

WORKFORCE INVESTMENT CORPORATION

BOARD MEETING

October 3, 2012 – 1:00 P.M.

Madren Center – Clemson, SC

AGENDA

- I. Call to Order/Opening Remarks** David Collins, Board Chair
 - II. Approval of Minutes (8/8/12)** David Collins
 - III. Committee Reports**
 - A. Youth Council** Kristi King-Brock, Chair
 - i. Youth Council Membership Application*
 - ii. 2012 AOP BIS – Transportation Expenses
 - iii. 2013 Youth Forum Event – Anticipated Funding
 - iv. PY11 Youth Performance Measures
 - B. Workforce Skills & Education Committee** Richard Blackwell, Chair
 - i. Strategic Plan Update*
 - ii. EMSI/Labor Market Information
 - iii. SC Works Operator Update
 - C. Business Partnerships Committee** Ed Parris, Chair
 - D. Finance Committee** Danny Brothers, Chair
 - i. 2013 Youth Forum Event – Anticipated Funding*
 - ii. PY'11 Budget Overview
 - iii. PY'12 Budget Overview
 - i. Henkels & McCoy – WIA Title I Adult & DW Budget Modification Request*
 - ii. WIB In-House Budget Modification Request*
 - IV. Ratify Executive Committee Meeting/Email Votes**
 - A. Indirect Cost paid by WIB to ACOG
 - B. 2012 Annual Plan Modification
 - C. Memorandum of Understanding & Resource Sharing Agreement with SCDEW
 - D. PY'12 Performance Goals
 - V. 2013 Job Fair***
 - VI. 2013 Board/Committee Calendar***
 - VII. Other Business**
 - VIII. Adjournment**
- * Action Required

NEXT MEETING – DECEMBER 12, 2012 @ 1:00 P.M.
MADREN CENTER, CLEMSON, SC
LUNCH IMMEDIATELY PRECEDES THE MEETING AT 12:00 P.M.

**WORKFORCE INVESTMENT BOARD
BOARD MEETING**

**August 08, 2012 - Minutes
Madren Center – Clemson University**

Members Present:

Beverly Allen	Billy Gibson	Charlie Haneman
Danny Brothers	Danny Fahey	David Bowers
David Collins	Ed Parris	Kristi King-Brock
Mary Gaston	Melvin Martin	Michael Keith
Pamela Smith	Ronnie Booth	Sandy Snider
Stan Brooks	Stephanie Collins	Trent Acker

Members Absent:

Burris Nelson	Butch Harris	Elaine Bailey
Lawrence Nichols	Mike Roneker	Richard Blackwell
Robert Halfacre	Russ Karpick	Terence Hassan

Staff Present:

Sharon Crite	Jennifer Kelly	Shae Rozakos
Patty Manley	Crayton Pruitt	Brandi Runion
Windy Graham		

Guest Present:

Beth Woodham	Amanda Lucas	Karen Craven
Joanne Johnson	Renee Murdock	Emily Hawkins
Kal Kunkel	Dana Grant	Shari Gibson
Kimberly Martin		

I. Call to Order

Chair David Collins called the meeting to order and announced the meeting was being recorded for processing of minutes. A quorum was present to conduct the business of the Board. Introductions were made around the room. Chair Collins welcomed all guests and recognized the new Board members that are rotating onto the Board: David Bowers, Beverly Allen, Michael Keith, Sandy Snider and Pamela Smith.

II. Approval of Minutes

The minutes from the May 9th, 2012 meeting were e-mailed with the meeting notice, included in the meeting packet. Chair Collins called for any corrections or amendments to the minutes.

BOARD ACTION TAKEN: Charlie Haneman made a motion to approve the minutes as submitted, second by Danny Brothers. The motion carried with a unanimous voice vote.

III. Committee Reports

A.) Youth

i. Youth Council Committee Memberships

Kristi King-Brock referred the board members present to pages 8-9 of the packet provided and reviewed the Youth Council Membership applications for Elaine Bailey and Robert Halfacre.

BOARD ACTION TAKEN: Youth Council made a motion to approve and accept the membership applications of Elaine Bailey and Robert Halfacre to the Youth Council Committee; Second by Charlie Haneman. The motion carried with a unanimous voice vote.

ii. Other Information

Kristi King-Brock stated Youth Council members have signed up to volunteer at the 2012 Anderson-Oconee-Pickens Business Industry Showcase and are collaborating with AOPBIS to fund transportation expenses for all 7 school districts for the 2012 Showcase which is scheduled for September 12th & 13th. The Youth Council is utilizing \$10,000 in Incentive Funds and AOPBIS Committee has agreed to pick up the difference to eliminate any financial burden from the schools.

The Youth Council Strategic Plan will be reviewed at the October 1st Youth Council meeting and revisions will be made if necessary. Also at the October 1st meeting, AOPBIS Representatives: Robert Blackwell and Russell Johnson will be guest speakers with plans to address 2013 AOPBIS needs and follow-up on the 2012 Showcase.

Ms. King-Brock reported that an In-School assessment is planned to begin after the Showcase with identified school representatives for all 7 school districts to identify needs of the schools as well as services needed without duplication or disallowed cost. The four areas we will be looking at are: Work Readiness, Soft Skills, Work Experience and WorkKeys®. Determination will then be made as to what services can be provided around those four areas in order to address the needs.

Trent Acker raised a question regarding whether the funds must be earmarked for transportation within the Showcase or does it meet the Youth Councils mission to just donate the money to the Showcase. Ms. King-Brock stated the Youth Council cannot simply donate money. There is a requirement to invoice and pay from the invoice. Ms. King-Brock referred to Brandi Runion, Finance Director, for further clarification. Ms. Runion explained that sponsorships are not allowed. The funding for transportation for the youth to attend the Showcase was being provided to meet one the Youth Council's Strategic Plan goals. Mr. Acker stated he did not have any trouble discussing that with the Showcase staff however, one of the concerns raised was that the schools were contacted before the folks that run the Showcase regarding what might be a short fall and it appeared that essentially, the schools had been invited to a party and received a bill without the Showcase staff having any

knowledge that a bill had been sent. Mr. Acker also stated that in the future, cooperation in the Showcase staff receiving communication prior to communications with the schools regarding any potential short falls would be greatly appreciated. So they could prepare the schools for anything going on and assure them the Showcase staff will take care of it.

Ms. King-Brock stated there was a meeting on Monday, 07/30/12, with herself, Sharon Crite, Brandi Runion, Richard Blackwell and Russell Johnson and determined there had been a lack of communication. Going forward, Sharon Crite will be copied on all Showcase meetings and in the future, when communications go out we will make sure to be in contact with the Showcase. Ms. King-Brock also stated that in the meantime, we need to determine what the needs are and how to meet those needs based on our limited budget and plan to meet after the Showcase to discuss how things went and determine what the future needs are because these are paid out of Incentive Funds.

Mr. Acker replied they are not trying to complicate things and agreed there was a breakdown in communications both ways stating it is better for the Showcase staff to be the clearing house for communications going forward. He expressed his appreciation to the Youth Council for all of the support they have given.

Shae Rozakos stated the in-depth meeting that was held on 07/30/12, an agreement was reached that moving forward, and communications between Showcase committee and WorkLink as well as external communications will be clear and transparent and will be the same across the board.

B.) Workforce Skills & Education

i. Committee Update

Jennifer Kelly reported that the committee met on 07/11/12. There were no action items at the meeting; however, the committee reviewed the PY'11, 07/01/11 – 06/30/12; all services provided during this time period was und the direction of ResCare Workforce Services. Ms. Kelly referred members to the OneStop Center Usage Report on page 10 of the Board packet; this details the services that were provided through the SC Works Centers in Anderson, Liberty and Seneca. Ms. Kelly pointed out the Unduplicated Count of 9,123 which is one individual entering through our doors one time only, and the total number of visits for services was 135,324. The committee also reviewed ResCare's performance regarding the WIA Adult and Dislocated Worker Program for PY'11; page 30 details the Service Provider's Goals and the final status of those goals. ResCare met 100% of their goals for PY'11. Ms. Kelly stated the Finance Committee will give a brief on the expenditure levels of the ResCare Grant in their report.

Ms. Kelly stated the committee met with the new Service Provider (Operator) for PY'12, Henkels and McCoy. At that meeting Kal Kunkel, Regional Director and Dana Grant, Area Manager, presented their plans and goals for PY'12 as presented

in their RFP. They also provided a status update on the progress of the transition to the committee. The final PY'12 budget for Henkels and McCoy was set at \$1,650,000. A copy of the budget and goals set for PY'12 are provided in the Board packet under the Finance Section on pages 22-24.

