



**QUARTERLY MEETING**  
**August 2, 2022**  
**6:00 p.m.**

**AGENDA**

**WELCOME/CALL TO ORDER**

Ms. Rena McLain, Chairperson

**RECOGNITION OF GUESTS**

Ms. Bridgette Coates  
Workforce Program Developer

**RECOGNITION OF NEW MEMBERS**

**APPROVAL OF MINUTES – May 3, 2022\***

Ms. Rena McLain, Chairperson

**SPECIAL RECOGNITIONS**

Departing Board Members – Mr. Jeff Singletary & Mr. Darrell Jameson  
Departing Contractor – Darlington County School District

Ms. McLain & Ms. Coates

**BOARD DEVELOPMENT TOPIC - “WIOA 101”**

Ms. Melissa Rodgers  
SC Department of Employment and  
Workforce

**COMMITTEE REPORTS**

- Executive Committee
- Youth Committee
- Business and Industry Committee
- SC Works Committee

Ms. Rena McLain, Chairperson  
Mr. Jeffrey DeLung, Chairperson  
Ms. Mel West, Chairperson  
Mr. James Roberts, Chairperson

**DIRECTOR’S REPORT**

- Program Year 2022 Funding Update
- Overview of Program Year 2021 Fiscal Performance
- Workforce Development Month – September 2022

Ms. Bridgette Coates  
Workforce Program Developer

**BOARD OPEN DISCUSSION**

- Workforce Issues/Concerns
- Advocacy Activities
  - Chairperson & Other WDB Members
  - Staff

**NEW BUSINESS**

**OLD BUSINESS**

**ADJOURN**

*\*Denotes Voting Items*

**PEE DEE WORKFORCE DEVELOPMENT BOARD  
MINUTES  
August 2, 2022**

Members Present: Joe Bittle, Pam Company, Bernell Evans, Jeffrey DeLung, Les Echols, Carol Hill, Lauren Holland, Jacob Knight, Mac Matthews, Rena McLain, James Roberts, Vicky Tyner, Kyle Wagner

Members Excused: Mel West

Members Unexcused: Sam Bass, Erin Brown, Terry Gainey, Wayne Simon, Shawn Troy, Billy Hogge

Staff Present: Bridgette Coates, April Gaskins, Dianne Herrington, Teresa Jacobs and Mamie Legette

Guests Present: LaKeisha Adams, SC Department of Education  
Connie Mason, Connie's Workforce Connections  
Darrell Jameson, Hartsville High School  
Jeff Singletary, Pee Dee Electric Coop  
Grace Singletary, daughter of Jeff Singletary  
Rudell DuBose, Darlington County School District  
James Ford, Darlington County School District  
Cynthia Sturgeon, Darlington County School District  
Kimberly Epps, Darlington County School District  
Melissa Rodgers, SC Department of Employment & Workforce  
Nortorius Jones, Eckerd Connects  
Renee Anderson, Eckerd Connects  
Tawanda Epps, Eckerd Connects

The Pee Dee Workforce Development Board met on August 2, 2022, at 6:00 p.m. The meeting was held in person at Pee Dee Regional Council of Governments and virtually via the Zoom conference platform.

The meeting was called to order by Rena McLain, Chairperson. Bridgette Coates acknowledged the guests and thanked them for their support.

**A motion was made by James Roberts and seconded by Vicky Tyner to approve the minutes of the May 3, 2022 meeting. The motion carried.**

Ms. McLain acknowledged Bridgette Coates to introduce the departing board members and contractor. Ms. McLain made the plaque presentations.

Mr. Darrell Jameson and Mr. Jeff Singletary were recognized as members who are exiting the Board. Ms. Rudell DuBose and the Darlington County School District were recognized for three decades of

experience providing services to eligible youth in Darlington County. The Board members' and Darlington County School District's contributions to the Board's mission were acknowledged and applauded.

The Board received committee reports as follows:

**Executive Committee – Rena McLain, Chairperson**

Ms. McLain reported that the Pee Dee Workforce Development Board's Executive Committee met on June 22, 2022 and took a number of actions on behalf of the full Board. A written summary of the Committee's actions was provided to the Board prior to the meeting and is included as an attachment to the meeting minutes.

