

**WORKFORCE INVESTMENT BOARD
BOARD MEETING**

April 08, 2015 - Minutes

Seminar Room 1 - Martin Inn & Conference Center – Clemson University

Members Present:

Amanda Hamby
Butch Harris
Doug Newton
Jeff Trahan
Ray Farley
Ronnie Booth

Brooke Dobbins
Danny Brothers
Ed Parris
Pamela Smith
Richard Blackwell
Stephanie Collins

Burriss Nelson
David Bowers
Jason Duncan
Patrick Pruitt
Robert Halfacre

Members Absent:

Billy Gibson
Kristi King-Brock
Mike Crawford

David Collins
Mary Gaston
Mike Wallace

Elaine Bailey
Michael Keith
Terence Hassan

Staff Present:

Trent Acker
Jennifer Kelly

Patty Manley
Sharon Crite

Brandi Runion
Windy Graham

Guest Present:

Karen Craven
Mat Fields
Karen Hamrick
Elizabeth Edwards

Steve Riddle
Kal Kunkel
Terry Cobb
JT Parnell

AnnMarie Baker
Amanda Lucas
Kristy Billingsby

I. Call to Order

Chair Brothers called the meeting to order, announced a quorum was present to conduct the business of the Board and stated the meeting was being recorded for processing of minutes. Chair Brothers welcomed everyone in attendance and introductions were made by all.

II. Approval of Minutes

The minutes from the February 11, 2015 meeting were emailed with the meeting notice and included in the meeting packet. Chair Brothers called for any corrections or amendments to the minutes.

BOARD ACTION TAKEN: Doug Newton made a motion to approve the minutes as submitted, second by Robert Halfacre. The motion carried with a unanimous voice vote.

III. Special Presentation

Chair Brothers recognized Terry Cobb, WIA participant from Oconee County and presented Mr. Cobb with the State WIA Alumni Award from SC DEW. Mr. Cobb was unable to attend the SC DEW Symposium in February to receive the award due to inclement weather. Elizabeth Edwards, Regional Director for Congressman Jeff Duncan was also in attendance with a presentation for Mr. Cobb from Congressman Duncan.

Chair Brothers deferred to Pat Pruitt to provide a report on Cheryl Stanton's recent visit to the WorkLink area offices on 4/7/15. Mr. Pruitt stated Ms. Stanton was able to obtain several success stories from our Career Development Specialists to report back to Senator Alexander and Daryl Scott.

Trent Acker provided a brief introduction to marketing video clip that Tri County Technical College has put together which highlights a prior and successful PYC participant Stormie Moore, currently a Nurse Supervisor at Harbin Health Care. The video was played for Board members to view Ms. Moore share her story of success via the PYC program.

IV. Director's Report

A.) Strategic Plan

Mr. Acker referred to page 9 and provided a very brief overview for the Board on our Strategic Plan process stating all Focus Group meetings have been conducted adding Chip Bently with the ACOG will be presenting more information later in the meeting from the outcomes of those meetings. Mr. Acker stated this will be the opportunity for Board members to determine which of the outcomes you wish to delegate to Committees for discussions and develop action items on.

Mr. Acker referred to page 10 which lists the meetings and events he and staff have attended on behalf of the Board since the last Board meeting.

B.) WIOA Update

I. Local Area Designation Process

Mr. Acker referred to pages 11-15 and provided an update of the local area designation stating our next steps are to file a Petition with the Governor through the SWIB in early May. As of 4/7/15 all three County Councils have approved the Resolution and Consortium Agreement and signed the required documentation.

Mr. Acker stated we should receive notice of designation from the Governor by 6/30/15 and once that is received a new Board will be determined by the County Council Chairs. Mr. Acker noted as an item for the Board's consideration is the enactment of WIOA is 7/1/15 however, our next scheduled Board meeting is not until 9/9/15 so the Board will need to have an organizational meeting in order to adopt By-Laws, elect officers, and conduct other Board business as necessary.

Mr. Acker referred to 16-19 which is a GEG Grant stating this is an initiative of the State to boost and raise awareness in the state for GED's. Mr. Acker reported we have already started the application process in our area along with Dr. Mary Gaston and will keep the Board apprised.

V. Committee Reports

A.) Executive Committee

I. Executive Committee Actions

Chair Brothers reported from the Executive Committee meeting on 4/7/15 as information stating the Committee agreed to delay the posting of the Business Services position until there is a better understanding of our budget circumstances for the next program year and new WIOA law.

B.) Youth Council

Robert Halfacre reported from the 3/2/15 Youth Council meeting on behalf of Kristi King-Brock.

I. PY'14 2nd Qtr. Youth Performance

Robert Halfacre deferred to Karen Craven to provide report. Ms. Craven referred to page 21 stating PYC is meeting &/or exceeding in all performance measures thanks to staff and participants.

Mr. Acker called attention to page 20, which is information the SWIB had requested that Scott Ferguson put together in terms of what allocations look like in the past. The one area which shows a large decrease is DW which is understandable since the economy is better and the unemployment rate is at a lower rate.

II. 2015 Youth Request for Proposal

A. Bidder Selection/Notification*

Mr. Halfacre reported the Youth RFP Committee had met and brings a recommendation to the Board for consideration based on the outcomes of the RFP process.

BOARD ACTION TAKEN: Motion from the Youth RFP Committee for Board approval to enter into PY'15 Youth Grant award negotiations with Henkels & McCoy for the Youth Program with the intent to have Palmetto Youth Connections to be the Youth Provider for PY'15 with two years possible extension, seconded by Ed Parris. The motion carried with a unanimous vote.

B. Budget Negotiations Team*

Mr. Halfacre reported the Youth RFP Committee brings a recommendation to the Board for consideration to appoint Robert Halfacre, Elaine Bailey, and Krist King-Brock to the PY'15 Youth Budget Negotiations Committee.

BOARD ACTION TAKEN: Motion from the Youth RFP Committee for Board appoint the following board members to the Youth Budget Negotiations Committee for the PY'15 Youth Program Grant: Robert Halfacre, Elaine Bailey, & Kristi King-Brock, seconded by Brooke Dobson. The motion carried with a unanimous vote.

C.) Workforce Skills & Education Committee

Richard Blackwell referred to page 22 and provided a brief update from the 3/18/15 Workforce Skills & Education Committee meeting.

As a reminder with the enactment of WIOA 7/1/15, there will be some restructuring of our Committees in an effort to come in line with the SWIB requirements to have a Youth Committee, OneStop Operations Committee, and a the formation of a Disabilities Committee. The Finance Committee will remain as is.

Mr. Blackwell provided a brief Operator update:

- The Job Fair was a success and Mr. Blackwell expressed thanks to everyone involved for their participation in helping to make the event a successful one.
- 40 new Laptops have been purchased, due to a Technology Grant from the State, and are being used in the Resource Rooms in Clemson, Anderson, Seneca, & Easley Centers.
- Mr. Riddle provided an update on the number of participants through February at 274 with an average wage of \$14-\$15 per hour.
- Total number of OJT contracts across the three counties are 23.

Mr. Blackwell referred to pages 24-28 stating Brandi Runion will be providing a financial update later in the meeting but added that all things are tracking and trending very well according to these reports.

I. Request For Proposals

Mr. Blackwell reported the Adult/DW, Operator, OJT RFP Committee brings two recommendations to the Board for consideration based on the outcomes of the RFP process.

BOARD ACTION TAKEN: The Operator, Adult Dislocated Worker Program, and OJT Coordination RFP Committee makes a motion to enter into grant award negotiations with Henkels and McCoy for the Operator and Adult Dislocated Worker Program with the intent to have Henkels and McCoy be the sole provider of these services for PY'15 with two years possible extension, seconded by Ronnie Booth. The motion carried with a unanimous vote.

BOARD ACTION TAKEN: The Operator, Adult Dislocated Worker Program, and OJT Coordination RFP Committee makes a motion for Board approval to bring On-the-Job Training Coordination in-house for PY'15. The Executive Committee will establish appropriate staffing levels and OJT contract amounts, and will work in collaboration with the Adult/DW Funding Negotiations Committee to determine how much of remaining funding will supplement the Operator and Adult/DW Program grant amounts. Motion seconded by Ronnie Booth.

Discussion followed with Mr. Acker providing an explanation stating the RFP Committee reviewed the responses received during the RFP period and determined the response did not meet the 70% aggregate score. In conjunction, a specific ruling was received from the State stating the business engagement portion of the OJT Program can be performed by LWIB staff. The intent is to be as cost effective as possible to ensure contract amounts for OJT would be at the highest level achievable under the current allotment, and the balance of funding will be put back in to the Adult/DW Operator contract as the Budget Negotiation Committee and Board see fit. The Business Services Representative or another staff person, already factored into the budget, will be performing these tasks. The OJT line item is part of the training budget meaning there will be a designated amount as determined by the Negotiation Committee and Executive Committee and staffing based on the Executive Committee recommendation.

The motion and second was read again, Chair Brothers responded calling for a vote. The motion carried with a unanimous vote.

Mr. Blackwell reported the RFP Committee brings a recommendation for Board consideration to appoint the following Board members to the Negotiations Committee for the PY'15 Operator and Adult/DW Program.

BOARD ACTION TAKEN: The Operator, Adult Dislocated Worker Program, and OJT Coordination RFP Committee makes a motion to appoint the following members to the Negotiations Committee for the Operator and Adult Dislocated Worker Program grant awards (which will include budgets, statements of work, and customers served numbers): Richard Blackwell, Burriss Nelson, Amanda Hamby, and Ed Parris, seconded by Doug Newton. The motion carried with a unanimous vote.

D.) Business Partnerships Committee

I. Committee Update

Mr. Parris referred to page 29 and provided an update from the Business Partnerships Committee's 3/5/15 meeting beginning with OJT stating \$7,607.07 of OJT funds had to be de-obligated due to several companies dismissing participants due to attendance issues however, those companies involved provided positive feedback for the OJT program as a whole.

Mr. Parris reported on an update received on the Work Ready Communities Initiative stating counties now have through June 2015 to achieve national and state certification goals and the SCWRC Soft Skills requirement can now be met based on the number of WorkKeys Talent assessments given vs. the number of NCRC Plus' earned. Mr. Parris also reported that Anderson and Pickens Counties were both two of the first industrialized counties in the state to earn Certified Work Ready status adding that Oconee County is at 90%.

Mr. Parris provided an update on the Rapid Response IWT grants stating we currently have the following ongoing grants:

- Alfmeier Fredrichs & Rath & Roylco in Anderson County both have trainings in progress
- Ulbrich Specialty Wire in Oconee County has already completed their first module of training.
- Kroeger Marine Construction in Oconee County was scheduled to end 2/27/15, an extension was applied for but was denied so it is in the process of being closed out.

Mr. Parris reported on the locally funded IWT grant that we received in the amount of \$70,189.00 stating all companies have been communicated with numerous times and reminded that all of their IWT trainings must be completed by April 30, 2015.

Mr. Parris reported the Committee was informed of the decision and vote by the Board to merge the Business Partnerships Committee and the Workforce Skills and Education Committee to form the OneStop Operations Committee effective 7/1/15.

Mr. Parris ended by noting staff from WorkLink, DEW and Henkels & McCoy participated in 8 Hiring Events since the last Board meeting.

E.) Finance Committee

I. PY'14 Budget Overview

Stephanie Collins reported there was a great deal of financial information to cover and deferred to Brandi Runion to provide financial update.

a) WorkLink Grants

Ms. Runion referred to page 30 and provided an overview of the In-House budget to date stating we have currently expended 61% through February 2015. There were a few items Ms. Runion noted as follows:

- We will invoice DEW approximately \$27,000 for their share of 3rd Qtr. Expenditures for Facilities
- Travel & Training will increase to 53% once accruals for the SETA conference are processed in March. There are additional trainings that will arise due to WIOA and the CFR regulations that staff will be attending.
- Strategic Plan is nearing an end and we will be paying the ACOG for their share once it is finalized.
- Printing will increase to 60% once accruals are paid. The bulk of printing is paid quarterly for copies.
- Website Hosting & Renewal Fees will increase after accruals are paid along with edits that will be submitted in June due to WIOA regulations.
- We are continuing to receive invoices for payment for the Job Fair that occurred in March.
- IT/Maintenance & Support is low due to our computers running well and no support being needed.
- Outreach line item was put on hold somewhat as we worked to couple with the Job Fair for dual outreach efforts to advertise the Job Fair as well as the services provided at the Centers.

Ms. Runion referred to page 31 and provided an update on the Fund Utilization Rate through February 2015 stating we are ahead of our goal to spend at least 70% by 6/30/15 in all 3 fund streams. Page 31 also shows the Indirect Rate Analysis which is the Indirect Cost that has been paid to the ACOG for the services they provide to us.

II. Henkels & McCoy

a) Adult & DW Grant – Mod #4*

Ms. Runion referred to page 32 and reported that the expenditures through February in the Adult stream are at 60.88% out of a goal of 60% and the DW is at 48.60% out of a goal of 60%. Ms. Runion reported the DW expenditures will decrease in March to transfer some participants who have been identified for the DWT NEG grant. Ms. Runion also reported the expenditure rate for Transportation is at 99.82% and stated there is a modification request included on pages 33-34 to make the following transfers:

- \$1,482 from Childcare line item
- \$1,515 from Training Support Materials line item
- \$7,000 from Tuition line item
- Add above \$9,997 to the Transportation line item in the Adult funding stream only

Jennifer Kelly stated if the funds are not transferred to the Transportation line item in the Adult fund stream, the concern is the participants depending on those funds will not be able to continue attending classes and will have to drop-out thereby impacting performance negatively.

Ms Runion referred to page 35 which is the Obligations Report as of 3/30/15 explaining that if \$7,000 is taken from the Adult Tuition line item, there will be \$12,206.12 remaining to be obligated and per the report received on Monday, 4/6/15, there is currently \$14,168.62 remaining. This modification will decrease that amount to \$7,168.62 to be obligated by.

BOARD ACTION TAKEN: Motion from Finance as a recommendation for the Board to approve modification #4 as presented to transfer funds from Training, Childcare, and Training Support Materials line items into the Adult fund stream Transportation line item, seconded by Amanda Hamby. Motion carried with a unanimous voice vote.

b) 13DWT01 – Dislocated Worker National Emergency Grant

Ms. Runion referred to the DWT NEG on page 36 that is sub granted to Henkels & McCoy stating the expenditure rate is currently at 50.37% , however there are some OJT payments and several DW participants that will transfer and occur in March.

c) 13RROJT01 – Rapid Response On the Job Training Grant

Ms. Runion referred to page 37 which shows the RR OJT also sub granted to Henkels & McCoy reporting it had been noted that the Staff Travel line item needs additional funds. Ms. Runion stated Henkels & McCoy is looking at line items such as Consumable Supplies, Communications, and Staff Computer Leases to move the funds from.

d) Youth Grant

Ms. Runion referred to pages 38 which shows the Youth Grant through February 2015 stating they are on target to meet the 93% expenditure rate by 6/30/15.

III. Ongoing Grants & Funds

Ms. Runion referred to page 39-41 and provided a brief financial update on each of the grants as follows:

- Rapid Response Incumbent Worker Training Grants on page 39
 - Kroeger Marine in Oconee County has ended, the State denied their request for an extension. Their total expenditures were \$35,100, however at close out \$12,400 had to be de obligated back to the State.

- Roylco in Anderson County currently has expenditures of \$42,525 with a balance of \$13,750 to spend by 04/30/15 which is when their grant ends. They are working to get their final training scheduled before that date.
- Alfmeier, Fredrichs & Rath has an end date of 7/31/15.
- Ulbrich in Oconee County has completed one training and submitted a reimbursement request for \$7,550 with an end date of 12/30/15.
- 14IWT01
Page 40 shows the 10 companies awarded the Local IWT Grant funds which ends 06/30/15. Ms. Runion reported we are in constant contact with company representatives attempting to ensure their trainings are completed by the end of their grant dates.
- 14INC01
This Incentive Grant is ongoing through 06/30/16. The funds related to ADA upgrades will be paid out of the Insurance Reimbursement prior to being paid out of this grant.
- Make It In America Grant (MiiA)
Ms. Runion reminded Board members this is a grant from DOL that ends 09/30/16. Monitoring was just completed by DOL and Ms. Runion and Ms. Kelly will begin monitoring with the participating Technical Colleges in late April and May.

IV. Insurance Reimbursement from Flood

Ms. Runion referred to page 42 which shows the Insurance Reimbursement amount received from damages from the May 2014 flood and deferred to Mr. Acker to provide an update on the ADA upgrades.

Mr. Acker stated the front egress and one of the restrooms on the SC Works hallway have been assessed and measured by the building owner to bring in compliance with ADA regulations. Mr. Acker will continue to keep Board members apprised as progress is made on these upgrades.

At this time Chair Brothers thanked all guests for attending and excused them from the meeting.

F.) Strategic Plan

I. Focus Group Reports

Mr. Acker introduced Chip Bentley with the ACOG to the Board stating the Mr. Bentley would provide an overview of the Focus Group Draft Summary which contains the responses from the meetings conducted between January – March with Partners, Businesses, Economic Development agencies, Educators, etc. in our area. Mr. Acker noted this was the opportune time for Board members to comment on the outcomes as well as to concurrently begin the process of assigning the items to Committees for further consideration as the ACOG continues to work on the completion of the Plan.

Mr. Bentley reported some highlights of the overarching items from the nine meetings included:

- Lack of Soft Skills
- Lack of Life Skills
- Transportation Barriers
- WorkKeys – the value was acknowledged but the use of WorkKeys varied broadly

- Better coordination between businesses and schools – i.e. put additional programs in place
- Marketing of all programs/services in our service area needs improvement

Mr. Bentley requested feedback and comments from the Board and staff be communicated to either him or Donna Kazia to assist as they continue to compile information for putting together a Strategic Plan that best suits our needs.

Mr. Acker offered for Board members to take time to read and review the report then communicate any questions and/or comments to staff and allow staff to communicate those on to Mr. Bentley and Ms. Kazia. Mr. Acker further stated the Board could proceed to review the Summary and begin assigning some of these major items to Committees today or at the Boards direction staff would continue to review and make suggestions at upcoming Committee meetings.

Chair Brothers called for discussion recommending the Board take the Summary and create “Lists” and assign to appropriate to Committee as it relates to our overall mission and goal as an organization adding this needs to be done in the next 4-6 weeks. Several Board members requested a more formalized timeline for the next steps process and stressed that the Board use caution and not adopt “blanket” statements when creating our lists and action plans. Additional discussion followed in regards to including other partners, i.e. readySC™, Apprentichship Carolina™, SC Vocational Rehabilitation, and others, to our meetings and discussions.

BOARD ACTION TAKEN: Motion from Richard Blackwell charging staff with creating an action plan around the Summary Statements inside the Focus Group Results to begin tackling the issue of workforce development, seconded by Ed Parris.

Mr. Acker stated in an effort to completely understand our role as staff, our job as staff to the Board in this matter is to carry out the plans as required by the Board regarding these issues. Mr. Acker further stated he has concerns with the term action plan as it relates to what we’re doing, as it to the tools that we’re giving you to formulize. We do not want to presume to know what the Board wishes, our job is to carry out the guidance of the Board as it relates to these items adding we’re not meant to be the policy makers, we’re meant to be the staff that carries out what the Board desires us to do.

Chair Brothers recommended the possibility of the Business Partnerships Committee working with staff to assign objectives to Committees based on the Summary and bring back to the Board at the next meeting. Chair Brothers inquired is it the Board’s duty to map out the three County Workforce Development plan of the overarching items.

Discussion followed with Butch Harris reminding Board members that County Council Chairs met 4 to 5 years ago on several occasions and unanimously agreed that WorkLink is to be the overall coordinator in our three county region for workforce development with the Economic Developers being the liasions for the County Council Chairs. Mr. Harris stated that he, Stephanie Collins and Ronnie Booth participated in those meetings with the County Council Chairs adding the By-Laws were re-written at that time as well.

Mr. Blackwell removed the previous motion from the table.

BOARD ACTION TAKEN: Motion from Richard Blackwell to task the Business Partnerships Committee, the three Economic Developers, and Butch Harris to take the Summary Statements inside the Focus Group Results and bring a recommendation for next steps to the Board's June 10, 2015 meeting, seconded by Jason Duncan.

Discussion followed with Mr. Acker stating there are items above and beyond Youth and other items that need the input of all Committees including the Finance Committee, therefore he recommends allowing all Committees touch the appropriate parts and pieces of the Summary and not limit it initially to just this Committee and these individuals.

Chair Brothers also recommended amending the motion to include staff on just this piece.

Motion amended as follows:

BOARD ACTION TAKEN: Motion from Richard Blackwell to create an ad hoc Committee consisting of the Business Partnerships Committee, the three Economic Developers, Butch Harris and staff to dissect the Focus Group Summary by categorizing with the end result to assign to Committees subsequent to discovery with the recommendations to be presented to the Board at the June 10th meeting, seconded by Jason Duncan. Motion carried with a unanimous voice vote.

VI. Other Business

- I. Ms. Runion reported this year's annual Job Fair was held Thursday, March 19, 2015 @ TCTC's Student Center and was a successful event. There were 50 employers and staffing agencies with viable jobs present and close to 300 job seekers and high school seniors attending. A survey will be going out soon and we hope to have feedback from those surveys to report at the next meeting.

VII. Adjournment

With no further business to discuss the meeting was adjourned at 2:37pm.

Respectfully submitted by: Patty Manley, Office Manager

WorkLink Director's Report – 6/10/2015

Local Area Designation Process

On Thursday, June 10, the State Workforce Investment Board (SWIB) will be reviewing the Local Area Designation Petitions submitted by the 12 Local Workforce Investment Areas in South Carolina. Since our area meets all of the requirements for designation, it is expected that WorkLink will receive preliminary designation as a Workforce Development Area under the Workforce Innovation and Opportunity Act (WIOA) of 2014.

PY 15 Local Area Allocations

Due to reduction in funds allocated to the state of South Carolina, as well as other factors, the WorkLink area will be receiving significantly fewer funds in PY 15. At the direction of the Board, WorkLink staff and Henkels & McCoy staff are working to ensure that the funds allocated to this local area are used in a way which minimizes the impact of the funding reductions on the community.

A comparison with previous years can be found in the board meeting packet.

WorkLink Board Membership

The State Workforce Investment Board will also be reviewing WIOA board rosters at their 6/11/2015 meeting for compliance with WIOA. If the board rosters are deemed to be compliant, they will be certified by the SWIB/Governor and the new WIOA Local Workforce Development Boards will assume their roles effective 7/1/2015.

ADA Enhancements

After consultation with the owners of the building, work to address the items included in the ADA/EO report from DEW will begin soon. The first step will be ensuring that those items which were cited as noncompliant in the report regarding the entrance to the SC Works Comprehensive Center in Clemson are remedied.

Below is a list of the recent meetings, training sessions and events that the WorkLink staff has participated in since the last board meeting. This list is not comprehensive, but includes many highlights of the staff's interactions with our partners and the community at large.

Meetings | Training Sessions | Events

- SCEDA Advanced Symposium 4/9/15 – 4/10/15
- SCWOS Training Charlotte McDonald – 4/17/15
- Pickens County Hiring Event – 4/17/15
- Monitored Greenville Technical College for Make It In America – 4/20/15
- Monitored Tri-County Technical College for Make It In America – 4/22/15
- Met with H&M regarding recommended RFP Budget Changes – 4/23/15
- Attended Conference Call (COG Directors) – 4/24/15
- AOP Business and Industry Showcase meeting – 4/29/15
- Site visit – Anderson SC Works Center – 4/30/15
- Pickens County Business and Education Partnership meeting 5/5/15
- Outreach Anderson School District V - 05/07/15
- Safety Team Meeting – 5/7/15
- CFA Leadership, Anderson University – 5/8/15
- Met with TCTC to discuss MOAs for Satellites for PY15 – 5/8/15
- WIA Administrators' Meeting – 5/13/15
- Oconee Economic Alliance Meeting – 5/14/15
- AIM Snap 2 Work Grant collaboration Meeting - 05/15/15
- Attended Partnership Collaboration with Adult Education – 5/19/15
- Business Service Integration Team Meeting – 5/19/15
- Attended WSEC Meeting – 5/20/15
- Met with Mary Gaston regarding WIOA changes – 5/21/15
- Oconee County Hiring Event – 5/22/15
- Informal Local Youth In-School Monitoring & Technical Assistance – PYC (Anderson 3,4,5 AE) Site – 5/22/15
- Monitored Northeastern Technical College – 5/26/15
- Attended SP NEG Conference Call – 5/27/15
- TTI Groundbreaking Ceremony – 5/29/15
- Attended Collaboration meeting on Local Area Agreement – 5/28/15
- SWIB Executive Committee Meeting – 6/2/15
- Participated in RSA Conference Call – 6/4/15

**PY15 Skill Invoice Criteria
(Incentives)**

| MEASURE | AMOUNT |
|--|-----------|
| Common Measure: Program Skills Gain | |
| Program Skills Gain in Reading and/or Math | \$ 50.00 |
| Note: A Student can receive \$50 per EFL Gain in Reading and/or Math until they are no longer BSD. | |
| Non-Common Measure: Pre-Employment Work Maturity Skills Must Complete ALL 5 Classes to earn the Incentive | \$50.00 |
| Complete Resume Workshop & Resume | |
| Complete NIOSH or OSHA Safety Course | |
| Complete Financial Literacy Workshop | |
| Complete Employability Workshop or Class | |
| Complete Entrepreneurial Workshop | |
| Non-Common Measure: WorkKeys Certification (Only eligible to earn one) | |
| Bronze WorkKeys Certificate | \$ 25.00 |
| Silver WorkKeys Certificate | \$ 50.00 |
| Gold or Platinum WorkKeys Certificate | \$ 75.00 |
| Common Measure: Credential Attainment (Secondary Education or Occupational) | |
| Obtain GED or High School Diploma (Available through the end of 4th Quarter after Exit) (May be earned in \$37.50 increments if the GED is taken in sections) | \$ 150.00 |
| Obtain a Nationally Recognized Occupational Skills Credential (Available through the end of 4th Quarter after Exit) | \$ 100.00 |
| Common Measure: Placement and Retention (Employment, Military, or Post-Secondary) | |
| Enter and retain Employment or Military enlistment by the end of the 2nd and 4 th Quarter after Exit if not employed at Registration (Maximum \$100) | \$ 50.00 |
| Enter and retain Full-time Post-Secondary enrollment verified through the National Student Clearing House by the end of 2 nd and 4 th Quarter after Exit (Maximum \$100) | \$ 50.00 |

| | |
|--|--|
| Enter and retain enrollment in a Degree Program in Post-Secondary into 2 nd Quarter after exit to obtain two or four year degree. <u>Full Time students</u> must take 12 hours or more with verification of Clearing House documentation prior to computer and/or accessories eligibility. <u>Part-time students</u> must take 6 hours and be employed a minimum of 15-20 hours per week. To qualify, part-time students will require employment verification, from first semester to the present. 2nd semester Clearing House verification documented prior to computer and/ or accessories eligibility. In addition, <u>satisfactory progress</u> , must be documented for the full or part-time credit hours earned for a cumulative GPA of 2.0 or higher. | Computer and/ or accessories not to exceed \$650 |
|--|--|

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Training Services Group

3/20/2015

Mr. Trent Acker
WorkLink, Executive Director
1376 Tiger Blvd. Suite 102
Clemson, SC 29631

RE: Local Monitoring Response; Programmatic and Financial

Dear Mr. Acker:

Henkels & McCoy, Inc.; operator of Palmetto Youth Connections (PYC) program received the results of the local WIA Monitoring Report conducted on January 26-29, 2015, by Ms. Sharon E. Crite, Mrs. Windy Graham, and Mrs. Brandy Runion for the WorkLink region.