Ms. Kelly referred to Dr. Mary Gaston, vice Chair of Workforce Skills and Education, for additional comments. Dr. Gaston communicated that there had been a review of the previous 5 years of Adult Ed's progress and wanted to celebrate the fact that with their partnership teams involved in 2007 & 2008, the 4 Adult Ed Programs awarded 324 credentials. Dr. Gaston noted an accomplishment that for the second year in a row, SC Adult Ed has exceeded the national pass rate for GED.

C.) Business Partnerships Committee

i. Committee Update

Ed Parris, Chair of Business Partnerships Committee, provided an update for the On-the-Job Training National Emergency Grant. He referred the Board to page 25 of the packet stating the OJT NEG, which was awarded to several local regions in our state, has been modified and extended. The grant was scheduled to end on 06/30/12 however; a modification was received from SCDEW on 06/25/12 to extend the grant to 09/30/12. Per the agreement, *"Agreements written before September 30th can be funded with Rapid Response funds as need for training periods that extend beyond September 30th."*

As of 08/01/12, we have filled 21 of the required 22 placements and obligated program funds of \$79,985 of the total program grant amount of \$126,834. We have approximately \$9,489 that will need to be funded through Rapid Response funds due to the training period exceeding the NEG end date of 09/30/12.

Mr. Parris reported on WorkKeys® priorities for employers stating the Board approved the use of funds for three separate profiles to be completed in the WorkLink area. These profiles were completed with the \$5,000 of available funding to provide WorkKeys® profiling to companies within our region, which had to be expended by June 30th of PY'11. The committee voted to have the three economic development representatives determine a company in their county that could benefit from the paid for profile. The profiles were done for Bosch in Anderson County, JM Mold South in Pickens County and BorgWarner in Oconee County.

Mr. Parris communicated that the 2011-2012 minimum On-the-Job Training contract for a participant's wage was \$8.25 per hour explaining this amount was adopted from SC DEW's previous contract. However, during the last monitoring visit by SCDEW, WorkLink was cited for not ensuring that a participant's wage met the lower living standard income level for the local area. Mr. Parris explained that the State and Federal government have established several guidelines for the levels of income necessary for an individual to obtain self-sufficiency so it is WorkLink's goal that people utilizing WIA training, OJT in this instance, be on the right path toward

reaching self-sufficiency during and after completion of our programs. Mr. Parris also communicated the new minimum that has been set at \$10.47 per hour. This was set forth in the statement of work that was established for Henkels and McCoy and WorkLink as of 07/01/12, for any OJT contract, standard or National Emergency Grant.

D.) Finance Committee

i. PY'11 Budget Overview

Danny Brothers, Chair of the Finance Committee, reported that the committee met on 08/01/12 and welcomed two new members, Michael Keith and Russ Karpick, to the Finance Committee. Mr. Brothers referred the Board to page 14 of the packet provided and requested Brandi Runion give a report on the details. Ms. Runion provided an explanation of the Summary of ResCare Expenditures through June 2012 stating they have currently spent approximately 85% of their budget and shows a balance of \$233,117. Per the Statement of Work, ResCare should spend at least 90% of their grants. Additional expenditures are anticipated in the Closeout package, which is due by 08/10/12, which should help them reach that spending mark requirement of 90%. Any money not spent in PY'11 will be brought to the Finance Committee meeting on October 3rd as a discussion of carry over funds.

Ms. Runion called attention to the summary of the Henkels and McCoy Youth Grant for PY'11 located on page 16 of the packet provided. Henkels and McCoy has spent approximately 94% of their budget leaving a balance of approximately \$58,000. The Closeout package with final expenditures is due by 08/10/12. Any carry over funds will be discussed at the next Finance Committee meeting on October 3rd.

Ms. Runion referred the Board to page 17 of the packet included for an update to the Adult Education Grants reminding members that last year all four Adult Ed Centers were awarded a grant. Overall, Adult Education spent 94.22% of the \$186,590 they were awarded leaving roughly \$11,000 that can be carried over to next year. This information is based off of June 2012 invoices and these grants have been closed out.

Ms. Runion reviewed the summary of the 2010 Incentive Grant of \$41,848 on page 18 stating that 100% of those funds were spent prior to the close out date of June 30th. In PY'11, we also had in-house OJT services and spent approximately \$53,000 on 32 Adult placements and \$10,000 on 4 Dislocated Worker placements. This does not include the 21 National Emergency Grant placements which were previously reported on in the Business Partnerships update.

ii. PY'12 Budget Overview

Ms. Runion provided a brief summary of Henkels and McCoy's Adult/DW/OJT and Youth Grants referring to pages 19-24 of the packet provided. Pages 19-21 are copies of the Youth Grant budget that was approved by the RFP Committee of \$850,000 which began 07/01/12 and ends 06/13/13. Pages 22-24 are copies of the

RFP Committee approved budget for Adult and Dislocated Workers for \$1,650,000 which began 05/31/12 and ends 06/30/13.

Ms. Runion reported that as stated in the 05/09/12 Board meeting, we have been allocated the following PY'12 Adult, DW, & Youth Funds:

Adult	DW	Youth
848,053	944,947	946,095

We have received the following funds from SCDEW to date:

Adult	DW	Youth
64,704	138,863	946,095
7.6%	14.69%	100%

The remainder of the Adult & DW funds should be available in October 2012.

a. 11HPW01 budget Modification

Ms. Runion called attention to page 26 stating that at the 05/09/12 Board Meeting, we were working on getting all of the necessary information to SCDEW to be considered a High-Performing WIB. This has been completed and we were awarded a \$25,000 High-Performing WIB Incentive Grant for 07/16/12 – 6/30/13 with the budget for this grant being approved at the 05/09/12 Board Meeting. The Finance Committee met on 08/01/12 and discussed the following modification: Decrease the \$5,000 from the AOP BIS as this was earmarked for transportation for high school seniors to attend the event on day three however, we have since learned the event is being planned for only two days and that seniors will not be attending negating the need for transportation on day three; Increase Youth WorkKeys® by \$5,000.

BOARD ACTION TAKEN: Finance Committee made a motion to accept the budget modification as stated; second by Charlie Haneman. The motion carried with a unanimous voice vote.

b. 11INC01 Budget Modification

Ms. Runion then referred to the 2011 Incentive Grant in the amount of \$57,999 on page 27 of the packet for the period of 04/16/12 – 06/30/13. This shows the procurement of the CDF Training for 6 individuals in the amount of \$3,846 therefore resulting in the need to reduce that line item by \$6,154. She also stated that we are adding \$2,000 for the SC Works Orientation Video, which had been previously purchased with the 10INC01 funds after learning an amendment is needed to the video to add ADA requirements of closed captioning features and Spanish versions of the video. Ms. Runion proceeded by requesting to add \$6,254 for ADA computer equipment explaining that Windy Graham attended an EO training stating the basic equipment requirements that each SC Works Center should have in working condition with their ADA Computer. Following a survey of each of all 3 of the Centers, we determined the items that need to be

purchased are: 2 Video Magnifier's, 1 Joystick or Trackball Mouse and 1 Monitor Arm/Adjustable Stand. Lastly, Ms. Runion stated that the Youth Council met and voted to remove the \$2,100 Expungement/Pardon Workshop noting that it could be established as a community collaboration that could remain consistent as a long-term effort within our SC Works system. This could be established without WIA funds. Ms. Runion also informed the Board that the Finance Committee met on 08/01/12 and approved the above mentioned request.

BOARD ACTION TAKEN: Finance Committee made a motion to accept the budget modification as stated; second by Dr. Booth. The motion carried with a unanimous voice vote.

Ms. Runion provided an update to the PY'12 WorkLink budget referring to the summary provided on page 28 of the packet. This budget was approved by the Board at the 05/09/12 meeting and there are no changes warranted at this time. Carryover funds from PY'11 will be discussed and approved at the 10/03/12 Finance Committee meeting and again at the 10/10/12 Board Meeting.

IV. Other Business

Chair Collins stated that during the Strategic Planning Meeting, Ed Parris mentioned the Marketing Committee had been dissolved. There was a discussion at that meeting however; Chair Collins would like the dissolution to be carried out officially at a Board Meeting.

BOARD ACTION TAKEN: A motion was made to dissolve the Marketing Committee; second by Charlie Haneman. The motion carried with a unanimous voice vote.

