

**WORKFORCE INVESTMENT BOARD  
YOUTH COUNCIL MEETING  
AGENDA**

**Monday, August 5, 2013  
11:00 A.M. - 12:00 P.M.**

**Board Room - Madren Center - Clemson University**

- |                                                    |                       |
|----------------------------------------------------|-----------------------|
| I. Welcome and Introductions                       | Kristi King-Brock     |
| II. Approval of Minutes (5/07/13)                  | Kristi King-Brock     |
| III. Palmetto Youth Connections (Report)           | Ann Marie Baker       |
| <b>IV. <u>Old Business:</u></b>                    |                       |
| 2013 AOPBIS Event Update                           | Rick Murphy           |
| 2013 AOPBIS Anticipated Budget                     | Brandi Runion         |
| In-School WorkKeys Testing/Youth Incentive Funds   | B. Runion/S. Crite    |
| PY13 Youth Negotiation Team-Finalized Youth Budget | Brandi Runion         |
| PY13 Youth Council Outreach Committee              | Kristi King-Brock     |
| <b>V. <u>New Business:</u></b>                     |                       |
| Youth Council Membership Applications              | Kristi King-Brock     |
| PY 13 Youth Executive Summary                      | Kristi King-Brock     |
| Upcoming Youth Board Presentation (3 Segments)     | Sharon Crite          |
| WIA Youth Suitability Checklist                    | Crite/King-Brock      |
| PY 13 Youth Performance Goals Negotiations         | Ronnie Allen/S. Crite |
| WorkLink New Business Service Model                | Ronnie Allen          |
| <b>VI. <u>Other Business:</u></b>                  | Kristi King-Brock     |
| <b>Adjourn</b>                                     | Kristi King-Brock     |

<p><b>Next Youth Council Meeting, October 7, 2013 - 11:00am Madren Center, Clemson University</b></p>
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**WORKFORCE INVESTMENT CORPORATION**  
**Youth Council Meeting Minutes**  
**May 7, 2013 @ 11:00 am**  
**Board Room, Madren Center- Clemson, SC**

**Members Present**

Kristi King- Brock  
Robert Halfacre  
Rick Murphy

Elizabeth Burkett  
Melvin Martin  
Sandra Pruitt

Elaine Bailey  
Tim Mays

**Members Absent:**

Ann McAuley  
Crystal Noble  
Janice Walpole

Tina Brown  
Karen Kay Smith

Amy Miller  
Tabitha Vasilas

**Providers:**

Kal Kunkel  
Ann Marie Baker

Dana Grant

Karen Craven

**Staff Present:**

Sharon Crite  
Jennifer Kelly

Patty Manley

Brandi Runion

**Guest Present:**

**I. Welcome and Introductions**

Chair Kristi King-Brock called the meeting to order and announced the meeting was being recorded for processing of minutes and that a quorum was present to conduct business of the Council.

**II. Minutes**

The minutes from the March 4, 2013 meeting were e-mailed with the meeting notice and included in the meeting packet, Chair King-Brock called for any corrections or amendments to the minutes.

**COUNCIL ACTION TAKEN: Melvin Martin made a motion to approve the minutes from the March 4, 2013 meeting as submitted, second by Robert Halfacre. The motion carried with a unanimous voice vote.**

**III. Palmetto Youth Connections (PYC) Report**

Dana Grant provided handouts to committee members. The dashboard, containing pie charts and graphs, provides a snap-shot of the numbers of youth that Henkels & McCoy have assisted and informed of programs available through April 2013. There have been 339 youth that have attended Orientations; 70 have completed application process and 73 were WIA eligible; Total served are 150 with 72 being carryovers from the previous year's program and 78 being new enrollments; Predominantly serving High School dropouts – working with the 63 that are basic skills deficient to

increase numeracy literacy gains; Breakdown of representation per county is Anderson – 75, Oconee – 32, Pickens – 43; PY'12 YTD Outcomes for Lit-Numeracy Gains are 20, GED's & Diplomas are 38, Occupational Credentials are 18 & Placements are 50.

A question was raised regarding the ratio of female to males being served and possible ways to outreach to the male population. Discussion regarding an outreach plan was then initiated by Chair King-Brock to include the male population, most in need youth and foster children for the 2013 Program Year. Elaine Bailey, Dana Grant and Karen Craven will work together to ensure information is shared with agencies and partners.

Karen Craven reminded the Committee that graduations for PYC participants for Anderson, Oconee, Pelzer and Pickens Counties are coming up in June and July.

#### **IV. Old Business**

##### **Revised Youth Strategic Plan**

Chair King-Brock reminded Committee members that Sharon Crite emailed an electronic copy of the revised Youth Strategic Plan to everyone and asked that all members print the revised plan and place it in their Youth Council Manual.

##### **2013 Job Fair Update**

Brandi Runion reported on the Job Fair stating over 500 job seekers attended the event at Tri County Technical College and over 60 businesses and employers participated. Surveys have been sent to the employers and jobseekers. Most of the feedback received has been positive. Several employers made job offers to job seekers while at the Job Fair. We are tracking our Youth and Adult participants that attended and will obtain feedback regarding contacts, job offers, etc. from them and report back.

##### **PY'13 Anticipated Youth Budget - A & B**

Ms. Runion provided an update stating the Budget Negotiation Team met and discussed the budget. Henkels & McCoy have a few changes to make to the budget before it is sent to the Executive Committee for a final vote.

Ms. Runion also stated the final allocation has not been received from the State however, we do anticipate receiving our regions final numbers this week.

#### **V. New Business**

##### **Poverty Simulation Training**

Chair King-Brock encouraged all Committee members to attend the Poverty Simulation Workshop taking place on Wednesday, May 8<sup>th</sup> at Pendleton United Methodist Church.

##### **2013 AOP BIS Event**

Rick Murphy reported they are now a 501-3C organization and there is a Showcase planning meeting scheduled for May 29<sup>th</sup>. They are looking at other strategies to get community people involved in this year's event which is to be held on October 2<sup>nd</sup> and 3<sup>rd</sup> at Clemson University's Littlejohn Coliseum. They are planning for 5,000-6,000 students to attend and targeting 75 businesses for participation. Hopeful to have some funding from companies with foundations that were unable to give to or sponsor organizations who were not a 501-3C organization.

### **Youth Council Membership(s)**

Chair King-Brock reported that some Youth Council Memberships will be expiring and letters will be forthcoming. Chair King-Brock asked that all members that receive a letter to prayerfully consider renewing their membership on the Youth Council.

### **VI. Other Business**


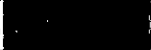
Melvin Martin shared information on Summer Camps the Regional Housing Authority is sponsoring during June and July for youth enrolled in Medicaid and provided Committee members with flyers and schedules of the camps.

### **VII. Adjourn**

With no further business to discuss, the Youth Council meeting was adjourned.