Henkels & McCoy would like to extend our appreciation to the WorkLink administrative staff in their efforts to provide support and assistance to Palmetto Youth Connections with continued training opportunities and technical assistance as needed.

Henkels & McCoy/Palmetto Youth Connections continues to value WorkLink Workforce Development as our customer. We welcome your feedback to further improve the quality of our work and to assist you in reaching local community goals. Please find our written response to the local recommendations from the January 26-29, 2015, monitoring; on the following page.

As always, thank you for your continued support and please let me know if you have any questions or if more information is required regarding our monitoring response.

Sincerely,

Kalen J. Kunkel
Region Manager, Henkels & McCoy Training Services

cc: Sharon Crite, Kristi King-Brock, Rick Sutliff, Paul Pappasergi

Monitoring Programmatic Observations:

Observation: Need to add the Graduation Fees at the beginning of the GED/High School Diploma activity code.

Response: On March 18, 2015, all staff attended and participated in a staff training/refreshers concerning adding the graduation fees. All staff were instructed to add graduation fees at the beginning to the cost analysis/ ITA and to create vouchers for these fees on the front end in order to obligate the graduation fee amount until invoiced by the adult education centers.

Observation: MapQuest is needed for all transportation, for example, hospitality class and work experience training opportunities.

Response: On March 18, 2015, all staff attended and participated in a staff training/refreshers concerning the need for MapQuest to verify mileage for each separate training activity if transportation is requested by the participant. Staff routinely utilizes MapQuest to verify the mileage driven to and from training. When students attend multiple trainings, staff will MapQuest for each separate training even if the training site is the same.

Observation: Inconsistency in the calculation of mileage for reimbursement (per week vs. per day calculations).

Response: On March 18, 2015, all staff attended and participated in a staff training/refreshers concerning the mileage calculation. The Supportive Service Policy was reviewed with staff. A consistent calculation in three of the four offices is already in place based on a daily rate and attendance. All four offices are now using a daily calculation rate for transportation reimbursement.

Recommendation: Make sure that the participant has a valid email address.

Response: On March 18, 2015, all staff attended and participated in a staff training/refreshers and were instructed to input a valid email address or assist the student in establishing an email address in SCWOS during the eligibility process. Should the participant refuse to accept an email address, staff will document in SCWOS.

Recommendation: Separate attendance sheet for each activity for example, tutoring, GED, hospitality class and occupational training.

Response: The current timesheet utilized by PYC lists GED, tutoring, and occupational training in separate categories on one timesheet. The student time/attendance is currently documented on the proper space based on the type of training. One PYC office is utilizing colored paper to uniquely identify the training category. For example, GED is orange, tutoring is green, and occupational training is yellow. All four offices are now using this identification method for timesheets as a best practice.

Recommendation: Have the participant sign the voucher remittance statement.

Response: The majority of the vouchers processed over the past program year, were signed by the participant, career coach and management. In a few isolated cases, the student had dropped out of the program and the voucher could not be signed. On March 18, 2015, all staff attended and participated in a staff training/refresher and were instructed to create vouchers to capture training fees on the front end of training services to ensure that all vouchers are signed as required.

Recommendation: Consistently add the graduation fee at the beginning of the GED/High School Diploma activity code.

Response: On March 18, 2015, all staff attended and participated in a staff training/refresher concerning adding the graduation fees. All staff were instructed to add graduation fees at the beginning to the cost analysis/ ITA and to create vouchers for these fees on the front end in order to obligate the graduation fee amount until invoiced by the adult education centers.

Recommendation: Remove all out dated material(s) with the Pendleton District listed on it. (See poster @Anderson 1&2 Site).

Response: PYC staff has requested that the Anderson 1&2 Site remove the outdated material from their computer lab. The outdated materials were in a Anderson 1&2 Adult Ed class and were not in the Palmetto Youth Connections Office.

Strong Recommendation: Develop a uniform and consistent calculation of mileage for reimbursement (use the framework of the Youth Supportive Service Policy-Transportation) throughout the youth program.

Response: On March 18, 2015, all staff attended and participated in a staff training/refresher concerning the mileage calculation. The Youth Supportive Service Policy was reviewed with staff. A consistent calculation in three of the four offices is currently in place based on a daily rate and attendance. All four offices are now using a daily calculation rate for transportation reimbursement.

March 09, 2015

Henkels & McCoy, Inc.
Attn : Rick Sutliff
450 Davis Drive
Plymouth Meeting, PA 19462

Dear Mr. Sutliff:

The attached monitoring reports represent the results of desktop reviews and/or monitoring visits of Palmetto Youth Connections youth service provider sites conducted on January 26-29, 2015. Staff conducting monitoring: Programmatic: Sharon Crite, Youth Services Manager and Windy Graham, WIA Performance and Reporting Specialist. Financial: Brandi Runion, Finance Director. There are no findings for these monitoring reportings.

Statement of Work (SOW) compliance was the primary area of concentration during the site visits. During each site visit, appropriate Palmetto Youth Connections staff was present and involved in the program monitoring process.

A written response is required within 30 days. Please respond to the WorkLink office by April 08, 2015.

If there are any questions concerning this matter, please contact Sharon Crite at (864) 646-1828.

Sincerely,



Trent Acker
Executive Director

Attachments: Program Monitoring Report and List of participants' hard files monitored.

cc: Kal Kunkel, Henkels & McCoy Region Manager
Karen Craven, Palmetto Youth Connections Program Manager
Danny Brothers Board Chair
Kristi King-Brock, Youth Council Chair

Participant Files Reviewed

The concentration of file review conducted during the time of this monitoring was on Case Notes, IEP's, Eligibility Determination, Documentation, Activity Codes, Work Experience, Occupational Training, Use of LMI information, and Follow-Up procedures. This review included: **89 total (File Management) participant files, 30 total (Active) participant files, and 29 total (Follow-Up) participant files.** Desk top review revealed no overdue follow-up files.

***See attachment for list of participants.**

Note: (Participants highlighted in **blue** were reviewed by program staff only, those highlighted in **yellow** were reviewed by program staff and finance staff, and those in **green** were reviewed by finance only.

Performance Standards

There are no findings for these monitoring reports (program and financial). Technical assistance was provided **as needed** during the on-site visits to all staff and summary notes of the monitoring was reviewed with the appropriate staff during monitoring and at the exit conference:

Summary of Monitoring Notes: Summary notes consist of best practices, observations, and suggestions with Palmetto Youth Connections staff.

Best Practices:

- Good use of comment box.
- All files were verified and accounted.
- The File Management Policy was followed.
- Work Experience provided and documented.
- Career Pathway checklist developed and used.
- Follow-up has been completed timely.
- Good use of "F" codes.
- No EO issues found, EO Posters were on site.
- No SSN found or Personally Identifiable information.

Observations:

- Need to add the Graduation Fees at the beginning of the GED/High School Diploma activity code. **Note:** This should be a cost included in the obligation expense for each participant's training.
- Map Quest is needed for all transportation for example, hospitality class and work experience training opportunities.

- Inconsistency in the calculation of mileage for reimbursement (per week vs. per day calculations).

Recommendations:

- Make sure that the participant has a valid email address.
- Separate attendance sheet for each activity for example, tutoring, GED, hospitality class, and occupational training.
- Have the participant sign the voucher remittance statement.
- Consistently add the Graduation Fee at the beginning of the GED/High School Diploma activity code.
- Remove all out dated material(s) with Pendleton District listed on it. (See poster @ Anderson 1 & 2 Site).

Strong Recommendation:

- Develop a uniform and consistent calculation of mileage for reimbursement (**use the framework of the Youth Supportive Service Policy –Transportation**) throughout the youth program.

Additional Information:

A copy of the TEGl 17-05 can be obtained from the South Carolina Work Online System (SCWOS) Procedures Manual.

website: http://wdr.doleta.gov/directives/corr_doc.cfm?DOCN=2195

https://jobs.scworks.org/admin/gsipub/htmlarea/uploads/TEGL_17-05.pdf

All Service Providers should read the WorkLink Instruction Letters, the Grant's (Statement of Work) and the South Carolina Work Online System (SCWOS) Procedures Manual.

Note: All WIA computers should have the appropriate updates completed by IT services, such as Internet Explorer 8 (8 works best with SCWOS Version 15.0).

The Workforce Innovation and Opportunity Act

Fact Sheet: Youth Program

The Workforce Innovation and Opportunity Act (WIOA), signed into law on July 22, 2014, is the first legislative reform of the public workforce system in 15 years. The law supersedes the Workforce Investment Act of 1998 and amends the Adult Education and Family Literacy Act, the Wagner-Peyser Act, and the Rehabilitation Act of 1973.

WIOA presents an extraordinary opportunity to improve job and career options for our nation's workers and jobseekers through an integrated, job-driven public workforce system that links diverse talent to businesses. It supports the development of strong, vibrant regional economies where businesses thrive and people want to live and work.

WIOA retains the nationwide system of one-stop centers, which directly provide an array of employment services and connect customers to work-related training and education. WIOA furthers a high quality one-stop center system by continuing to align investments in workforce, education, and economic development. The new law places greater emphasis on one-stops achieving results for jobseekers, workers, and businesses. WIOA reinforces the partnerships and strategies necessary for one stops to provide job seekers and workers with the high-quality career services, education and training, and supportive services they need to get good jobs and stay employed, and to help businesses find skilled workers and access other supports, including education and training for their current workforce.

HIGHLIGHTS OF THE WIOA REFORMS FOR THE YOUTH PROGRAM

WIOA outlines a broader youth vision that supports an integrated service delivery system and gives a framework through which states and local areas can leverage other Federal, State, Local, and philanthropic resources to support in-school and out-of-school youth. WIOA affirms the Department's commitment to providing high quality services for youth and young adults beginning with career exploration and guidance, continued support for educational attainment, opportunities for skills training in in-demand industries and occupations, and culminating with a good job along a career pathway or enrollment in post-secondary education. WIOA authorizes the following changes:

Key Provisions

- WIOA requires a minimum of 75 percent of State and Local youth funding to be used for out-of-school youth.
- Youth Councils no longer required; however, Local Boards are

WIOA PROGRAMS

WIOA authorizes the one-stop career center (also known as American Job Center) service delivery system and six core programs. The core programs are:

- WIOA Title I (Adult, Dislocated Worker and Youth formula programs) administered by Department of Labor (DOL);
- Adult Education and Literacy Act programs administered by the Department of Education (DoED);
- Wagner-Peyser Act employment services administered by DOL; and
- Rehabilitation Act Title I programs administered by DoED.

WIOA also authorizes the Job Corps program, the YouthBuild program, Native American programs, and Migrant and Seasonal Farmworker programs, as well as evaluation and multistate projects.

The law supersedes the Workforce Investment Act of 1998 and amends the Adult Education and Family Literacy Act, the Wagner-Peyser Act, and the Rehabilitation Act of 1973.



EMPLOYMENT AND TRAINING ADMINISTRATION
UNITED STATES DEPARTMENT OF LABOR

The Workforce Innovation and Opportunity Act

encouraged to designate a standing Youth Committee, including an existing Youth Council, to contribute a critical youth voice and perspective.

Changes to Youth Eligibility

Out-of-school youth must be aged 16-24, not attending any school, and meet one or more additional conditions, which could include:

- School dropout; within age of compulsory attendance but has not attended for at least the most recent complete school year calendar quarter; holds a secondary school diploma or recognized equivalent and is low-income and is basic skills deficient or an English language learner; subject to the juvenile or adult justice system; homeless, runaway, in foster care or aged out of the foster care system, eligible for assistance under Section 477, Social Security Act, or in out-of-home placement; pregnant or parenting; an individual with a disability; low income person who requires additional assistance to enter or complete an educational program or to secure and hold employment

In-school youth must be aged 14-21, attending school, low income, and meet one or more additional conditions, which could include:

- Basic skills deficient; English language learner; an offender; homeless, runaway, in foster care or aged out of the foster care system; pregnant or parenting; an individual with a disability; person who requires additional assistance to enter or complete an educational program or to secure and hold employment

Five new Youth Program elements

- (1) Financial Literacy; (2) Entrepreneurial skills training; (3) Services that provide labor market and employment information in the local area; (4) Activities that help youth transition to postsecondary education and training; (5) Education offered concurrently with and in the same context as workforce preparation activities and training for a specific occupation or occupational cluster

Emphasis on Work-Experience

At least 20 percent of local Youth formula funds must be used for work experiences, such as summer and year-round employment, pre-apprenticeship, on-the-job training, or internships and job shadowing

EFFECTIVE DATES FOR IMPLEMENTATION AND TECHNICAL ASSISTANCE

In general, WIOA takes effect on July 1, 2015; however, the planning requirements common indicators of performance take effect on July 1, 2016 and other exceptions specifically noted in the law.

DOL is working in coordination with the Department of Education and the Department of Health and Human Services to support the public workforce system to implement WIOA. The DOL WIOA Resource Page (www.doleta.gov/WIOA) will include updated guidance and resources, as well as communicate opportunities to provide input. The WIOA Collection Page (wioa.workforce3one.org) provides links to technical assistance tools and information to support implementation. Questions regarding WIOA can be emailed to DOL.WIOA@dol.gov.



Workforce Skills and Education Committee Report

Presented June 10, 2015 – Board Meeting

The Workforce Skills and Education Committee met on May 20, 2015 (no quorum).

Email votes issued on May 22, 2015 and May 27, 2015.

SC Works System

WIOA Update

Trent Acker provided an update on the status of the WIOA Local Area Designation Resolution stating it has been signed by all three County Councils and the application was submitted to the State. The next step will be Board certification and restructuring of committees as well as confirmation of membership of each committee.

Operator Update

Matt Fields, Operator of the WorkLink SC Works Centers, gave a brief update regarding operations.

- The Clemson office has been busy with Michelin applications and scheduling WorkKeys assessments for Michelin applicants.
- Laptops have recently been installed and operational in the Satellite Centers, and a new printer has been installed in the Resource Room at the Anderson Center. The Anderson SC Works Center Resource Room intake process has recently undergone some reorganization to help traffic flow more smoothly.
- Henkels and McCoy is reviewing workshops offerings to ensure the frequently used workshops and most needed workshops are being offered in the SC Works Centers.
- There is a new Bulletin Board in the lobby of the Clemson SC Works Center, which will be utilized to spotlight success stories each month accompanied by the career pathways those participants are following to achieve their successes.

Mr. Fields requested to modify the satellite SC Works Center hours. Under this proposal, the new operating hours would be as follows:

- a. Anderson and Seneca - Monday thru Friday, 8:30am-12:00pm, 1:00pm-5:00pm (closed for lunch)
- b. Easley - Monday thru Thursday, 8:30am-12:00pm, 1:00pm-5:00pm (closed for lunch)

Ms. Kelly presented both the pros and the cons in approving this request. The SCWorks Satellite offices have limited staff available during lunch. Depending on customers being served, staff at times don't get a lunch break at all. This has a negative impact on staff morale. The SCWorks Satellite offices would accept customers until 11:59am. The staff would continue serving those in the resource rooms until all customers have resolved their needs. New customers would be allowed in beginning at 1:00pm. The hope is that one staff will be able to manage the existing crowd while the other goes to lunch right at 12pm. Once the customers leave, the remaining staff member would be able to leave for lunch so coverage at 1pm would be staggered in the worst-case scenario. The precedent has already been set in the community. Goodwill Industries Job Connections close from 12pm to 1pm for the same purpose. Clemson would not be affected by this proposal. The only negative associated with this would be that the customers arriving between 12:00pm and 1:00pm would not have access to the SC Works

Centers for one hour during the day. Outreach and communication would have to be key in order to make the transition as smooth as possible. **The Committee email voted to approve this request.**

Outreach

Ms. Kelly reported the Outreach Committee had met to discuss continual outreach efforts needed to increase traffic to the Centers. A list of items accomplished are as follows:

- Movie Theater Ads
- Bowling Alley Ads
- Radio Ads dual effort with Job Fair – looking to continue around Hiring Events
- Post Card mailings
- Sticky Note pads
- Pens w/stylus

Ms. Kelly reported the committee is looking into other avenues of outreach by identifying church groups with which to place flyers and setting up presentations with some ministerial associations. The Outreach committee will be researching options for shopping cart advertising, and submitting success stories to local newspapers and media outlets. Ms. Kelly also stated we are updating our website to reflect WIOA information and changes that are coming in July, adding that the Committee will be meeting again in June and will be looking at possibly spending some outreach funds for updated brochures for WIOA implementation.

AIM Collaboration

Ms. Kelly reported that WIOA calls for an increase in partnerships and collaborations with mandated and non-mandated partners stating that AIM (Anderson Interfaith Ministries) has approached WorkLink with a partnership through a grant they have received from DSS that utilizes SNAP funds for training for SNAP recipients. These funds can provide case management, assessment and training to these SNAP recipients. Ms. Kelly stated AIM and Tri County Technical College are both recipients of these grant funds. Staff is currently investigating how we might be able to work together and complement one another in reaching each of our goals. The next steps will be to sit down with Henkels & McCoy, AIM, and Tri County Technical College to further look at how we can collaborate and expand our budget.

WIA Adult & DW Program

Priority of Service & LLSIL

Ms. Kelly provided committee education on Priority of Service and the Lower Living Standard Income Level and Self-Sufficiency Definition. WIOA changes the eligibility guidelines to low income, public assistant recipients or those determined basic skills deficient. The Board can potentially affect additional priority of service categories and definitions, pending guidance from DOL and the State.

Ms. Kelly further explained that WIOA looks closely at self-sufficiency rates, and whether or not the provider is helping participants reach self-sufficiency standards set by the Board. The self-sufficiency rate for our area is currently set at 150% of the poverty level. This level can be adjusted by the Board and may need to be reviewed in terms of WIOA. Staff is waiting on further guidance from DOL regarding the self-sufficiency rate, and how it may affect our Board and collaboration with Partners.

Standards of Behavior Policy

Over the last couple of years, the Operator has dealt with some difficult to serve customers that caused safety concerns in the SC Works Centers. There has not been a formal policy in place before. A proposed policy is

included in the Board packet for your review. If approved, the policy would be given to all WIOA customers upon application to the WIOA program, and a condensed version would be posted in each SC Works Center Resource Room. This communicates to our customers that we take their safety and our staff's safety very seriously. This policy will be used to excuse customers violating these rules from the premises, either for the immediate timeframe or indefinitely, depending on the severity of their actions. Within just a short-period of time, the Operator has had to issue a no-trespass against a customer due to threatening behavior. This policy will not stop the behaviors from occurring, but it sets the immediate precedent that the Board will protect our customers and our staff's safety, and to ensure that customers wishing to continue to receive services through our centers will need to abide by our standards of behavior while in the SC Works Centers. **The Committee email voted to approve the Standards of Behavior Policy as presented and recommend to the full Board for adoption.**

Training Cap

Several years ago, WorkLink set a training cap policy on how much one participant can receive for occupational training in a program year and over their lifetime. That cap is set at \$5,000/program year per participant, and \$10,000 in their lifetime. As part of the policy, the Executive Director was given authority to approve on a case-by-case basis exceptions to this rule. Due to budget constraints, the WorkLink Executive Director would like to lock the training cap into place as a firm decision point, effectively removing the approval of exceptions.

Ms. Kelly noted that approvable training at ArcLabs may be affected by this vote. Their current training costs are \$7,000 per person. The Program Manager would be able to approve a few participants to attend ArcLabs training towards the end of the program year, if ArcLabs will agree to split the training costs across the program years, which they have done in the past. **The committee email voted to approve that there will not be any exceptions to the Training Cap going forward unless lifted by the Board.**

Program Updates

Steve Riddle reported enrollment numbers through May 15 were 328 enrollments, with approximately \$9,000 remaining in Adult program funds that could be obligated this program year for training. Mr. Riddle reported 45 have been identified as having retained employment for 3 quarters after exiting the program with 20 having an average wage of over \$10.50 per hour.

PY14 H&M Grants - Financial

Budget Reports

Brandi Runion reviewed the expenditures through February 2015, stating that the overall expenditures for Adult and Dislocated Worker are at 57.42% out of 60.0%. Ms. Runion reported WorkLink staff and Henkels and McCoy management are continuing to meet monthly to go over the expenditures and the budget. Ms. Runion stated that they have begun reporting on an accrual basis.

Obligations Report

Mr. Fields reported on the Obligations Report stating that there was an additional \$16,307 left to be obligated for Adult occupational training for PY14. Mr. Fields also mentioned that the PY15 obligations are now reporting accurately on this report. He explained that the transportation line item has been spent in the adult funding stream and would like to move some funds from other line items in order to keep those adult participants in the occupational training.

H&M Grant Modification 5

A request to modify the current grant that we have with Henkels and McCoy for PY14 was emailed to the Workforce Skills and Education Committee. Within this budget modification, excess salary and fringe from a vacated career coach position will be absorbed into Operating Costs, Training, and Supportive Services. The overall grant amount will remain the same. **The committee email voted to approve Adult Mod 5 as presented and recommend to the Finance Committee.**

PY15 Operator Budget

The PY15 Operator grant for Henkels and McCoy was presented as a recommendation from the RFP ad hoc committee to the Workforce Skills and Education Committee via email vote. This grant will begin on July 1, 2015 and run through June 30, 2016 with an optional extension of up to two years. The overall amount is for \$90,000 and will be for SC Works Center Management. **The Committee email voted to approve the PY15 Operator budget as presented and recommend to the Finance Committee.**

PY15 Adult and Dislocated Worker Program Services

The PY15 Adult and DW Program Services budget in the amount of \$829,230 was presented as a recommendation from the RFP ad hoc committee to Workforce Skills and Education Committee for vote. This grant will begin on July 1, 2015 and run through June 30, 2016 with an optional extension of up to two years. The following items were of note regarding this budget:

- a. This budget funds two part time corporate staff, a portion of the operator, a program manager, 4 case management staff, and one administrative support person.
- b. Total occupational training is in the amount of \$245,850. OJT contract writing was brought in-house. There are not any funds allotted to Adult Ed for GED teachers (instead they will be vouchered as we would with the Technical Colleges). There will also not be any soft skills workshops funded by WIA funds through Tri-County Technical College this year. Although valuable partnerships, the budget would not allow these services to continue as they had for the past three years.
- c. Supportive Services were reduced to \$5000 in training support materials.

The Committee email voted to approve the PY15 Program Services budget as presented and recommend to the Finance Committee.

