

**Governor’s State Workforce Development Board
June 9, 2022 SC Works Management Committee Meeting Minutes**

Members Present:

Mr. Warren Snead
Mr. John Uprichard
Mr. Dan Ellzey
Mr. Perry Shuping
Mr. Gregory Tinnell

Members Excused:

Welcome and Opening Remarks Mr. Warren Snead, Committee Chair

Mr. Warren Snead, Committee Chair, called the meeting to order at 11:00 a.m. A quorum was present.

Approval of Minutes from February 23, 2022*Mr. Snead

Mr. Gregory Tinnell motioned to approve the February 23, 2022, meeting minutes. Mr. Perry Shuping seconded the motion, and the Committee unanimously approved the minutes.

Review of Committee PrioritiesMr. Snead

Mr. Snead reviewed the status of the Committee’s priorities for Program Year 2021.

Priorities completed during PY’21:

- **Oversee certification of the SC Works centers**
 - Staff reviewed and revised the SC Works Certification Standards, with input from local areas. The Department of Employment and Workforce (DEW) issued guidance to local areas in January 2022 requiring local areas to submit documentation of center certification by June 30, 2022. As of June 2, one local area has submitted documentation of certification.
- **Champion SC Works Secret Shopper Initiative**
 - The procurement process to secure a vendor for the SC Works Secret Shopper initiative started in May, with plans to have the contracted vendor execute a soft launch of the initiative this fall.

The following priorities will carry over into PY’22:

- **Development of a virtual SC Works Center:**
 - The virtual center is in development. Ms. Kelli Grant shared a conceptual framework for the virtual center, the progress of center development, and the anticipated roll-out in the fall of 2022.
- **Oversee implementation of the SC Works LMS**
 - The Department of Administration oversees a learning management system called MySCLearning that is available for use by state agencies. Staff conducted an exhaustive review of the system and concluded that MySCLearning is an effective, low-cost solution for engaging SC Works center staff in statewide training opportunities. DEW will implement the LMS in phases starting this calendar year.

PY’21 Performance.....Mr. Zach Nickerson

Mr. Zach Nickerson reviewed local area performance for PY’21 through March 2022. Federal negotiated program measures include Entered Employment, Employment Retention, Median

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Wages, Measurable Skills Gain, and Credential Attainment. Eleven of the twelve Local Workforce Development Areas (LWDAs) are meeting PY’21 negotiated levels of performance. The three local areas that did not meet negotiated levels of performance last program year (PY’20), are now meeting the negotiated program measures for PY’21.

State-identified fiscal measures require LWDAs to meet a 70% Fund Utilization Rate (FUR) and 30% Participant Cost Rate (PCR) by June 30, 2022. As a state, SC is on track to meet the 70% FUR and meet the 30% PCR. Seven (7) local areas are trending below the expected FUR for one or more of the WIOA Title I programs (Adult, Dislocated Worker, and Youth). Six (6) areas are trending below the expected PCR. Fund utilization typically peaks in the last quarter of the program year when most LWDAs will meet the required fiscal measures. The two local areas that did not meet the fiscal measures last program year continue to trend below the expected rate this year. These areas are required to submit monthly corrective action reports, working to meet the fiscal requirements by June 30, 2022.

The WIOA Productivity Dashboard displays key indicators of productivity through March 31, 2022. There were 5,111 participants in the Adult, Dislocated Worker, and Youth programs, of which 46% of participants are in training. Twelve percent (12%) or 606 participants have received at least one soft skills activity. The number of participants provided soft skills has increased, with 140 more participants provided soft skills instruction through the 3rd quarter, compared to the total number of participants provided instruction in PY’20. Statewide expenditures indicate a reasonable average cost per participant of \$3,626.

SC Works Virtual Center.....Ms. Kelli Grant
Ms. Kelli Grant updated the Committee on the progress of the Virtual SC Works Center, providing the conceptual framework, progress of center development, and anticipated roll-out of the Virtual Engagement Center (VEC).

The goal of a Virtual Engagement Center is to provide a job seeker or employer the same experience they would receive when visiting an SC Works Center in person. The target job seeker lives in a rural community and does not readily have access to a brick-and-mortar SC Works Center, or are under-employed individuals who work during regular business hours and employers who already have busy days. The VEC will offer instant messaging, with goals to include a video conferencing option, all accessible from a personal computer or mobile device.

The VEC will launch in three phases, starting in the fall of 2022, with the project fully developed and operational by the end of calendar year 2022.

Other Business/Adjourn.....Mr. Snead
Mr. Snead reminded Committee members of the SWDB meeting on June 28, 2022, at 11:00 a.m., followed by lunch and a Strategic Planning Session. Members should RSVP to Nina Staggers. The meeting adjourned at 11:34 a.m.