*Respectfully submitted by: Patty Manley, Office Manager*

# 2013 AOPBIS

<b>Schools</b>	<b>Transp. Estimates Received/Confirmed</b>
ASD1	\$2,695.00
ASD2	\$1,612.80
ASD3	\$754.36
ASD4	\$885.22
ASD5	\$3,114.57
	\$ 
Oconee	\$2,340.00
<b>Total Estimate <u>all</u> School Districts</b>	<b>\$14,601.95</b>

## IN-SCHOOL WORKKEYS TESTING/YOUTH INCENTIVE FUNDS

### Results:

School Districts:	Actual # of Students Tested:	WorkKeys Testting Expenses:
<b>ASD1</b>		
Palmetto HS	11	\$385.00
Wren HS	6	\$210.00
Powdersville HS	6	\$210.00
<b>ASD2 -BHP</b>	11	\$385.00
<b>TOTAL</b>	<b>34</b>	<b>\$1,190.00</b>
<b>ASD3 - Crescent HS</b>	9	\$315.00
<b>ASD4 - Pendleton HS</b>	5	\$175.00
<b>ASD5 -Career Campus</b>	26	\$910.00
<b>TOTAL</b>	<b>40</b>	<b>\$1,400.00</b>
<b>Oconee Hamilton Career Center</b>	92	\$2911.00
<b>Pickens Co. Career Center</b>	112	\$2,825.00
<b>Grand Total</b>	<b>278</b>	<b>\$8,326.00</b>

### **PY13 YOUTH NEGOTIATION TEAM MEMBERS:**

- Kristi King-Brock, Youth Council Chair/Board Member
- Melvin Martin, Youth Council Member/Board Member
- Robert Halfacre, Youth Council Member/Board Member
- Sharon Crite, Youth Service Manager
- Brandi Runion, Finance Director
- Jennifer Kelly, Interim Director

**PY13 Estimated Allocation & Estimated H&M Grant Amount**

	<b>A</b>
<b>PY13 Total Allocation</b>	<b>891,462.00</b>
10% for WIB Admin	(89,146.00)
<b>PY 13 Estimated Program Allocation</b>	<b>802,316.00</b>
Held back for WIB Program Admin	(115,000.00)
<b>PY13 Available Formula Funds for Contract</b>	<b>687,316.00</b>
Estimated PY12 Carryover Funds (WIB)	378,960.00
Estimated PY12 Carryover Funds (PYC)	42,500.00
Amount to remain in carryover	(250,000.00)
<b>PY13 Formula Funds with Carryover</b>	<b>858,776.00</b>
H&M Grant Amount	(839,929.00)
Balance Remaining	18,847.00



**WORKFORCE INVESTMENT BOARD**  
 WorkLink Workforce Investment Area  
**GRANT BUDGET SUMMARY**

Service Provider Henkels & McCoy, Inc. Contract # 13Y495H4

Project/Activity Palmetto Youth Connections Funding Source WIA Youth Modification # \_\_\_\_\_

<b>CATEGORIES</b>	<b>Administration</b>	<b>Non-Administration</b>	<b>Total Budget Amount</b>
<b>STAFF COSTS (Salaries &amp; Fringe Benefits)</b>		\$ 448,710	\$ 448,710
<b>OPERATING COSTS</b>		\$ 78,081	\$ 78,081
<b>TRAINING COSTS</b>		\$ 132,208	\$ 132,208
<b>SUPPORTIVE SERVICE COSTS</b>		\$ 74,491	\$ 74,491
<b>Training Fees/Professional Fees/ Profit</b>		\$ 42,258	\$ 42,258
<b>Indirect Costs</b>		\$ 64,180	\$ 64,180
<b>Total Budget Costs</b>	\$ -	\$ 839,929	\$ 839,929
<b>Percentage of Budget</b>		<b>100.00%</b>	
<b>Cost Limitations</b>	2% Maximum	At least 98%	100%

**WORKFORCE INVESTMENT BOARD**  
**WorkLink Workforce Investment Area**  
**COST AND PRICE ANALYSIS WORKSHEET**

Service Provider Henkels & McCoy, Inc.

Contract # 13Y495H4

Project/ Activity Palmetto Youth Connections

Funding Source WIA Youth

Mod # \_\_\_\_\_

**STAFF & INDIRECT COST - BUDGET SUMMARY**

<b>SALARIES, FRINGE BENEFITS, &amp; INDIRECT COST</b>					<b>ADMINISTRATION</b>		<b>NON-ADMINISTRATIVE</b>	
Staff Salaries: Position Title	Salary Per Month	No. of Months	% of Time	<b>TOTAL AMOUNT</b>	<b>%</b>	<b>Amount</b>	<b>%</b>	<b>Amount</b>
<b>TOTAL SALARIES</b>						<b>\$0</b>		<b>\$325,644</b>
<b>FRINGE BENEFITS:</b>								
FICA		X	7.65%	\$24,912		\$0		\$24,912
Workers Comp.		X	0.34%	\$1,107		\$0		\$1,107
Health & Wealth (Pos. Level)		X	23.56%	\$76,727		\$0		\$76,727
Ret. / Pension		X	0.00%	\$0		\$0		\$0
Unemployment Insurance (State & Federal)		X	3.19%	\$10,388		\$0		\$10,388
Other (Specify): <del>General Liability Insurance</del>		X	3.05%	\$9,932		\$0		\$9,932
<b>TOTAL FRINGE BENEFITS</b>						<b>\$0</b>		<b>\$123,066</b>
<b>INDIRECT COST: RATE</b>		X	<b>8.75%</b>	<b>\$ 64,180.39</b>		<b>\$0</b>		<b>\$ 64,180.39</b>
<b>TOTAL COST</b>						<b>\$0</b>		<b>\$512,890</b>

Each position must be supported by a job description. A complete "Per Person" cost analysis must be completed and attached as an Exhibit.  
A current copy of your "Indirect Cost Rate" as approved by your Cognizant Agency and description of the costs covered must be attached to the budget as an Exhibit

WORKFORCE INVESTMENT BOARD  
 WorkLink Workforce Investment Area  
**COST AND PRICE ANALYSIS WORKSHEET**

Service Provider Henkels & McCoy, Inc. Contract # 13Y495H4 Mod #   
 Project/Activity Palmetto Youth Connections Fund Source WIA Youth