SC WORKS

BRINGING EMPLOYERS
AND JOB SEEKERS TOGETHER

WORKLINK

ANDERSON-OCONEE-PICKENS

| Jobseekers Services SYSTEM WIDE SERVICES | Q1 2014 | | Q1 2014 | | Q1 2014 | | Q2 2014 | | Q2 2014 | | Q3 2014 | | Q3 2014 | | Q4 2014 | | Q4 2014 | | Total |
|---|---------|--------|---------|--------|---------|--------|---------|--------|---------|--------|---------|--------|---------|--------|---------|--------|---------|--------|-------|
| | Jul-14 | Aug-14 | Sep-14 | Oct-14 | Nov-14 | Dec-14 | Jan-15 | Feb-15 | Mar-15 | Apr-15 | May-15 | Jun-15 | Jul-15 | Aug-15 | Sep-15 | Oct-15 | Nov-15 | Dec-15 | |
| Unduplicated Customer Count | 5259 | 4848 | 4476 | 4452 | 3745 | 3866 | 4429 | 5112 | 4318 | 3681 | | | | | | | | | 17538 |
| Individuals that Registered | 393 | 382 | 338 | 364 | 293 | 335 | 359 | 272 | 400 | 337 | | | | | | | | | 3473 |
| Anderson | 142 | 136 | 126 | 137 | 94 | 120 | 142 | 109 | 174 | 148 | | | | | | | | | 1328 |
| Clemson | 45 | 53 | 46 | 46 | 41 | 46 | 42 | 36 | 54 | 35 | | | | | | | | | 446 |
| Easley | 97 | 77 | 79 | 74 | 62 | 75 | 69 | 56 | 80 | 62 | | | | | | | | | 731 |
| Inactive Honea Path | 34 | 48 | 33 | 38 | 36 | 26 | 38 | 22 | 33 | 25 | | | | | | | | | 333 |
| Seneca | 75 | 73 | 47 | 69 | 60 | 68 | 68 | 49 | 59 | 67 | | | | | | | | | 635 |
| Job Search Services | 11680 | 11629 | 9705 | 8681 | 7679 | 8148 | 8888 | 7132 | 5216 | 7188 | | | | | | | | | 85946 |
| Anderson | 3930 | 3961 | 3508 | 3180 | 2719 | 2538 | 2840 | 2393 | 2114 | 2436 | | | | | | | | | 29619 |
| Clemson | 2497 | 2369 | 1917 | 1732 | 1500 | 1821 | 1820 | 1406 | 604 | 1302 | | | | | | | | | 16968 |
| Easley | 1818 | 1901 | 1573 | 1446 | 1351 | 1351 | 1478 | 1284 | 671 | 1381 | | | | | | | | | 14284 |
| Inactive Honea Path | 949 | 927 | 727 | 600 | 501 | 567 | 652 | 486 | 237 | 538 | | | | | | | | | 6184 |
| Liberty UI Call Center | 606 | 532 | 368 | 244 | 189 | 151 | 158 | 122 | 640 | 107 | | | | | | | | | 3117 |
| Seneca | 1880 | 1939 | 1612 | 1479 | 1389 | 1720 | 1940 | 1441 | 950 | 1424 | | | | | | | | | 15774 |
| CENTER-WIDE SERVICES | | | | | | | | | | | | | | | | | | | |
| Center Traffic (Total Customer Count): | 2391 | 2162 | 2132 | 2130 | 1860 | 1999 | 2233 | 1585 | 2168 | 1733 | | | | | | | | | 20399 |
| Anderson | 611 | 535 | 612 | 545 | 377 | 472 | 542 | 424 | 632 | 482 | | | | | | | | | 5232 |
| Clemson | 1003 | 837 | 711 | 772 | 636 | 673 | 667 | 549 | 702 | 512 | | | | | | | | | 7062 |
| Easley | 242 | 258 | 258 | 289 | 203 | 303 | 289 | 176 | 260 | 207 | | | | | | | | | 2485 |
| Seneca | 522 | 520 | 534 | 519 | 634 | 541 | 717 | 433 | 562 | 524 | | | | | | | | | 5506 |
| Access Point Traffic | 13 | 12 | 17 | 5 | 10 | 10 | 18 | 3 | 12 | 8 | | | | | | | | | 108 |
| Orientation Attendance | 58 | 193 | 116 | 164 | 112 | 99 | 110 | 49 | 118 | 113 | | | | | | | | | 1132 |
| Core Workshops Offered | 26 | 26 | 25 | 16 | 16 | 16 | 16 | 16 | 16 | 16 | | | | | | | | | 189 |
| # Attended Employment | 9 | 17 | 2 | 7 | 4 | 2 | 5 | 36 | 6 | 3 | | | | | | | | | 91 |
| # Attended Financial Literacy | 1 | 0 | 1 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | | | | | | | | | 4 |
| # Attended Employment/Pardons | 0 | 1 | 12 | 7 | 0 | 3 | 0 | 0 | 0 | 0 | | | | | | | | | 23 |
| # Attended Computer Skills | 0 | 0 | 1 | 0 | 1 | 0 | 2 | 0 | 0 | 0 | | | | | | | | | 4 |
| Referrals to Partners: | 129 | 105 | 154 | 106 | 116 | 96 | 132 | 87 | 89 | 79 | | | | | | | | | 1093 |
| # of Individuals Received Referral | 119 | 96 | 139 | 95 | 111 | 88 | 119 | 81 | 83 | 70 | | | | | | | | | 1001 |

Data through: 3/31/15
Last Revision Date: 5/15/15

SC WORKS

BRINGING EMPLOYERS
AND JOB SEEKERS TOGETHER

WORKLINK

ANDERSON-OCONEE-PICKENS

| Employer Services | Q1 2014 | | Q1 2014 | | Q2 2014 | | Q2 2014 | | Q2 2014 | | Q3 2014 | | Q3 2014 | | Q4 2014 | | Q4 2014 | | Total |
|------------------------------------|---------|--------|---------|--------|---------|--------|---------|--------|---------|--------|---------|--------|---------|--------|---------|--------|---------|--------|-------|
| | Jul-14 | Aug-14 | Sep-14 | Oct-14 | Nov-14 | Dec-14 | Jan-15 | Feb-15 | Mar-15 | Apr-15 | May-15 | Jun-15 | Jul-15 | Aug-15 | Sep-15 | Oct-15 | Nov-15 | Dec-15 | |
| Employer Services | | | | | | | | | | | | | | | | | | | |
| Internal Job Orders Created | | | | | | | | | | | | | | | | | | | |
| Anderson | 251 | 241 | 211 | 168 | 91 | 97 | 130 | 132 | 192 | 177 | | | | | | | | | 1690 |
| Clemson | 38 | 42 | 36 | 44 | 27 | 32 | 42 | 36 | 48 | 31 | | | | | | | | | 376 |
| Easley | 168 | 132 | 134 | 90 | 39 | 47 | 46 | 51 | 82 | 72 | | | | | | | | | 861 |
| Inactive Honea Path | 9 | 20 | 8 | 4 | 4 | 7 | 9 | 10 | 27 | 25 | | | | | | | | | 123 |
| Liberty UI Call Center | 2 | 8 | 6 | 4 | 1 | 2 | 3 | 5 | 2 | 7 | | | | | | | | | 40 |
| Seneca | 10 | 5 | 7 | 6 | 3 | 0 | 2 | 7 | 8 | 5 | | | | | | | | | 53 |
| | 24 | 34 | 20 | 20 | 17 | 9 | 28 | 23 | 25 | 37 | | | | | | | | | 237 |
| Services Provided Employers | | | | | | | | | | | | | | | | | | | |
| Anderson | 1879 | 1640 | 1543 | 1694 | 1063 | 1077 | 1680 | 1016 | 1659 | 1158 | | | | | | | | | 14409 |
| Clemson | 709 | 713 | 651 | 773 | 317 | 327 | 544 | 289 | 423 | 529 | | | | | | | | | 5275 |
| Easley | 931 | 646 | 703 | 627 | 572 | 522 | 807 | 651 | 1046 | 489 | | | | | | | | | 6994 |
| Inactive Honea Path | 52 | 29 | 17 | 126 | 40 | 86 | 71 | 35 | 82 | 30 | | | | | | | | | 568 |
| Liberty UI Call Center | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | | | | | | | | 0 |
| Seneca | 15 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | | | | | | | | 15 |
| | 172 | 252 | 172 | 168 | 134 | 142 | 258 | 41 | 108 | 110 | | | | | | | | | 1557 |
| Hiring Events | | | | | | | | | | | | | | | | | | | |
| Anderson | 12 | 4 | 9 | 2 | 8 | 2 | 3 | 6 | 11 | 12 | | | | | | | | | 69 |
| Oconee | 568 | 155 | 246 | 64 | 757 | 45 | 273 | 204 | 459 | 131 | | | | | | | | | 2902 |
| Pickens | 543 | 1 | 214 | 20 | 515 | 40 | 236 | 106 | 415 | 46 | | | | | | | | | 2136 |
| | 0 | 149 | 6 | 0 | 166 | 0 | 37 | 98 | 33 | 48 | | | | | | | | | 537 |
| | 25 | 5 | 26 | 44 | 76 | 5 | 0 | 0 | 11 | 37 | | | | | | | | | 229 |
| Entered Employments | | | | | | | | | | | | | | | | | | | |
| Anderson | 89 | 29 | 107 | 86 | 7 | 32 | 43 | 43 | 42 | 33 | | | | | | | | | 511 |
| Clemson | 6 | 3 | 54 | 70 | 3 | 9 | 2 | 2 | 13 | 13 | | | | | | | | | 175 |
| Easley | 77 | 15 | 36 | 7 | 1 | 16 | 35 | 35 | 20 | 10 | | | | | | | | | 252 |
| Inactive Honea Path | 0 | 0 | 1 | 2 | 0 | 0 | 1 | 1 | 0 | 1 | | | | | | | | | 6 |
| Seneca | 2 | 0 | 1 | 1 | 0 | 1 | 0 | 0 | 0 | 0 | | | | | | | | | 5 |
| | 4 | 11 | 15 | 6 | 3 | 6 | 5 | 5 | 9 | 9 | | | | | | | | | 73 |
| Rapid Response Events | | | | | | | | | | | | | | | | | | | |
| | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | | | | | | | | | 1 |

DEMOGRAPHICS (Year to Date)

Data through: 04/30/2015

Last Revision Date:05/11/2015

WIA Enrollments
YTD (Last Date of Access)

| Age | Anderson | Oconee | Pickens | Other | Total | % |
|--------------|------------|------------|------------|-----------|------------|-------------|
| Under 19 | 2 | 1 | 2 | 0 | 5 | 1% |
| 19-21 | 15 | 10 | 6 | 0 | 31 | 5% |
| 22-32 | 83 | 46 | 18 | 2 | 149 | 26% |
| 33-44 | 97 | 54 | 32 | 5 | 188 | 33% |
| 45-54 | 67 | 36 | 31 | 4 | 138 | 24% |
| 55-64 | 25 | 13 | 14 | 1 | 53 | 9% |
| 65+ | 1 | 0 | 0 | 0 | 1 | 0% |
| Total | 290 | 160 | 103 | 12 | 565 | 100% |

| Race | Anderson | Oconee | Pickens | Other | Total | % |
|------------------|------------|------------|------------|-----------|------------|-------------|
| Caucasian | 187 | 123 | 78 | 7 | 395 | 70% |
| African American | 93 | 33 | 21 | 5 | 152 | 27% |
| American Indian | 2 | 1 | 2 | 0 | 5 | 1% |
| Asian | 0 | 0 | 0 | 0 | 0 | 0% |
| Hawaiian | 0 | 1 | 0 | 0 | 1 | 0% |
| Not Provided | 8 | 2 | 2 | 0 | 12 | 2% |
| Total | 290 | 160 | 103 | 12 | 565 | 100% |

| Ethnicity | Anderson | Oconee | Pickens | Other | Total | % |
|--------------|------------|------------|------------|-----------|------------|-------------|
| Hispanic | 10 | 4 | 3 | 0 | 17 | 3% |
| Not Hispanic | 280 | 154 | 98 | 12 | 544 | 96% |
| Not Provided | 0 | 2 | 2 | 0 | 4 | 1% |
| Total | 290 | 160 | 103 | 12 | 565 | 100% |

| Gender | Anderson | Oconee | Pickens | Other | Total | % |
|--------------|------------|------------|------------|-----------|------------|-------------|
| Female | 190 | 95 | 49 | 6 | 340 | 60% |
| Male | 100 | 65 | 54 | 6 | 225 | 40% |
| Total | 290 | 160 | 103 | 12 | 565 | 100% |

| Education Level | Anderson | Oconee | Pickens | Other | Total | % |
|--------------------------------------|------------|------------|------------|-----------|------------|-------------|
| Less than 9th Grade | 22 | 6 | 2 | 0 | 30 | 5% |
| 9th-12th Grade (No Diploma) | 80 | 37 | 15 | 4 | 136 | 24% |
| GED | 36 | 25 | 23 | 1 | 85 | 15% |
| HSD | 84 | 73 | 30 | 6 | 193 | 34% |
| Vocational School Certificate | 31 | 7 | 12 | 0 | 50 | 9% |
| Associate's Degree | 16 | 8 | 8 | 0 | 32 | 6% |
| Bachelor's Degree | 16 | 3 | 11 | 0 | 30 | 5% |
| Education beyond a Bachelor's degree | 5 | 1 | 2 | 1 | 9 | 2% |
| Total | 290 | 160 | 103 | 12 | 565 | 100% |

| Disability | Anderson | Oconee | Pickens | Other | Total | % |
|--------------|------------|------------|------------|-----------|------------|-------------|
| No | 289 | 159 | 102 | 12 | 562 | 99% |
| Yes | 1 | 1 | 1 | 0 | 3 | 1% |
| Total | 290 | 160 | 103 | 12 | 565 | 100% |

| Employment Status at Participation | Anderson | Oconee | Pickens | Other | Total | % |
|--|------------|------------|------------|-----------|------------|-------------|
| Employed | 54 | 33 | 24 | 4 | 115 | 20% |
| Employed but received notice of layoff | 0 | 0 | 1 | 0 | 1 | 0% |
| Not Employed | 236 | 127 | 78 | 8 | 449 | 79% |
| Total | 290 | 160 | 103 | 12 | 565 | 100% |

| Veteran | Anderson | Oconee | Pickens | Other | Total | % |
|--------------|------------|------------|------------|-----------|------------|-------------|
| No | 281 | 155 | 98 | 10 | 544 | 96% |
| Yes | 9 | 5 | 5 | 2 | 21 | 4% |
| Total | 290 | 160 | 103 | 12 | 565 | 100% |

All demographic data is provided by Geographic Solutions to the SC Department of Employment and Workforce. The Applications Analyst for SC Department of Employment and Workforce then forwards the data in Excel to the local areas for further analysis.

SC WORKS

BRINGING EMPLOYERS
AND JOB SEEKERS TOGETHER

WORKLINK

ANDERSON-OCONEE-PICKENS

WIA Intensive Services = July 1, 2014 - June 30, 2015

| | | Job Seeker at WIA Enrollment | | | | Case Load Breakdown | | | Applications | | |
|---------------------|-----|------------------------------|----|----|-------|---------------------|-------------------|-----------|--------------|---|-------------------|
| | | A | O | P | Other | Total | Active | Follow-up | Total | Completed | YTD Total |
| Veterans | CO | 9 | 5 | 5 | 2 | 21 | 33 | 48 | 81 | 29 | 424 |
| | New | 0 | 0 | 0 | 0 | 0 | 89 | 55 | 144 | 0 | 2 |
| Offenders | CO | 74 | 30 | 22 | 5 | 131 | 59 | 44 | 103 | YTD Completed | 426 |
| | New | 6 | 2 | 0 | 0 | 8 | 62 | 70 | 132 | | |
| TAA Co-enrolled | CO | 0 | 5 | 2 | 0 | 7 | 69 | 36 | 105 | Eligibility | YTD Total |
| | New | 0 | 1 | 0 | 0 | 1 | 312 | 253 | 565 | April | 424 |
| Adult/DW Low Income | CO | 183 | 91 | 60 | 6 | 340 | Active Enrollment | | | | YTD Planned (+/-) |
| | New | 7 | 3 | 0 | 0 | 10 | CO | April | Total | April | YTD Planned (+/-) |
| SNAP Recipient | CO | 120 | 46 | 26 | 4 | 196 | 30 | 3 | 33 | New Enrolled | -26 |
| | New | 2 | 1 | 0 | 0 | 3 | 85 | 4 | 89 | New YTD Enrolled | -79 |
| | | | | | | | 56 | 3 | 59 | Not Enrolled (90 day window) | |
| | | | | | | | 59 | 3 | 62 | * Eligible applications can be enrolled within 90 days of completion. | |
| | | | | | | | 66 | 3 | 69 | WorkKeys | |
| | | | | | | | Total | 16 | 312 | CO | New YTD Total |
| | | | | | | | | | | Platinum | 0 |
| | | | | | | | | | | Gold | 42 |
| | | | | | | | | | | Silver | 163 |
| | | | | | | | | | | Bronze | 43 |
| | | | | | | | | | | Total | 248 |
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SC WORKS

WORKLINK

ANDERSON-OCONEE-PICKENS

BRINGING EMPLOYERS
AND JOB SEEKERS TOGETHER

WIA Training Services and Follow Services as of July 1, 2014 - June 30, 2015

| Recommended for Training Services | | | | Occupational Training by Provider | | | |
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WIA Success Stories

Adult & Dislocated Worker Program

Meet Roderick

Roderick is a family man, and getting back to work to provide for his family was his top priority.



Upon the recommendation of a friend, Roderick Horton came to the WIA program in October 2014. Roderick stated specifically, that he needed a job that "paid good money in order to take care of his family." Roderick was willing to do whatever needed to be done in order to be a part of the WIA program. Roderick was determined to identify a career choice that would work for him.

Roderick knew from the first day he wanted to pursue his training in Truck Driving, with the intent to own his own truck someday.

Roderick started Truck Driving training on November 26, 2014 and successfully completed his training on December 27, 2014. He started driving full-time with Schnedier Trucking on Monday, January 5, 2015. Roderick trained for two weeks on the road, with compensation at .029 cent a mile. Roderick shared with his Career Coach that he can average up to .032 a mile with a little bit of experience under his belt. The company shared with Roderick that he could be driving as much as 2500 to 3000 miles. He's very excited about this future in the trucking industry.

Roderick stated when he gets his assigned truck he will send us a photo and keep us updated on his success.

Meet Elizabeth

Elizabeth knew she needed her Real Estate Certification if she was going to be able to find employment in her chosen career field. Her goal at enrollment into WIA was to obtain the certification needed to make herself more marketable to the Property Management field. Elizabeth was very successful in reaching her goal. She received her certification for Real Estate in Property Management on October 1, 2014.



Elizabeth said that WIA was a great way for her to reach the level of employment that she currently has. And further went on to say that she would recommend WIA for any person that is having difficulty with obtaining their life's goals. Elizabeth expressed that she was very grateful for such a wonderful program.

She also stated that having a great Career Coach was very instrumental in guiding her through the steps to get to her goals. WIA was a very useful tool to get to where she is today.

Elizabeth is currently employed with PK Management in Abbeville, SC as a Property Manager of two properties. She is currently making \$15.50 per hour and working 40 hours per week.

Meet Christopher

Christopher has always wanted to pursue a career as a Truck Driver. He has several family members that have their CDL license, he grew up around truck drivers. He said being able to go to school through the WIA program was a life changing experience for him. Christopher completed his training with Tri-County Technical College on November 14, 2014. He was previously unemployed since August of 2013. He started working for Great Wide on November 17, 2014 with a starting wage of \$10 per hour while in training with the company.



Standards of Behavior

WorkLink WIB is committed to maintaining a safe and orderly environment for all customers and partner staff. This Standards of Behavior document assures the protection of an individual's rights by outlining the behaviors that will not be encouraged or tolerated in any manner. Failure to abide by the Standards of Behavior may result in the termination or loss of program benefits and/or services whether provided directly or indirectly through the local SC Works System. The following will be considered a violation of the Standards of Behavior:

Harassment, Verbal/Physical Abuse, Stalking, Sexual Misconduct

- (1) Any willful, intentional, and/or persistent act that annoys, degrades or embarrasses any WIOA/SC Works staff, customer/participant, or provider may be considered harassment.
- (2) Any intentional and/or persistent telephone calls, cellular phone calls, text messages, instant messaging, or other electronic communications that are designed to or have the effect of annoying any WIOA/SC Works customer/participant or staff.
- (3) Hostile acts against WIOA/SC Works customers/participants or staff including their property, on the basis of their actual or perceived race, color, religion, sex, age, gender, national origin, nationality, disability, and/or political affiliation/belief.
- (4) Verbal abuse and/or abusive behavior, including threats of harm, intimidation, harassment, coercion, and/or other conduct which threatens or endangers the health or safety of any WIOA/SC Works customer/participant or staff, or which places them in fear of being physically harmed.
- (5) Physical contact (direct or with an object) or which by its nature is provoking or endangers the health or safety of any WIOA/SC Works customer/participant or staff.
- (6) Willfully, maliciously, and/or repeatedly following or harassing a WIOA/SC Works customer/participant or staff in any manner that would cause a reasonable person to feel frightened, intimidated, threatened, harassed or molested.
- (7) Conduct of a sexual nature which is unwanted, causes discomfort or embarrassment, and/or creates an intimidating, hostile or offensive environment.

Misrepresentation

- (1) Personal representation of yourself as another or giving false information with the intent of receiving a benefit or service.
- (2) Forgery or misuse of any document, record, form, electronic file, or instrument of identification.

Property Use

- (1) Entry to or unauthorized occupancy of the WIOA/SC Works offices other than during hours of operation or special events.
- (2) The theft or misuse of property belonging to WIOA/SC Works or WIOA/SC Works customers/participants or staff.
- (3) Any unauthorized, illegitimate, or commercial use or access of SC Works computer resources, facilities, or equipment.

Standards of Behavior

- (4) Any use that disrupt, impairs, or in any way causes intended damage to the SC Works networks or equipment.
- (5) Use of SC Works resources which interfere with or impair the activities of customers/participants or staff.
- (6) Use of SC Works resources to harass, threaten or intimidate SC Works customers or staff.
- (7) Any use/misuse of SC Works computing resources to violate city, county, state, or federal laws, rules and regulations.

General Conduct/Safety

- (1) The possession and/or use of any dangerous object, weapon, or any object that could endanger SC Works customers or staff.
 - a. Objects that have been pre-determined as dangerous include, but are not limited to: guns (including replicas, BB/pellet, stun), knives, explosive devices, fireworks, sling shots, pepper spray, and hazardous material.
- (2) Whether individually or in a group, in the course of exercising rights to freedom of speech, disrupt or obstruct SC Works operations or sponsored functions, events, or services.
- (3) Engagement in conduct that is disruptive, offensive, or presents a risk of physical harm to SC Works customers or staff.

Violation of these Standards of Behavior may result in the termination or loss of SC Works benefits and/or services.

I have received a copy of the SC Works System Standards of Behavior guidelines. I understand that violation of the Standards of Behavior may result in the termination or loss of my SC Works benefits and/or services.

| | | |
|---------------------|------------------|-------------|
| Name (print) | Signature | Date |
|---------------------|------------------|-------------|

| | | | |
|---|---------------------------|------------------|-------------|
| Office Use | | | |
| | | | |
| <table border="1" style="width: 100%;"><tr><td style="width: 33%;">Staff Name (print)</td><td style="width: 33%;">Signature</td><td style="width: 33%;">Date</td></tr></table> | Staff Name (print) | Signature | Date |
| Staff Name (print) | Signature | Date | |

Business Partnerships Committee Report

Meeting held May 14, 2015

Presented June 10, 2015 – Board Meeting

On-the-Job Training Coordination

The Committee received an update from Henkels & McCoy on the 16 OJT contracts currently in place and an update on the funding stating there is \$5,406.49 remaining in Adult OJT funds and \$28,403.46 remaining in DW OJT funds for PY'14.

Work Ready Communities Initiative and Employer Usage Report

Anderson, Oconee, and Pickens Counties have all attained 100% of goals and are Certified Work Ready Communities! Congratulations to Richard Blackwell. On Friday, June 5, Oconee County became one of the newest Certified Work Ready Communities along with Hampton and Spartanburg Counties to receive "Gold" status.

Incumbent Worker Training Grants (Rapid Response and Locally Funded)

The Committee was informed there have been no recent Rapid Response events, however, Covidien is nearing the end of their process and will have another lay-off of 45 in early summer.

The following update on Rapid Response IWT grants was provided:

- Kroeger Marine Construction closed out 2/27/15 with \$12,000 being unspent and returned to the State
- Roylco, Inc. ended 4/30/15 and is in the process of being closed out with a balance of \$11,230 to be returned to the State
- Alfmeier, Fredrichs, & Rath has an end date of 7/31/15
- Ulbrich Specialty Wire is ongoing in their trainings with an end date of 12/30/15

An update was provided on the Locally Funded IWT Grant which had an end date of 4/30/15 stating 5 companies completed training and those grants have been closed, 3 have completed training but are waiting on payment and 2 companies did not complete all of their trainings and will not be using all of the funds they requested, however, their funds were able to be shifted to other companies.

Structure

The Committee was informed that the Board approved a recommendation from the RFP Committee to bring the Business Engagement portion of the OJT Program in-house in an effort to save funds and apply any additional funds to training; the case management involved with OJT will have to remain with Career Counseling.

In addition the Business Services Representative position is "on hold" indefinitely due to budgeting & the uncertainty of what reductions in allocations from the State will look like at this point. The duties of that position has been absorbed and being performed currently by several staff.

Recently held and Upcoming Hiring Events

- (1) April 17, 2015 – Pickens County monthly hiring event at Rosewood Center in Liberty
- (2) May 22, 2015 – Oconee County monthly hiring event at United Way in Seneca
- (3) June 26, 2015 - Anderson County monthly hiring event at Anderson County Library in Anderson

PY'14 Adult, DW, Youth In-House Budget*

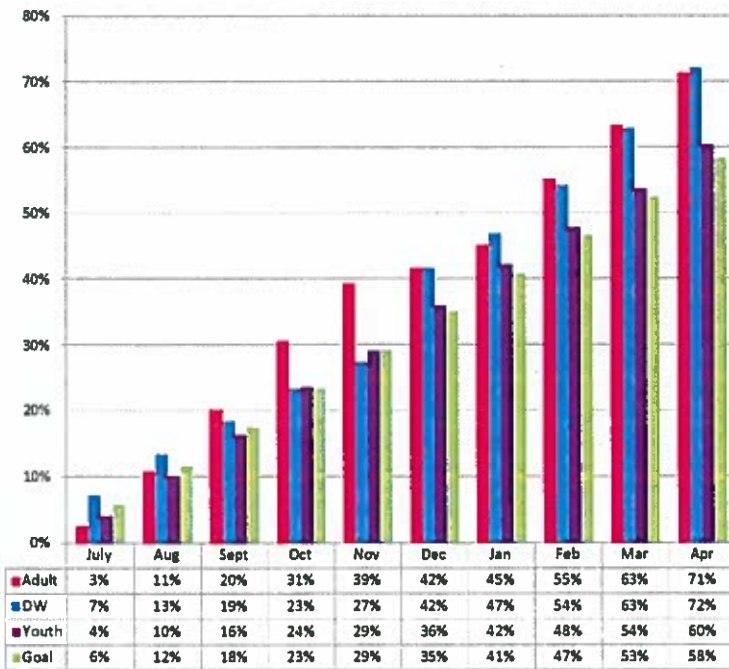
With a staff vacancy and other items not being spent as planned and the reduced allocations for PY'15 we propose to reduce some line items in order to put them in contingency and carry them into the PY'15 budget.