Charlie Haneman provided Unemployment rates for the 3 counties stating that the States average rate increased to 9.4% from 9.1% last month. The national average is 8.2%; Oconee County is at 10.2%; Anderson County is 9.8%; Pickens County is 9.3%; and Greenville County is 8.2%. Oconee, Anderson and Pickens Counties all reported an increase in unemployment rates as compared to last month. Mr. Haneman noted that although rates have increased for this reporting period, they are still significantly lower than they were last year.

Shae Rozakos called attention that Crayton Pruitt brought several copies of the Business Services Document that the State has provided for us to distribute to employers which contains a number of different pieces of information on recruiting, training, transitional information and information about the Board. Members were invited to view the folders following adjournment of the meeting.

Danny Brothers raised the question for follow-up or feedback as to where do we go from here following the EMSI report that was given prior to the Board Meeting. Ms. Rozakos suggested the Board take time to look through and analyze the report and make notes of any questions that come to mind. Several points to consider:

- We need to look to see what information contained in the report do we need to act on.
- At the October Board Meeting, plan better of how we'd like to take segments or of the report and utilize the information gained going forward.
- We also want to use this information and work with our PHD candidate who will be working on our return on investment analysis this fall and winter to see if there are particular things in the report that we want her to concentrate on and are there things we'd like her develop additional information for us.

Ms. Rozakos stated she hopes we can take the information from this report and put with the report from the PHD candidate and decide where money will be most effectively spent and how the Strategic Plan may need amendment to ensure we are headed in the right direction going forward.

Dr. Booth suggested reconvening the Ad hoc Committee to work on where to go and what to do with the information from the EMSI report. Ms. Rozakos agreed with reconvening the Ad hoc Committee to take a look at how to utilize this information as well as how to use it. Ms. Rozakos also stated this information should remain strictly within the Board until a decision is reached on what we plan to take from it and how we will use it. She also commented on the need to continue to keep this information updated at a significantly lesser cost than to generate this report. Chair Collins suggested adding Danny Brothers and Trent Acker to the Ad hoc Committee.

Billy Gibson spoke on a positive note; stating they received a grant from the county through Homeland Security and will be hiring a Recruitment and Retention Coordinator. The position will work in the County Fire Department to continue recruiting volunteer fire fighters as well as paid fire fighters. The position is being posted 08/01/12 and they will be looking for an individual who has recruitment experience but also has knowledge and experience in firefighting.

Chair Collins invited Henkels and McCoy to give an update. Kal Kunkel, Regional Manager from Henkels & McCoy, reported this had been a large undertaking but the transition had been smooth and things have gone extremely well. The Program manager for the Seneca Center is waiting to come on board. They also are looking forward to the Workforce Specialist starting on Monday, 08/13/12 and he will be handling OJT. Mr. Kunkel stated they anticipate being 100% staffed within 2 weeks and will be up and running full speed. Mr. Henkels encouraged the Board members to provide feedback as they are making assessments on everything and seeking feedback as they continue to move forward.

V. Adjournment

With no further business to discuss, meeting was adjourned.

Respectfully submitted by: Patty Manley, Office Manager



WORKFORCE INVESTMENT BOARD
YOUTH COUNCIL APPLICATION

Applicant Name: Anne R. McAuley

Applicant Address: 3001 M.L.K., Jr. Blvd., Anderson, SC 29625

Education: BA in French & Political Science, Doctor of Jurisprudence, 18 hrs of Masters level Counseling classes

Business/Organization: S.C. Vocational Rehabilitation Department

Job Title: Vocational Rehabilitation Counselor

County of Residence: Anderson

Phone: 864-224-6391

Fax: 864-231-6993

Cell Phone: 864-617-0452

E-mail: amcauley@scvrd.state.sc.us

Category Represented:

☐ Youth Services Agency (Specify)

☐ Juvenile Justice Representative
☐ Local Police or Police Athletic League

☐ Local D.A. or State's Attorney
☐ Youth Services Agency/Program/CBO
☐ School Superintendent or High School

☐ Public Housing Authority (Specify)

☐ Public Housing Director
☐ Public Housing Administrator

☐ Parent

☐ Youth

☐ Youth Activity (Specify)

☐ Former Participant
☐ Local School to Work Director

☐ Local Recreation and Parks Director
☐ Existing Youth Services for Planning Groups

☒ Other - Specify:

☐ One-Stop Manager
☐ Adult Education Director

☐ Social Services Director
☒ Business

Describe how this applicant represents the indicated agency:

I am a Vocational Rehabilitation Counselor in the Anderson VR office. I work directly with High School transition students who are on the Certificate track as well as those who are college/tech school track. The goal is to assist students in developing an appropriate vocational path and assist them in achieving employment in a field of their choice.

Anne R. McAuley
Signature

9/20/12

Date

Event: AOP Business & Industry Showcase
Littlejohn Coliseum

Clemson, SC

Sept. 12-13, 2012

Transportation Assistance Requests by School District	Request for Transportation Actual Award Amt.	# of Students Funded	# of Buses Funded	AOP BIS Funds
Anderson School District 1	\$ 2,142.80	790	16	
Anderson School District 2	\$ 1,292.96	290	8	
Anderson School District 3	\$ 804.80	255	5	
Anderson School District 4	\$ 375.92	435	10	\$ 477.14
Anderson School District 5	\$ 2,856.37	981	23	
Pickens County School District		1650	40	\$ 4,359.91
Oconee County School District	\$ 2,527.15	896	23	
Total Actual Award \$14,837.05	\$ 10,000.00	5,297	125	\$ 4,837.05

WorkLink WIB Youth Council Youth Incentive Funds

Event: AOP Business & Industry Showcase
Littlejohn Coliseum
Clemson, SC
Sept. 21-22, 2011



Transportation Assistance Requests by School District	Request for Transportation Actual Award Paid	# of Students Funded	# of Students Unfunded	Total # of Students	Total # of Buses	Total # of Buses Unfunded
Anderson School District 1	\$2,175.67	730	-	730	16	
Anderson School District 2	\$1,064.60	291	-	291	7	
Anderson School District 3	\$475.44	200	-	200	3	
Anderson School District 4	\$643.53	450	-	450	10	
Anderson School District 5	\$2,109.20	993	-	993	18	
Pickens County School District	\$3,559.35	1634	-	1634	35	
Oconee County School District	No Request	-	850	850		20
Total Award Paid	\$10,027.79	4,298	850	5,148	89	20

WorkLink WIB Youth Council 2011 Event Funded by Youth
Formula Funds

Event: Career Clusters Showcase

Littlejohn Coliseum

Clemson, SC

Sept. 29, 2010

Transportation Assistance Requests by School District	Request for Transportation Actual Award Amt.	# of Students Funded	# of Students Unfunded	TOTAL # of Students
Anderson School District 1	\$1,700.00	761	-	761
Anderson School District 2	\$1,065.60	300	-	300
Anderson School District 3	\$793.40	225	-	225
Anderson School District 4	\$697.00	450	-	450
Anderson School District 5	\$3,413.36	1000	-	1000
Pickens County School District	\$3,221.36	1705	-	1705
Oconee County School District	No Request	-	800	800
Total Actual Cost	\$10,890.72	4,441	800	5,241

2010 Event Funded by Youth ARRA.

2011 Career Cluster Showcase Event

School bus transportation funded by Youth Forum budget = \$6000.

Rick Murphy, REC committed to contribute \$5,000 towards school bus transportation 2011 event.

Anticipated available funds = \$11,000

of buses X drivers X hours x drivers rate X mileage = total cost per district.

