



**Local Workforce Development Board Rescheduled Meeting**  
**Location: WorkSource ECGC - 674 Washington Rd. Thomson**  
**December 5, 2023 5:00pm**

**Attendance:**

<u><b>LWDB Attendees:</b></u>	<u><b>WorkSource ECGC Staff:</b></u>
1. Ginger Carrington, Chair	La Tunya Goodwin, Executive Director
2. Sarah Newton, Vice-Chair/Secretary	Vivian Stewart, Assistant Director
3. Jeff Brown	Alvin Banks
4. Brian Henderson	Randy Barrs
5. Russell Lahodny	Brenda Johnson
6. Julie Langham	Pecola Wiley
7. Calvin Lucas	
8. Janet Parker	
9. Leah Pontani	
10. Glee Smith	
11. Kimberly Woodruff-Hawkins	
<u><b>Virtual Attendees:</b></u>	<u><b>One Stop Attendees:</b></u>
Titta Bland, Staff	Regina Carter-Gilliam
Kimberly David LWDB	Renee Januski

**Invocation** – Jeff Brown

**Call to Order** – Ginger Carrington

**Roll Call/Quorum** – A quorum of 11 was met.

**Approval of Meeting Minutes**

Chair Ginger Carrington asked for a motion to approve the minutes. Janet Parker made a motion to to approve the minutes of the July 18, 2023 meeting minutes. Julie Langham seconded the motion. The motion passed unanimously.

Approved 4-17-2024

## Old Business

## New Business/Action Items

### Local ETPL Requests:

There are participants that are wanting to enroll in the following programs that are currently NOT on the local ETPL list. All programs except for the South Carolina School of Welding are currently on the State's ETPL. After discussion of all programs list below, Chair Ginger Carrington called for a motion for each program.

#### Piedmont University – Nursing, LPN/RN

Kimberly Woodruff Hawkings made a motion to approve, seconded by Janet Parker. Motion carried.

#### SC School of Welding – Welding

Leah Pontani made a motion to request additional information on program outcomes and to table this request. Jeff Brown seconded. Motion to table the request passed.

#### Studio Farmer – OJT / ITA

Sarah Newton made a motion to approve to add Studio Farmer to the ETPL list. Chair Ginger Carrington asked for a second motion. Hearing none, Carrington allowed to have more discussion. After discussion the request was still not clear. Sarah Newton made a new motion to table this request until pending further information. Brian Henderson seconded the motion. Motion to table the request passed.

#### Winder CNA Training – Certified Nursing Assistant

Chair Ginger Carrington asked for a motion to approved. Jeff Brown motioned to approve Winder CNA program to the ETPL. Leah Pontani seconded. Motion was approved unanimously.

#### MedCerts - HI-9500 – Healthcare Administration Professional - Online training

Jeff Brown made a motion to approve MedCerts to the ETPL. Glee Smith seconded the motion. The motion passed unanimously.

## ➤ Policy Updates:

For Information: Youth Element 10 – Mental Health Assessment

Tabled discussion: LWDB By Laws

For Information: Inventory Management (designation of duties changed due to staff changes)

## ➤ Personnel Updates – Finance Coordinator

- Procurement of Katrina Tillman – Sondra Randall has resigned from being full-time finance manager to part-time. Katrina Tillman will assist ECGC in transitioning and to keep continuity of the finance department.

## Executive Director's Report/Chair of LWDB

### ➤ Redesignation discussion of Areas 12 & 13

Recap of the State Workforce Executive Committee Board meeting held November 21, 2023. The LEO board voted to merge both areas to CSRA Regional Commission and it was taken to the state board for a vote. The SWDB did not have enough information to vote. The meeting turned out to be an information session. The SWDB has asked for performance records from the past 3 years for both areas as well as financial reports.

## Comments/Updates

## Adjournment

There being no further business, Chair Ginger Carrington called for a motion to adjourn. Sarah Newton motioned that the meeting be adjourned. Julie Langham seconded. Motion passed unanimously.