Motion from Finance Committee to modify the PY'14 budget by \$17,581 as stated.

| | Program Adult | Admin Adult | Program DW | Admin DW | Program Youth | Admin Youth | Total | YTD - APR | Actual % Expended | Goal % Expended | | |
|----------------------------------|---------------|-------------|------------|----------|---------------|-------------|-----------|-----------|-------------------|-----------------|-----------|-----------|
| PY'14 Allocations Estimate | 732,806 | 81,422 | 650,517 | 72,279 | 789,798 | 87,755 | 2,414,577 | | | | | |
| 0.8554% Reduction from DOL | (378) | (42) | (318) | (15) | - | - | (765) | | | | | |
| PY'14 Allocations TOTAL | 732,428 | 81,380 | 650,207 | 72,344 | 789,798 | 87,755 | 2,413,812 | | | | | |
| Transfer of Funds (50%) | 325,103 | - | (325,103) | - | - | - | - | | | | | |
| 0.8554% from DOL | 378 | 42 | 310 | 35 | - | - | - | | | | | |
| PY'13 Carryover | 426,648 | 26,340 | 228,956 | 40,075 | 457,342 | 26,611 | 1,206,102 | | | | | |
| | 1,484,957 | 107,802 | 554,400 | 112,354 | 1,247,180 | 114,386 | 3,620,679 | | | | | |
| Obligation | | | | | | | | | | | | |
| Henkels & McCoy - Adult (Mod #5) | 1,041,808 | - | - | - | - | - | 1,041,808 | 658,888 | 82% | 83% | 1,041,808 | - |
| Henkels & McCoy - DW (Mod #5) | - | - | 305,132 | - | - | - | 305,132 | 247,802 | 81% | 83% | 408,192 | (103,060) |
| Henkels & McCoy - Youth (Mod #3) | - | - | - | - | 800,000 | - | 800,000 | 606,715 | 76% | 83% | 800,000 | - |
| Undesignated Funds | 175,109 | (5,341) | 135,089 | 16,319 | 281,382 | 12,488 | 617,730 | - | 0% | 0% | 517,087 | 120,641 |
| Total Pass-Through Contracts | 1,216,917 | (5,341) | 440,221 | 16,319 | 1,081,382 | 12,488 | 2,764,670 | 1,713,405 | 62% | 64% | 2,767,089 | 17,581 |
| Total Revenue after Obligations | 267,640 | 92,459 | 114,179 | 96,035 | 163,798 | 101,898 | 836,009 | | | | | |

| | Program Adult | Admin Adult | Program DW | Admin DW | Program Youth | Admin Youth | Total | YTD - APR | Actual % Expended | Goal % Expended | Accrual thru 5/22/15 | Balance after Accrual | Mod #2 approved 10/22/14 | Net Change |
|---|---------------|-------------|------------|----------|---------------|-------------|-----------|-----------|-------------------|-----------------|----------------------|-----------------------|--------------------------|------------|
| In-House Expenses | | | | | | | | | | | | | | |
| Salaries | 103,590 | 41,300 | 45,035 | 42,325 | 81,935 | 42,500 | 356,685 | 276,241 | 77% | 83% | 23,427 | 57,017 | 356,685 | - |
| Fringe | 30,282 | 13,225 | 13,225 | 12,500 | 20,000 | 17,775 | 107,007 | 85,515 | 80% | 83% | 7,570 | 13,922 | 107,007 | - |
| SC Works Centers & Satellite Facility Costs | 138,876 | 5,964 | 59,518 | 6,383 | 10,078 | 6,131 | 226,950 | 161,398 | 72% | 83% | 23,353 | 40,200 | 226,950 | - |
| Payment from SCDEW for Facilities | (79,728) | - | (14,169) | - | - | - | (113,897) | (52,870) | 46% | 83% | (45,466) | (15,561) | (113,897) | - |
| Travel | 1,500 | 1,200 | 700 | 1,200 | 1,700 | 1,700 | 8,000 | 7,574 | 95% | 83% | 15 | 411 | 10,000 | (6,000) |
| AOP BIS Transportation (\$10k appx by EC) | - | - | - | - | 10,000 | - | 10,000 | 10,000 | 100% | 83% | - | - | 10,000 | - |
| Supplies - Consumable | 545 | - | 580 | 580 | 1,110 | 580 | 2,815 | 1,353 | 48% | 83% | - | 1,462 | 2,250 | 565 |
| Supplies - Non-Consumable | 125 | - | 125 | 125 | 125 | 125 | 375 | 215 | 57% | 83% | - | 160 | 1,000 | (625) |
| Outside Services (Strategic Plan) \$7,300 + Other | 2,375 | 400 | 1,200 | 400 | 2,775 | 800 | 7,950 | 408 | 5% | 83% | - | 7,542 | 10,000 | (2,050) |
| Consulting | - | 70 | 70 | 70 | 70 | 70 | 210 | 114 | 54% | 83% | - | 96 | 210 | - |
| Insurance - Tort (\$640 mo) | - | 1,922 | 3,841 | 1,922 | 1,922 | 1,922 | 7,685 | 6,390 | 83% | 83% | - | 1,295 | 7,685 | - |
| Insurance - Bldg & PP (\$33 mo) | - | 96 | 192 | 96 | 96 | 96 | 384 | 316 | 82% | 83% | - | 68 | 384 | - |
| Insurance - Auto C&C (\$15.50 mo) | - | 45 | 80 | 45 | 45 | 45 | 170 | 123 | 72% | 83% | - | 47 | 195 | (25) |
| Insurance - Auto Liab (\$64 mo) | - | 150 | 295 | 150 | 150 | 150 | 595 | 507 | 85% | 83% | - | 88 | 775 | (180) |
| Postage | - | 208 | 221 | 221 | 221 | 221 | 650 | 521 | 80% | 83% | 48 | 81 | 500 | 150 |
| Printing | - | 1,834 | 1,833 | 1,833 | 1,833 | 1,833 | 5,500 | 4,477 | 81% | 83% | - | 1,023 | 5,500 | - |
| Web Site Hosting & Renewal Fees | 300 | 2,060 | 300 | 2,060 | 210 | 2,160 | 7,080 | 4,200 | 59% | 83% | 505 | 2,375 | 7,080 | - |
| Memberships, Dues, & Prof Fees | - | 980 | 1,035 | 1,035 | 1,110 | 1,110 | 3,125 | 3,120 | 100% | 83% | - | 5 | 3,450 | (325) |
| Training | 1,250 | 600 | 550 | 600 | 700 | 2,000 | 5,700 | 5,107 | 90% | 83% | 54 | 539 | 10,000 | (4,300) |
| Job Fair - Hiring Event Expenses | 12,600 | - | 5,400 | - | - | - | 18,000 | 18,201 | 101% | 83% | (200) | (1) | 19,500 | (1,500) |
| R&M & Gas - WIA Car | - | 835 | 835 | 835 | 830 | 830 | 2,500 | 2,087 | 83% | 83% | 91 | 322 | 2,500 | - |
| IT Maint Support (WIB Only) | - | 1,600 | 1,600 | 1,600 | 1,500 | 1,500 | 4,700 | 2,287 | 49% | 83% | 119 | 2,294 | 4,700 | - |
| Outreach (SC Works Center's Only) | 12,000 | - | 3,000 | - | - | - | 15,000 | 5,075 | 34% | 83% | - | 9,925 | 15,000 | - |
| Meeting Expense (Madison Center & Other) | 45 | 1,500 | 20 | 1,560 | 2,050 | 2,050 | 5,175 | 3,408 | 66% | 83% | 306 | 1,461 | 5,175 | - |
| Indirect Cost Pool (43% of salaries) | 44,550 | 17,800 | 19,400 | 18,300 | 35,300 | 18,300 | 151,650 | 117,952 | 77% | 83% | - | 35,698 | 156,941 | (7,291) |
| Total In-House | 267,640 | 92,459 | 114,179 | 96,035 | 163,798 | 101,898 | 836,009 | 665,719 | 80% | 83% | 9,921 | 160,469 | 853,590 | (17,581) |

PY'14 Fund Utilization Rate



Fund Utilization Rate*

Our Fund Utilization Rate through April Expenditures is 71% Adult, 72% DW, and 60% Youth with a goal of 58%. Since we have met our 70% requirement for Adult & DW we recommend that we remove the 90% expenditure rate requirement from the Henkels & McCoy Adult/DW Grant with the reduced allocations received for PY'15. Currently we are at 60% for Youth so we will keep the 93% expenditure rate requirement for them until we reach 70% FUR. If we reach 70% after May, we recommend removing that requirement for them as well.

Motion from Finance Committee to remove the 90% expenditure rate requirement from the Henkels & McCoy Adult/DW grant since we have met our 70% Fund Utilization Rate requirement and to evaluate the 93% expenditure rate requirement for the Henkels & McCoy Youth grant once the 70% FUR goal has been reached.

Insurance Reimbursement from Flood*

Per the COG staff, these funds need to be spent before June 30. Trent has been working with Trehel on the

ADA upgrades and we do not speculate that they will be complete by June 30. Since we are uncertain that these funds can be spent prior to June 30, we would like a provisional vote that if they are unable to be spent, then we transfer funds that were paid for out of the general budget into this reimbursement and then add the ADA upgrades to the PY'15 budget with the contingency funds that are freed up.

Motion from Finance Committee to approve that the \$3,857.41 budgeted to ADA upgrades be spent on something already paid for in the general budget if the ADA upgrades are not able to be completed by June 30. ADA upgrades will then be put in the PY'15 budget with the contingency funds available from the transfer.

| | Program Expenditures | Total Obligated | Total % Obligated | Actual Expended | Actual % Expended | Balance |
|----------------------------|----------------------|-----------------|-------------------|-----------------|-------------------|-------------|
| HVAC Replacement | \$ 7,100.00 | \$ 7,100.00 | 100.00% | 7,100.00 | 100.00% | \$ - |
| Mini-Split for Server Room | 3,565.00 | 3,565.00 | 100.00% | 3,565.00 | 100.00% | - |
| ADA Upgrades | 4,142.41 | 285.00 | 6.88% | 285.00 | 6.88% | 3,857.41 |
| | \$ 14,807.41 | \$ 10,950.00 | 73.95% | 10,950.00 | 73.95% | \$ 3,857.41 |

Henkels & McCoy Grants

PY'14 Adult/DW Grant -Expenditures thru April, & Mod #5*

| WorkLink SC Works Operator (H&M) PY14 Budget Mod #5 | | | | | | |
|--|--------------------|---------------|--------------------|---------------|-------------------|-----------------|
| | PY14 Budget Mod #4 | | PY14 Budget Mod #5 | | Amt of Inc or Dec | |
| | Adult | DW | Adult | DW | Adult | DW |
| Staff Costs | | | | | | |
| Staff Salaries | \$ 297,337.21 | \$ 127,430.23 | \$ 293,103.61 | \$ 125,615.83 | \$ (4,233.60) | \$ (1,814.40) |
| Staff Fringe | \$ 119,680.88 | \$ 51,291.81 | \$ 117,740.35 | \$ 50,460.15 | \$ (1,940.53) | \$ (831.65) |
| | \$ 417,018.09 | \$ 178,722.04 | \$ 410,843.96 | \$ 176,075.98 | \$ (6,174.13) | \$ (2,646.05) |
| Operating Costs | | | | | | |
| 1.2 Staff Consumable Supplies | \$ 3,780.00 | \$ 1,620.00 | \$ 4,787.66 | \$ 2,051.86 | \$ 1,007.66 | \$ 431.86 |
| 1.3 Advertising, Outreach | \$ 1,050.00 | \$ 450.00 | \$ 1,050.00 | \$ 450.00 | \$ - | \$ - |
| 1.4 Copy, Print | \$ 4,620.00 | \$ 1,980.00 | \$ 4,830.00 | \$ 2,070.00 | \$ 210.00 | \$ 90.00 |
| 1.5 Communications | \$ 6,520.44 | \$ 2,794.47 | \$ 6,520.44 | \$ 2,794.48 | \$ 0.00 | \$ 0.00 |
| 1.6 Staff Travel | \$ 16,308.49 | \$ 6,989.35 | \$ 16,308.49 | \$ 6,989.35 | \$ - | \$ - |
| 1.7 Staff Conferences, Training | \$ 2,856.00 | \$ 1,224.00 | \$ 2,856.00 | \$ 1,224.00 | \$ - | \$ - |
| 1.8 Staff Equipment/ Computer Leases/ Software | \$ 12,255.94 | \$ 5,252.54 | \$ 12,255.94 | \$ 5,252.54 | \$ - | \$ - |
| 1.9 Postage | \$ 1,680.00 | \$ 720.00 | \$ 1,680.00 | \$ 720.00 | \$ - | \$ - |
| Sub-Total Operating | \$ 49,070.87 | \$ 21,030.37 | \$ 50,288.53 | \$ 21,552.23 | \$ 1,217.67 | \$ 521.86 |
| Training | | | | | | |
| 2.3 Credential Exams & Assessments | \$ 11,165.00 | \$ 4,785.00 | \$ 11,165.00 | \$ 4,785.00 | \$ - | \$ - |
| 2.5 Tuition (Adult Education) | \$ 54,096.00 | \$ 23,184.00 | \$ 54,096.00 | \$ 23,184.00 | \$ - | \$ - |
| 2.8 Tuition (College or Vocational) | \$ 275,379.77 | \$ 82,722.50 | \$ 279,322.68 | \$ 20,263.69 | \$ 3,942.91 | \$ (62,458.81) |
| 2.8 On-the-Job Training | \$ 75,600.00 | \$ 32,400.00 | \$ 75,600.00 | \$ 6,000.00 | \$ - | \$ (26,400.00) |
| Sub-Total Training | \$ 416,240.77 | \$ 143,091.50 | \$ 420,183.68 | \$ 54,232.69 | \$ 3,942.91 | \$ (88,858.81) |
| Supportive Services | | | | | | |
| 3.11 Transportation | \$ 24,779.25 | \$ 6,335.25 | \$ 24,779.25 | \$ 6,335.25 | \$ - | \$ - |
| 3.12 Childcare | \$ 2,340.00 | \$ 1,638.00 | \$ 2,340.00 | \$ 1,638.00 | \$ - | \$ - |
| 3.14 Training Support Materials | \$ 3,735.00 | \$ 2,250.00 | \$ 7,488.75 | \$ 2,496.25 | \$ 3,753.75 | \$ 246.25 |
| Sub-Total of Supportive Services | \$ 30,854.25 | \$ 10,223.25 | \$ 34,608.00 | \$ 10,469.50 | \$ 3,753.75 | \$ 246.25 |
| Indirect Cost & Fees | | | | | | |
| Training Fee (Profit) | \$ 44,318.79 | \$ 18,993.77 | \$ 45,796.21 | \$ 13,118.52 | \$ 1,477.42 | \$ (5,877.25) |
| Indirect Cost | \$ 77,557.68 | \$ 33,239.09 | \$ 80,143.37 | \$ 22,953.91 | \$ 2,585.68 | \$ (10,285.18) |
| Audit Fee | \$ 6,747.54 | \$ 2,891.80 | \$ 6,972.47 | \$ 1,996.99 | \$ 224.94 | \$ (894.81) |
| Sub-Total of Indirect & Fees | \$ 128,624.21 | \$ 55,124.66 | \$ 132,912.05 | \$ 38,067.42 | \$ 4,287.94 | \$ (17,057.24) |
| | \$ 1,041,808.18 | \$ 408,191.82 | \$ 1,046,836.22 | \$ 300,397.82 | \$ 7,028.04 | \$ (107,794.00) |
| | 72% | 28% | 78% | 22% | | |

As usual, we have been meeting with Henkels monthly to look at expenditures. Through April they have spent 76.32% out of a goal of 75% and are right on target (This increases to 82.02% after the Mod#5 changes on the next page). We do have a modification request #5 from H&M due to some staff vacancies that have made funds available to move into training and Training support materials. We also have a deobligation request of DW funds to go in the PY'14 Contingency funds and ultimately into the PY'15 Carryover funding. This deobligation is due to the low number of DW participants and the fact that all DW participants served were paid for out of the DW-NEG grant that ends on June 30. You will see a slight increase in the Adult Grant with this modification due to an error on Mod 4 in profit and indirect that was corrected.

With the deobligation comes a request to decrease the number of participants served for the remainder of the year. The number of participants has decreased from 479 to 350 new. The overall total to be served decreased from 1,069 to 957. This was not approved as part of Mod#5 that was presented to WSEC and Finance.

VOTE NEEDED: WSEC and Finance Committee approved Mod #5 (with the exception of the indirect, profit, & audit fee correction and the decrease in the # of participants served). A new motion is needed to approve modification #5 to transfer funds from staff costs/fringe into operating, training, and training support materials, increasing the Adult grant by \$7,028 due to an error in Mod #4, deobligate \$107,794 from the DW grant, and decreasing total participants served from 1,069 to 957.

| Period | Clients Served | | | Clients Exited | | | Active Clients |
|---------------------------|----------------|-----|------------|----------------|----------|------------|----------------|
| | Carryover | New | Cumulative | Positive | Negative | Cumulative | |
| July-14 | 248 | 31 | 279 | 15 | 10 | 25 | 254 |
| August-14 | 254 | 28 | 282 | 30 | 10 | 40 | 242 |
| September-14 | 242 | 45 | 287 | 30 | 10 | 40 | 247 |
| October-14 | 247 | 51 | 298 | 20 | 10 | 30 | 268 |
| November-14 | 268 | 36 | 304 | 20 | 10 | 30 | 274 |
| December-14 | 274 | 37 | 311 | 25 | 5 | 30 | 281 |
| January-15 | 281 | 28 | 309 | 25 | 5 | 30 | 279 |
| February-15 | 279 | 18 | 297 | 20 | 5 | 25 | 272 |
| March-15 | 272 | 27 | 299 | 30 | 10 | 40 | 259 |
| April-15 | 259 | 16 | 275 | 20 | 5 | 25 | 250 |
| May-15 | 250 | 17 | 267 | 30 | 10 | 40 | 227 |
| June-15 | 227 | 18 | 243 | 30 | 10 | 40 | 203 |
| PY13 Carryovers | 248 | 350 | | | | | |
| New PY14 WIA Enrollments | | 350 | | | | | |
| Active Follow-up | | 359 | | | | | |
| Total Served | | 957 | | | | | |
| Estimated PY14 Carryovers | | 203 | | | | | |

Active Clients equal Cumulative Clients Served minus Cumulative Clients Exited



Worklink Workforce Investment Board Grant #14A995H3 & 14D995H3
Budget vs. Actual Expenditures YTD

| | codes | ADULT | | | | | | DLW | | | | | | TOTAL | | | |
|--|-------|--------------|------------|------------|----------------|------------|---------|------------|-----------|-----------|----------------|-----------|---------|--------------|----------------|---------------|---------------|
| | | Mod #5 | March | April | Total Expenses | Balance | % Spent | Mod #5 | March | April | Total Expenses | Balance | % Spent | Total Budget | Total Expenses | Total Balance | Total % Spent |
| Mod #5 | | Budget | 2/23-3/22 | 3/24-4/26 | | | | Budget | 2/23-3/22 | 3/24-4/26 | | | | | | | |
| Salary Total | 00 | 203,104 | 21,068 | 27,429 | 250,562 | 42,542 | 85.40% | 125,616 | 8,377 | 11,548 | 108,720 | 18,898 | 84.90% | 418,720 | 357,282 | 61,438 | 85.33% |
| Fringe Benefit Total | 01-05 | 117,740 | 8,815 | 11,382 | 99,960 | 17,780 | 84.00% | 50,480 | 3,815 | 4,808 | 43,025 | 7,435 | 85.27% | 168,200 | 142,985 | 25,215 | 85.01% |
| Subtotal | | \$ 410,844 | \$ 30,483 | \$ 38,781 | \$ 350,522 | \$ 60,322 | 85.32% | \$ 178,076 | \$ 13,192 | \$ 16,356 | \$ 149,745 | \$ 26,331 | 85.05% | \$ 586,920 | \$ 500,267 | \$ 86,653 | 85.24% |
| Operating Costs | | | | | | | | | | | | | | | | | |
| Staff Consumable Supplies | 12 | 4,788 | 959 | 1,158 | 4,228 | 500 | 88.30% | 2,052 | 408 | 450 | 1,898 | 354 | 82.75% | 6,840 | 5,920 | 914 | 86.64% |
| Advertising | 13 | 1,050 | 511 | 139 | 870 | 180 | 82.86% | 450 | 218 | 54 | 348 | 102 | 77.33% | 1,500 | 1,216 | 282 | 81.20% |
| Printing/Copies | 14 | 4,830 | 1,445 | 79 | 4,714 | 116 | 97.60% | 2,070 | 598 | 31 | 1,984 | 86 | 95.85% | 8,900 | 6,898 | 2,002 | 97.07% |
| Communications | 15 | 6,520 | 323 | 419 | 5,340 | 1,180 | 81.90% | 2,705 | 125 | 150 | 2,118 | 877 | 75.78% | 9,315 | 7,458 | 1,857 | 80.06% |
| Staff Travel | 16 | 16,308 | 1,080 | 1,521 | 10,841 | 5,867 | 65.25% | 8,989 | 436 | 803 | 4,446 | 2,543 | 63.61% | 23,297 | 15,087 | 8,210 | 64.78% |
| Staff Training/Technical Services | 17 | 2,858 | - | - | 1,872 | 1,184 | 58.54% | 1,224 | - | - | 824 | 800 | 50.98% | 4,080 | 2,298 | 1,784 | 56.27% |
| Staff Computer Leases | 18 | 12,258 | 1,827 | - | 9,333 | 2,923 | 76.15% | 5,253 | 710 | - | 3,928 | 1,327 | 74.74% | 17,508 | 13,259 | 4,250 | 75.73% |
| Postage | 19 | 1,890 | 47 | 83 | 1,925 | 865 | 81.04% | 770 | 21 | 24 | 245 | 475 | 34.37% | 2,400 | 1,270 | 1,130 | 52.92% |
| Subtotal | | \$ 50,288 | \$ 6,212 | \$ 3,389 | \$ 37,823 | \$ 12,463 | 75.21% | \$ 21,853 | \$ 2,517 | \$ 1,321 | \$ 15,388 | \$ 6,164 | 71.40% | \$ 71,841 | \$ 53,212 | \$ 18,629 | 74.07% |
| Training cost | | | | | | | | | | | | | | | | | |
| Credential Exam Fees | 23 | 11,185 | 1,058 | 579 | 8,185 | 2,980 | 73.31% | 4,785 | - | - | 1,280 | 3,525 | 28.33% | 15,950 | 9,445 | 6,505 | 59.22% |
| Tuition/Adult Ed Skill Upgrade&GEC | 25 | 75,000 | 4,104 | 10,781 | 53,149 | 21,948 | 70.77% | 23,184 | 1,598 | 4,182 | 21,435 | 1,749 | 92.46% | 98,280 | 74,583 | 23,697 | 75.89% |
| Account/Voucher cost | | 258,323 | 40,018 | 20,078 | 212,105 | 46,218 | 82.11% | 20,263 | 1,597 | 2,228 | 23,430 | (3,187) | 115.63% | 278,588 | 235,535 | 43,051 | 84.55% |
| On the Job Training | 28 | 75,600 | 15,388 | 15,955 | 64,328 | 11,274 | 85.00% | 8,000 | - | - | 3,321 | 2,679 | 85.35% | 81,600 | 67,647 | 13,953 | 82.90% |
| Subtotal | | \$ 420,184 | \$ 60,545 | \$ 47,391 | \$ 337,784 | \$ 82,420 | 80.38% | \$ 54,232 | \$ 3,193 | \$ 6,420 | \$ 48,448 | \$ 4,788 | 91.17% | \$ 474,418 | \$ 387,210 | \$ 87,208 | 81.62% |
| Supportive Service Cost | | | | | | | | | | | | | | | | | |
| Transportation | 32 | 24,778 | 2,370 | 3,700 | 20,825 | 3,954 | 84.04% | 8,335 | 230 | 100 | 2,730 | 3,605 | 43.09% | 31,114 | 23,555 | 7,559 | 75.71% |
| Childcare | 33 | 2,340 | 680 | 480 | 1,760 | 580 | 75.21% | 1,638 | - | - | 220 | 1,418 | 13.43% | 3,978 | 1,980 | 1,998 | 49.77% |
| Uniforms/Drug Screens etc | 34 | 7,489 | 1,893 | 1,804 | 8,369 | 1,120 | 85.04% | 2,408 | 53 | 57 | 324 | 2,172 | 12.98% | 9,085 | 8,603 | 3,282 | 87.03% |
| Subtotal | | \$ 34,608 | \$ 4,743 | \$ 5,984 | \$ 28,954 | \$ 5,654 | 83.86% | \$ 10,480 | \$ 283 | \$ 157 | \$ 3,274 | \$ 7,185 | 31.27% | \$ 48,877 | \$ 32,228 | \$ 12,848 | 71.80% |
| Training/Professional Service Fee/Profit | | | | | | | | | | | | | | | | | |
| Training Fee (Profit) | 41 | 45,796 | 5,099 | 4,777 | 37,755 | 8,041 | 82.44% | 13,117 | 1,678 | 1,212 | 11,808 | 1,508 | 88.50% | 58,813 | 40,364 | 9,549 | 83.79% |
| Audit | 42 | 8,973 | - | - | - | 8,973 | 0.00% | 1,897 | - | - | - | 1,897 | 0.00% | 8,879 | - | 8,879 | 0.00% |
| Indirect | 43 | 80,143 | 8,924 | 8,380 | 68,073 | 14,070 | 82.44% | 25,954 | 958 | 2,122 | 18,338 | 4,815 | 78.89% | 103,087 | 84,412 | 18,685 | 81.88% |
| Subtotal | | \$ 132,912 | \$ 14,023 | \$ 13,157 | \$ 103,828 | \$ 28,084 | 78.12% | \$ 38,068 | \$ 2,637 | \$ 3,334 | \$ 28,848 | \$ 8,120 | 78.67% | \$ 170,880 | \$ 133,778 | \$ 37,204 | 78.24% |
| TOTALS | | \$ 1,048,838 | \$ 118,006 | \$ 108,672 | \$ 858,081 | \$ 169,848 | 81.80% | \$ 300,398 | \$ 21,822 | \$ 27,567 | \$ 247,802 | \$ 82,586 | 82.49% | \$ 1,348,234 | \$ 1,108,693 | \$ 242,541 | 82.02% |

(1) Employer has choice of being paid monthly, quarterly, or at the end of the contract.

