WIOA Adult/DW Program Updates

i. Budget Modification—Adult/DW Program

Mr. Matt Fields stated that Eckerd is requesting \$80,000 in additional funds to be split between the Adult and Dislocated Worker budgets to mainly cover participant needs. Mr. Fields stated that page 2 showed adjustments overall did not change very much, and the other part was to

align staff movement and allows underspending to reallocate around program needs. Operating costs are being overall reduced to put toward participant needs. The bulk of the \$80,000 that will be added to Training Costs will be added to tuition, exam fees, and instructional materials. Participant verification was reduced by \$800. The Transportation line item was reduced by \$12,000. Mr. Fields provided additional details on the budget line items.

The Adult/DW Budget Modification was approved by the OneStop Operations Committee in a voice vote.

ii. ETPL Applications

Ms. Jennifer Kelly reported that one training provider has applied for the Eligible Training Provider List, listed on page 33-34.

Kinetics Potential—Kinetics Potential has applied for Cyber Security and Project Management programs. Both programs are in demand and available in the WorkLink region.

ACTION TAKEN: David Bowers made a motion to approve Kinetic Potential to be on the Eligible Training Provider List, seconded by Danny Brothers. The motion carried unanimously.

V. Other Business

Mr. Trent Acker provided an update regarding the status of WorkLink SC Works Centers response to the COVID-19 pandemic. The Department of Employment and Workforce's Unemployment Information Call Center has been experiencing a high call volume. Tri County Technical College has halted all trainings. Mr. Acker stated that it is not known at this time how long SC Works Centers will remain open. The WorkLink's board policy is typically to follow each county administration's decisions on closing centers. There will be an Executive Committee meeting tomorrow morning (3/19/2020) to make decisions on the WorkLink centers.

Mr. Parris announced the 2020 OneStop Operations Committee Meeting dates that remain are May 20, August 19, and October 21. The Adult/DW Budget Negotiations Committee Meeting is scheduled tentatively for 2 p.m. on May 20, 2020 immediately before the OneStop Operations Committee meeting.

V. Adjourn

With no further business, the meeting was adjourned by Mr. Parris at 3:25 p.m.

Respectfully submitted by: Meredith Durham