PY 2011 WIA Annual Report Summary

Performance Measure	Group	80% of Goal	Goal	State	Worklink	Upper Savannah	Upstate	Greenville	Midlands	Trident	Pee Dee	Lower Savannah	Catawba	Santee-Lynches	Waccamaw	Lowcountry
Placement in Employment or Education	Youth (14-21)	48.8	61.0	65.3	73.1	73.8	79.3	65.9	70.7	61.5	63.4	54.3	52.5	50.8	73.3	63.6
				66.4	76.9	71.8	86.0	65.5	64.0	75.5	78.7	30.1	57.4	53.0	74.5	67.6
				52.0	67.0	53.0	85.0	50.5	48.9	59.8	62.7	37.2	55.5	43.8	36.5	51.1
Entered Employment Rate	Adults	48.0	60.0	65.4	67.4	71.0	70.7	65.6	72.7	63.8	60.7	61.3	57.5	62.9	69.1	62.7
	DW	51.2	64.0	72.2	60.6	79.8	73.5	73.8	83.1	73.0	71.2	74.1	70.0	48.3	80.6	69.9
Retention Rate	Adults	65.6	82.0	85.4	87.1	80.6	90.1	85.4	87.7	84.3	84.3	85.8	82.3	89.1	83.7	84.2
	DW	70.2	87.8	91.4	94.8	92.1	96.2	93.5	89.8	89.2	91.1	90.5	89.8	90.3	91.8	86.1
Average Earnings	Adults		Goal	9,613	10,813	9,093	11,461	10,278	10,700	9,687	9,660	8,755	10,818	10,563	9,500	8,568
			Actual	10,514	11,257	9,804	12,521	11,599	10,558	10,784	10,088	9,133	10,843	10,518	10,098	9,103
	DW		Goal	12,400	12,000	12,000	12,400	14,600	14,000	12,120	10,700	12,000	13,725	12,000	12,450	11,100
			Actual	14,993	14,542	13,019	15,412	17,063	14,340	17,545	13,629	13,704	16,048	11,723	22,167	12,340

Workforce Skills and Education Committee Report

Presented October 3, 2012 – Board Meeting

Strategic Planning Update

The Workforce Skills and Education Committee reviewed its progress of its two assigned goals:

1. Understand the skill level of the workforce.
2. Integrate the system.

Objective three under understanding the skill level was evaluated and discussed in terms of being relevant and reasonable. "OBJECTIVE 3: Increase by 2% per year the number of individuals who successfully completed GED or high school diploma through the workforce system last year (July 1, 2008 – June 30, 2009)." **The Committee voted to recommend to the Board to change the goal from 2% to 10%.** The committee agreed that 2% was consistently too low of a goal based on data collected from the last 5 years.

Goal: 2% per year

Original: Increase by 2% per year the number of individuals who successfully completed GED or high school diploma through the workforce system last year (July 1, 2008 – June 30, 2009). Calculation: (previous year target x 2%) + previous year 2% Goal = Target

Program	2007-2008	2008-2009	2009-2010	2010-2011	2011-2012	2012-2013	NET
Baseline	324						
2% Goal		6	7	7	7	7	
Target		330	337	344	351	358	
Actual		417	407	441	541		
(+/-)		87	70	97	190		444

Goal: 10% per year

Option 2: Increase by 10% per year the number of individuals who successfully completed GED or high school diploma through the workforce system last year (July 1, 2008 – June 30, 2009). Calculation: (previous year target x 10%) + previous year 10% Goal = Target

Program	2007-2008	2008-2009	2009-2010	2010-2011	2011-2012	2012-2013	NET
Baseline	324						
10% Goal		32	36	39	43	47	
Target		356	392	431	474	522	
Actual		417	407	441	541		
(+/-)		61	15	10	67		152

EMSI/Labor Market Information

Shae Rozakos, Executive Director for WorkLink, attended the EMSI conference in Idaho during the week of September 10, 2012. She presented information to the Committee from the conference on a product called Analyst. A license to Analyst would give WorkLink ten users' access to ten counties or ten users' access to five counties to the zip code level. Analyst could be used as an economic development tool to better understand the current workforce. As an add-on feature, it also collects business data that could be used by the three-county

region. **The Committee voted to recommend purchasing a subscription to Analyst to the Finance Committee and the Board.**

SCWorks Operator Update

The Committee reviewed the status of the OneStop Operator, Henkels and McCoy. The Usage report and the current Workshop Calendar follow this report in the Board packet. Program Year 2011 performance data has been finalized and is also seen in the Board packet under the Youth Council section. The previous service provider exceeded 5 out of 6 goals specified under the Adult and Dislocated Worker fund streams and met the 6th goal under Dislocated Worker. The Finance Committee will provide an overall update on the financial standing of the Henkels and McCoy grant funded through the Adult and Dislocated Worker allocations.

The Committee discussed the “WIA Next Steps” proposed by Henkels and McCoy with WorkLink staff and decided to table the vote until further information was made available to the Committee. The ten steps proposed would be considered “pre-requisites” for all participants to complete prior to entering the WIA program. WorkLink staff has asked the State to review the documents for EO compliance.

H&M Budget Modification Request

Due to time limitations, **the Committee voted to forward this budget modification request to Finance for further review.**

Regional Monthly OneStop Activity Report - PY2012

	YTD Total	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June
Customers (Unduplicated Count) Region Total:	8,984												
Anderson	4,030												
Seneca	2,543												
Liberty	2,411												
Total Customer Count Region Total:	24,291	10,582	13,709										
Anderson	12,934	5,577	7,357										
Seneca	5,763	2,549	3,214										
Liberty	5,594	2,456	3,138										
New VOS Registrations:	1,573	766	807										
Job Search Services Region Total:	80,781	39,978	40,803										
Job Development Attempts Region Total:	139	62	77										
*Entered Employment Region Total:	385	184	201										
Employer Job Openings Received Total:	274	119	155										
Number of Internal Job Referrals Created:	13,872	6,040	7,832										
Workshops Offered (Core & Intensive):	94	45	49										
Workshop Attendees:	386	180	206										
Number WIA Certified:	52	36	16										
Number WIA Enrolled:	47	30	17										
OneStop on the Go Site Visits:	0	0	0										
OneStop on the Go Customers Served:	0	0	0										
Partner Referrals:	309	113	196										

* DEW Staff instructed not to make significant efforts to document placements. This data will be measured by wage data.



workshops

OCTOBER 2012

Anderson Campus

511 Michelin Blvd • Anderson, SC

Computer Basics	W	10/3	1:00-3:00 pm
Job Interviews & Successful Interviews	W	10/3	3:00-5:00 pm
Internet & Job Search	Th	10/4	1:00-3:00 pm
Email for the Absolute Beginner	Th	10/4	3:00-5:00 pm
Resume Writing	W	10/10	1:00-5:00 pm
Job Interviews & Successful Interviews	W	10/17	1:00-3:00 pm
Winning Job Applications/ Online Job Applications	W	10/17	3:00-5:00 pm
Resume Writing	W	10/24	1:00-5:00 pm

Doing More with Less @ Anderson SC Works Center

Expungement/Pardons @ Anderson SC Works Center

To register for workshops,

visit www.tctc.edu/scworks

or call (864) 646-1700.

For Relay Service, dial 711 (TTY).

Easley QuickJobs Center

1774 Powdersville Road • Easley, SC

Computer Basics	F	10/12	8:30-10:30 am
Job Interviews & Successful Interviews	F	10/12	10:30-12:30 pm
Internet & Job Search	M	10/15	8:30-10:30 am
Email for the Absolute Beginner	M	10/15	10:30-12:30 pm
Resume Writing	Tu	10/16	8:30-12:30 pm
Job Interviews & Successful Interviews	M	10/22	8:30-10:30 am
Winning Job Applications/ Online Job Applications	M	10/22	10:30-12:30 pm
Resume Writing	M	10/29	8:30-12:30 pm

Doing More with Less @ Liberty SC Works Center

To register for workshops, visit www.tctc.edu/scworks

or call (864) 646-1700.

For Relay Service, dial 711 (TTY).

Oconee QuickJobs Center

104 Vocational Drive • Seneca, SC

Computer Basics	F	10/5	8:30-10:30 am
Job Interviews & Successful Interviews	F	10/5	10:30-12:30 pm
Internet & Job Search	Tu	10/9	8:30-10:30 am
Email for the Absolute Beginner	Tu	10/9	10:30-12:30 pm
Resume Writing	F	10/12	8:30-12:30 pm
Job Interviews & Successful Interviews	F	10/19	8:30-10:30 am
Winning Job Applications/ Online Job Applications	F	10/19	10:30-12:30 pm
Resume Writing	Th	10/25	1:30-5:30 pm

Doing More with Less @ Seneca SC Works Center

To register for workshops, visit www.tctc.edu/scworks

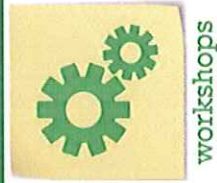
or call (864) 646-1700.

For Relay Service, dial 711 (TTY).

An Equal Opportunity Employer/Program. Auxiliary aids and services available upon request to individuals with disabilities.



SC WORKS | BRINGING EMPLOYERS
AND JOB SEEKERS TOGETHER
ANDERSON • OCONEE • PICKENS



Computer Basics

SCW500

New to computers? Learn how a mouse works with hands-on practice and begin to develop good keyboarding techniques by learning the keyboard and proper finger placement. Computer Basics provides an introduction to computer concepts and the Windows operating system. This is an excellent workshop for new computer users.

Internet & Job Search

SCW503

You'll receive hands-on practice and tips for using the internet to search for jobs. Prerequisite: Computer Basics or equivalent knowledge.