75.00%

73.00%

Goal thru April 75.00%

13DWT01 – Dislocated Worker National Emergency Grant - Mod #1 FYI

This grant ends on June 30 and 71.41% has been spent through April. We have requested a modification from DEW to transfer \$2,960 from OJT into Tuition, Books, & Supplies to finalize the grant. We have received an email approval from them and are waiting on the paperwork to finalize the H&M grant. The budget below reflects this modification. The state has requested an extension of this grant with DOL and we are awaiting their decision.

| | Program Expenditures | Total Obligated | Total % Obligated | Actual Expended | Actual % Expended | Balance |
|------------------------------|----------------------|-----------------|-------------------|--------------------|-------------------|-----------|
| Indirect Cost | \$ 4,029 | 2,897 | 71.90% | 2,897 | 71.90% | \$ 1,132 |
| Audit Fee | 351 | - | 0.00% | - | 0.00% | 351 |
| Profit | 2,303 | 1,656 | 71.91% | 1,656 | 71.91% | 647 |
| Tuition, Books, Supplies | 32,210 | 29,250 | 90.81% | 24,304 | 75.45% | 7,906 |
| OJT | 13,840 | 9,360 | 67.63% | 8,802 | 63.60% | 5,038 |
| Total In-House | \$ 52,733 | \$ 43,163 | 81.85% | \$ 37,659 | 71.41% | \$ 15,074 |
| Grant Period: 8/8/13-6/30/15 | | | | Goal Thru Apr 2015 | 91.30% | |

13RROJT01 – Rapid Response On-the-Job Training Grant – Mod #1 FYI

This grant ends on June 30 and per DEW there will not be any extensions of this grant. We have spent 81.46% of the grant through April and anticipate spending 100% by the end of June. We did grant a modification that is reflected in the budget to the right to H&M to transfer funds from Supplies (\$1,000) and Communications (\$150) into Travel (\$873) and Outreach (\$277).

| | Program Expenditures | Total Obligated | Total % Obligated | Actual Expended | Actual % Expended | Balance |
|-------------------------------|----------------------|-----------------|-------------------|-----------------|-------------------|-----------|
| Salary, Fringe, & Indirect | \$ 62,824 | 49,875 | 79% | 49,875 | 79.39% | \$ 12,949 |
| Consumable Supplies | 200 | - | 0% | - | 0.00% | 200 |
| Communications | 1,119 | 795 | 71% | 795 | 71.06% | 324 |
| Staff Travel | 3,662 | 3,663 | 100% | 3,663 | 100.02% | (1) |
| Staff Computer Leases | 998 | 658 | 66% | 658 | 65.93% | 340 |
| Outreach | 5,677 | 5,677 | 100% | 5,677 | 100.00% | - |
| Total In-House | \$ 74,480 | \$ 60,668 | 81% | \$ 60,668 | 81.46% | \$ 13,812 |
| Grant Period: 6/30/14-6/30/15 | | | | Goal Thru April | 84.62% | |

PY'14 Youth Grant – Expenditures thru April & Mod #3 FYI

Worklink Workforce Investment Board Grant #14Y495H3

Budget vs. Actual Expenditures YTD

Job Number 1503



| Budgeted Expenses | | | 1303-1007 | 1303-1008 | 1303-1009 | Total Expenses | Balance | % Spent |
|-------------------------------------|---------|-----------|-----------|-----------|-----------|----------------|-----------|------------------------------------|
| | codes | Mod #3 | 1/26-2/22 | 2/23-3/22 | 3/23-4/26 | | | |
| Salary Total | 0.0 | \$320,690 | \$ 24,519 | \$ 24,762 | \$ 30,590 | \$263,073 | \$ 57,817 | 82.03% |
| Fringe Benefit Total | 0.1-0.5 | 104,465 | 8,172 | 8,236 | 10,413 | 87,097 | 17,368 | 83.37% |
| Subtotal | | 425,155 | 32,691 | 32,998 | 40,963 | 350,170 | 74,985 | 82.36% |
| Operating Costs | | | | | | | | |
| Staff Consumable Supplies | 1.2 | 4,500 | - | 1,110 | 2,025 | 5,629 | (1,329) | 129.53% |
| Advertising | 1.3 | 4,100 | - | 300 | - | 400 | 3,700 | 9.76% |
| Printing/Copies | 1.4 | 3,180 | - | - | - | 1,700 | 1,480 | 53.46% |
| Communications | 1.5 | 10,581 | 491 | 549 | 557 | 5,962 | 4,619 | 56.35% |
| Staff Travel | 1.6 | 16,186 | 2,043 | 3,741 | 1,313 | 13,315 | 2,871 | 82.26% |
| Staff Training/Conferences | 1.7 | 3,900 | (577) | - | - | 2,180 | 1,720 | 55.90% |
| Staff Computer Leases | 1.8 | 8,645 | - | 1,436 | - | 4,802 | 3,843 | 55.56% |
| Postage | 1.9 | 3,493 | 208 | 142 | 182 | 1,932 | 1,561 | 55.31% |
| Subtotal | | 54,585 | 2,165 | 7,318 | 4,077 | 36,120 | 18,465 | 66.17% |
| Individualized Training Cost | | | | | | | | |
| Participant Supplies | 2.1 | 10,177 | 133 | 48 | 2,201 | 2,932 | 7,245 | 28.81% |
| Participant Books | 2.2 | 5,985 | 2,877 | - | 133 | 3,653 | 2,332 | 61.04% |
| Assessment/Exam Fees (inc workkeys) | 2.3 | 12,925 | (446) | 880 | 358 | 6,147 | 6,778 | 47.56% |
| TABE Testing Materials | 2.4 | 1,825 | (1,650) | - | 1,825 | 1,825 | - | 100.00% |
| Workkeys | 2.12 | - | (12) | - | - | - | - | 0.00% |
| Tuition (Adult Education) | 2.5 | 38,758 | 9,689 | - | 4,845 | 33,912 | 4,846 | 87.50% |
| Tuition (College or Vocational) | 2.6 | 48,624 | 478 | 7,427 | 2,179 | 32,151 | 14,473 | 68.96% |
| Work Experience | 2.9 | 28,744 | 874 | 308 | 1,379 | 11,737 | 17,007 | 40.83% |
| Awards/Events | 2.10 | 1,600 | - | - | - | - | 1,600 | 0.00% |
| Software License | 2.11 | 6,840 | - | - | - | 3,840 | 3,000 | 56.14% |
| Subtotal | | 153,478 | 11,943 | 8,663 | 12,920 | 96,197 | 57,281 | 62.68% |
| Customer Supportive Services Cost | | | | | | | | |
| Student Incentive (skills+inc comp) | 3.1 | 37,114 | 3,400 | 1,950 | 5,025 | 28,190 | 8,924 | 75.96% |
| Transportation | 3.2 | 24,300 | 1,775 | 1,570 | 2,530 | 21,210 | 3,090 | 87.28% |
| Childcare | 3.3 | 240 | - | - | - | 100 | 140 | 41.67% |
| Training Support Materials | 3.4 | 2,000 | - | 16 | 272 | 987 | 1,013 | 49.35% |
| Emergency Assistance | 3.5 | 1,750 | - | - | - | 401 | 1,349 | 22.91% |
| Subtotal | | 65,404 | 5,175 | 3,536 | 7,827 | 50,888 | 14,516 | 77.81% |
| Other | | | | | | | | |
| Training Fee (Profit) | 4.1 | 34,931 | 2,599 | 2,626 | 3,289 | 26,670 | 8,261 | 76.39% |
| Audit | 4.2 | 5,318 | - | - | - | - | 5,318 | 0.00% |
| Subtotal | | 40,249 | 2,599 | 2,626 | 3,289 | 26,670 | 13,579 | 66.26% |
| Indirect | | 81,129 | 4,548 | 4,595 | 5,756 | 46,670 | 14,459 | 78.39% |
| TOTALS | | \$800,000 | \$ 59,121 | \$ 98,736 | \$ 74,832 | \$608,715 | \$193,285 | 75.84% |
| Monthly Actual Expenses | | | | | | | | Goal to meet 93% by June 30 77.50% |

The youth grant has spent 75.84% through the most recent invoice of April 2015.

Modification #3 was approved by the Youth Council and approved via email vote by the Finance and Executive Committees.

Mod 3 was as follows:

- \$13,416.72 decrease to Staff Salaries/Fringe due to staff member leave in June as well as removal of planned additional Workforce Specialist.
- \$3,123.65 increase to Operating Expenses for the following:
 - \$1,473.34 Supplies
 - \$3,600.40 Outreach for WIOA changes
 - \$(1,020.00) Copy, Print
 - \$(2,430.09) Staff Travel
 - \$1,500.00 Staff Conference (OSHA training)
- \$8,493.08 increase to Training for the following:
 - \$6,477.08 New Participant Computers in Youth Offices
 - \$3,000.00 Learning Express Library Software for Tutoring
 - \$(984.00) Work Experience
- \$1,800.00 increase to Supportive services for the following:
 - \$3,000.00 Transportation
 - \$(1,200.00) Childcare

Ongoing Grants (RRIWT, IWT, INC. & MIIA)

Rapid Response IWT

Kroeger Marine and Royleco did not complete all of their trainings and have been closed as their grants have ended. SCDEW will not extend grants that did not complete training if the grants are more than 1 yr in life. AFR and Ulbrich are on-going.

| | Program Expenditures | Total Obligated | Total % Obligated | Actual Expended | Actual % Expended | Balance Unspent |
|---|----------------------|-----------------|-------------------|-----------------|-------------------|-----------------|
| Kroeger Marine Construction (2/27/14-2/27/15) | \$ 47,500 | \$ 47,500 | 100% | 35,100 | 73.89% | \$12,400 |
| Royleco, Inc (3/12/14-4/30/15) | \$ 56,275 | \$ 56,275 | 100% | 45,045 | 80.04% | \$11,230 |
| Alfincier, Friedrichs, & Rath (6/23/14-7/31/15) | \$ 60,640 | \$ 60,640 | 100% | 43,360 | 71.50% | \$17,280 |
| Ulbrich Specialty Wire Products (12/29/14-12/30/15) | \$ 51,870 | \$ 51,870 | 100% | 14,300 | 27.57% | \$37,570 |

Local IWT

Our grants with the local businesses for local IWT have all ended. Some businesses did not complete all of their training by the grant end date but we were able to transfer funds to other companies to get the money spent per guidance from the county economic developers. We are still awaiting 3 companies final reimbursement requests and program reports.

| | Program Expenditures | Total Obligated | Total % Obligated | Actual Expended | Actual % Expended | Balance |
|-------------------|----------------------|-----------------|-------------------|-----------------|-------------------|-------------|
| Allegro - closed | \$ 7,115.40 | \$ 7,115.40 | 100.00% | 7,115.40 | 100.00% | \$ - |
| Bosch | 2,925.00 | 2,925.00 | 100.00% | 2,925.00 | 100.00% | - |
| Danfoss - closed | 1,271.25 | 1,271.25 | 100.00% | 1,271.25 | 100.00% | - |
| Greenfield - 5.15 | 3,750.00 | 3,750.00 | 100.00% | - | 0.00% | 3,750.00 |
| Inergy - closed | 20,088.75 | 20,088.75 | 100.00% | 20,088.75 | 100.00% | - |
| KP | - | - | 0.00% | - | 0.00% | - |
| Michelin - closed | 5,036.55 | 5,036.55 | 100.00% | 5,036.55 | 100.00% | - |
| RBC | 8,452.08 | 8,452.08 | 100.00% | - | 0.00% | 8,452.08 |
| Reliable - 5.8 | 19,088.10 | 19,088.10 | 100.00% | - | 0.00% | 19,088.10 |
| USEV - closed | 2,461.87 | 2,461.87 | 100.00% | 2,461.87 | 100.00% | - |
| | \$ 70,189.00 | \$ 70,189.00 | 100.00% | 38,898.82 | 55.42% | \$31,290.18 |

PY'14 Incentive Grant

Funds will be obligated/spent once work on ADA upgrades begins.

| Grant Period: | Program Expenditures | Total Obligated | Total % Obligated | Actual Expended | Actual % Expended | Balance |
|--|----------------------|-----------------|-------------------|-----------------|-------------------|----------|
| 2/17/15-6/30/16 ADA items from Report | \$ 1,404 | - | 0% | - | 0.00% | \$ 1,404 |

Make it in America Grant from DOL (JA-24960-13-60-A-45)

This grant will continue until 9/30/16. All 3 tech colleges were monitored by staff in April/May and reports will be issued soon.

Andrew's boss: "Andrew is doing a great job here and has recently moved out of assembly to a job running machines in our saw and face department. He is a full time permanent employee now." (started as a temp)

| Per Mod #1 Approved Oct 2014 | Program Expenditures | Total Obligated | Total % Obligated | Actual Expended | Actual % Expended | Balance |
|--------------------------------|----------------------|-----------------|--------------------|-----------------|-------------------|------------|
| Salaries, Fringe (WIB) | \$ 60,100 | 14,528 | 24% | 14,528 | 24.17% | \$ 45,572 |
| Indirect (WIB) | 21,170 | 4,541 | 21% | 4,541 | 21.45% | 16,629 |
| Travel (WIB) | 4,886 | - | 0% | - | 0.00% | 4,886 |
| Tri-County Technical College | 434,481 | 434,481 | 100% | 213,440 | 49.13% | 221,041 |
| Greenville Technical College | 434,481 | 434,481 | 100% | 231,277 | 53.23% | 203,204 |
| Northeastern Technical College | 344,492 | 344,492 | 100% | 74,283 | 21.56% | 270,209 |
| Total In-House | \$ 1,299,610 | \$ 1,232,523 | 95% | \$ 538,069 | 41.40% | \$ 761,541 |
| Grant Period: 10/1/13-9/30/16 | | | Goal Thru Apr 2015 | 52.78% | | |

Mark: "I am happy to inform you I am going to work! I got a job at Greenfield. I am not only starting out at \$18.26 an hour, but I will be a direct hire with benefits from day one. I aced the hand's on test and they were impressed with my other test results. I am thankful to God and your class for these results."

Vanessa: Even though she has not yet found a job, she says, "I am highly satisfied with the program, you have a wonderful teacher who encourages students, assisted with job placement attempts, and I learned skills that would be useful in other positions." We've referred her to a number of companies.

| 13ME95T1 - TCTC | Program Expenditures | Total Obligated | Total % Obligated | Actual Expended | Actual % Expended | Balance |
|--------------------------|----------------------|-----------------|-------------------|-----------------|-------------------|------------|
| Marketing | \$ 11,000 | 3,235 | 29% | 3,235 | 29.41% | \$ 7,765 |
| Recruitment & Assessment | 11,000 | - | 0% | - | 0.00% | 11,000 |
| Training | 370,481 | 210,205 | 57% | 210,205 | 56.74% | 160,276 |
| Job Placement | 42,000 | - | 0% | - | 0.00% | 42,000 |
| Total In-House | \$ 434,481 | \$ 213,440 | 49% | \$ 213,440 | 49.13% | \$ 221,041 |
| 13ME95G1 - GTC | Program Expenditures | Total Obligated | Total % Obligated | Actual Expended | Actual % Expended | Balance |
| Marketing | \$ 25,000 | 8,351 | 33% | 8,351 | 33.40% | \$ 16,649 |
| Recruitment & Assessment | 39,897 | - | 0% | - | 0.00% | 39,897 |
| Training | 288,584 | 222,926 | 77% | 222,926 | 77.25% | 65,658 |
| Job Placement | 81,000 | - | 0% | - | 0.00% | 81,000 |
| Total In-House | \$ 434,481 | \$ 231,277 | 53% | \$ 231,277 | 53.23% | \$ 203,204 |
| 13ME95N1 - NETC | Program Expenditures | Total Obligated | Total % Obligated | Actual Expended | Actual % Expended | Balance |
| Marketing | \$ 6,000 | - | 0% | - | 0.00% | \$ 6,000 |
| Recruitment & Assessment | 12,000 | - | 0% | - | 0.00% | 12,000 |
| Training | 283,102 | 70,942 | 25% | 70,942 | 25.06% | 212,160 |
| Job Placement | 43,390 | 3,341 | 8% | 3,341 | 7.70% | 40,049 |
| Total In-House | \$ 344,492 | \$ 74,283 | 22% | \$ 74,283 | 21.56% | \$ 270,209 |

Virgil: He is full time permanent employed at T&S Brass. He enrolled in the College curriculum program in Machine Tooling and his work in CNC allowed him to exempt out on 9 college credits.

Joe: (Incumbent) received a pay increase after he finished the class.

Roland's HR Manager: Roland has received 2 promotions since he completed his CNC training. He most recently applied for the Supervisors position and was selected - he was the most qualified applicant.

Darian: I have already gotten a raise. I was able to find a job in Welding for a local company and I am so grateful!

PY 15 Adult, DW, Youth In-House Budget

PY'15 allocations were lower than expected since SC took a cut in the following areas: Adult 8.75%, DW 19.71%, & Youth 8.74%. Local Areas received allocations in late May and overall WorkLink received a 22.09% cut in the following areas: Adult 18.4%, DW 30.47%, & Youth 18.60%. See separate sheet for PY11-PY15 Allocations Comparison.

PY15 Allocations Compared to PY14

| | Adult | | | | DW | | | | Youth | | | | Total | | | |
|----------------------|------------|------------|-------------|------|------------|------------|-------------|------|------------|------------|-------------|------|------------|------------|-------------|------|
| | PY 14 | PY15 | Difference | | PY14 | PY15 | Difference | | PY14 | PY15 | Difference | | PY14 | PY15 | Difference | |
| Trident | 1,239,633 | 1,022,381 | (217,272) | -18% | 1,368,838 | 1,084,039 | (284,799) | -21% | 1,348,871 | 1,106,266 | (242,605) | -18% | 3,957,362 | 3,212,686 | (744,676) | -19% |
| Greenville | 840,134 | 688,705 | (151,429) | -18% | 995,068 | 679,855 | (315,213) | -32% | 861,848 | 704,898 | (156,950) | -18% | 2,697,050 | 2,073,458 | (623,592) | -23% |
| Upper Savannah | 658,438 | 607,776 | (50,662) | -8% | 832,070 | 543,487 | (288,583) | -35% | 645,337 | 599,828 | (45,509) | -7% | 2,135,845 | 1,751,091 | (384,754) | -18% |
| Upstate | 945,905 | 788,255 | (157,650) | -17% | 932,213 | 640,123 | (292,090) | -31% | 978,891 | 815,426 | (163,465) | -17% | 2,857,009 | 2,243,804 | (613,205) | -21% |
| Midlands | 1,335,489 | 1,179,507 | (155,982) | -12% | 1,505,849 | 1,128,716 | (377,133) | -25% | 1,472,087 | 1,300,717 | (171,370) | -12% | 4,313,425 | 3,608,940 | (704,485) | -16% |
| WorkLink | 814,228 | 664,418 | (149,810) | -18% | 722,796 | 502,569 | (220,227) | -30% | 877,553 | 714,295 | (163,258) | -19% | 2,414,577 | 1,881,282 | (533,295) | -22% |
| Lower Savannah | 978,594 | 990,268 | 11,674 | 1% | 1,346,915 | 1,060,274 | (286,641) | -21% | 956,665 | 978,045 | 21,380 | 2% | 3,282,174 | 3,028,587 | (253,587) | -8% |
| Pee Dee | 1,108,674 | 1,089,361 | (19,313) | -2% | 1,219,675 | 1,001,444 | (218,231) | -18% | 1,106,552 | 1,098,213 | (8,339) | -1% | 3,434,901 | 3,189,018 | (245,883) | -7% |
| Catawba | 1,012,295 | 931,049 | (81,246) | -8% | 792,882 | 742,614 | (50,268) | -6% | 1,044,411 | 962,006 | (82,405) | -8% | 2,849,588 | 2,635,669 | (213,919) | -8% |
| Santee Lynches | 609,085 | 562,049 | (47,036) | -8% | 525,172 | 496,684 | (28,488) | -5% | 614,202 | 568,106 | (46,096) | -8% | 1,748,459 | 1,626,839 | (121,620) | -7% |
| Lowcountry | 494,747 | 427,704 | (67,043) | -14% | 500,904 | 425,045 | (75,859) | -15% | 546,214 | 472,492 | (73,722) | -13% | 1,541,865 | 1,325,241 | (216,624) | -14% |
| Waccamaw | 1,035,394 | 1,014,071 | (21,323) | -2% | 1,111,748 | 1,056,630 | (55,118) | -5% | 1,021,477 | 1,006,980 | (14,497) | -1% | 3,168,619 | 3,077,681 | (90,938) | -3% |
| Local Area Totals | 11,072,636 | 9,965,544 | (1,107,092) | -10% | 11,854,130 | 9,361,480 | (2,492,650) | -21% | 11,474,108 | 10,327,272 | (1,146,836) | -10% | 34,400,874 | 29,654,296 | (4,746,578) | -14% |
| Statewide Activities | 455,040 | 553,641 | 98,601 | 22% | 582,990 | 624,099 | 41,109 | 7% | 471,539 | 573,737 | 102,198 | 22% | 1,509,569 | 1,751,477 | 241,908 | 16% |
| State Administration | 606,720 | 553,641 | (53,079) | -9% | 777,320 | 624,099 | (153,221) | -20% | 628,718 | 573,737 | (54,981) | -9% | 2,012,758 | 1,751,477 | (261,281) | -13% |
| State Rapid Response | - | - | - | 0% | 2,331,960 | 1,872,296 | (459,664) | -20% | - | - | - | 0% | 2,331,960 | 1,872,296 | (459,664) | -20% |
| State Totals | 1,061,760 | 1,107,282 | 45,522 | 4% | 3,692,270 | 3,120,494 | (571,776) | -15% | 1,100,257 | 1,147,474 | 47,217 | 4% | 5,854,287 | 5,375,250 | (479,037) | -8% |
| Total Allotment | 12,134,396 | 11,072,826 | (1,061,570) | -9% | 15,546,400 | 12,481,974 | (3,064,426) | -20% | 12,574,365 | 11,474,746 | (1,099,619) | -9% | 40,255,161 | 35,029,546 | (5,225,615) | -13% |

PY'15 WorkLink In-House Budget Proposal

| | Program Adult | Admin Adult | Program DW | Admin DW | Program Youth | Admin Youth | Total | | |
|--|---------------|-------------|------------|----------|---------------|-------------|-----------|-----------|------------|
| PY'15 Allocations Estimate | 597,976 | 66,442 | 452,312 | 50,257 | 642,865 | 71,430 | 1,881,282 | | |
| Transfer of funds (80%) | 361,850 | - | (361,850) | - | - | - | - | | |
| PY'14 Carryover | 175,109 | 15,343 | 135,089 | 16,319 | 283,382 | 12,488 | 637,730 | | |
| | 1,134,935 | 81,785 | 225,551 | 66,576 | 926,247 | 83,918 | 2,519,012 | | |
| Service Providers | | | | | | | | | |
| Henkels & McCoy - Adult/DW Services | 704,846 | - | 124,385 | - | - | - | 829,230 | 1,041,808 | (212,578) |
| Henkels & McCoy - Operator | 76,500 | - | 13,500 | - | - | - | 90,000 | 305,132 | (215,132) |
| Henkels & McCoy - Youth | - | - | - | - | 700,000 | - | 700,000 | 800,000 | (100,000) |
| OJT | 32,000 | - | 8,000 | - | - | - | 40,000 | - | 40,000 |
| Undesignated Funds | 73,261 | 9,244 | 34,468 | 4,929 | 55,625 | 10,732 | 188,259 | 637,730 | (449,471) |
| Total Pass-Through Contracts | 886,606 | 9,244 | 180,353 | 4,929 | 755,625 | 10,732 | 1,847,489 | 2,784,670 | (937,181) |
| Total Revenue after Obligations | 248,328 | 72,541 | 45,198 | 61,647 | 170,622 | 73,186 | 671,523 | | |
| | Program Adult | Admin Adult | Program DW | Admin DW | Program Youth | Admin Youth | Total | PY'14 | Net Change |
| In-House Expenses | 192,701 | 54,381 | 34,929 | 44,896 | 152,858 | 54,381 | 534,145 | 617,342 | (83,197) |
| Salaries, Fringe, & Indirect | 160,437 | 5,157 | 28,453 | 4,467 | 10,667 | 5,157 | 214,338 | 226,950 | (12,612) |
| SC Works Centers & Satellites Facility Costs | (106,815) | - | (18,850) | - | - | - | (125,665) | (113,897) | (11,768) |
| Payment from SCDEW for Facilities | 930 | 248 | 232 | 264 | 967 | 264 | 2,905 | 8,000 | (5,095) |
| Travel | - | - | - | - | 5,000 | - | 5,000 | 10,000 | (5,000) |
| AOP BIS Transportation | - | - | - | - | - | - | - | 7,950 | (7,950) |
| Strategic Plan (not in PY 15) | - | 680 | - | 640 | - | 680 | 2,000 | 3,190 | (1,190) |
| Supplies - Consumable & Non-Consumable | - | - | - | - | - | - | - | 210 | (210) |
| Consulting | - | 2,916 | - | 2,744 | - | 2,916 | 8,576 | 8,834 | (259) |
| Insurance (Combined from PY14) | - | 170 | - | 170 | - | 160 | 500 | 650 | (150) |
| Postage | - | 1,834 | - | 1,833 | - | 1,833 | 5,500 | 5,500 | - |
| Printing | - | 2,600 | - | 2,000 | - | 2,600 | 7,200 | 7,080 | 120 |
| Web Site Hosting & Renewal Fees | - | 1,000 | - | 1,075 | - | 1,075 | 3,150 | 3,125 | 25 |
| Memberships, Dues, & Prof Fees | 576 | 48 | 144 | 51 | 630 | 51 | 1,500 | 5,700 | (4,200) |
| Training | - | - | - | - | - | - | - | 18,000 | (18,000) |
| Job Fair / Hiring Event Expenses | - | 835 | - | 835 | - | 830 | 2,500 | 2,500 | - |
| R&M & Gas - WIA Car | - | 1,600 | - | 1,600 | - | 1,500 | 4,700 | 4,700 | - |
| IT Maint/Support (WIB Only) | - | - | - | - | - | - | - | 15,000 | (15,000) |
| Outreach (SC Works Center's Only) | 500 | 1,073 | 290 | 1,073 | 500 | 1,740 | 5,175 | 5,175 | - |
| Meeting Expense (Madrén Center & Other) | 248,328 | 72,541 | 45,198 | 61,647 | 170,622 | 73,186 | 671,523 | 836,009 | (164,486) |
| Total In-House | | | | | | | | | -19.68% |

Due to the allocations that were received and the dwindling carryover in all funds, all budgets have seen a reduction from the prior year. This budget does not include any Henkel's or WorkLink carryover funds. It only includes funds from PY'14 contingency that were unbudgeted funds.