Categories & Line Items	Total Cost	Administration	Non-Administration
<b>OPERATING COSTS</b>			
1.2 Staff Expendable Supplies & Materials	\$ 6,000		\$ 6,000
1.3 Program Outreach Expenses (Brochures, Flyers, etc.)	\$ 9,000		\$ 9,000
1.4 Copy & Print Expenses	\$ 4,800		\$ 4,800
1.5 Communications (Phone, Fax, Internet, etc.)	\$ 10,746		\$ 10,746
1.6 Staff Travel			
Local Mileage cost	\$ 20,840		\$ 20,840
Non-Local Mileage cost	\$ 2,000		\$ 2,000
Non-Local Per Diem/Lodging Cost	\$ 3,750		\$ 3,750
1.7 Staff Training / Technical Services Costs (Conf, Training, etc.)	\$ 6,000		\$ 6,000
1.8 Non-Expendable Equipment Purchases (Computers, software, e			
Non-Expendable Equipment Purchases ( <b>Computer Leases</b> )	\$ 7,520		\$ 7,520
Wide Area Network (WAN) Equipment and <b>Computer Software</b>	\$ 3,840		\$ 3,840
1.9 Postage (Stamps, FedEx, etc.)	\$ 3,585		\$ 3,585
<b>TOTAL OPERATING COSTS</b>	<b>\$ 78,081</b>	<b>\$ -</b>	<b>\$ 78,081</b>
<b>TRAINING COSTS</b>			
2.1 WI Customer Supplies & Materials Costs	\$ 6,400		\$ 6,400
2.2 WI Customer Book Costs	\$ 8,000		\$ 8,000
2.3 WI Customer Credential Exam Fees (C.N.A., GED, TABE, WorkKeys,	\$ 8,650		\$ 8,650
2.4 Other: TABE Assessment Costs	\$ 2,050		\$ 2,050
WI Customer Individualized Training Costs			
2.5 Tuition Cost (Adult Education Skill Upgrade & GED)	\$ 38,758		\$ 38,758
2.6 Individual Training Account/Voucher Cost	\$ 24,990		\$ 24,990
2.9 WI Customer Work Experience Costs			
Reimbursable Wages	\$ 41,760		\$ 41,760
2.10 WI Customer Awards & Recognition Costs	\$ 1,600		\$ 1,600
<b>TOTAL TRAINING COSTS</b>	<b>\$ 132,208</b>	<b>\$ -</b>	<b>\$ 132,208</b>
<b>SUPPORTIVE SERVICES COSTS</b>			
3.1 WI Customer Incentives (Youth Only)	\$ 40,491		\$ 40,491
3.2 WI Customer Transportation Costs	\$ 22,500		\$ 22,500
3.3 WI Customer Childcare Costs	\$ 4,800		\$ 4,800
3.4 Training Support Materials (Uniforms, Drug Screens, Background Checks, et	\$ 3,200		\$ 3,200
3.5 WI Customer Emergency Assistance (Rent, Car Repair, etc.)	\$ 3,500		\$ 3,500
<b>TOTAL SUPPORTIVE SERVICES COSTS</b>	<b>\$ 74,491</b>	<b>\$ -</b>	<b>\$ 74,491</b>
<b>TRAINING/PROFESSIONAL FEES/PROFIT</b>			
4.1 Profit (Professional Fee - 5%) Can be tied to Performance	\$ 36,675		\$ 36,675
4.2 Audit Fee	\$ 5,584		\$ 5,584
<b>TOTAL FEES / PROFIT COSTS</b>	<b>\$ 42,258</b>	<b>\$ -</b>	<b>\$ 42,258</b>

\* 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 Provide Henkels & McCoy, Inc.

Contract # 13Y495H4

Project/Activity Palmetto Youth Connections

Fund Source WIA

Mod # \_\_\_\_\_

Period	Clients Served			Clients Exited Cumulative	Active Clients
	Carryover	New	Cumulative		
July-13	70	5	75	10	65
August-13	65	5	70	10	60
September-13	60	15	75	20	55
October-13	55	5	60	10	50
November-13	50	5	55	10	45
December-13	45	5	50	10	40
January-14	40	10	50	10	40
February-14	40	10	50	10	40
March-14	40	10	50	10	40
April-14	40	10	50	5	45
May-14	45	10	55	10	45
June-14	45	0	45	10	35
Carryovers	70	90			
New Enrollments	90				
Follow-up Cases	61				
Total Served	221				
Planned Carryovers	35				

Active Clients equal Cumulative Clients Served minus Cumulative Clients Exited

## **PY13 YOUTH OUTREACH COMMITTEE**

- ❖ Crystal Noble
- ❖ Tim Mayes
- ❖ Rick Murphy
- ❖ Jennifer Campbell
- ❖ Sharon Crite
- ❖ Kristi King Brock
- ❖ Robert Halfacre



WORKFORCE INVESTMENT BOARD  
YOUTH COUNCIL APPLICATION

Applicant Name: Janice Ward

Applicant Address: 1348 Griffin Mill Rd  
Easley, SC 29640

Education: M.A. in Education - School Leadership

Business/Organization: School District of Pickens County

Job Title: Coordinator of Secondary Education

County of Residence: Pickens

Phone: 864-397-1000 Fax: 864-855-8159

Cell Phone: 864-633-7117 E-mail: janiceward@pickens.k12.sc.us

Category Represented:

☒ Youth Services Agency (Specify)

☐ Juvenile Justice Representative

☐ Local D.A. or State's Attorney

☐ Local Police or Police Athletic

☐ Youth Services Agency/Program/CBO

☐ League

☒ School Superintendent or High School

☐ Public Housing Authority (Specify)

☐ Public Housing Director

☐ Public Housing Administrator

☐ Parent

☐ Youth

☐ Youth Activity (Specify)

☐ Former Participant

☐ Local Recreation and Parks Director

☐ Local School to Work Director

☐ Existing Youth Services for Planning Groups

☐ Other - Specify:

☐ One-Stop Manager

☐ Social Services Director

☐ Adult Education Director

☐ Business

Describe how this applicant represents the indicated agency:

I provide district level support to our middle schools and high schools as we work toward meeting the goals established by our superintendent and our school board (curriculum development, at risk and dropout prevention strategies and programs, data analysis, etc.).

Janice R Ward June 18, 2013  
Signature Date



WORKFORCE INVESTMENT BOARD  
YOUTH COUNCIL APPLICATION

Applicant Name: Amy Bradshaw  
Applicant Address: PO Box 8002  
Anderson, SC 29622  
Education: B.S. Sociology  
Business/Organization: SC Dept. of Juvenile Justice  
Job Title: County Director  
County of Residence: Anderson  
Phone: 260-4047 Fax: 224-2594  
Cell Phone: 353-4003 E-mail: ALBRAD@ocdj.j.net  
Category Represented:

☐ Youth Services Agency (Specify)  
☒ Juvenile Justice Representative ☐ Local D.A. or State's Attorney  
☐ Local Police or Police Athletic ☐ Youth Services Agency/Program/CBO  
League ☐ School Superintendent or High School  
☐ Public Housing Authority (Specify) ☐ Public Housing Director  
☐ Public Housing Administrator  
☐ Parent ☐ Youth  
☐ Youth Activity (Specify)  
☐ Former Participant ☐ Local Recreation and Parks Director  
☐ Local School to Work Director ☐ Existing Youth Services for Planning  
Groups  
☐ Other - Specify:  
☐ One-Stop Manager ☐ Social Services Director  
☐ Adult Education Director ☐ Business

Describe how this applicant represents the indicated agency:

I am the County Director for the Anderson office

Amy Bradshaw  
Signature

7/1/13  
Date

Training Services Group



# Executive Summary

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## WorkLink Youth Program Questions



**WorkLink Executive Committee Meeting**  
**June 24, 2013 10:00 a.m.**



**OVERVIEW**

Henkels & McCoy, Inc. (dba - Palmetto Youth Connections) was awarded a contract for Youth Services on October 1, 2006 and has been providing services to At-Risk Out-of-School Youth ages 17-21 in the WorkLink Region since that time. At the onset of the program the focus was for us to address and change the format of services being offered, address the failing Federal Performance Measures, and to provide quality education services to ensure that the many High School Dropouts being served attained their GED or High School Diploma. Second to these primary goals was to initiate and provide Occupational Training and/or Work Experience opportunities that would lead to employment.