Email for the Absolute Beginner

SCW504

Learn how to setup an Email account and how to send and reply to emails. Prerequisites: Computer Basics and Internet or equivalent knowledge.

Resume Writing

SCW512

Learn what you will need to write a resume in order to begin gathering your information to be well on your way to a great resume. Once you have all the information for your resume, you'll learn how to format it to best fit the job you want and deserve! Prerequisites: Computer Basics and Internet or equivalent knowledge.

Winning Job Applications/Online Job Applications

SCW508

Learn what it takes to make sure that your job application gets noticed plus you'll receive hands-on practice applying for jobs online. Prerequisites: Computer Basics and Internet or equivalent knowledge.

Job Interviews & Successful Interviews

SCW509

You only have one chance to make a great first impression! Be sure to attend this workshop so you'll have a winning interview! Prerequisites: Computer Basics and Internet or equivalent knowledge.

Doing More with Less

SCW510

Help your household income go further by learning how to do more with less. You'll receive excellent tips on how to create a plan that will work for your budget. **Workshop will be held at the following SC Works Centers:**

Anderson County • 309 West Whitner Street • Anderson, SC

Pickens County • 317 Summit Avenue • Liberty, SC

Oconee County • 11091 Radio Station Road • Seneca, SC

Expungement & Pardons

SCW511

Designed to provide information regarding provisions in state law for the expungement of an arrest record or for the possibility of a pardon for a past criminal offense. **Workshop will be held at the Anderson County SC Works**

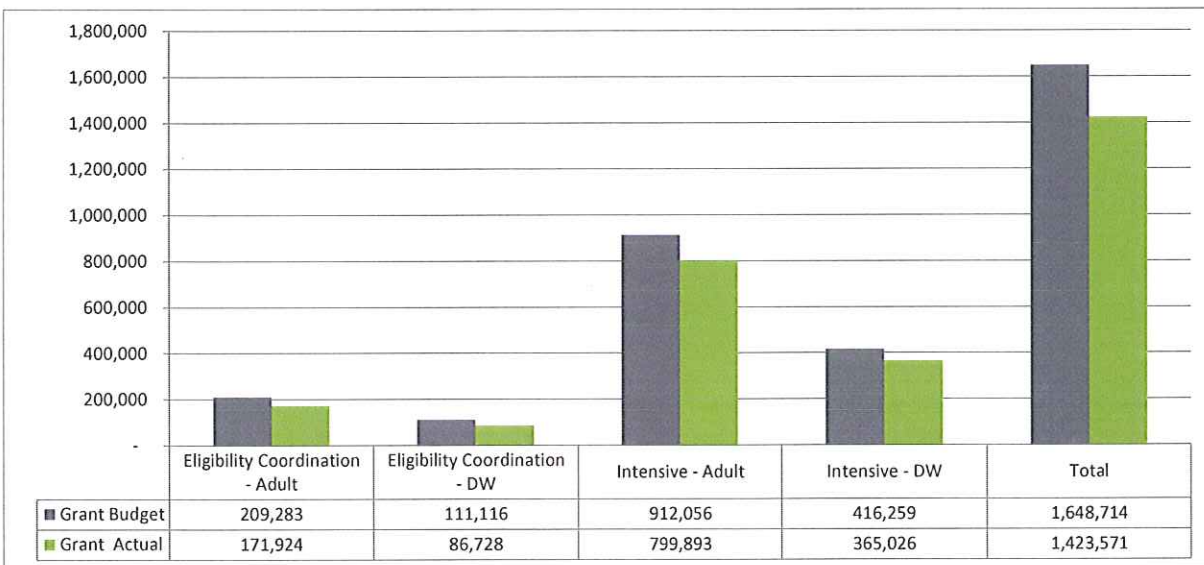
Center located at 309 West Whitner, Street, Anderson, SC.

For more information or to register, visit www.tctc.edu/scworks or call (864) 646-1700. For Relay Service, dial 711 (TTY).

ResCare Workforce Services
WIA Title I Adult & DW
Program Year 2011

Category	Budget after			YTD Total	Balance	% Spent
	Mod #5	Intensive	Eligibility			
Salaries & Fringe	\$ 747,004	\$ 498,563	\$ 195,670	\$ 694,233	\$ 52,771	92.94%
Facilities & Operating Expenses	125,297	93,370	19,532	112,902	12,395	90.11%
Staff Training	2,642	467	82	549	2,093	20.78%
Other Direct Cost	7,951	4,158	733	4,891	3,060	61.51%
Professional Fees	17,018	9,788	1,743	11,531	5,487	67.76%
Client Education - ITA	510,668	388,789	-	388,789	121,879	76.13%
Supportive Services	69,146	55,923	-	55,923	13,223	80.88%
Indirect Costs	89,810	60,514	21,732	82,246	7,564	91.58%
Profit	79,178	53,347	19,160	72,507	6,671	91.57%
	\$ 1,648,714	\$ 1,164,919	\$ 258,652	\$ 1,423,571	\$ 225,143	86.34%

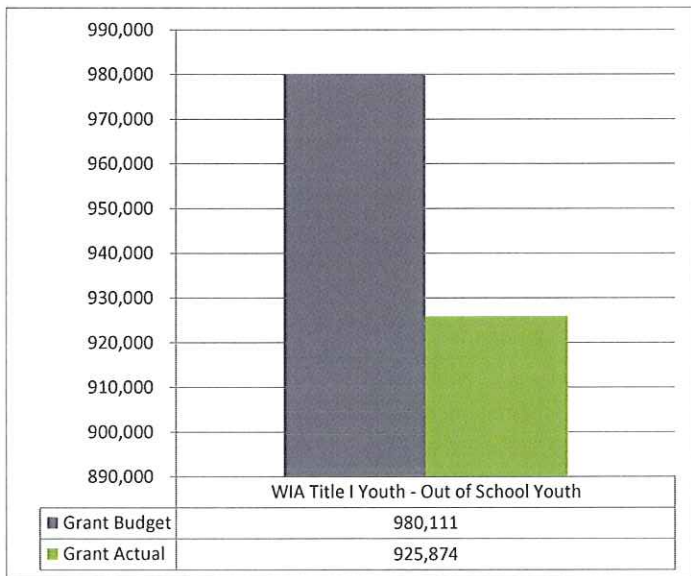
Grant Name	Grant Budget	Grant Actual	Balance	% Spent
Eligibility Coordination - Adult	209,283	171,924	37,359	82.15%
Eligibility Coordination - DW	111,116	86,728	24,388	78.05%
Intensive - Adult	912,056	799,893	112,163	87.70%
Intensive - DW	416,259	365,026	51,233	87.69%
Total	1,648,714	1,423,571	225,143	86.34%



Henkels & McCoy
WIA Title I Youth - Out of School Youth
Program Year 2011

Category	Budget	YTD Total	Balance
Salaries & Fringe	\$ 519,080	\$ 490,200	\$ 28,880
Operating Expenses	95,033	91,597	3,436
Non-Expendable Equipment	11,220	11,220	-
Customer Wages & Fringe	32,780	32,780	-
Customer Training Costs	126,958	118,236	8,722
Customer Supportive Services	27,590	24,315	3,275
Customer Needs Based/Related Payments	43,488	40,442	3,046
Profit	42,482	40,173	2,309
Indirect Costs	81,480	76,911	4,569
	<u>\$ 980,111</u>	<u>\$ 925,874</u>	<u>\$ 54,237</u>

Grant Name	Grant Budget	Grant Actual	Balance	% Spent
WIA Title I Youth - Out of School Youth	980,111	925,874	54,237	94.47%



WorkLink Program Year 2011 Financial Status

Obligations - As of June 30, 2012

	Program Adult	Admin Adult	Program DW	Admin DW	Program Youth	Admin Youth	Total	Actual Expended	Actual % Expended	Goal Expended	Goal % Expended	Balance
Obligations												
ResCare-Eligibility (Adult)	\$ 209,283	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 209,283	\$ 171,924	82.15%	\$ 209,283	100.00%	\$ 37,359
ResCare-Eligibility (DW)	-	-	111,116	-	-	-	111,116	86,728	78.05%	111,116	100.00%	24,388
ResCare-Intensive (Adult)	912,056	-	-	-	-	-	912,056	799,893	87.70%	912,056	100.00%	112,163
ResCare-Intensive (DW)	-	-	416,259	-	-	-	416,259	365,026	87.69%	416,259	100.00%	51,233
pYC	-	-	-	-	980,413	-	980,413	925,874	94.44%	980,413	100.00%	54,539
Adult Ed - And 1&2	30,728	-	7,682	-	-	-	38,410	38,410	100.00%	38,410	100.00%	-
Adult Ed - And 3,4 &5	41,272	-	10,318	-	-	-	51,590	42,313	82.02%	51,590	100.00%	9,277
Adult Ed - Oconee	36,000	-	9,000	-	-	-	45,000	43,497	96.66%	45,000	100.00%	1,503
Adult Ed - Pickens	36,000	-	9,000	-	-	-	45,000	45,000	100.00%	45,000	100.00%	-
OJT (Adult)	105,000	-	-	-	-	-	105,000	52,958	50.44%	105,000	100.00%	52,042
OJT (DW)	-	-	15,000	-	-	-	15,000	10,265	68.43%	15,000	100.00%	4,735