- On-the-Job Training was put out for RFP and the RFP committee voted not to award this grant, but bring it in-house for WorkLink staff to facilitate
- Salaries, reduced due to Business Service Representative vacancy
- SC Works Facilities Costs, reduced...
- Travel & Training - reduced to only include Trent, Sharon, & Jennifer currently attending SETA and Trent attending Symposium. This does include some travel for mileage when the agency car is unavailable.
- AOP BIS Transportation - motion from Youth Council to approve \$5,000
- Insurance, reduced due to only 1 agency car this year

- Job fair, reduced for now. Patty and Brandi are evaluating other areas that do this at little to no costs. This line item will be evaluated to be increased with carryover funding.
- IT Maint/Support – This is currently out for RFQ as it is the end of our 3 yr contract with Technology Solutions.
- Outreach – This has been reduced until carryover funds are available. We are currently getting a quote for the remaining \$9,925 in outreach in PY'14 for mailers. The remainder will be deobligated from the PY'14 budget and put in the PY'15 budget for Outreach. This line item will be evaluated to be increased with carryover funding.
- Meeting expense – includes 2 Youth Committee meetings and 5 Board Meetings and some other pop up meetings
- One item not on this budget currently is ADA needs. If we are unable to get the ADA upgrades completed by June 30, then we will do a journal entry to move PY'14 funds to the Insurance Reimbursement and the funds that are available will be deobligated from the PY'14 budget to the PY'15 budget for ADA upgrades.
- With WIOA regulations, instead of transferring up to 50% of your DW funds to Adult, you are now allowed to transfer up to 100% to Adult. Our current recommendation is to approve a transfer of 64% in PY'15. This will be reevaluated and possibly adjusted with carryover funds at the September Board Meeting.

Motion from Finance Committee to approve the PY'15 Budget as presented to include transferring 64% of the DW funds to Adult as well as the adjustment of outreach and ADA upgrades that are deobligated from the PY'14 budget if needed.

PY'15 Adult/DW Operator Grant*

Below is a snapshot of the PY'15 Operator Grant that includes some Staff time and operating expenses with related indirect and profit. A detail is included in the packet as well.

| CATEGORIES | ADULT | DLW | Administration | Non-Administration | Total Budget Amount |
|--|-----------|-----------|----------------|--------------------|---------------------|
| STAFF COSTS (Salaries & Fringe Benefits) | \$ 60,618 | \$ 10,697 | | \$ 71,315 | \$ 71,315 |
| OPERATING COSTS | \$ 5,274 | \$ 931 | | \$ 6,205 | \$ 6,205 |
| Training Fees/Professional Fees/ Profit | \$ 3,149 | \$ 556 | | \$ 3,705 | \$ 3,705 |
| Indirect Costs | \$ 7,459 | \$ 1,316 | | \$ 8,775 | \$ 8,775 |
| Total Budget Costs | \$ 76,500 | \$ 13,500 | \$ - | \$ 90,000 | \$ 90,000 |
| Percentage of Budget | 85% | 15% | | 100% | |
| Cost Limitations | | | 2% Maximum | At least 98% | 100% |

Motion from Finance Committee to approve the PY'15 Operator Grant of \$90,000 as recommended by the Workforce Skills & Education Committee and RFP Committee.

PY'15 Adult/DW Program Services Grant*

| CATEGORIES | ADULT | DLW | Total Budget Amount |
|--|------------|------------|---------------------|
| STAFF COSTS (Salaries & Fringe Benefits) | \$ 345,644 | \$ 60,996 | \$ 406,641 |
| OPERATING COSTS | \$ 48,239 | \$ 8,513 | \$ 56,752 |
| TRAINING COSTS | \$ 208,973 | \$ 36,878 | \$ 245,850 |
| SUPPORTIVE SERVICE COSTS | \$ 4,250 | \$ 750 | \$ 5,000 |
| Training Fees/Professional Fees/ Profit | \$ 29,015 | \$ 5,120 | \$ 34,135 |
| Indirect Costs | \$ 68,724 | \$ 12,128 | \$ 80,852 |
| Total Budget Costs | \$ 704,845 | \$ 124,384 | \$ 829,230 |
| Percentage of Budget | 85% | 15% | |

WIOA presents several changes to the Adult/DW Program as follows:

- Opportunity to transfer up to 100% of DW funds to Adult
- Eligibility changes include restricted to those that have Basic Skills deficiency, low income, or are on public assistance.

The PY'15 budget is referenced to the left with the details following in the packet.

Some items of note are reduced staff, reduced training, no workshops performed by outside providers, the MOU's with Adult Ed are still in

process, no transportation & childcare supportive services. There is a recommendation from a WSEC committee member that if any funds become available that we reinstate the Supportive Services for those most in need.

Henkels & McCoy will speak in detail about the PY'15 budget that is listed in the packet.

Motion from Finance Committee to approve the PY'15 Adult/DW Program Services Grant of \$829,230 as recommended by the Workforce Skills & Education Committee and RFP Committee.

PY'15 Youth Grant*

WIOA also presents several changes to the Youth Program:

- Increase of Youth Program funds to be spent on Out of School Youth from 30% to 75%
- At least 20% of Youth Program funds to be spent on Work Experience stipends and staff development costs

This formula is based on 20% of your overall Youth Program Expenditures which includes the \$700,000 in the Henkel's Grant plus what is in the WorkLink budget. The budget is currently set to expend \$154,465 in Work Experience overall and has been approved by the RFP Committee as well as the Youth Council based on the allocations that we estimated. Now that allocations have been received, staff will get with Henkel's to revise the budget for Work Experience and bring that through the committees.

- Age increase from 17-21 to 17-24
- Out of School Eligibility change:
 - No longer includes low income as a criteria, it is now a barrier
 - Emphasis on individuals with disabilities
- New Youth Program Elements are: Financial Literacy, Entrepreneurship, Emphasis on Career pathways and post-secondary

| CATEGORIES | Out-of-School Youth | In-School Youth | Total Budget Amount |
|---|---------------------|-----------------|---------------------|
| STAFF COSTS (Salaries & Fringe Benefits) | \$ 304,820 | \$ 6,860 | \$ 311,480 |
| Work Experience Staff Salary & Fringe | \$ 98,393 | \$ 2,216 | \$ 100,609 |
| OPERATING COSTS | \$ 38,645 | \$ - | \$ 38,645 |
| TRAINING COSTS | \$ 61,281 | | \$ 61,281 |
| Work Experience Stipends | \$ 40,920 | \$ 12,936 | \$ 53,856 |
| SUPPORTIVE SERVICE COSTS | \$ 20,082 | \$ - | \$ 20,062 |
| Training Transportation | \$ 10,600 | \$ 1,200 | \$ 12,000 |
| Work Experience Transportation | \$ 2,700 | \$ 300 | \$ 3,000 |
| Training Support Materials | \$ 675 | \$ 75 | \$ 750 |
| Work Experience Support Materials | \$ 1,125 | \$ 125 | \$ 1,250 |
| Training Fees/ Profit | \$ 23,169 | \$ 948 | \$ 24,117 |
| Audit Fee | \$ 4,514 | \$ 185 | \$ 4,698 |
| Indirect Costs | \$ 65,568 | \$ 2,684 | \$ 68,252 |
| Total Budget Costs | \$ 672,471 | \$ 27,529 | \$ 700,000 |
| Percentage of Budget | 96% | 4% | |
| Work Experience Cost | \$ 154,465 | | |
| | 22% | | |

A snapshot of the PY'15 grant is to the left with the details following in the packet.

Motion from Finance Committee to approve the PY'15 Youth Grant of \$700,000 as recommended by the Youth Council and RFP Committee.

Other Business

Adult Ed Grant

SCDEW announced a grant opportunity to award 1 WIB in each Region a grant, unfortunately, the winner from our region was the Greenville WIB.

AIM Collaboration

A potential collaboration with Anderson Interfaith Ministries was discussed as covered in the Workforce Skills and Education section of the packet.

Sector Partnership National Emergency Grant (SP NEG)

The State applied for the SP NEG grant on behalf of 6 local WIBs (WorkLink, Greenville, Upstate, Upper Savannah, Trident, & Lowcountry) for a total of \$2,474,223 to be split among the 6 WIBs for a grant period of 6/30/15-6/30/2017. This grant is for Regional Planning, Occupational Training (including IWT), Supportive Services, On-the-Job Training, & Admin Staff Costs for Finance Director and Program Director. This grant will be able to serve dislocated workers who have been unemployed for at least 27 weeks or have been categorized as likely to exhaust their unemployment insurance.

PY11 Allocations Compared to PY12

| | Adult | | | DW | | | Youth | | | Total | | |
|----------------------|---------------|---------------|----------------|---------------|---------------|----------------|---------------|---------------|----------------|---------------|---------------|----------------|
| | PY11 | PY12 | Difference | PY11 | PY12 | Difference | PY11 | PY12 | Difference | PY11 | PY12 | Difference |
| Trident | 1,414,314.00 | 1,360,199.00 | (54,115.00) | 1,784,372.00 | 1,563,444.00 | (220,928.00) | 1,482,860.00 | 1,425,958.00 | (56,902.00) | 4,681,546.00 | 4,349,601.00 | (331,945.00) |
| Greenville | 969,002.00 | 868,386.00 | (100,616.00) | 1,486,245.00 | 1,161,090.00 | (325,155.00) | 1,046,947.00 | 942,255.00 | (104,692.00) | 3,502,194.00 | 2,971,731.00 | (530,463.00) |
| Upper Savannah | 846,658.00 | 706,646.00 | (140,012.00) | 1,016,439.00 | 757,107.00 | (259,332.00) | 887,122.00 | 735,108.00 | (152,014.00) | 2,750,219.00 | 2,198,861.00 | (551,358.00) |
| Upstate | 1,095,654.00 | 978,592.00 | (117,062.00) | 1,422,148.00 | 1,151,836.00 | (270,312.00) | 1,111,423.00 | 986,504.00 | (124,919.00) | 3,629,223.00 | 3,116,932.00 | (512,293.00) |
| Midlands | 1,371,584.00 | 1,338,223.00 | (33,361.00) | 1,865,157.00 | 1,785,624.00 | (79,533.00) | 1,615,214.00 | 1,561,497.00 | (53,717.00) | 4,851,956.00 | 4,685,344.00 | (166,612.00) |
| WorldLink | 968,507.00 | 848,053.00 | (120,454.00) | 1,105,107.00 | 944,947.00 | (160,160.00) | 1,075,378.00 | 946,095.00 | (129,283.00) | 3,145,998.00 | 2,739,095.00 | (406,897.00) |
| Lower Savannah | 1,025,163.00 | 909,684.00 | (115,479.00) | 1,308,965.00 | 1,488,943.00 | 179,978.00 | 1,066,170.00 | 936,686.00 | (129,484.00) | 3,400,291.00 | 3,335,313.00 | (64,985.00) |
| Pea Dee | 1,415,900.00 | 1,215,614.00 | (200,286.00) | 1,539,882.00 | 1,222,079.00 | (317,803.00) | 1,516,440.00 | 1,296,175.00 | (220,265.00) | 4,472,222.00 | 3,733,868.00 | (738,354.00) |
| Camacha | 1,092,669.00 | 1,080,201.00 | (12,468.00) | 1,145,152.00 | 962,887.00 | (182,265.00) | 1,165,041.00 | 1,142,032.00 | (23,009.00) | 3,409,976.00 | 3,185,120.00 | (224,856.00) |
| Service Lynchies | 701,851.00 | 626,501.00 | (75,350.00) | 829,927.00 | 642,295.00 | (187,632.00) | 713,572.00 | 632,685.00 | (80,887.00) | 2,245,350.00 | 1,901,481.00 | (343,869.00) |
| Lowcountry | 531,137.00 | 6,928.00 | (524,209.00) | 635,928.00 | 610,480.00 | (25,448.00) | 492,289.00 | 500,404.00 | 8,115.00 | 1,672,426.00 | 1,642,021.00 | (30,405.00) |
| Wicomaaw | 1,040,040.00 | 1,009,545.00 | (30,495.00) | 1,376,415.00 | 1,507,610.00 | 131,195.00 | 1,047,804.00 | 1,011,097.00 | (36,707.00) | 3,464,259.00 | 3,528,252.00 | 63,993.00 |
| Local Area Totals | 12,467,551.00 | 11,472,781.00 | (989,770.00) | 15,542,832.00 | 13,796,342.00 | (1,746,490.00) | 13,220,260.00 | 12,116,496.00 | (1,103,764.00) | 41,225,661.00 | 37,387,619.00 | (3,838,044.00) |
| Statewide Activities | - | - | - | - | - | - | - | - | - | - | - | - |
| State Administration | - | - | - | - | - | - | - | - | - | - | - | - |
| State Reserve | 655,924.00 | 603,831.00 | (52,093.00) | 957,857.00 | 862,396.00 | (95,461.00) | 695,803.00 | 637,710.00 | (58,093.00) | 2,309,584.00 | 2,103,937.00 | (205,647.00) |
| State Rapid Response | - | - | - | 2,656,422.00 | 2,587,190.00 | (69,232.00) | - | - | - | 2,656,422.00 | 2,587,190.00 | (69,232.00) |
| State Totals | 655,924.00 | 603,831.00 | (52,093.00) | 3,614,279.00 | 3,449,586.00 | (164,693.00) | 695,803.00 | 637,710.00 | (58,093.00) | 4,966,006.00 | 4,691,127.00 | (274,879.00) |
| Total Allotment | 13,118,475.00 | 12,076,612.00 | (1,041,863.00) | 19,157,131.00 | 17,247,928.00 | (1,909,203.00) | 13,916,063.00 | 12,734,206.00 | (1,161,857.00) | 46,191,669.00 | 42,078,746.00 | (4,112,923.00) |

PY12 Allocations Compared to PY13

| | Adult | | | DW | | | Youth | | | Total | | |
|----------------------|---------------|---------------|--------------|---------------|---------------|----------------|---------------|---------------|--------------|---------------|---------------|----------------|
| | PY12 | PY13 | Difference | PY12 | PY13 | Difference | PY12 | PY13 | Difference | PY12 | PY13 | Difference |
| Trident | 1,360,199.00 | 1,294,772.00 | (65,427.00) | 1,563,444.00 | 1,440,251.00 | (123,193.00) | 1,425,958.00 | 1,390,952.00 | (35,006.00) | 4,349,601.00 | 4,125,975.00 | (223,626.00) |
| Greenville | 868,386.00 | 867,081.00 | (1,305.00) | 1,161,090.00 | 929,088.00 | (232,002.00) | 942,255.00 | 883,928.00 | (58,327.00) | 2,971,731.00 | 2,680,097.00 | (291,634.00) |
| Upper Savannah | 706,646.00 | 656,918.00 | (49,728.00) | 757,107.00 | 815,334.00 | 58,227.00 | 735,108.00 | 663,777.00 | (71,331.00) | 2,198,861.00 | 2,136,029.00 | (62,832.00) |
| Upstate | 978,592.00 | 953,189.00 | (25,403.00) | 1,151,836.00 | 937,534.00 | (214,302.00) | 986,504.00 | 976,959.00 | (9,545.00) | 3,116,932.00 | 2,867,682.00 | (249,250.00) |
| Midlands | 1,338,223.00 | 1,349,423.00 | 11,202.00 | 1,785,624.00 | 1,945,538.00 | 159,914.00 | 1,561,497.00 | 1,473,962.00 | (87,535.00) | 4,685,344.00 | 4,768,925.00 | 83,581.00 |
| WorldLink | 848,053.00 | 832,761.00 | (15,292.00) | 944,947.00 | 823,748.00 | (121,199.00) | 946,095.00 | 891,462.00 | (54,633.00) | 2,739,095.00 | 2,547,971.00 | (191,124.00) |
| Lower Savannah | 909,684.00 | 938,680.00 | 28,996.00 | 1,488,943.00 | 1,168,073.00 | (320,870.00) | 936,686.00 | 907,896.00 | (28,790.00) | 3,335,313.00 | 3,014,649.00 | (320,664.00) |
| Pea Dee | 1,215,614.00 | 1,102,617.00 | (112,997.00) | 1,222,079.00 | 1,100,676.00 | (121,403.00) | 1,296,175.00 | 1,151,630.00 | (144,545.00) | 3,733,868.00 | 3,354,923.00 | (378,945.00) |
| Camacha | 1,080,201.00 | 1,003,889.00 | (76,312.00) | 962,887.00 | 783,068.00 | (177,819.00) | 1,142,032.00 | 1,028,705.00 | (113,327.00) | 3,185,120.00 | 2,817,662.00 | (367,458.00) |
| Service Lynchies | 626,501.00 | 612,887.00 | (13,614.00) | 642,295.00 | 600,650.00 | (41,645.00) | 632,685.00 | 612,960.00 | (29,725.00) | 1,901,481.00 | 1,826,497.00 | (74,984.00) |
| Lowcountry | 531,137.00 | 502,911.00 | (28,226.00) | 610,480.00 | 496,853.00 | (113,627.00) | 500,404.00 | 544,676.00 | 44,272.00 | 1,642,021.00 | 1,544,440.00 | (97,581.00) |
| Wicomaaw | 1,009,545.00 | 1,044,278.00 | 34,733.00 | 1,507,610.00 | 1,319,684.00 | (187,926.00) | 1,011,097.00 | 1,017,456.00 | 6,359.00 | 3,528,252.00 | 3,381,418.00 | (146,834.00) |
| Local Area Totals | 11,472,781.00 | 11,159,408.00 | (313,373.00) | 13,798,342.00 | 12,362,497.00 | (1,435,845.00) | 12,116,496.00 | 11,544,363.00 | (572,133.00) | 37,387,619.00 | 35,066,268.00 | (2,321,351.00) |
| Statewide Activities | - | - | - | - | - | - | - | - | - | - | - | - |
| State Administration | - | - | - | - | - | - | - | - | - | - | - | - |
| State Reserve | 603,831.00 | 587,337.00 | (16,494.00) | 862,396.00 | 772,656.00 | (89,740.00) | 637,710.00 | 607,598.00 | (30,112.00) | 2,103,937.00 | 1,967,591.00 | (136,346.00) |
| State Rapid Response | - | - | - | 2,587,190.00 | 2,317,968.00 | (269,222.00) | - | - | - | 2,587,190.00 | 2,317,968.00 | (269,222.00) |
| State Totals | 603,831.00 | 587,337.00 | (16,494.00) | 3,449,586.00 | 3,090,624.00 | (358,962.00) | 637,710.00 | 607,598.00 | (30,112.00) | 4,691,127.00 | 4,285,559.00 | (405,568.00) |
| Total Allotment | 12,076,612.00 | 11,746,745.00 | (329,867.00) | 17,247,928.00 | 15,453,121.00 | (1,794,807.00) | 12,734,206.00 | 12,151,961.00 | (602,245.00) | 42,078,746.00 | 39,351,827.00 | (2,726,919.00) |

PY14 Allocations Compared to PY13

| | Adult | | | DW | | | Youth | | | Total | | |
|----------------------|---------------|---------------|--------------|----------|---------------|---------------|--------------|----------|---------------|---------------|--------------|------------|
| | PY 13 | PY 14 | Difference | PY 13 | PY 14 | Difference | PY 13 | PY 14 | Difference | PY 13 | PY 14 | Difference |
| Trident | 1,294,772.00 | 1,239,653.00 | (55,119.00) | -4.26% | 1,440,251.00 | 1,368,838.00 | (71,413.00) | -4.96% | 1,390,932.00 | 1,348,871.00 | (42,061.00) | -3.03% |
| Greenville | 867,081.00 | 840,134.00 | (26,947.00) | -3.11% | 929,088.00 | 995,068.00 | 65,980.00 | 7.10% | 883,928.00 | 861,848.00 | (22,080.00) | -2.50% |
| Upper Savannah | 656,918.00 | 658,438.00 | 1,520.00 | 0.23% | 815,338.00 | 832,070.00 | 16,732.00 | 2.05% | 663,777.00 | 645,337.00 | (18,440.00) | -2.78% |
| Upland | 953,189.00 | 945,905.00 | (7,284.00) | -0.76% | 937,534.00 | 932,213.00 | (5,321.00) | -0.57% | 976,959.00 | 978,891.00 | 1,932.00 | 0.20% |
| Midlands | 1,349,425.00 | 1,335,489.00 | (13,936.00) | -1.03% | 1,945,538.00 | 1,905,849.00 | (39,689.00) | -2.04% | 1,473,962.00 | 1,472,087.00 | (1,875.00) | -0.13% |
| WorkLink | 837,761.00 | 814,228.00 | (23,533.00) | -2.83% | 823,748.00 | 722,796.00 | (100,952.00) | -12.26% | 891,462.00 | 877,553.00 | (13,909.00) | -1.56% |
| Lower Savannah | 938,680.00 | 978,594.00 | 39,914.00 | 4.25% | 1,168,073.00 | 1,346,915.00 | 178,842.00 | 15.31% | 907,896.00 | 956,665.00 | 48,769.00 | 5.37% |
| Pee Dee | 1,102,617.00 | 1,108,674.00 | 6,057.00 | 0.55% | 1,100,676.00 | 1,219,675.00 | 118,999.00 | 10.81% | 1,151,630.00 | 1,106,552.00 | (45,078.00) | -3.91% |
| Charlottesville | 1,003,889.00 | 1,012,295.00 | 8,406.00 | 0.84% | 785,068.00 | 792,882.00 | 7,814.00 | 1.00% | 1,028,705.00 | 1,044,411.00 | 15,706.00 | 1.53% |
| San Jose Lynchies | 609,085.00 | 609,085.00 | (3,802.00) | -0.62% | 600,650.00 | 525,172.00 | (75,478.00) | -12.57% | 612,960.00 | 614,202.00 | 1,242.00 | 0.20% |
| Lowcountry | 502,911.00 | 494,747.00 | (8,164.00) | -1.62% | 496,853.00 | 500,904.00 | 4,051.00 | 0.82% | 544,676.00 | 546,214.00 | 1,538.00 | 0.28% |
| Waccamaw | 1,044,278.00 | 1,035,394.00 | (8,884.00) | -0.85% | 1,319,684.00 | 1,111,748.00 | (207,936.00) | -15.76% | 1,017,456.00 | 1,021,477.00 | 4,021.00 | 0.40% |
| Local Area Totals | 11,159,408.00 | 11,072,636.00 | (86,772.00) | -0.78% | 12,367,497.00 | 11,854,130.00 | (508,367.00) | -4.11% | 11,544,363.00 | 11,474,108.00 | (70,255.00) | -0.61% |
| Statewide Activities | - | 455,040.00 | 455,040.00 | 100.00% | - | 582,990.00 | 582,990.00 | 100.00% | - | 471,539.00 | 471,539.00 | 100.00% |
| State Administration | - | 606,720.00 | 606,720.00 | 100.00% | - | 777,320.00 | 777,320.00 | 100.00% | - | 628,718.00 | 628,718.00 | 100.00% |
| State Reserve | 587,337.00 | - | (587,337.00) | -100.00% | 772,656.00 | - | (772,656.00) | -100.00% | 607,598.00 | - | (607,598.00) | -100.00% |
| State Rapid Response | - | - | - | 0.00% | 2,317,968.00 | 2,331,960.00 | 13,992.00 | 0.60% | - | - | - | 0.00% |
| State Totals | 587,337.00 | 1,061,760.00 | 474,423.00 | 80.78% | 3,090,624.00 | 3,692,278.00 | 601,654.00 | 19.47% | 607,598.00 | 1,000,257.00 | 392,659.00 | 64.63% |
| Total Allocation | 11,746,745.00 | 12,134,396.00 | 387,651.00 | 3.30% | 15,457,121.00 | 15,546,400.00 | 89,279.00 | 0.58% | 12,151,961.00 | 12,574,365.00 | 422,404.00 | 3.48% |

PY15 Allocations Compared to PY14

| | Adult | | | DW | | | Youth | | | Total | | |
|----------------------|---------------|---------------|----------------|-------|---------------|---------------|----------------|-------|---------------|---------------|----------------|------------|
| | PY 14 | PY 15 | Difference | PY 14 | PY 15 | Difference | PY 14 | PY 15 | Difference | PY 14 | PY 15 | Difference |
| Trident | 1,239,653.00 | 1,022,381.00 | (217,272.00) | -18% | 1,368,838.00 | 1,084,039.00 | (284,799.00) | -21% | 1,348,871.00 | 1,106,266.00 | (242,605.00) | -18% |
| Greenville | 840,134.00 | 688,705.00 | (151,429.00) | -18% | 995,068.00 | 679,855.00 | (315,213.00) | -32% | 861,848.00 | 704,898.00 | (156,950.00) | -18% |
| Upper Savannah | 658,438.00 | 607,776.00 | (50,662.00) | -8% | 832,070.00 | 543,487.00 | (288,583.00) | -35% | 645,337.00 | 599,828.00 | (45,509.00) | -7% |
| Upland | 945,905.00 | 788,255.00 | (157,650.00) | -17% | 932,213.00 | 640,123.00 | (292,090.00) | -31% | 978,891.00 | 815,426.00 | (163,465.00) | -17% |
| Midlands | 1,335,489.00 | 1,179,507.00 | (155,982.00) | -12% | 1,505,849.00 | 1,128,716.00 | (377,133.00) | -25% | 1,472,087.00 | 1,300,717.00 | (171,370.00) | -12% |
| WorkLink | 814,228.00 | 664,418.00 | (149,810.00) | -18% | 722,796.00 | 502,569.00 | (220,227.00) | -30% | 877,553.00 | 714,295.00 | (163,258.00) | -19% |
| Lower Savannah | 978,594.00 | 990,268.00 | 11,674.00 | 1% | 1,346,915.00 | 1,060,274.00 | (286,641.00) | -21% | 956,665.00 | 978,045.00 | 21,380.00 | 2% |
| Pee Dee | 1,108,674.00 | 1,089,361.00 | (19,313.00) | -2% | 1,219,675.00 | 1,001,444.00 | (218,231.00) | -18% | 1,106,552.00 | 1,098,213.00 | (8,339.00) | -1% |
| Charlottesville | 1,012,295.00 | 931,049.00 | (81,246.00) | -8% | 792,882.00 | 742,614.00 | (50,268.00) | -6% | 1,044,411.00 | 962,006.00 | (82,405.00) | -8% |
| San Jose Lynchies | 609,085.00 | 562,049.00 | (47,036.00) | -8% | 525,172.00 | 496,684.00 | (28,488.00) | -5% | 614,202.00 | 568,106.00 | (46,096.00) | -8% |
| Lowcountry | 494,747.00 | 427,704.00 | (67,043.00) | -14% | 500,904.00 | 425,045.00 | (75,859.00) | -15% | 546,214.00 | 472,492.00 | (73,722.00) | -13% |
| Waccamaw | 1,035,394.00 | 1,014,071.00 | (21,323.00) | -2% | 1,111,748.00 | 1,056,630.00 | (55,118.00) | -5% | 1,021,477.00 | 1,006,980.00 | (14,497.00) | -1% |
| Local Area Totals | 11,072,636.00 | 9,965,544.00 | (1,107,092.00) | -10% | 11,854,130.00 | 9,361,480.00 | (2,492,650.00) | -21% | 11,474,108.00 | 10,327,272.00 | (1,146,836.00) | -10% |
| Statewide Activities | 455,040.00 | 553,641.00 | 98,601.00 | 22% | 582,990.00 | 634,099.00 | 51,109.00 | 7% | 471,539.00 | 573,737.00 | 102,198.00 | 22% |
| State Administration | 606,720.00 | 553,641.00 | (53,079.00) | -9% | 777,320.00 | 624,099.00 | (153,221.00) | -20% | 628,718.00 | 573,737.00 | (54,981.00) | -9% |
| State Rapid Response | - | - | - | 0% | 2,331,960.00 | 1,872,296.00 | (459,664.00) | -20% | - | - | - | 0% |
| State Totals | 1,061,760.00 | 1,107,282.00 | 45,522.00 | 4% | 3,692,278.00 | 3,130,494.00 | (561,776.00) | -15% | 1,000,257.00 | 1,147,474.00 | 147,217.00 | 15% |
| Total Allocation | 12,134,396.00 | 11,072,826.00 | (1,061,570.00) | -9% | 15,546,400.00 | 12,481,974.00 | (3,064,426.00) | -20% | 12,574,365.00 | 11,474,746.00 | (1,099,619.00) | -9% |

WORKFORCE INVESTMENT BOARD

WorkLink Workforce Investment Area

GRANT BUDGET SUMMARY

Service Provider Henkels & McCoy, Inc.