Henkels & McCoy, Inc. is proud of the fact that we were able to reach and exceed these initial goals and continually improve our service model by adding new services and by improving the existing services. Our staff has all been with us now in excess of 7 years as we enter our 8<sup>th</sup> year as a Youth Service provider in the WorkLink Region.

**OVERVIEW OF SERVICES & PROGRAM STATISTICS****1) PY13 Cost Per Participant Justification (\$5,243.75) – PY13 Youth Budget \$839,000 to serve 160****a) Historical Statistics****i) Budget vs. Actual Expenditures & Cost Per Participant**

Program Year	BUDGET			ACTUAL			Contract Dates		Status
	Amount	Slots	Cost per	Amount	Slots	Cost per			
PY06 (9 Mo)	\$ 709,932.00	180	\$3,944.07	\$582,012.00	110	\$5,291.02	10/01/06	to 06/30/07	Complete
PY07	\$ 855,042.00	200	\$4,275.21	\$766,864.00	205	\$3,740.80	07/01/07	to 06/30/08	Complete
PY08	\$ 790,000.00	180	\$4,388.89	\$700,187.00	210	\$3,334.22	07/01/08	to 06/30/09	Complete
PY09 (Formula)	\$ 711,000.00	160	\$4,443.75	\$642,442.00	205	\$3,133.86	07/01/09	to 06/30/10	Complete
PY09 (ARRA)	\$ 263,520.00	75	\$3,513.60	\$239,397.00	81	\$2,955.52	07/01/09	to 06/30/10	Complete
PY10 (GTC)	\$ 997,930.00	215	\$4,641.53	\$807,190.00	226	\$3,571.64	07/01/10	to 06/30/11	Complete
PY11 (GTC)									
Note: De-obligated \$30,001.95	\$ 1,110,412.00	198	\$5,608.14	\$925,874.00	220	\$4,208.52	07/01/11	to 06/30/12	Complete
PY12	\$ 850,000.00	155	\$5,483.87	\$686,864.00	160	\$4,292.90	07/01/12	to 06/30/13	YTD
PY13	\$ 839,928.75	160	\$5,249.55				07/01/13	to 06/30/14	

**b) Services Provided****i) Henkels & McCoy, Inc. has been contracted to provide the following services as outlined in the Contract Statement of Work along with a description of time it takes to provide these services to meet and exceed the establish Federal Performance Measures.****ii) Services****(1) Summary of Services Provided****(a) Outreach & Recruitment**

- (i) Orientations, Community Presentations, Coordination with Adult Education & K-12

**(b) Assessments**

- (i) TABE (Reading & Math Assessment)
- (ii) SCOIS (Interest Inventory)
- (iii) Aptitude Testing (as needed)
- (iv) WorkKeys (For those who enroll)

**(c) WIA Eligibility Determination****(d) WIA Program Enrollment****(e) Individual Employment Plan or Service Strategy Development****(f) One-on-One Career Counseling and Coaching****(g) Required Reporting in SC WOS (State Reporting System)****(h) Monthly Monitoring of Records****(i) Monthly Programmatic & Fiscal Reports****(j) Career Smart (Employability Workshops) including;**

- (i) NIOSH Safety

- (ii) Expungement Clinics
      - (iii) Financial Literacy
      - (iv) Parenting Classes
    - (k) Mentoring
    - (l) Supportive Services for Transportation, Childcare, and Emergency Assistance
    - (m) Work Experience (Paid & Unpaid)
    - (n) Placement into Employment, Military, and/or Post-Secondary Education
    - (o) 12 Months of Follow-up
  - (2) Outreach & Recruitment
    - (a) 10 Hours Per Week – 25%
  - (3) WIA Eligibility Determination, Certification, Assessment, Plan Development, & Enrollment
    - (a) 6 Hours Per Week – 15%
  - (4) Active Participant Case Management, Training Services, & Reporting
    - (a) 16 Hours Per Week - 40%
  - (5) Placement in Employment and/or Post-Secondary & 12 Month Follow-up
    - (a) 8 Hours Per Week - 20%
- 2) **Is our highest goal for our youth a GED? If so, this cost is too high per individual.**
- a) No, our only goal is not GED attainment.
  - b) **WorkLink Vision & Mission Statement**
    - i) **Youth Council Vision**
      - (1) **To have youth, educated and prepared for self-sufficiency in work and in life.”**
    - ii) **Youth Council Mission**
      - (1) **“The WorkLink Youth Council facilitates collaboration and the delivery of services for youth, leading to educational, workplace and personal success.”**
    - iii) **Goals:**
      - (1) Increase Basic Skills to enable students to complete their Secondary Education and/or become prepared for Post-Secondary Education in Certificate, Diploma, and/or Associates Degree programs in demand occupational areas that lead to above minimum wage jobs.
      - (2) Provide every student with the opportunity to complete their Secondary Education first, if that has not been accomplished when entering the program. Establish an Individual Service Strategy for each student that includes Occupational skills at the Post-Secondary level to obtain a Certificate, Diploma, and/or Associates Degree programs in demand occupational areas that lead to above minimum wage jobs. Plans should include Work Experience opportunities for those students with little to no actual work experience when entering the program.
      - (3) Place every student possible in employment, including the Military and/or Post-Secondary Education. Ensure that a plan is prepared that includes a path back to education if that is not the initial route chosen as many youth that qualify for WIA services need to provide for themselves and live independently.
- 3) **What is it we are trying to accomplish?**
  - a) The overall goal of Palmetto Youth Connections is to achieve the Vision and Mission of the WorkLink Youth Council and overall Program goals as stated below and addressed above;
  - b) **WorkLink Vision & Mission Statement**
    - i) **Youth Council Vision**
      - (1) **To have youth, educated and prepared for self-sufficiency in work and in life.”**
    - ii) **Youth Council Mission**
      - (1) **“The WorkLink Youth Council facilitates collaboration and the delivery of services for youth, leading to educational, workplace and personal success.”**
    - iii) **Goals:**

- (1) Increase Basic Skills to enable students to complete their Secondary Education and/or become prepared for Post-Secondary Education in Certificate, Diploma, and/or Associates Degree programs in demand occupational areas that lead to self-sufficient wages.
- (2) Provide every student with the opportunity to complete their Secondary Education first, if that has not been accomplished when entering the program. Establish an Individual Service Strategy for each student that includes Occupational skills at the Post-Secondary level to obtain a Certificate, Diploma, and/or Associates Degree programs in demand occupational areas that lead to above minimum wage jobs. Plans should include Work experience opportunities for those students with little to no actual work experience when entering the program.
- (3) Place every student possible in employment, including the Military and/or Post-Secondary Education. Ensure that a plan is prepared that includes a path back to education if that is not the initial route chosen as many youth that qualify for WIA services need to provide for themselves and live independently.