**Youth Committee- Jeffrey DeLung, Chairperson**

The Youth Committee of the Pee Dee Workforce Development Board met on July 27, 2022, at 4:00 pm via Zoom. The Committee conducted the following business:

- Acknowledgement and introduction of new committee members as well as the new Chairman, Jeffrey DeLung.
- Received a presentation from Clifton Jefferson, the Florence County Director of the SC Department of Juvenile Justice, regarding DJJ's services to at-risk youth. Services include education, prevention, job-readiness, work, and other programs designed to introduce young people to new interests and opportunities to enhance long-term outcomes, as well as support and invest in communities impacted by youth crime.
- Considered the next goal established in the Board's Strategic Plan for the Youth Committee: to engage educational institutions, secondary and post-secondary, to introduce and use the SC Works Online system to register students, especially graduating seniors.
- A brief performance update was provided by April Gaskins. The third quarter WIOA performance report for PY21 was received and the youth contractors (Eckerd Connects & Darlington County Schools) are currently meeting or exceeding all goals. We are awaiting fourth quarter performance reports from the state.
- Bridgette Coates shared a YouTube video on Partnering with Job Corps. She shared that our new Job Corp representative Kenneth Davis was on the call and that there'd be a meeting on August 18<sup>th</sup> at the Florence SC Works Center with the Bamberg Job Corps Center Director. He will be speaking about opportunities and scholarships that are available for students that would like to attend Job Corps during the months of August, September, and October. Several Job Corps success stories were shared with us and will be included with our WIOA success stories.

- The committee viewed the slide show of success stories from Job Corps as well as from the PY21 youth contractors, Eckerd Connects and Darlington County School District.

Mr. DeLung concluded his report and invited the Board to view the Success story presentation.

### **Business & Industry Committee- Dianne Herrington on behalf of Mel West, Committee Chairperson**

The Business & Industry Committee of the Pee Dee Workforce Development Board met on June 16, 2022 via Zoom. The Committee conducted the following business:

Ms. Herrington shared that Ms. West was inspired by a SETA Conference workshop that employers and SC Works should take its services where job seekers are and tap different markets for applicants. She contacted the Dizzie Gillespie Housing Authority (HA) manager and planned an event on site. PDRTA provided transportation provided transportation for HA residents to work the new afternoon/evening shift. She filled all the opening positions at this event in April, 2022, and has an 80% retention rate.

Ms. Herrington recognized board member and committee member, Jeffrey Delung, to share with the board the “desk top analysis of labor market demand” that he shared with the committee on 06/22. In summary, the top five job openings in the Pee Dee are Transportation (CDL), Healthcare (Nurses, physicians, and lab technicians), Operations, Administration and Production.

Ms. Herrington announced that employer tables are filled for the September 14<sup>th</sup> Job Fair at Florence County Housing Authority.

### **SC Works Committee- James Roberts, Chairperson**

Mr. Roberts explained that the full SC Works Committee did not meet during the quarter, however, he wanted to thank SC Works and the Business Services Team for the assistance provided to Perdue Farms in recruiting and hiring employees over the past couple of months. At one of them, 120 individuals were hired! He also thanked staff for use of the Mobile One Stop computers which made orientation sessions more efficient. A sub-committee met to review the nominations received from partners for the Pee Dee’s Workforce Development Professional nomination to the state board to be honored during Workforce Development Month celebrations, September, 2022.

### **Director’s Report**

On behalf of Joette Dukes, Bridgette Coates provided the Director’s Report, beginning with an update on Program Year 2022 funding. She reported that other than 1) the increase/decrease of the “carryover funds” considered by the Executive Committee in June 2022 as shown in the first column and 2) the “earmark” of \$183,967 dislocated worker funds for adult participants, there has been no major change regarding Program Year 2022 adult, dislocated worker, or youth funding.

Ms. Coates commented that a handout regarding the Overview of Program Year 2021 Fiscal Performance was not in the board packet, but Ms. Dukes would provide additional information in the Board's next weekly update. The Pee Dee Local Area reached all fiscal performance measures except the participant cost rate, currently at 26.91% (goal is 30%). Regarding the participant cost rate, the State has provided local areas the flexibility to request a waiver of this State requirement in furtherance of innovative projects that have been undertaken. The Pee Dee has applied for the waiver, but a decision has not yet been communicated with the staff.

Ms. Coates reported that the Local Area will be joining South Carolina and other states across the nation to celebrate National Workforce Development Month in September 2022. The purpose is to highlight the state's and 12 local areas' workforce development activities for job seekers and employers and the professionals that make most of these activities possible. The Pee Dee has the following plans:

- Selection of a Pee Dee Workforce Professional from nominations received from SC Works Pee Dee partners.
- The provision of a symposium, namely "Success Summit", for SC Works Pee Dee partners and staff. The event is planned for Friday, September 30, 2022.
- An in-person job fair, on September 14 in partnership with the Housing Authority. Over 25 employers and service agencies have responded.
- A social media blitz to celebrate SC Works Pee Dee partners' success stories. Partners have been encouraged to submit stories by 08/19, so that every Wednesday in September, they can be posted to celebrate Workforce Development month.

The floor was opened for Board members to share advocacy activities or workforce issues. There was a brief time of sharing by Cheryl Lewis, SC Department of Commerce; Dr. Kyle Wagner, NETC; and Carol Hill, Florence Adult Education.

There being no further business, the meeting was adjourned.