Contract #

PY15 Operator

Project/Activity SC Works Operator

Funding Source WIOA Adult & DLW Formula Funds

Modification #

| CATEGORIES | ADULT | DLW | Administration | Non-Administration | Total Budget Amount |
|--|-----------|-----------|----------------|--------------------|---------------------|
| STAFF COSTS (Salaries & Fringe Benefits) | \$ 60,618 | \$ 10,697 | | \$ 71,315 | \$ 71,315 |
| OPERATING COSTS | \$ 5,274 | \$ 931 | | \$ 6,205 | \$ 6,205 |
| TRAINING COSTS | \$ - | \$ - | | \$ - | \$ - |
| SUPPORTIVE SERVICE COSTS | \$ - | \$ - | | \$ - | \$ - |
| Training Fees/Professional Fees/ Profit | \$ 3,149 | \$ 556 | | \$ 3,705 | \$ 3,705 |
| Indirect Costs | \$ 7,459 | \$ 1,316 | | \$ 8,775 | \$ 8,775 |
| Total Budget Costs | \$ 76,500 | \$ 13,500 | \$ - | \$ 90,000 | \$ 90,000 |
| Percentage of Budget | 85% | 15% | | 100% | |
| Cost Limitations | | | 2% Maximum | At least 98% | 100% |

STAFF & INDIRECT COST - BUDGET SUMMARY

| SALARIES, FRINGE BENEFITS, & INDIRECT COST | | | | ADULT | | DLW | | ADMINISTRATION | | NON-ADMINISTRATION | |
|--|--------------|--------|--------|--------------|--------|--------------|--------|----------------|---|--------------------|--------------|
| Staff Salaries: | Salary | No. of | % of | TOTAL | % | Amount | % | Amount | % | Amount | % |
| Position Title | Per Month | Months | Time | AMOUNT | | | | | | | |
| TOTAL SALARIES | | | | \$ 52,662.48 | | \$ 44,763.11 | | \$ 7,899.37 | | | \$ 52,662.48 |
| FRINGE BENEFITS: | | | | | | | | | | | |
| Health Insurance | | X | 21.29% | \$ 11,211.20 | 85.00% | \$ 9,529.52 | 15.00% | \$ 1,681.68 | | 100% | \$ 11,211.20 |
| FICA | | X | 7.65% | \$ 4,028.68 | 85.00% | \$ 3,424.38 | 15.00% | \$ 604.30 | | 100% | \$ 4,028.68 |
| State UEC-SUI | | X | 3.02% | \$ 1,590.41 | 85.00% | \$ 1,351.85 | 15.00% | \$ 238.56 | | 100% | \$ 1,590.41 |
| FUT | | X | 0.12% | \$ 63.19 | 85.00% | \$ 53.72 | 15.00% | \$ 9.48 | | 100% | \$ 63.19 |
| SC WC | | X | 0.32% | \$ 168.52 | 85.00% | \$ 143.24 | 15.00% | \$ 25.28 | | 100% | \$ 168.52 |
| Public-General Liability | | X | 3.02% | \$ 1,590.41 | 85.00% | \$ 1,351.85 | 15.00% | \$ 238.56 | | 100% | \$ 1,590.41 |
| TOTAL FRINGE BENEFITS | | | | \$ 18,652.41 | | \$ 15,854.55 | | \$ 2,797.86 | | | \$ 18,652.41 |
| INDIRECT COST: RATE | \$ 77,519.89 | X | 11.32% | \$ 8,775.25 | 85.00% | \$ 7,458.96 | 15.00% | \$ 1,316.29 | | 100% | \$ 8,775.25 |
| TOTAL COST | | | | \$ 80,090.14 | 85.00% | \$ 68,076.62 | 15.00% | \$ 12,013.52 | | 100% | \$ 80,090.14 |

| Categories & Line Items | Total Cost | ADULT | DLW | Non-Administration |
|--|------------|----------|--------|--------------------|
| OPERATING COSTS | | | | |
| 1.1 Facility Rent, Utilities, Maintenance, etc. | \$ - | \$ - | \$ - | \$ - |
| 1.2 Staff Expendable Supplies & Materials | \$ 600 | \$ 510 | \$ 90 | \$ 600 |
| 1.3 Program Outreach Expenses (Brochures, Flyers, etc.) | \$ - | \$ - | \$ - | \$ - |
| 1.4 Copy & Print Expenses | \$ 301 | \$ 258 | \$ 45 | \$ 301 |
| 1.5 Communications (Phone, Fax, Internet, etc.) | \$ 1,396 | \$ 1,186 | \$ 209 | \$ 1,396 |
| 1.6 Staff Travel | | | | |
| Local Mileage cost | \$ 1,670 | \$ 1,420 | \$ 251 | \$ 1,670 |
| Non-Local Mileage cost | \$ 360 | \$ 306 | \$ 54 | \$ 360 |
| Non-Local Per Diem/Lodging Cost | \$ 240 | \$ 204 | \$ 36 | \$ 240 |
| 1.7 Staff Training / Technical Services Costs (Conf, Training, etc.) | \$ 120 | \$ 102 | \$ 18 | \$ 120 |
| 1.8 Non-Expendable Equipment Purchases (Computers, software, etc.) | | | | |
| Non-Expendable Equipment Purchases (Computer Leases) | \$ 1,098 | \$ 934 | \$ 165 | \$ 1,098 |
| Wide Area Network (WAN) Equipment and Computer Software | \$ 300 | \$ 255 | \$ 45 | \$ 300 |
| 1.9 Postage (Stamps, FedEx, etc.) | \$ 120 | \$ 102 | \$ 18 | \$ 120 |
| TOTAL OPERATING COSTS | \$ 6,205 | \$ 5,274 | \$ 931 | \$ 6,205 |
| TRAINING/PROFESSIONAL FEES/PROFIT | | | | |
| 4.1 Profit (Professional Fee - 5%) Can be tied to Performance | \$ 3,101 | \$ 2,636 | \$ 465 | \$ 3,101 |
| 4.2 Audit Fee | \$ 604 | \$ 513 | \$ 91 | \$ 604 |
| TOTAL FEES / PROFIT COSTS | \$ 3,705 | \$ 3,149 | \$ 556 | \$ 3,705 |

BUDGET NARRATIVE

Py15 operator

| LINE ITEMS | Brief Description | Budget Amount |
|--|---|--------------------|
| Staff Salaries & Fringe Benefits | | |
| Adult (85%) | See Staffing Plan - Section II-B-1 of Proposal | \$60,617.66 |
| Dislocated Worker (15%) | See Staffing Plan - Section II-B-1 of Proposal | \$10,697.23 |
| Adult - Operating Expenses | All costs are split 85% Adult & 15% Dislocated Worker | |
| 1.2 Staff Consumable Supplies | Consummable office supplies for staff. | \$600.00 |
| 1.3 Advertising, Outreach | | \$0.00 |
| 1.4 Copy, Print | Copier, ink & toner costs for staff and facilities. | \$301.08 |
| 1.5 Communications | Cell phone and toll free fax number costs for staff. | \$1,395.68 |
| 1.6 Staff Travel | Staff mileage for local travel at \$0.575 per mile, airfare and hotels for staff travel to conferences and/or training. | \$2,270.00 |
| 1.7 Staff Conferences, Training | Planned costs for staff development training and or conference attendance. | \$120.00 |
| 1.8 Staff Equipment / Computer Leases / Software | Annual leases for staff computers, printers, IT support and associate software licenses. | \$1,398.24 |
| 1.9 Postage | Postage Stamps and FedEx charges for the project. | \$120.00 |
| Other Direct Costs | All costs are split 85% Adult & 15% Dislocated Worker | |
| Indirect (11.32%) | 11.32% is the Division portion of our Federally Approved indirect cost rate of 14.25%. The Department of Defense is the cognizant federal agency that verifies the rate every 4-5 years based on their audit cycles. The same calculation methodology is followed annually. | \$8,775.25 |
| Audit Fee (.07%) | The audit fee is for the cost of our department A-133 Audits to comply with U.S. DOL standards. | \$604.07 |
| Profit (4%) | H&M is willing to establish Performance Based Payments for our Profit. | \$3,100.80 |
| | | \$90,000.00 |

WORKFORCE INVESTMENT BOARD

WorkLink Workforce Investment Area

GRANT BUDGET SUMMARY

Service Provider Henkels & McCoy, Inc.

Contract #

Py'15 Adult/DW Svcs

Project/Activity SC Works Adult-DW Services

Funding Source WIOA Adult & DLW Formula Funds

Modification #

| CATEGORIES | ADULT | DLW | Administration | Non-Administration | Total Budget Amount |
|--|------------|------------|----------------|--------------------|---------------------|
| STAFF COSTS (Salaries & Fringe Benefits) | \$ 345,644 | \$ 60,996 | | \$ 406,641 | \$ 406,641 |
| OPERATING COSTS | \$ 48,239 | \$ 8,513 | | \$ 56,752 | \$ 56,752 |
| TRAINING COSTS | \$ 208,973 | \$ 36,878 | | \$ 245,850 | \$ 245,850 |
| SUPPORTIVE SERVICE COSTS | \$ 4,250 | \$ 750 | | \$ 5,000 | \$ 5,000 |
| Training Fees/Professional Fees/ Profit | \$ 29,015 | \$ 5,120 | | \$ 34,135 | \$ 34,135 |
| Indirect Costs | \$ 68,724 | \$ 12,128 | | \$ 80,852 | \$ 80,852 |
| Total Budget Costs | \$ 704,845 | \$ 124,384 | \$ - | \$ 829,230 | \$ 829,230 |
| Percentage of Budget | 85% | 15% | | 100% | |
| Cost Limitations | | | 2% Maximum | At least 98% | 100% |

STAFF & INDIRECT COST - BUDGET SUMMARY

| SALARIES, FRINGE BENEFITS, & INDIRECT COST | | | | ADULT | | DLW | | ADMINISTRATION | | NON-ADMINISTRATION | |
|--|---------------|--------|--------|---------------|--------|---------------|--------|----------------|---|--------------------|---------------|
| Staff Salaries: | Salary | No. of | % of | TOTAL | % | Amount | % | Amount | % | Amount | % |
| Position Title | Per Month | Months | Time | AMOUNT | | | | | | | |
| TOTAL SALARIES | | | | \$ 291,998.72 | | \$ 248,198.91 | | \$ 43,799.81 | | | \$ 291,998.72 |
| FRINGE BENEFITS: | | | | | | | | | | | |
| Health Insurance | | X | 25.13% | \$ 73,382.40 | 85.00% | \$ 62,375.04 | 15.00% | \$ 11,007.36 | | 100% | \$ 73,382.40 |
| FICA | | X | 7.65% | \$ 22,337.90 | 85.00% | \$ 18,987.22 | 15.00% | \$ 3,350.69 | | 100% | \$ 22,337.90 |
| State UEC-SUI | | X | 3.02% | \$ 8,818.36 | 85.00% | \$ 7,495.61 | 15.00% | \$ 1,322.75 | | 100% | \$ 8,818.36 |
| FUT | | X | 0.12% | \$ 350.40 | 85.00% | \$ 297.84 | 15.00% | \$ 52.56 | | 100% | \$ 350.40 |
| SC WC | | X | 0.32% | \$ 934.40 | 85.00% | \$ 784.24 | 15.00% | \$ 140.16 | | 100% | \$ 934.40 |
| Public-General Liability | | X | 3.02% | \$ 8,818.36 | 85.00% | \$ 7,495.61 | 15.00% | \$ 1,322.75 | | 100% | \$ 8,818.36 |
| TOTAL FRINGE BENEFITS | | | | \$ 114,641.82 | | \$ 97,445.55 | | \$ 17,196.27 | | | \$ 114,641.82 |
| INDIRECT COST: RATE | \$ 714,242.40 | X | 11.32% | \$ 80,852.24 | 85.00% | \$ 68,724.40 | 15.00% | \$ 12,127.84 | | 100% | \$ 80,852.24 |
| TOTAL COST | | | | \$ 487,492.78 | 85.00% | \$ 414,368.86 | 15.00% | \$ 73,123.92 | | 100% | \$ 487,492.78 |

PY15 Adult/DW Services

| Categories & Line Items | Total Cost | ADULT | DLW | Non-Administration |
|---|-------------------|-------------------|------------------|--------------------|
| OPERATING COSTS | | | | |
| 1.1 Facility Rent, Utilities, Maintenance, etc. | \$ - | \$ - | \$ - | \$ - |
| 1.2 Staff Expendable Supplies & Materials | \$ 4,087 | \$ 3,474 | \$ 613 | \$ 4,087 |
| 1.3 Program Outreach Expenses (Brochures, Flyers, etc.) | \$ 1,100 | \$ 935 | \$ 165 | \$ 1,100 |
| 1.4 Copy & Print Expenses | \$ 4,560 | \$ 3,876 | \$ 684 | \$ 4,560 |
| 1.5 Communications (Phone, Fax, Internet, etc.) | \$ 6,469 | \$ 5,498 | \$ 970 | \$ 6,469 |
| 1.6 Staff Travel | | | | |
| Local Mileage cost | \$ 16,068 | \$ 13,658 | \$ 2,410 | \$ 16,068 |
| Non-Local Mileage cost | \$ 1,800 | \$ 1,530 | \$ 270 | \$ 1,800 |
| Non-Local Per Diem/Lodging Cost | \$ 3,000 | \$ 2,550 | \$ 450 | \$ 3,000 |
| 1.7 Staff Training / Technical Services Costs (Conf, Training, etc.) | \$ 3,600 | \$ 3,060 | \$ 540 | \$ 3,600 |
| 1.8 Non-Expendable Equipment Purchases (Computers, software, etc.) | | | | |
| Non-Expendable Equipment Purchases (Computer Leases) | \$ 7,188 | \$ 6,110 | \$ 1,078 | \$ 7,188 |
| Wide Area Network (WAN) Equipment and Computer Software | \$ 6,480 | \$ 5,508 | \$ 972 | \$ 6,480 |
| 1.9 Postage (Stamps, FedEx, etc.) | \$ 2,400 | \$ 2,040 | \$ 360 | \$ 2,400 |
| TOTAL OPERATING COSTS | \$ 56,752 | \$ 48,239 | \$ 8,513 | \$ 56,752 |
| TRAINING COSTS | | | | |
| 2.1 WI Customer Supplies & Materials Costs | \$ - | \$ - | \$ - | \$ - |
| 2.2 WI Customer Book Costs | \$ - | \$ - | \$ - | \$ - |
| 2.3 WI Customer Credential Exam Fees (C.N.A., GED, TABE, WorkKeys, etc.) | \$ 15,950 | \$ 13,558 | \$ 2,393 | \$ 15,950 |
| WI Customer Individualized Training Costs | | | | |
| 2.5 Tuition Cost (Adult Education Skill Upgrade & GED) | \$ - | \$ - | \$ - | \$ - |
| 2.6 Other Individualized Training Cost (TCTC Pre-Employment Workshop) | \$ - | \$ - | \$ - | \$ - |
| 2.6 Individual Training Account/Voucher Cost | \$ 229,900 | \$ 195,415 | \$ 34,485 | \$ 229,900 |
| 2.8 WI Customer On-the-Job Training Costs | | | | |
| Reimbursable Wages | \$ - | \$ - | \$ - | \$ - |
| TOTAL TRAINING COSTS | \$ 245,850 | \$ 208,973 | \$ 36,878 | \$ 245,850 |
| SUPPORTIVE SERVICES COSTS | | | | |
| 3.10 WI Customer Incentives (Youth Only) | \$ - | \$ - | \$ - | \$ - |
| 3.11 WI Customer Transportation Costs | \$ - | \$ - | \$ - | \$ - |
| 3.12 WI Customer Childcare Costs | \$ - | \$ - | \$ - | \$ - |
| 3.14 Training Support Materials (Uniforms, Drug Screens, Background Checks, etc.) | \$ 5,000 | \$ 4,250 | \$ 750 | \$ 5,000 |
| 3.13 WI Customer Emergency Assistance (Rent, Car Repair, etc.) | \$ - | \$ - | \$ - | \$ - |
| 3.6 Laptop Incentive (Youth Only) | \$ - | | | \$ - |
| TOTAL SUPPORTIVE SERVICES COSTS | \$ 5,000 | \$ 4,250 | \$ 750 | \$ 5,000 |
| TRAINING/PROFESSIONAL FEES/PROFIT | | | | |
| 4.1 Profit (Professional Fee - 5%) Can be tied to Performance | \$ 28,570 | \$ 24,284 | \$ 4,285 | \$ 28,570 |
| 4.2 Audit Fee | \$ 5,566 | \$ 4,731 | \$ 835 | \$ 5,566 |
| TOTAL FEES / PROFIT COSTS | \$ 34,135 | \$ 29,015 | \$ 5,120 | \$ 34,135 |

* A Complete cost and price analysis of Actual/Projected cost must be attached to the budget as an Exhibit

WORKFORCE INVESTMENT BOARD
WorkLink Workforce Investment Area
CLIENT FLOW PROJECTIONS

Service Provider

Henkels & McCoy, Inc.

Contract #

PY15 Adult/DV Svcs

Project Activity

SC Works Adult-DW Services

Fund Source

WIOA Adult & DLW Formula Funds

Mod#

| Period | Clients Served | | | Clients Exited | | | Active Clients |
|---------------------------|----------------|-----|------------|----------------|----------|------------|----------------|
| | Carryover | New | Cumulative | Positive | Negative | Cumulative | |
| July-15 | 150 | 20 | 170 | 10 | 4 | 14 | 156 |
| August-15 | 156 | 20 | 176 | 10 | 4 | 14 | 162 |
| September-15 | 162 | 20 | 182 | 10 | 4 | 14 | 168 |
| October-15 | 168 | 20 | 188 | 9 | 3 | 12 | 176 |
| November-15 | 176 | 20 | 196 | 12 | 6 | 18 | 178 |
| December-15 | 178 | 20 | 198 | 10 | 4 | 14 | 184 |
| January-16 | 184 | 20 | 204 | 10 | 6 | 16 | 188 |
| February-16 | 188 | 20 | 208 | 12 | 4 | 16 | 192 |
| March-16 | 192 | 20 | 212 | 10 | 4 | 14 | 198 |
| April-16 | 198 | 20 | 218 | 12 | 4 | 16 | 202 |
| May-16 | 202 | 20 | 222 | 12 | 4 | 16 | 206 |
| June-16 | 206 | 20 | 226 | 12 | 6 | 18 | 208 |
| PY14 Carryovers | 150 | 240 | | | | | |
| New PY15 WIA Enrollments | 240 | | | | | | |
| Active Follow-up | 304 | | | | | | |
| Total Served | 694 | | | | | | |
| Estimated PY15 Carryovers | 208 | | | | | | |

Active Clients equal Cumulative Clients Served minus Cumulative Clients Exited

BUDGET NARRATIVE

PY15 Adult/Dislocated Worker Svcs

| LINE ITEMS | Brief Description | Budget Amount |
|--|---|---------------------|
| Staff Salaries & Fringe Benefits | | |
| Adult (85%) | See Staffing Plan - Section II-B-1 of Proposal | \$345,644.46 |
| Dislocated Worker (15%) | See Staffing Plan - Section II-B-1 of Proposal | \$60,996.08 |
| Adult - Operating Expenses | All costs are split 85% Adult & 15% Dislocated Worker | |
| 1.2 Staff Consumable Supplies | Consumable office supplies for staff. | \$4,086.89 |
| 1.3 Advertising, Outreach | Minimal amount for outreach materials, primarily internal brochure and flyer development. | \$1,099.69 |
| 1.4 Copy, Print | Copier, ink & toner costs for staff and facilities. | \$4,560.00 |
| 1.5 Communications | Cell phone and toll free fax number costs for staff. | \$6,468.80 |
| 1.6 Staff Travel | Staff mileage for local travel at \$0.575 per mile, airfare and hotels for staff travel to conferences and/or training. | \$20,868.00 |
| 1.7 Staff Conferences, Training | Planned costs for staff development training and or conference attendance. | \$3,600.00 |
| 1.8 Staff Equipment / Computer Leases / Software | Annual leases for staff computers, printers, IT support and associate software licenses. | \$13,668.48 |
| 1.9 Postage | Postage Stamps and FedEx charges for the project. | \$2,400.00 |
| Training Services | All costs are split 85% Adult & 15% Dislocated Worker | |
| 2.3 Credential Exams & Assessments | Costs for Exams such as GED, WorkKeys Re-Tests, National Certifications and/or Credentials. | \$15,950.00 |
| 2.6 Tuition (College or Vocational) | Tuition associated with approved Individual Training Accounts approved for program participants. | \$229,900.00 |
| Supportive Services | All costs are split 85% Adult & 15% Dislocated Worker | |
| 3.11 Transportation | Transportation costs for program participants in accordance with the WorkLink WIB Supportive Services Policy. | \$0.00 |
| 3.12 Childcare | Childcare costs for program participants in accordance with the WorkLink WIB Supportive Services Policy. | \$0.00 |
| 3.14 Training Support Materials | | \$5,000.00 |
| Other Direct Costs | All costs are split 85% Adult & 15% Dislocated Worker | |
| Indirect (11.32%) | 11.32% is the Division portion of our Federally Approved indirect cost rate of 14.25%. The Department of Defense is the cognizant federal agency that verifies the rate every 4-5 years based on their audit cycles. The same calculation methodology is followed annually. | \$80,852.24 |
| Audit Fee (.07%) | The audit fee is for the cost of our department A-133 Audits to comply with U.S. DOL standards. | \$5,565.66 |
| Profit (4%) | H&M is willing to establish Performance Based Payments for our Profit. | \$28,569.70 |
| | | \$829,230.00 |

**WorkLink SC Works (H&M)
PY14 VS. PY15 Budget Comparison**

*PY 15 Adult/DW SVS
≠ PY15 operator*

| | | PY14 Budget Mod#4 | | PY15 Budget Adult-DW Option C | | PY15 Budget Operator Option A | Amt of Increase or Decrease |
|--|-------|----------------------|--------|-------------------------------------|--|-------------------------------------|-----------------------------------|
| Staff Costs | | \$ 465,327.44 | | \$ 291,998.72 | | \$ 52,662.48 | \$ (120,666.24) |
| Fringe Benefits | | \$ 170,972.70 | | \$ 114,641.82 | | \$ 18,652.41 | \$ (37,678.47) |
| Sub-Total Staff & Fringe | | \$ 636,300.14 | | \$ 406,640.54 | | \$ 71,314.89 | \$ (158,344.71) |
| Operating Costs | | | | | | | |
| 1.1 Facility, Utilities, Maintenance | | \$ - | | \$ - | | | \$ - |
| 1.2 Staff Consumable Supplies | | \$ 5,400.00 | | \$ 4,086.89 | | \$ 600.00 | \$ (713.11) |
| 1.3 Advertising, Outreach | | \$ 1,500.00 | | \$ 1,099.69 | | | \$ (400.31) |
| 1.4 Copy, Print | | \$ 6,600.00 | | \$ 4,560.00 | | \$ 301.08 | \$ (1,738.92) |
| 1.5 Communications | | \$ 9,314.92 | | \$ 6,468.80 | | \$ 1,395.68 | \$ (1,450.44) |
| 1.6 Staff Travel | | \$ 23,297.84 | | \$ 20,868.00 | | \$ 2,270.00 | \$ (159.84) |
| 1.7 Staff Conferences, Training | | \$ 4,080.00 | | \$ 3,600.00 | | \$ 120.00 | \$ (360.00) |
| 1.8 Staff Equipment / Computer Leases / Software | | \$ 17,508.48 | | \$ 13,668.48 | | \$ 1,398.24 | \$ (2,441.76) |
| 1.9 Postage | | \$ 2,400.00 | | \$ 2,400.00 | | \$ 120.00 | \$ 120.00 |
| Sub-Total Operating | | \$ 70,101.24 | | \$ 56,751.86 | | \$ 6,205.00 | \$ (7,144.38) |
| Training | | | | | | | |
| 2.3 Credential Exams & Assessments | | \$ 15,950.00 | | \$ 15,950.00 | | | \$ - |
| 2.5 Tuition (Adult Education) | | \$ 77,280.00 | | \$ - | | | \$ (77,280.00) |
| 2.6 Tuition (College or Vocational) | | \$ 358,102.27 | | \$ 229,900.00 | | | \$ (128,202.27) |
| 2.8 On-the-Job Training | | \$ 108,000.00 | | \$ - | | | \$ (108,000.00) |
| Sub-Total Training | | \$ 559,332.27 | | \$ 245,850.00 | | \$ - | \$ (313,482.27) |
| Supportive Services | | | | | | | |
| 3.11 Transportation | | \$ 31,114.50 | | \$ - | | | \$ (31,114.50) |
| 3.12 Childcare | | \$ 3,978.00 | | \$ - | | | \$ (3,978.00) |
| 3.13 Emergency Assistance | | \$ - | | \$ - | | | \$ - |
| 3.14 Training Support Materials | | \$ 5,985.00 | | \$ 5,000.00 | | | \$ (985.00) |
| Sub-Total of Supportive Services | | \$ 41,077.50 | | \$ 5,000.00 | | \$ - | \$ (36,077.50) |
| Sub-Total of Contract Costs | | \$ 1,306,811.15 | | \$ 714,242.40 | | \$ 77,519.89 | \$ (515,048.86) |
| Indirect Cost & Fees | | | | | | | |
| Training Fee (Profit) | 5.00% | \$ 63,312.56 | 4.00% | \$ 28,569.70 | | \$ 3,100.79 | \$ (31,642.07) |
| Indirect Cost | 8.75% | \$ 110,796.97 | 11.32% | \$ 80,852.24 | | \$ 8,775.25 | \$ (21,169.48) |
| Audit Fee | 0.70% | \$ 9,639.34 | 0.70% | \$ 5,565.66 | | \$ 604.07 | \$ (3,469.61) |
| Sub-Total of Indirect & Fees | | \$ 183,748.87 | | \$ 114,987.60 | | \$ 12,480.11 | \$ (56,281.16) |
| | | \$ 1,490,560.02 | | \$ 829,230.00 | | \$ 90,000.00 | \$ (571,330.02) |
| | | | | Total Oper & Adult-DW | | \$ 919,230.00 | |
| | | | | Funding Cut | | \$ 571,330.02 | 38% |

WORKFORCE INVESTMENT BOARD

WorkLink Workforce Investment Area

GRANT BUDGET SUMMARY

Service Provider Henkels & McCoy, Inc.