**4) Why are there so many program carry-overs?**

- a) In WIA the Program Year runs from July 1<sup>st</sup> to June 30<sup>th</sup> annually. We continually are enrolling new participants every week and month throughout the program year. Most of the participants we enroll are High School dropouts, are Basic Skills deficient in Math and/or Reading and possess other barriers such as a Parenting or Pregnant Teen, in or aging out of Foster Care, a Runaway, have legal issues, etc. These barriers define these youth as most in need which is a requirement of the program contract based on the Federal Regulations for services provided with WIA funding. On average it takes 18 months for a participant to complete the program if they stick to their Individual Service Strategy and accomplish the goals that they have established. The menu of services offered under the WIA youth program are self-paced which means that some complete activities quicker than others, but the average time in the program is 18 months and that is why we have carry-overs.
- b) Client Flow Projections Form – The Client Flow Projections Form has been in place since we began on October 1, 2006. The question was posed then as to what its purpose was and what it exactly measured. No answer has ever been given and no one can explain the form, but we are required to complete it. The numbers reflected in on the Positive and Negative Outcome side of the form are estimates of program performance outcomes that have never been clearly defined. The WIA Youth program follows Federal Regulations that measure performance outcomes using three clearly defined Performance Measures as follows;
  - i) Literacy and Numeracy
    - (1) Of those who are determined to be Basic Skills deficient at enrollment as verified by the TABE Assessment fall in this measure. Basic Skills deficient is considered a grade level of 8.9 or less in Reading and/or Math.
  - ii) Credential Attainment
    - (1) Of those enrolled in training the number that attain a credential (for Youth Secondary Diploma or Nationally Recognized Occupational Skills Credential) by the end of the 3<sup>rd</sup> Quarter after exiting the program.
  - iii) Placement in Employment and/or Post-Secondary (including Military)
    - (1) Of those not employed at enrollment the number that are placed into employment, military, or post-secondary education (fulltime) during the first quarter after exiting the program.
  - iv) As described in the Federal Performance Measures listed above there is not an individual Positive or Negative measure for the program or scope of services.

**5) Caseloads of the Career Coaches**

- a) The Career Coaches Caseloads are made up of New Participants that are planned to be enrolled in the new program year, carry-over participants from the previous program and participants in their 12 Month Follow-up Cycle that begins when they exit the active phase of the program.
  - i) Caseload Breakdown
    - (1) 70 Planned Carry-overs (will be adjusted based on the actual number in Oct 13)
    - (2) 90 Planned New Enrollments
    - (3) 61 Planned 12 Month Follow-up Participants
    - (4) 221 Total
    - (5) 4 Career Coaches
    - (6) 55 Total Per Career Coach
- b) Positives & Negatives on the Client Flow Projection Form
  - i) This form does not accurately reflect how WIA Performance is measured by U.S. DOL. There is not an overall Positive or Negative outcome for an individual. A true overall negative would be someone that enrolled in WIA and never yielded any positive outcome, as described in the definitions of the three federal performance measures, but that is not typical.
- c) PY12 – 161 Enrollments & Outcomes (True Negatives)
  - i) How many of the 72 PY12 Carryovers have exited the program?
    - (1) 59 of the 72 Carry-overs have exited the program. Thirteen participants are still active at present, but 10 of those should complete and exit by the end of June 2013. The remaining carry-over participants may continue to be represented on the “active” case load due to continuous self-serving activities initiated in SCWOS under Wagner-Peyser, which causes them to stay open.
- d) Is there a way to reflect out of the 161 total enrolled right now for PY12 if any participants have failed? Failure to me means they were enrolled and did nothing or did not achieve any positives on any youth measure?
  - i) There were 12 out of the 161 participants served that have not achieved any outcome in any of the three Federal Measures or 7%. Two of the 12 were incarcerated and do not count for us or against us.

## **ATTACHMENT A**

### **STAFF TIME & WIA FEDERAL REGULATIONS & REQUIREMENTS**

- a) Services Provided
  - i) Henkels & McCoy, Inc. has been contracted to provide the following services as outlined in the Contract Statement of Work along with a description of time it takes to provide these services to meet and exceed the establish Federal Performance Measures.
  - ii) Services
    - (1) Summary of Services Provided
      - (a) Outreach & Recruitment
        - (i) Orientations, Community Presentations, Coordination with Adult Education & K-12
      - (b) Assessments
        - (i) TABE (Reading & Math Assessment)
        - (ii) SCOIS (Interest Inventory)
        - (iii) Aptitude Testing (as needed)
        - (iv) WorkKeys (For those who enroll)
      - (c) WIA Eligibility Determination
      - (d) WIA Program Enrollment
      - (e) Individual Employment Plan or Service Strategy Development
      - (f) One-on-One Career Counseling and Coaching
      - (g) Required Reporting in SC WOS (State Reporting System)
      - (h) Monthly Monitoring of Records
      - (i) Monthly Programmatic & Fiscal Reports
      - (j) Career Smart (Employability Workshops) including;
        - (i) NIOSH Safety
        - (ii) Expungement Clinics
        - (iii) Financial Literacy
        - (iv) Parenting Classes
      - (k) Mentoring
      - (l) Supportive Services for Transportation, Childcare, and Emergency Assistance
      - (m) Work Experience (Paid & Unpaid)
      - (n) Placement into Employment, Military, and/or Post-Secondary Education
      - (o) 12 Months of Follow-up
    - (2) Outreach & Recruitment (Makes up at least 25% of Staff Time Weekly – 10 Hours Weekly)
      - (a) H&M is required to provide outreach and recruitment services in order to meet and exceed the enrollment goals set forth in the contract. Over our many years of experience we have found that our staff needs to reach out to at least 100 Youth to find 15 – 20 that they will enroll who they deem suitable and able to complete the goals of the program. As part of this process is federally legislated that we focus on serving those participants who are most in need, meaning they have multiple barriers as outlined in the Federal Regulations and the primary barrier is High School Dropout and basic Skills Deficiencies.
        - (i) To be eligible for services under Title I of the Workforce Investment Act for youth, an individual must meet the following definition.
          - 1. An eligible youth is defined as:

- a. An individual who is not less than age 14 and not more than age 21; and
  - b. Is a low income individual, and
  - c. Is an individual who has one or more of the following barriers:
  - d. Deficient in basic literacy skills
  - e. A school dropout
  - f. Homeless, a runaway, or a foster child
  - g. Pregnant or a parent
  - h. And offender
  - i. An individual who requires additional assistance to complete an educational program, or to secure and hold employment, or lacks reliable transportation, or is in need of work-readiness skills.
- (ii) The following definitions apply to the above eligibility criterion:
- 1. Low-Income individual is defined as:
    - a. An individual who receives, or is a member of a family that receives, cash payments under a Federal, State, or local income based public assistance program;
    - b. An individual who received an income, or is a member of a family that received a total family income, for the 6-month period prior to application for the program involved (exclusive of unemployment compensation, child support payments, payments described in subparagraph (A), and old-age and survivors insurance benefits received under Section 202 of the Social Security Act (42 U.S.C. 402) that , in relation to family size, does not exceed the higher of –
      - i. the poverty line, for an equivalent period; or
      - ii. 70 percent of the lower living standard income level, for an equivalents period;
    - c. An individual who is a member of household that receives (or has been determined within the 6-month period prior to application for the program involved to be eligible to receive) food stamps pursuant to the Food Stamp Act of 1977 (7 U.S.C. 2011 et seq.);
    - d. An individual who qualifies as a homeless individual, as defined in subsections (a) and (c) of Section 103 of the Stewart B. McKinney Homeless Assistance Act (42 U.S. C. 11302);
    - e. An individual who is a foster child on behalf of whom State or local government payments are made; or
    - f. In cases permitted by regulations promulgated by the Secretary of Labor, is an individual with a disability whose own income meets the requirements of a program described in subparagraph (A) or of subparagraph (B), but who is a member of a family whose income does not meet such requirements.
- (iii) Deficient in Basic Literacy Skills is defined as:
- 1. An individual who is determined to compute or solve problems, read, write, or speak English at or below grade level 8.9; or
  - 2. An individual who is unable to compute or solve problems, read, write, or speak English at a level necessary to function on the job, in the individual's family or in society.
- (iv) School dropout is defined as:
- 1. An individual who is no longer attending any school and who has not received a secondary school diploma or it has recognized equivalent.
- (v) Offender is defined as:
- 1. Any adult or juvenile-

- a. who is or has been subject to any stage of the criminal justice process, for whom services under this ACT may be beneficial; or
    - b. who requires assistance in overcoming artificial barriers to employment resulting from a record of arrest or conviction.
  - (vi) Individual who requires additional assistance to complete an educational program, or to secure and hold employment is defined as:
    - a. This definition is the Youth Plan Section of the Local Plan.
  - (vii) Out of School Youth is defined as:
    - a. An eligible youth who is a school dropout; or
    - b. An eligible youth who has received a secondary school diploma or its equivalent but is basic skills deficient, unemployed and under-employed.
- (3) WIA Eligibility Determination, Certification, Assessment, Plan Development, & Enrollment (Makes up at least 15% of Staff Time Weekly – 6 Hours Weekly)
  - (a) Every participant that applies for WIA services must be scheduled for a Certification and Eligibility Appointment to meet one-on-one with staff. These appointments generally take 2 hours, if the individual has all of their documentation. During this meeting staff goes through the WIA Application and determines WIA Eligibility in SC WOS (state reporting system). WIA Suitability is assessed and the Objective Assessment determines what needs the participant has that will make up their Individual Employment Plan (IEP) or Individual Service Strategy (ISS). Our students have multiple barriers as mentioned above. It is staff's job at this phase to identify all of the barriers so that we may address them for each individual.
    - (i) Assessments
      - 1. Prior to the appointment applicants for services are referred to Adult Education to take the Test for Adult Basic Education (TABE) to determine if they are Basic Skills Deficient or not as define above.
      - 2. Prior to the appointment applicants are also asked to complete the SCOIS Interest Inventory to determine what their occupational interests are to facilitate developing a plan.
    - (ii) Enrollment & Plan Development
      - 1. If the Participant is deemed eligible and suitable for the program the Career Coach proceeds with enrollment. The Enrollment process takes another 1-2 hours of time depending on the individual's needs.
        - a. If someone is not eligible, not suitable, or not interested staff offer to refer them to other community services based on their needs.
- (4) WIA Youth 10 Elements from the Regulations
  - (a) § 664.410 Must local programs include each of the ten program elements listed in WIA section 129(c)(2) as options available to youth participants?
    - (i) Yes, local programs must make the following services available to youth participants:
      - 1. Tutoring, study skills training, and instruction leading to secondary school completion, including dropout prevention strategies;
      - 2. Alternative secondary school offerings;
      - 3. Summer employment opportunities directly linked to academic and occupational learning;
      - 4. Paid and unpaid work experiences, including internships and job shadowing, as provided in §§ 664.460 and 664.470;
      - 5. Occupational skill training;
      - 6. Leadership development opportunities, which include community service and peer-centered activities encouraging responsibility and other positive social behaviors;
      - 7. Supportive services, which may include the services listed in § 664.440;

8. Adult mentoring for a duration of at least twelve (12) months, that may occur both during and after program participation;
  9. Follow-up services, as provided in § 664.450; and
  10. Comprehensive guidance and counseling, including drug and alcohol abuse counseling, as well as referrals to counseling, as appropriate to the needs of the individual youth.
    - a. Local programs have the discretion to determine what specific program services will be provided to a youth participant, based on each participant's objective assessment and individual service strategy. (WIA sec. 129(c)(2).)
- (b) Henkels & McCoy, Inc. provides all of the Ten Elements listed above as part of our program based on each individual's needs as assessed by the Career Coach during the course of the program.
- (5) Active Participant Case Management, Training Services, & Reporting (Makes up at least 40% of Staff Time Weekly – 16 Hours Weekly)
- (a) H&M is required to provide holistic case management to every participant served. In order to successfully serve at-risk out-of-school youth the Career Coach has to meet with the participant multiple times during the month. We have strategically placed our Career Coaches in the Adult Education Centers as most of our participants are high School Dropouts and need to attain their GED or High School Diploma. This allows the Career Coach to monitor their participants weekly, if not daily.
  - (b) H&M Staff is required to do a significant amount of administrative tracking to verify all of the services being provided. Everything is tracked in the state reporting system and items that cannot be tracked there are tracked through proprietary software that H&M provides. Career Coaches enter detailed case notes on each participant, they meet monthly to review their IEP or ISS to ensure they are on track, they track weekly training attendance, they write vouchers for Occupational Skills Training, and they write vouchers for Transportation and Childcare as needed.
  - (c) Training Services are provided based on each individual's needs and goals as outlined in their IEP or ISS. Short Term Occupational Skills Training is provided through Vouchers given to the participant for training at eligible training providers as certified by the state and local WIB. A variety of training is offered and must be within the pre-determined Occupational Clusters as approved by the WorkLink WIB. Participants are all required to attend our Career Smart Employability Skills Training that includes, NIOSH Safety Course, Financial Literacy, Job Applications, Resume Writing, Interviewing Techniques, Work Attitudes & Dress, Expungement Clinics, FAFSA Workshops and more. Staff provides Basic Skills Tutoring access to our participants utilizing Skills Tutor Software provided by H&M. Staff sets up Mentoring services for participants as needed through a partnership with Ripple of One. Parenting classes are offered to those pregnant and parenting teens being served. There are many more services offered through community collaboration by a referral process to get each participant to the right service as needs arise. Staff strongly encourage our youth to look at 2 year degree programs as they all qualify for Pell and Lottery funding.
  - (d) H&M Management report out monthly to the WorkLink WIB Staff and the Youth Council and provide a Performance Dashboard Report as well as a Budget versus Actual on year to date expenditures.
- (6) Placement in Employment and/or Post-Secondary & 12 Month Follow-up (Makes up at least 20% of Staff Time Weekly – 8 Hours Weekly)
- (a) Our Career Coaches and Workforce Specialists work together to identify employment opportunities for our participants that are going to go directly into employment out of the program. Most of the youth we serve have little to no work experience and we utilize Work experience initiatives to provide that experience with local areas businesses and



have done so successfully. Many are interested in going on to Post-Secondary and do enroll in 2 year programs or on part-time basis. Unfortunately the many of the youth we serve do not have type of family support mechanisms and need to work even if they go to school fulltime. We facilitate both needs and desires by assisting them with employment while helping them enroll in post-secondary education. The outcomes collected in SC WOS often show up as Employment because their wages hit before we can record the entry into Post-Secondary Education so the placement reports may reflect lower level employment, but what is missing is their enrollment into post-secondary education.