In-House - As of June 30, 2012

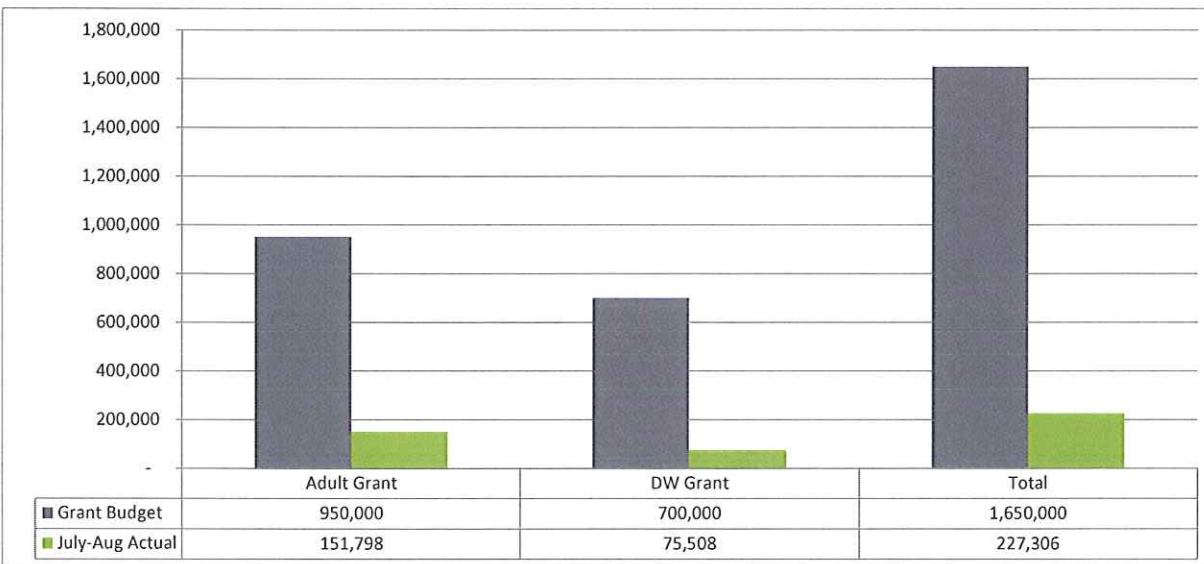
In-House Expenses	Program Adult	Admin Adult	Program DW	Admin DW	Program Youth	Admin Youth	Total	Actual Expended	Actual % Expended	Goal Expended	Goal % Expended	Balance
Salaries	117,813	37,488	86,430	44,022	38,733	51,226	375,712	301,997	80.38%	375,712	100.00%	73,715
Fringe	34,039	10,694	24,921	12,527	11,428	14,923	108,532	90,317	83.22%	108,532	100.00%	18,215
Travel	7,620	-	2,130	-	3,960	-	13,710	8,708	63.52%	13,710	100.00%	5,002
Travel(Comm/Board)	-	1,000	-	1,000	1,500	1,000	4,500	3,287	73.04%	4,500	100.00%	1,213
Supplies - Consummable	-	2,000	-	490	1,500	1,000	3,490	1,752	50.20%	3,490	100.00%	1,738
Supplies - Non-Consummable	1,990	750	498	750	-	500	4,488	2,644	58.91%	4,488	100.00%	1,844
WorkKeys	13,904	-	3,476	-	-	-	17,380	9,615	55.32%	17,380	100.00%	7,765
Consulting	788	-	72	-	-	1,235	2,095	1,841	87.88%	2,095	100.00%	254
Youth Forum	-	-	-	-	10,213	-	10,213	10,028	98.19%	10,213	100.00%	185
Insurance - Tort	-	2,700	-	2,700	-	2,700	8,100	6,884	84.99%	8,100	100.00%	1,216
Insurance - Auto C&C	-	120	-	120	-	120	360	189	52.38%	360	100.00%	171
Insurance - Auto Liab	-	400	-	400	-	400	1,200	760	63.33%	1,200	100.00%	440
Postage	-	2,000	-	2,000	-	2,000	6,000	1,624	27.06%	6,000	100.00%	4,376
Printing	4,439	2,751	4,607	2,688	2,136	1,996	18,617	3,383	18.17%	18,617	100.00%	15,234
Telephone, Cell, & Internet	1,250	2,250	1,250	2,250	1,250	2,250	10,500	9,130	86.95%	10,500	100.00%	1,370
Web Site Hosting & Renewal Fees	-	5,000	-	3,000	-	1,825	9,825	5,963	60.69%	9,825	100.00%	3,862
Newspapers, Magazines, & Books	700	200	700	200	-	100	1,900	1,716	90.31%	1,900	100.00%	184
Memberships, Dues, & Prof Fees	870	300	600	300	1,835	300	4,205	3,645	86.68%	4,205	100.00%	560
Training	16,050	-	8,850	-	3,650	-	28,550	8,310	29.11%	28,550	100.00%	20,240
Conf & Mtg Fees	500	-	500	-	-	-	1,000	500	50.05%	1,000	100.00%	500
Job Fair Expenses	19,200	-	4,800	-	-	-	24,000	19,014	79.23%	24,000	100.00%	4,986
Rent - WorkLink Storage	-	380	-	380	-	380	1,140	1,140	100.00%	1,140	100.00%	-
Rent - WorkLink Office	-	6,000	-	6,000	-	6,000	18,000	18,019	100.11%	18,000	100.00%	(19)
R&M - Equipment	-	375	-	375	-	250	1,000	623	62.26%	1,000	100.00%	377
R&M & Gas - WIA Car	1,500	250	500	250	250	250	3,000	2,178	72.59%	3,000	100.00%	822
IT Maint/Support	-	1,520	-	1,000	-	500	3,020	3,170	104.97%	3,020	100.00%	(150)
Outreach	1,500	-	2,000	-	1,000	-	4,500	1,699	37.76%	4,500	100.00%	2,801
COG Meeting Expense	-	1,500	-	1,500	-	4,000	7,000	4,180	59.72%	7,000	100.00%	2,820
Indirect Cost Pool (30% of salaries)	35,344	11,246	25,929	13,327	11,620	15,368	112,834	126,706	112.29%	112,834	100.00%	(13,872) *
CO - Furn & Equip	6,915	-	1,729	-	-	-	8,644	-	0.00%	8,644	100.00%	8,644
Total In-House	\$ 264,422	\$ 88,924	\$ 168,992	\$ 95,279	\$ 87,575	\$ 108,323	\$ 813,515	\$ 649,020	79.78%	813,515	100.00%	164,495

*Indirect was discussed at the August 20 Executive Committee Meeting with Steve Pelissier present. Details of this meeting will be discussed at the Finance Committee Meeting.