Contract #

PY15 Youth

Project/Activity Palmetto Youth Connections

Funding Source WIOA Youth

Modification #

| CATEGORIES | Out-of-School Youth | In-School Youth | Administration | Non-Administration | Total Budget Amount |
|---|---------------------|-----------------|----------------|--------------------|---------------------|
| STAFF COSTS (Salaries & Fringe Benefits) | \$ 304,620 | \$ 6,860 | | \$ 311,480 | \$ 311,480 |
| Work Experience Staff Salary & Fringe | \$ 98,393 | \$ 2,216 | | \$ 100,609 | \$ 100,609 |
| OPERATING COSTS | \$ 38,645 | \$ - | | \$ 38,645 | \$ 38,645 |
| TRAINING COSTS | \$ 61,281 | | | \$ 61,281 | \$ 61,281 |
| Work Experience Stipends | \$ 40,920 | \$ 12,936 | | \$ 53,856 | \$ 53,856 |
| SUPPORTIVE SERVICE COSTS | \$ 20,062 | \$ - | | \$ 20,062 | \$ 20,062 |
| Training Transportation | \$ 10,800 | \$ 1,200 | | \$ 12,000 | \$ 12,000 |
| Work Experience Transportation | \$ 2,700 | \$ 300 | | \$ 3,000 | \$ 3,000 |
| Training Support Materials | \$ 675 | \$ 75 | | \$ 750 | \$ 750 |
| Work Experience Support Materials | \$ 1,125 | \$ 125 | | \$ 1,250 | \$ 1,250 |
| Training Fees/ Profit | \$ 23,169 | \$ 948 | | \$ 24,117 | \$ 24,117 |
| Audit Fee | \$ 4,514 | \$ 185 | | \$ 4,698 | \$ 4,698 |
| Indirect Costs | \$ 65,568 | \$ 2,684 | | \$ 68,252 | \$ 68,252 |
| Total Budget Costs | \$ 672,471 | \$ 27,529 | \$ - | \$ 700,000 | \$ 700,000 |
| Percentage of Budget | 96% | 4% | | 100.00% | |
| Work Experience Cost (20% of overall budget \$140,000) | 131,313 | 15152 | | 154,465 | |
| | 21% | | | | |

| SALARIES, FRINGE BENEFITS, & INDIRECT COST | | | | Out-of-School Youth | | In-School Youth | | ADMINISTRATION | | NON-ADMINISTRATIVE | |
|--|-----------|--------|--------|---------------------|-----|-----------------|----|----------------|---|--------------------|--------------|
| Staff Salaries: | Salary | No. of | % of | TOTAL | | | | | | | |
| Position Title | Per Month | Months | Time | AMOUNT | % | Amount | % | Amount | % | Amount | % |
| TOTAL SALARIES | | | | \$311,480.00 | | \$304,620.16 | | \$6,859.84 | | \$0.00 | \$311,480.00 |
| FRINGE BENEFITS: | | | | | | | | | | | |
| FICA | | X | 7.65% | \$23,828.22 | | \$23,303.44 | | \$524.78 | | \$0.00 | \$23,828.22 |
| Workers Comp. | | X | 0.33% | \$1,027.88 | | \$1,005.25 | | \$22.64 | | \$0.00 | \$1,027.88 |
| Health & Wealth (Pos. Level) | | X | 18.16% | \$56,565.60 | | \$55,319.83 | | \$1,245.77 | | \$0.00 | \$56,565.60 |
| Ret./Pension | | X | 0.00% | \$0.00 | | | | | | \$0.00 | \$0.00 |
| Unemployment Insurance (State & Federal) | | X | 3.14% | \$9,780.47 | | \$9,565.07 | | \$215.40 | | \$0.00 | \$9,780.47 |
| Other (Specity): General Liability Insurance | | X | 3.02% | \$9,406.70 | | \$9,199.53 | | \$207.17 | | \$0.00 | \$9,406.70 |
| TOTAL FRINGE BENEFITS | | | 32.30% | \$100,608.87 | | \$98,393.13 | | \$2,215.75 | | \$0.00 | \$100,608.87 |
| INDIRECT COST: RATE | | X | 11.32% | \$68,251.95 | 96% | \$65,567.80 | 4% | \$2,684.15 | | \$0.00 | \$68,251.95 |
| TOTAL COST | | | | \$480,340.83 | | \$468,581.09 | | \$11,759.74 | | \$0.00 | \$480,340.83 |

| Categories & Line Items | Total Cost | OUT-OF-SCHOOL YOUTH | IN-SCHOOL YOUTH | Administration | Non-Administration |
|--|-------------------|---------------------|------------------|----------------|--------------------|
| OPERATING COSTS | | | | | |
| 1.2 Staff Expendable Supplies & Materials | \$ 2,400 | \$ 2,400 | \$ - | | \$ 2,400 |
| 1.3 Program Outreach Expenses (Brochures, Flyers, etc.) | \$ 600 | \$ 600 | \$ - | | \$ 600 |
| 1.4 Copy & Print Expenses | \$ 2,400 | \$ 2,400 | \$ - | | \$ 2,400 |
| 1.5 Communications (Phone, Fax, Internet, etc.) | \$ 9,485 | \$ 9,485 | \$ - | | \$ 9,485 |
| 1.6 Staff Travel | | | | | |
| Local Mileage cost | \$ 6,397 | \$ 6,397 | \$ - | | \$ 6,397 |
| Non-Local Mileage cost | \$ 1,600 | \$ 1,600 | \$ - | | \$ 1,600 |
| Non-Local Per Diem/Lodging Cost | \$ 2,000 | \$ 2,000 | \$ - | | \$ 2,000 |
| 1.7 Staff Training / Technical Services Costs (Conf, Training, etc.) | \$ 2,400 | \$ 2,400 | \$ - | | \$ 2,400 |
| 1.8 Non-Expendable Equipment Purchases (Computers, software, etc.) | | | | | |
| Non-Expendable Equipment Purchases (Computer Leases) | \$ 9,938 | \$ 9,938 | \$ - | | \$ 9,938 |
| 1.9 Postage (Stamps, FedEx, etc.) | \$ 1,445 | \$ 1,445 | \$ - | | \$ 1,445 |
| TOTAL OPERATING COSTS | \$ 38,645 | \$ 38,645 | \$ - | \$ - | \$ 38,645 |
| TRAINING COSTS | | | | | |
| 2.1 WI Customer Supplies & Materials Costs | \$ 515 | \$ 515 | \$ - | | \$ 515 |
| 2.2 WI Customer Book Costs | \$ 2,500 | \$ 2,500 | \$ - | | \$ 2,500 |
| 2.3 WI Customer Credential Exam Fees (C.N.A., GED, TABE, WorkKeys, etc.) | \$ 11,700 | \$ 11,700 | \$ - | | \$ 11,700 |
| WI Customer Individualized Training Costs | | | | | |
| 2.5 Tuition Cost (Adult Education Skill Upgrade & GED) | \$ 17,000 | \$ 17,000 | \$ - | | \$ 17,000 |
| 2.6 Individual Training Account/Voucher Cost | \$ 25,728 | \$ 25,728 | \$ - | | \$ 25,728 |
| 2.9 WI Customer Work Experience Costs | | | | | |
| Reimbursable Stipends | \$ 53,856 | \$ 40,820 | \$ 12,936 | | \$ 53,856 |
| 2.11 Software Licenses | \$ 3,840 | \$ 3,840 | \$ - | | \$ 3,840 |
| TOTAL TRAINING COSTS | \$ 115,137 | \$ 102,201 | \$ 12,936 | \$ - | \$ 115,137 |
| SUPPORTIVE SERVICES COSTS | | | | | |
| 3.1 WI Customer Incentives (Youth Only) | \$ 18,019 | \$ 18,019 | \$ - | | \$ 18,019 |
| 3.2 WI Customer Transportation Costs | | | | | |
| 3.2 Training Transportation | \$ 12,000 | \$ 10,600 | \$ 1,200 | | \$ 12,000 |
| 3.2 Work Experience Transportation | \$ 3,000 | \$ 2,700 | \$ 300 | | \$ 3,000 |
| 3.3 WI Customer Childcare Costs | \$ 543 | \$ 543 | \$ - | | \$ 543 |
| 3.4 Training Support Materials (Uniforms, Drug Screens, Background Checks, etc.) | | | | | |
| 3.4 Training Support Materials | \$ 750 | \$ 675 | \$ 75 | | \$ 750 |
| 3.4 Work Experience Support Materials | \$ 1,250 | \$ 1,125 | \$ 125 | | \$ 1,250 |
| 3.5 WI Customer Emergency Assistance (Rent, Car Repair, etc.) | \$ 1,500 | \$ 1,500 | \$ - | | \$ 1,500 |
| TOTAL SUPPORTIVE SERVICES COSTS | \$ 37,062 | \$ 35,382 | \$ 1,700 | \$ - | \$ 37,062 |
| TRAINING/PROFESSIONAL FEES/PROFIT | | | | | |
| 4.1 Profit (Professional Fee - 5%) Can be tied to Performance | \$ 24,117 | \$ 23,189 | \$ 948 | | \$ 24,117 |
| 4.2 Audit Fee | \$ 4,698 | \$ 4,514 | \$ 185 | | \$ 4,698 |
| TOTAL FEES / PROFIT COSTS | \$ 28,816 | \$ 27,682 | \$ 1,133 | \$ - | \$ 28,816 |

WORKFORCE INVESTMENT BOARD

WorkLink Workforce Investment Area

CLIENT FLOW PROJECTIONS

Service Provider Henkels & McCoy, Inc.

Contract # _____

Project/Activity Palmetto Youth Connections

Fund Source WIOA

Mod # _____

| Period | Clients Served | | | Clients Exited | Active |
|--------------------|----------------|-----|------------|----------------|---------|
| | Carryover | New | Cumulative | Cumulative | Clients |
| July-15 | 95 | 5 | 100 | 10 | 90 |
| August-15 | 90 | 10 | 100 | 10 | 90 |
| September-15 | 90 | 10 | 100 | 10 | 90 |
| October-15 | 90 | 5 | 95 | 10 | 85 |
| November-15 | 85 | 5 | 90 | 10 | 80 |
| December-15 | 80 | 5 | 85 | 10 | 75 |
| January-16 | 75 | 10 | 85 | 10 | 75 |
| February-16 | 75 | 10 | 85 | 10 | 75 |
| March-16 | 75 | 5 | 80 | 10 | 70 |
| April-16 | 70 | 5 | 75 | 5 | 70 |
| May-16 | 70 | 5 | 75 | 10 | 65 |
| June-16 | 65 | 5 | 70 | 10 | 60 |
| Carryovers | 95 | 80 | | | |
| New Enrollments | 80 | | | | |
| Follow-up Cases | 70 | | | | |
| Total Served | 245 | | | | |
| Planned Carryovers | 60 | | | | |

Active Clients equal Cumulative Clients Served minus Cumulative Clients Exited

Option to Serve In-School Youth.

BUDGET NARRATIVE

| LINE ITEMS | Brief Description | Budget Amount |
|---|---|---------------------|
| Staff Salaries & Fringe Benefits | | |
| Youth | See Section E of the Proposal | \$412,088.87 |
| Adult - Operating Expenses | | |
| 1.2 Staff Consumable Supplies | Consummable office supplies for staff. | \$2,400.00 |
| 1.3 Advertising, Outreach | Minimal amount for outreach materials, primarily internal brochure and flyer development. | \$600.00 |
| 1.4 Copy, Print | Copier, ink & toner costs for staff and facilities. | \$2,400.00 |
| 1.5 Communications | Cell phone and toll free fax number costs for staff. | \$9,465.40 |
| 1.6 Staff Travel | Staff mileage for local travel at \$0.575 per mile, airfare and hotels for staff travel to conferences and/or training. | \$9,997.00 |
| 1.7 Staff Conferences, Training | Planned costs for staff development training and or conference attendance. | \$2,400.00 |
| 1.8 Staff Computer Leases | Annual leases for staff computers, printers, IT support and associate software licenses. | \$9,937.92 |
| 1.9 Postage | Postage Stamps and FedEx charges for the project. | \$1,445.00 |
| Training Services | | |
| 2.1 Participant Supplies | Participant supplies for training programs | \$514.57 |
| 2.2 Participant Books | Participant books costs for training programs. | \$2,500.00 |
| 2.3 Credential Exam Fees (NRF, C.N.A., GED, etc.) | Costs for Exams such as GED, WorkKeys Re-Tests, National Certifications and/or Credentials. | \$11,700.00 |
| 2.5 Tuition (Adult Education) | Tuition to attend Adult Education Programs. | \$17,000.00 |
| 2.6 Tuition (College or Vocational) | Tuition to attend College Vocational Training Programs. | \$25,726.00 |
| 2.9 Work Experience | Wages for participants to participate in Work Experience. | \$53,856.00 |
| 2.10 Awards / Events | Participant awards programs (i.e. Graduation Events) | \$0.00 |
| 2.11 Software Licenses | Remedial Software Licenses | \$3,840.00 |
| Supportive Services | | |
| 3.1 Participant Incentives (Skill Invoices) | Incentives for participants. See Skill Invoice in Exhibit D. | \$18,018.75 |
| 3.2 Transportation | Transportation costs for program participants in accordance with the WorkLink WIB Supportive Services Policy. | \$15,000.00 |
| 3.3 Childcare | Childcare costs for program participants in accordance with the WorkLink WIB Supportive Services Policy. | \$542.95 |
| 3.4 Training Support Materials | Training related items for Participants (i.e. Drug Screens, Physicals, Uniforms, etc.) | \$2,000.00 |
| 3.5 Emergency Assistance | Participant Emergency assistance in accordance with the WIB Supportive Services Policy. | \$1,500.00 |
| Other Direct Costs | | |
| Indirect (11.32%) | 11.32% is the Division portion of our Federally Approved indirect cost rate of 14.25%. The Department of Defense is the cognizant federal agency that verifies the rate every 4-5 years based on their audit cycles. The same calculation methodology is followed annually. | \$68,251.95 |
| Audit Fee (.07%) | The audit fee is for the cost of our department A-133 Audits to comply with U.S. DOL standards. | \$4,698.29 |
| Profit (4%) | H&M is willing to establish Performance Based Payments for our Profit. | \$24,117.30 |
| | | \$700,000.00 |

WorkLink PYC Budget Comparison

| | | PY14 Budget Mod 3 | | PY15 Budget Proposed | Amt of Inc or Dec |
|---|--------|----------------------|--------|-------------------------|----------------------|
| Slot Level | | 185 | | 175 | (10) |
| Sub-Total of Staff Costs | | \$ 322,673.76 | | \$ 311,480.00 | \$ (11,193.76) |
| Sub-Total Fringe: | 32.65% | \$ 105,357.27 | 32.30% | \$ 100,608.87 | \$ (4,748.40) |
| Operating Costs | | | | | |
| 1.1 Facility, Utilities, Maintenance | | \$ - | | \$ - | \$ - |
| 1.2 Staff Consumable Supplies | | \$ 4,500.00 | | \$ 2,400.00 | \$ (2,100.00) |
| 1.3 Advertising, Outreach | | \$ 4,100.40 | | \$ 600.00 | \$ (3,500.40) |
| 1.4 Copy, Print | | \$ 3,180.00 | | \$ 2,400.00 | \$ (780.00) |
| 1.5 Communications | | \$ 10,580.80 | | \$ 9,465.40 | \$ (1,115.40) |
| 1.6 Staff Travel | | \$ 16,185.91 | | \$ 9,997.00 | \$ (6,188.91) |
| 1.7 Staff Conferences, Training | | \$ 3,900.00 | | \$ 2,400.00 | \$ (1,500.00) |
| 1.8 Staff Computer Leases | | \$ 8,644.13 | | \$ 9,937.92 | \$ 1,293.79 |
| 1.9 Postage | | \$ 3,492.50 | | \$ 1,445.00 | \$ (2,047.50) |
| Sub-Total Operating | | \$ 54,583.74 | | \$ 38,645.32 | \$ (15,938.42) |
| Training | | | | | |
| 2.1 Participant Supplies | | \$ 8,325.00 | | \$ 514.57 | \$ (7,810.43) |
| 2.2 Participant Books | | \$ 5,985.00 | | \$ 2,500.00 | \$ (3,485.00) |
| 2.3 Credential Exam Fees (NRF, C.N.A., GED, etc.) | | \$ 12,925.00 | | \$ 11,700.00 | \$ (1,225.00) |
| 2.4 TABE Testing Materials | | \$ 1,825.00 | | \$ - | \$ (1,825.00) |
| 2.5 Tuition (Adult Education) | | \$ 38,758.40 | | \$ 17,000.00 | \$ (21,758.40) |
| 2.6 Tuition (College or Vocational) | | \$ 46,624.00 | | \$ 25,726.00 | \$ (20,898.00) |
| 2.9 Work Experience | | \$ 27,720.00 | | \$ 53,856.00 | \$ 26,136.00 |
| 2.10 Awards / Events | | \$ 1,600.00 | | \$ - | \$ (1,600.00) |
| 2.11 Software Licenses | | \$ 6,840.00 | | \$ 3,840.00 | \$ (3,000.00) |
| Sub-Total Training | | \$ 150,602.40 | | \$ 115,136.57 | \$ (35,465.83) |
| Supportive Services | | | | | |
| 3.1 Participant Incentives (Skill Invoices) | | \$ 37,114.14 | | \$ 18,018.75 | \$ (19,095.39) |
| 3.2 Transportation | | \$ 24,300.00 | | \$ 15,000.00 | \$ (9,300.00) |
| 3.3 Childcare | | \$ 240.00 | | \$ 542.95 | \$ 302.95 |
| 3.4 Training Support Materials | | \$ 2,000.00 | | \$ 2,000.00 | \$ - |
| 3.5 Emergency Assistance | | \$ 1,750.00 | | \$ 1,500.00 | \$ (250.00) |
| Sub-Total of Supportive Services | | \$ 65,404.14 | | \$ 37,061.70 | \$ (28,342.44) |
| Sub-Total of Contract Costs | | \$ 698,621.31 | | \$ 602,932.46 | \$ (95,688.85) |
| Indirect Cost & Fees | | | | | |
| Training Fee (Profit) | 5.00% | \$ 34,931.08 | 4.00% | \$ 24,117.30 | \$ (10,813.78) |
| Indirect Cost | 8.75% | \$ 61,129.36 | 11.32% | \$ 68,251.95 | \$ 7,122.59 |
| Audit Fee | 0.70% | \$ 5,318.25 | 0.70% | \$ 4,698.29 | \$ (619.96) |
| Sub-Total of Indirect & Fees | | \$ 101,378.69 | | \$ 97,067.54 | \$ (4,311.15) |
| | | \$ 800,000.00 | | \$ 700,000.00 | \$ (100,000.00) |

Strategic Goals.

Our goals grew out of an analysis of the region's focus group and survey results, recent and potential changes within the community and the workforce development industry, our identification of the characteristics of successful/winning workforce systems, and the SWOT analysis. The following goals are establish to address the most immediate challenges:

Challenges

- 1) Increasing system-wide coordination and interaction between workforce development partners, business partners and the education system.
- 2) Improving coordination between partners and reduce fragmentation of services within the workforce development delivery system.
- 3) Increasing the number of residents who obtain a marketable and industry-recognized credential or degree.

The goals based on the above immediate challenges show us what our world will look like when we have accomplished our objectives.

The objectives for each goal are the measurable statements towards which our efforts are directed. Each objective contains three elements: a specific statement of what is to be accomplished, a standard by which we can measure the accomplishment, and a timeframe and deadline within which to accomplish the objective. Finally, Strategies are the specific steps which need to happen to bring completion to the objective, and eventually, the goal.

Goals, Objectives and Action Strategies Narrative.

Goal I. Improve the skill level of the workforce to meet the demands of business and industry.

Key Objective:

- A. Monitor WorkKeys Data on an ongoing basis to report the trends in certification of workers.**
- B. Increase the number of WorkKeys certificates issued at the Silver or above level through the workforce system by X% annually.**
- C. Increase the number of individuals who successfully complete GED or high school diploma through the workforce system by X% annually.**
- D. Increase the % of workshop attendees to increase the number of basic work skills certificates provided by the One-Stop Centers.**

Goal II. Increase employer engagement in WIB and WIB Activities.

Key Objective:

- A. Increase WorkKeys profiles by X% per year through increased awareness.**
- B. Continue to build a better understanding of the employee skill level needs in the area through better coordination with work force development partners.**
- C. Work with businesses and employers to develop a better understanding of WorkKeys profiles needed by industry sector.**
- D. Increase the number of employers using the Work Force Development system and services by X% per year.**
- E. Increase opportunities for existing and displaced workers, veterans, persons with disabilities, and youth through promoting On the Job Training, apprenticeship, and other "work-based learning" programs with businesses in the region.**

WorkLink Draft Goals and Objectives

Goal III. Build upon existing partnerships and collaborations between workforce system service providers to better integrate the workforce development system.

Key Objective:

- A.** Map out existing agency partnerships and collaborations to identify gaps in services and opportunities for additional partnerships and collaboration.
- B.** Increase partnerships and collaboration between workforce service providers to better integrate services.
- C.** Build upon existing partnerships and collaborations to improve communication between the workforce system service providers, trainers/educators, and employers.
- D.** Maintain and support the One Stop Operator that is responsible for convening service providers and partner agencies.
- E.** Maintain and support the One-Stop Operator's efforts to collect data and regularly report to the WIB as part of their efforts to certify/re-certify the One Stop Centers.

Goal IV. Increase and improve outreach to inform and promote the SC Works Centers services and activities pertaining to workforce development.

Key Objective:

- A.** Create a strategic marketing and communication plan to raise awareness of SC Works Centers' services and activities.
- B.** Engage employers, educators, and community organizations in an outreach campaign to improve awareness of SC Works Centers' services and activities.
- C.** Increase opportunities for educators (i.e. teachers, principals, guidance counselors, superintendents) to know and experience the employment opportunities and employers workforce needs/skill requirements.
- D.** Look for opportunities for employers and educators to form better connections to insure that education and training programs are developing systems to create a skilled workforce to meet current and future demands.

Service Provider
Status Update
July 2014 - June 2015

| | | | | | | |
|------------------------------|--------------------------------|------------------------------|---------------------------------------|--------------------------------------|---------------------------------------|--------------------------------|
| ENROLLMENT REPORT | PYC | | | | | |
| *Special notes: 05/15 | Add In-School | 7 Enrolled | | | | |
| Board Goal | 185 | | | | | |
| PY'14 Month | NEW WIA Enrollments | Total Enrollments | Monthly Planned Enrollment | YTD % of Monthly Plan | YTD % of Total Planned | YTD % of Board Goal |
| <i>Active Carryover</i> | | 57 | 57 | | | |
| July | 5 | 62 | 5 | 100% | 3% | 34% |
| August | 21 | 83 | 15 | 140% | 14% | 45% |
| September | 9 | 92 | 15 | 60% | 19% | 50% |
| October | 12 | 104 | 10 | 120% | 25% | 56% |
| November | 7 | 111 | 5 | 140% | 29% | 60% |
| December | 6 | 117 | 5 | 120% | 32% | 63% |
| January | 11 | 128 | 10 | 110% | 38% | 69% |
| February | 8 | 136 | 15 | 53% | 43% | 74% |
| March | 20 | 156 | 15 | 133% | 54% | 84% |
| April | 16 | 172 | 15 | 107% | 62% | 93% |
| May | 12 | 184 | 15 | 80% | 69% | 99% |
| June | | 184 | 3 | 0% | 69% | 99% |
| Totals | 127 | 184 | 185 | | | |