- (b) The Career Coaches provide 12 months of monthly follow-up services to each participant enrolled in the program and assist them with barriers and challenges that may occur during this time. Often times we assist in finding more than one employment opportunity for our youth after they exit the program.

## ATTACHMENT B

### PROGRAM PERFORMANCE SUMMARY

#### WorkLink Youth Performance Summary PY10, PY11, & PY 12 (YTD)

**Literacy & Numeracy**

Program Year	Annual Goal	Perf %	Failed, Met, or Exceeded	Federal Reporting Dates	Notes
PY10	45.00%	67.00%		7/1/10 to 6/30/11	Number enrolled one year prior that are basic skills deficient
PY11	45.00%	69.00%		7/1/11 to 6/30/12	Thru 3rd Quarter (80% of Goal is Meeting)
PY12	67.30%	59.10%	Meeting	7/1/12 to 6/30/13	

**Calculation & Definition**

Number who increase one or more educational functioning levels in lit or num

Number who completed a year of participation

+

Number who exit before completing a year of participation

**Credential Attainment**

	Annual Goal	Perf %	Failed, Met, or Exceeded	Federal Reporting Dates	Notes
PY10	55.00%	73%		10/1/09 to 9/30/10	
PY11	55.00%	62%		10/1/10 to 9/30/11	
PY12	77.70%	82%		10/1/11 to 9/30/12	Thru 3rd Quarter

**Calculation & Definition**

Of those enrolled in education at participation or any time during the program:

Number attaining a diploma, GED or certificate by the end of the 3rd quarter after exit

Number of exiters

	GED	HS Diploma	Occupational Skills Credentials	Total
PY10	61	25	28	114
PY11	81	11	27	119
PY12	58		23	81
Total	200	36	78	314

**Placement in Employment and/or Post-Secondary**

Program Year	Annual Goal	Perf %	Failed, Met, or Exceeded	Federal Reporting Dates	Notes
PY10	61.00%	72%		10/1/09 to 9/30/10	
PY11	61.00%	76%		10/1/10 to 9/30/11	
PY12	67.30%	79%		10/1/11 to 9/30/12	Thru 3rd Quarter

**Calculation & Definition**

Of those who are not in any of the following at date of participation - post-secondary education, employment, or the military:

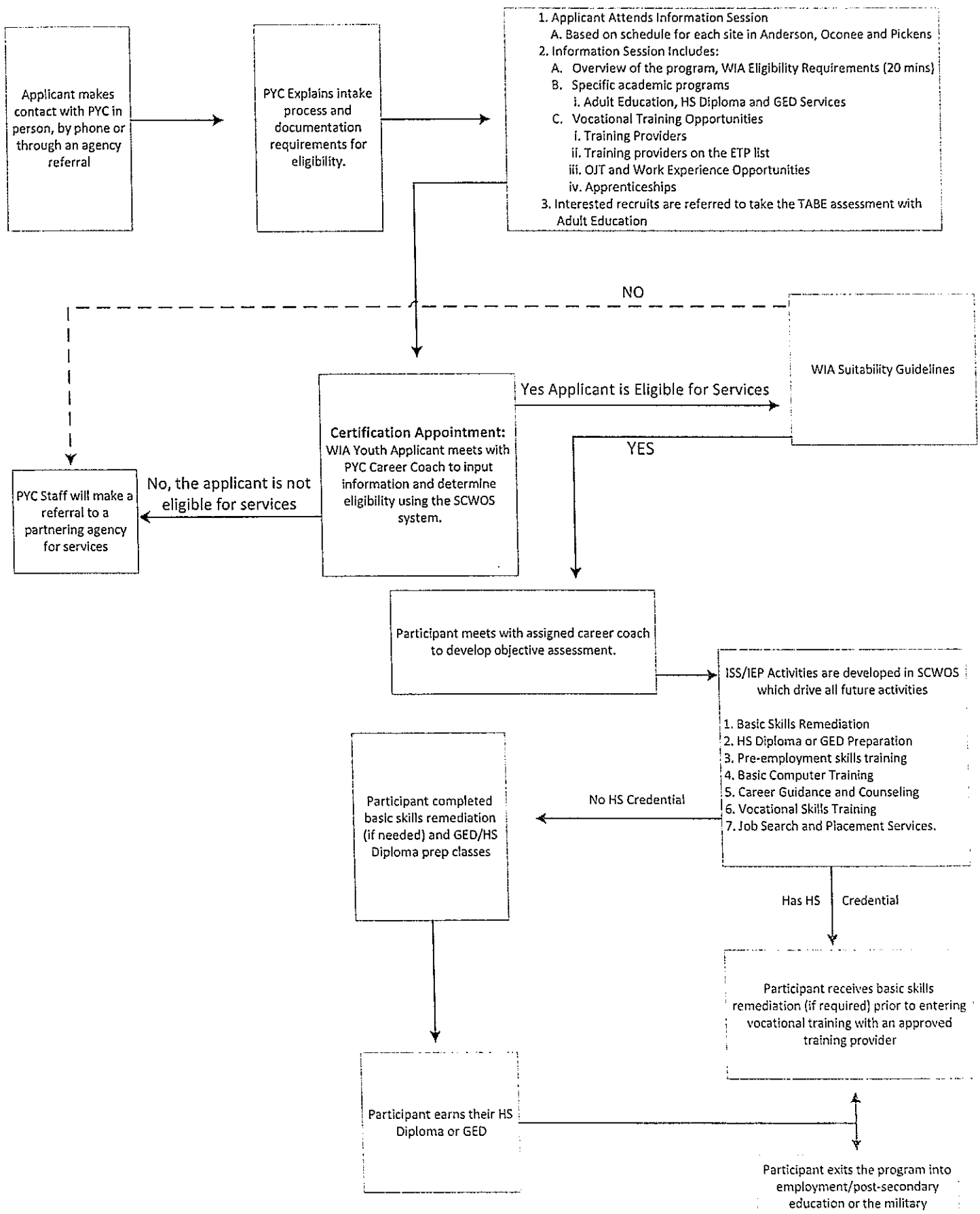
Number of participants in employment or the military or enrolled in post-secondary education and/or advanced training/occupational skills training in the quarter after exit

Number of exiters

	Placed	Counted in Measure		
PY10	63	88	72%	20 Post Secondary
PY11	87	114	76%	9 Post Secondary
PY12	74	94	79%	3 Post Secondary
TOTAL	224	296		

# Client Flow Chart

## Recruitment to Follow Up



## WIA Youth Suitability Checklist

### *To be completed only after Eligibility Determination*

The following questions can allow the Career Coach to adequately assess suitability by gathering critical information from the youth ages 17-21. The responses could assist in determining suitability for WIA youth services. **Carefully review responses:** *If a participant is deemed unsuitable, referral to partner services may be necessary for future enrollment.*

Document partner referrals and final determination in a case note.