Henkels & McCoy
WIA Title I Adult & DW
Program Year 2012

Category	Original Budget	Adult	DW	July-Aug Actual	Balance	% Spent
Salaries & Fringe	\$ 767,996	\$ 70,671	\$ 46,498	\$ 117,169	\$ 650,827	15.26%
Facilities/Rent Costs	84,345	1,958	1,418	3,376	80,969	4.00%
Non-Expendable Equipment Costs	32,329	3,455	2,545	6,000	26,329	18.56%
Operating Expenses	92,361	9,923	6,443	16,366	75,995	17.72%
Individualized Training Costs	209,636	44,010	7,422	51,432	158,204	24.53%
Supportive Services Costs	63,135	1,795	1,280	3,075	60,060	4.87%
Payments to Employers	112,320	-	-	-	112,320	0.00%
Staff Training/Tech Services Costs	5,999	-	-	-	5,999	0.00%
Other Direct Costs	59,230	382	150	532	58,698	0.90%
Training Fee/Audit	82,340	6,609	3,288	9,897	72,443	12.02%
Indirect Costs	140,309	12,995	6,464	19,459	120,850	13.87%
	\$ 1,650,000	\$ 151,798	\$ 75,508	\$ 227,306	\$ 1,422,694	13.78%

Grant Name	Grant Budget	July-Aug Actual	Balance	% Spent
Adult Grant	950,000	151,798	798,202	15.98%
DW Grant	700,000	75,508	624,492	10.79%
Total	1,650,000	227,306	1,422,694	13.78%



SC WORKS

ANDERSON·OCONEE·PICKENS

REQUEST FOR MODIFICATION

Grant Number: 12A995H1 & 12D995H1	Date of Request: 8/27/12
Grantee: Henkels & McCoy, Inc. SC Works Operator	
Budget Modification Request 1	
<p align="center">List Below How the Grant Currently Reads: (Please list page number, section number and item number)</p>	
<p>(Page Numbers are N/A; budget forms)</p> <p>SALARIES, FRINGE BENEFITS, & INDIRECT COST</p> <p>TOTAL SALARIES</p> <p>Line Item: Indirect Costs Original Cost: \$140,308.54.00 Budget Mod: \$162,763.60 (Increase of \$22,455.06)</p> <p>OPERATING EXPENSES</p> <p>Line Item: WI Customer Supplies and Materials Cost Original Cost: \$12,000.00 Budget Mod: \$20,000.00 (Increase of \$8,000.00)</p> <p>WI CUSTOMER INDIVIDUALIZED TRAINING COSTS</p> <p>Line Item: Instructional Supply Costs (Books) Original Cost: \$26,250.00 Budget Mod: \$16,250.00 (Decrease of \$10,000)</p> <p>Line Item: Tuition Cost (Adult Education & GED) Original Cost: \$46,696.00 Budget Mod: \$103,360.00 (Increase of \$57,664.00)</p> <p>Line Item: Individual Training Account/Voucher Costs Original Cost: \$87,690.00 Budget Mod: \$215,600.00 (Increase of \$127,910.00)</p> <p>WI CUSTOMER SUPPORTIVE SERVICES COSTS</p> <p>Line Item: Uniforms, Drug Screens, etc. Original Cost: \$0.00 Budget Mod: \$5,000.00 (Increase of \$5,000)</p> <p>Line Item: Emergency Assistance Original Cost: \$0.00 Budget Mod: \$5,000.00 (Increase of \$5,000)</p> <p>WI PAYMENTS TO EMPLOYERS</p> <p>Line Item: On-the-Job Training Original Cost: \$112,320.00 Budget Mod: \$136,800.00 (Increase of \$24,480.00)</p> <p>OTHER DIRECT COSTS</p> <p>Line Item: WorkKeys Testing</p>	

Original Cost: \$0.00
Budget Mod: \$8,240.00 (Increase of \$8,240.00)

TRAINING/PROFESSIONAL FEES/PROFIT

Line Item: Training Fee (Profit)

Original Cost: \$71,367.52

Budget Mod: \$82,789.22 (Increase of \$11,421.70)

Line Item: Audit Fee

Original Cost: \$10,973.61

Budget Mod: \$12,729.84 (Increase of \$1,756.23)

List Below the Reading Per Your Request To Modify (Attach Any Modification Budget Sheets)

Please see the attached revised budget forms and Budget Mod Comparison.

Please Provide Brief Explanation for Your Request to Modify This Grant

Henkels & McCoy, Inc. SC Works Operator requests to increase our budget by \$264,066.99 in the Categories and Line Items as outlined above. Below is the reason to increase or decrease the following line items in our budget;

- 1) Increase Indirect Cost by \$22,455.06, which is a proportional cost due to the increased direct Training and Supportive Services Costs.
- 2) Increase WI Customer Supplies and Materials Cost by \$8,000 to facilitate training related costs to improve tracking by line item.
- 3) Decrease Instructional Supply Costs (Books) by \$10,000.00; most of these funds are being moved to WI Customer Supplies and Materials Costs. This move is to just clean up tracking of costs.
- 4) Increase Tuition Cost (Adult Education & GED) by \$57,664.00 to support GED Training Costs, TABE Test Proctoring Services covered via an MOA with each Adult Education Program in the region.
- 5) Increase Individual Training Account/Voucher Costs by \$127,910.00 to provide much needed training services to WIA Eligible Participants both carryover and originally planned enrollments. YTD we are nearly 80% obligated in our ITA Training Funds.
- 6) Increase both Uniforms, Drug Screens, etc. and Emergency Assistance by \$5,000.00 (\$10,000 total) to facilitate requests that are covered by the WorkLink WIB Supportive Services Policy. Originally we had not any funds for these services in our budget.
- 7) Increase On-the-Job Training by \$24,480.00 to serve WIA Eligible Participants both carryover and originally as OJT is a primary training focus.
- 8) Increase WorkKeys Testing by \$8,240.00 to cover testing fees that was not originally budgeted for in a separate line item.
- 9) Increase Training Fee (Profit) by \$11,421.70, which is a proportional cost due to the increased direct Training and Supportive Services Costs.
- 10) Increase Audit Fee by \$1,756.23, which is a proportional cost due to the increased direct Training and Supportive Services Costs.

***** DO NOT WRITE BELOW THIS SECTION *****

WorkLink Budget Modification provided to: Worklink Executive Director, Shae Rozakos

WorkLink Budget Modification Approved Date: _____

**WorkLink H&M SC Works Operator
Budget Modification #1**

		Original Proposal Budget		Increased Budget & Corrections	Amount of Increase or Decrease	% of Increase or Decrease
Slot Level						
		600		600	0	0.00%
Staff Costs						
Sub-Total of Staff Costs		\$ 540,467.31		\$ 540,467.31	\$ -	0.00%
Fringe Benefits	Rate					
Sub-Total Fringe:	42.10%	\$ 227,528.61	42.10%	\$ 227,528.61	\$ 0.00	0.00%
Operating Costs						
1.1 Facility, Utilities, Maintennace		\$ 84,345.20		\$ 84,345.20	\$ -	0.00%
1.2 Staff Consummable Supplies		\$ 23,400.00		\$ 23,400.00	\$ -	0.00%
1.3 Advertising, Outreach		\$ 22,320.00		\$ 22,320.00	\$ -	0.00%
1.4 Copy, Print		\$ 12,000.00		\$ 12,000.00	\$ -	0.00%
1.5 Communications		\$ 12,098.21		\$ 12,098.21	\$ -	0.00%
1.6 Staff Travel		\$ 27,716.95		\$ 27,716.95	\$ -	0.00%
1.7 Staff Conferences, Training		\$ 6,000.00		\$ 6,000.00	\$ -	0.00%
1.8 Staff Computer Leases		\$ 32,328.20		\$ 32,328.20	\$ -	0.00%
1.9 Postage		\$ 5,144.85		\$ 5,144.86	\$ -	0.00%
Sub-Total Operating		\$ 225,353.41		\$ 225,353.41	\$ 0.00	0.00%
Training						
2.1 Participant Supplies		\$ 12,000.00		\$ 20,000.00	\$ 8,000.00	40.00%
2.2 Participant Books		\$ 26,250.00		\$ 16,250.00	\$ (10,000.00)	-61.54%
2.3 Credential Exam Fees (NRF, C.N.A., GED, etc.)		\$ 23,700.00		\$ 23,700.00	\$ -	0.00%
2.4 TABE Testing Materials		\$ 12,850.00		\$ 12,850.00	\$ -	0.00%
2.5 Tuition (Adult Education)		\$ 45,696.00		\$ 103,360.00	\$ 57,664.00	55.79%
2.6 Tuition (College or Vocational)		\$ 137,690.00		\$ 265,600.00	\$ 127,910.00	48.16%
2.7 Dual Credit Diploma (GTC or Other)						
2.8 On-the-Job Training		\$ 112,320.00		\$ 136,800.00	\$ 24,480.00	17.89%
2.9 Work Experience						
2.10 Awards / Events		\$ 360.00		\$ 2,500.00	\$ 2,140.00	85.60%
2.11 Software Licenses						
2.12 WorkKeys		\$ -		\$ 8,240.00	\$ 8,240.00	100.00%
Sub-Total Training		\$ 370,866.00		\$ 589,300.00	\$ 218,434.00	37.07%
Supportive Services						
3.1 Participant Incentives (Skill Invoices)						
3.2 Transportation		\$ 49,875.00		\$ 49,875.00	\$ -	0.00%
3.3 Childcare		\$ 13,260.00		\$ 13,260.00	\$ -	0.00%
3.4 Training Support Materials		\$ -		\$ 5,000.00	\$ 5,000.00	100.00%
3.5 Emergency Assistance		\$ -		\$ 5,000.00	\$ 5,000.00	100.00%
3.6 Laptop Incentive						
Sub-Total of Supportive Services		\$ 63,135.00		\$ 73,135.00	\$ 10,000.00	13.67%
Sub-Total of Contract Costs		\$ 1,427,350.33		\$ 1,655,784.33	\$ 228,434.00	13.80%
Indirect Cost & Fees						
Training Fee (Profit)	5.00%	\$ 71,367.52	5.00%	\$ 82,789.22	\$ 11,421.70	
Indirect Cost	9.83%	\$ 140,308.54	9.83%	\$ 162,763.60	\$ 22,455.06	
Audit Fee	0.60%	\$ 10,973.61	0.70%	\$ 12,729.84	\$ 1,756.23	
Sub-Total of Indirect & Fees		\$ 222,649.67		\$ 258,282.65	\$ 35,632.98	
		\$ 1,650,000.00		\$ 1,914,066.99	\$ 264,066.99	13.80%