Questionnaire	Yes	No
1. Has the applicant been previously enrolled and exited from a WIA youth program in the WorkLink Region?		
2. Is the youth (family) planning to move out of the WorkLink area within the next six (6) months?		
3. Is the youth only seeking employment?		
4. Is the youth only seeking tuition or training reimbursement?		
5. Is the youth only seeking transportation reimbursement from the WIA youth program?		
6. If a parenting youth, does the youth require any assistance setting up reliable child care?		
7. Does the youth require any assistance with any pending legal matters?		
8. Has the youth historically shown an ability to keep appointments and arrive on schedule?		
9. Is the youth motivated to follow through with all required documents needed for the WIA youth program?		

Career Coach Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**PY 2013 WORKLINK WIB GOALS**

**July 1, 2013 - June 30, 2014**

CRITERION	PROPOSED GOAL	NEGOTIATED GOAL
<b>Performance</b>		
Adult Entered Employment Rate	69.1	69.1
Adult Retention Rate	88.8	88.8
Adult Average Earnings	\$11,538.00	\$11,538.00
Dislocated Worker Entered Employment Rate	69.8	71.2
Dislocated Worker Retention Rate	95.2	93.3
Dislocated Worker Average Earnings	\$14,760.00	\$14,908.00
Youth Placement in Employment or Education	73.8	75.3
Youth Attainment of Degree or Certificate	77.7	77.7
Youth Literacy or Numeracy Gains	67.3	65.3

# PY 2012 WIA Quarterly Report Summary - 3rd Quarter (rolling 4 quarters)

Performance Measure	Group	State			Worklink			Upper Savannah			Upstate			Greenville			Midlands			Trident		
		Goal	80% of Goal	Actual	Goal	80% of Goal	Actual	Goal	80% of Goal	Actual	Goal	80% of Goal	Actual	Goal	80% of Goal	Actual	Goal	80% of Goal	Actual	Goal	80% of Goal	Actual
*Placement in Employment or Education	Youth (14-21)	66.0	52.8	67.4	73.8	59.1	79.1	75.3	60.1	67.7	79.3	63.5	80.3	67.2	53.8	53.8	71.8	57.5	65.5	62.7	50.2	65.5
*Attainment of Degree or Certificate	Youth (14-21)	67.0	53.6	71.2	77.7	62.2	81.5	72.9	58.4	77.5	86.0	68.8	82.3	66.5	53.2	52.4	65.0	52.0	65.7	76.6	61.3	74.4
***Literacy or Numeracy Gains	Youth (14-21)	52.0	41.6	55.8	67.3	53.9	59.1	53.3	42.7	56.6	85.0	68.0	83.3	52.0	41.6	61.7	49.4	39.6	44.2	60.4	48.4	70.0
Entered Employment	Adults	66.4	53.2	69.4	69.1	55.3	64.5	72.1	57.7	67.1	71.7	57.4	70.8	67.2	53.8	67.5	74.5	59.6	75.4	65.4	52.4	65.3
Rate	DW	73.5	58.8	73.6	69.8	55.9	65.4	81.2	65.0	78.1	75.0	60.0	73.0	75.6	60.5	76.5	85.2	68.2	84.4	74.8	59.9	70.4
**Retention	Adults	86.4	69.2	84.9	88.8	71.1	87.5	82.2	65.8	83.7	91.0	72.8	86.0	87.1	69.7	84.2	89.5	71.6	83.6	86.0	68.8	82.1
Rate	DW	91.5	73.2	91.3	95.2	76.2	90.8	92.5	74.0	92.2	96.3	77.1	94.8	94.4	75.6	93.6	90.7	72.6	83.0	90.1	72.1	87.6
**Average Earnings	Adults	10,700	8,560	10,381	11,538	9,230	10,837	10,165	8,132	9,932	12,834	10,267	11,644	11,889	9,511	10,817	10,769	8,615	10,459	11,054	8,843	10,175
	DW	15,100	12,080	15,033	14,760	11,808	14,171	14,043	11,234	13,270	15,643	12,514	15,266	17,319	13,855	16,090	14,555	11,644	15,211	17,720	14,176	17,300

Performance Measure	Group	Pee Dee			Lower Savannah			Catawba			Santee Lynches			Waccamaw			Lowcountry		
		Goal	80% of Goal	Actual	Goal	80% of Goal	Actual	Goal	80% of Goal	Actual	Goal	80% of Goal	Actual	Goal	80% of Goal	Actual	Goal	80% of Goal	Actual
*Placement in Employment or Education	Youth (14-21)	64.7	51.8	69.0	62.7	50.2	57.4	62.7	50.2	58.7	62.7	50.2	58.6	74.1	59.3	78.2	64.9	52.0	66.4
*Attainment of Degree or Certificate	Youth (14-21)	78.8	63.1	86.5	63.7	51.0	44.3	63.7	51.0	66.3	63.6	50.9	65.0	75.2	60.2	69.4	68.6	54.9	71.0
***Literacy or Numeracy Gains	Youth (14-21)	63.0	50.4	65.6	49.4	39.6	32.1	55.8	44.7	61.4	49.4	39.6	52.0	49.4	39.6	40.0	52.0	41.6	42.9
Entered Employment	Adults	63.1	50.5	70.5	63.1	50.5	66.7	63.1	50.5	66.1	66.4	53.2	74.0	70.8	56.7	71.1	64.3	51.5	63.3
Rate	DW	72.6	58.1	71.2	76.0	60.8	74.2	71.8	57.5	74.0	69.8	55.9	55.9	82.2	65.8	77.0	71.6	57.3	72.0
**Retention	Adults	85.6	68.5	84.9	87.5	70.0	87.1	83.9	67.2	85.8	90.9	72.8	88.8	85.4	68.4	86.2	85.9	68.8	82.7
Rate	DW	92.0	73.6	92.6	91.4	73.2	89.8	90.7	72.6	94.2	91.5	73.2	91.1	92.7	74.2	92.2	86.9	69.6	85.3
**Average Earnings	Adults	10,340	8,272	10,427	10,165	8,132	9,248	11,114	8,891	11,374	10,781	8,625	12,057	10,350	8,280	9,667	9,951	7,961	9,349
	DW	14,038	11,230	13,867	14,345	11,476	13,471	16,128	12,902	14,980	13,800	11,040	12,770	15,100	12,080	22,723	13,968	11,174	20,776

\*These measures include program exiters from 7/1/11 to 6/30/12.

\*\*These measures include program exiters from 1/1/11 to 12/31/11.

\*\*\*These measures include program exiters from 4/1/12 to 3/31/13.