WORKFORCE INVESTMENT BOARD
Pendleton District Workforce Investment Area
GRANT BUDGET SUMMARY

Service Provider Henkels & McCoy, Inc. Contract # 12A995H1 & 12D995H1

Project/Activity SC Works Operator Funding Source WIA Adult & DLW Formula Funds Modification # 1

Line Items	ADULT	DLW	Administrative	Non-Administrative	Total Budget Amount
Salaries & Fringe Benefits	\$ 442,179.47	\$ 325,816.45		\$ 767,995.92	\$ 767,995.92
Facilities/Rent Costs (space)	\$ 48,562.39	\$ 35,782.81		\$ 84,345.20	\$ 84,345.20
Non-Expendable Equipment Costs	\$ 18,613.20	\$ 13,714.99		\$ 32,328.20	\$ 32,328.20
Operating Expenses	\$ 57,783.04	\$ 42,576.98		\$ 100,360.02	\$ 100,360.02
WI Customer Wages and Fringe Benefits					
WI Customer Individualized Training Costs	\$ 221,787.58	\$ 163,422.42		\$ 385,210.00	\$ 385,210.00
WI Customer Supportive Services Costs	\$ 42,108.03	\$ 31,026.97		\$ 73,135.00	\$ 73,135.00
WI Customer Needs-Based/Needs-Related Payment Costs					
WI Payments to Employers Costs	\$ 78,763.64	\$ 58,036.36		\$ 136,800.00	\$ 136,800.00
Staff Training/Tech Services Costs	\$ 3,454.55	\$ 2,545.45		\$ 6,000.00	\$ 6,000.00
Other Direct Costs	\$ 40,078.48	\$ 29,531.52		\$ 69,610.00	\$ 69,610.00
Training Fees/Professional Fees/ Profit	\$ 54,995.82	\$ 40,523.23		\$ 95,519.05	\$ 95,519.05
Indirect Costs	\$ 93,712.38	\$ 69,051.22		\$ 162,763.60	\$ 162,763.60
Total Budget Costs	\$1,102,038.57	\$ 812,028.42	\$ -	\$1,914,066.99	\$1,914,066.99
Percentage of Budget	57.58%	42.42%	2% Maximum	100.00%	
Cost Limitations			At least 98%	100%	

WORKFORCE INVESTMENT BOARD
Pendleton District Workforce Investment Area
COST AND PRICE ANALYSIS WORKSHEET

Service Provider	Henkels & McCoy, Inc.	Contract #	12A995H1 & 12D995H1
Project/Activity	SC Works Operator	Fund Source	WIA Adult & DLW Formula Funds
		Mod #	1

Cost and Price Analysis	Total Cost	ADULT	DLW	Administrative	Non-Administrative
FACILITIES COST *					
Total Cost of Facilities or Rent	\$ 84,345.20	\$ 48,562.39	\$ 35,782.81		\$ 84,345.20
NON-EXPENDABLE EQUIPMENT					
Equipment Rental Cost *					
Non-Expendable Equipment Purchases (Computer Leases)	\$ 26,328.20	\$ 15,158.66	\$ 11,169.54		\$ 26,328.20
Wide Area Network (WAN) Equipment and Computer Softw	\$ 6,000.00	\$ 3,454.55	\$ 2,545.45		\$ 6,000.00
Total Cost of Non-Expendable Equipment	\$ 32,328.20	\$ 18,613.20	\$ 13,714.99		\$ 32,328.20
OPERATING EXPENSES					
Communications					
Local Telephone Cost & Cell Phones	\$ 12,098.21	\$ 6,965.64	\$ 5,132.57		\$ 12,098.21
Postage	\$ 5,144.86	\$ 2,962.19	\$ 2,182.67		\$ 5,144.86
Total Cost of Communications	\$ 17,243.07	\$ 9,927.83	\$ 7,315.24		\$ 17,243.07
Staff Travel					
Local Mileage cost	\$ 15,716.95	\$ 9,049.15	\$ 6,667.80		\$ 15,716.95
Non-Local Mileage cost	\$ 3,000.00	\$ 1,727.27	\$ 1,272.73		\$ 3,000.00
Non-Local Per Diem/Lodging Cost	\$ 9,000.00	\$ 5,181.82	\$ 3,818.18		\$ 9,000.00
Total Cost of Staff Travel	\$ 27,716.95	\$ 15,958.24	\$ 11,758.71		\$ 27,716.95
Expendable Supplies and Materials					
Office/Desktop Supplies and Materials Cost	\$ 23,400.00	\$ 13,472.73	\$ 9,927.27		\$ 23,400.00
Copying Cost *	\$ 12,000.00	\$ 6,909.09	\$ 5,090.91		\$ 12,000.00
WI Customer Supplies and Materials Cost *	\$ 20,000.00	\$ 11,515.15	\$ 8,484.85		\$ 20,000.00
Total Cost of Supplies and Materials	\$ 55,400.00	\$ 31,896.97	\$ 23,503.03		\$ 55,400.00
Equipment Maintenance and Repairs Cost * (IT Support)					
Utilities Cost * (Included in overall Facility Costs above.)	\$ -	\$ -	\$ -		\$ -
Total Operating Expenses	\$ 100,360.02	\$ 57,783.04	\$ 42,576.98		\$ 100,360.02

WORKFORCE INVESTMENT BOARD
Pendleton District Workforce Investment Area
COST AND PRICE ANALYSIS WORKSHEET

Service Provider <u>Henkels & McCoy, Inc.</u>	Contract # <u>12A995H1 & 12D995H1</u>	Mod # <u>1</u>
Project/Activity <u>SC Works Operator</u>	Fund Source <u>WIA Adult & DLW Formula Funds</u>	

Cost and Price Analysis	Total Cost	ADULT	DLW	Administrative	Non-Administrative
WI CUSTOMER INDIVIDUALIZED TRAINING COSTS					
Tuition Cost (Adult Education Skill Upgrade & GED)	\$ 103,360.00	\$ 59,510.30	\$ 43,849.70	\$	\$ 103,360.00
Instructional Supply Cost	\$ 16,250.00	\$ 9,356.06	\$ 6,893.94	\$	\$ 16,250.00
Other Individualized Training Cost (TCTC Pre-Employment Workshop)	\$ 50,000.00	\$ 28,787.88	\$ 21,212.12	\$	\$ 50,000.00
Individual Training Account/Voucher Cost	\$ 215,600.00	\$ 124,133.33	\$ 91,466.67	\$	\$ 215,600.00
Total Cost WI Customer Individualized Training	\$ 385,210.00	\$ 221,787.58	\$ 163,422.42		\$ 385,210.00
WI CUSTOMER SUPPORTIVE SERVICES COSTS					
Child Care	\$ 13,260.00	\$ 7,634.55	\$ 5,625.45	\$	\$ 13,260.00
Transportation	\$ 49,875.00	\$ 28,715.91	\$ 21,159.09	\$	\$ 49,875.00
Uniforms, Drug Screens, etc.	\$ 5,000.00	\$ 2,878.79	\$ 2,121.21	\$	\$ 5,000.00
Emergency Assistance	\$ 5,000.00	\$ 2,878.79	\$ 2,121.21	\$	\$ 5,000.00
Total Cost of Customer Support Services	\$ 73,135.00	\$ 42,108.03	\$ 31,026.97		\$ 73,135.00
WI PAYMENTS TO EMPLOYERS					
On-the-Job Training (OJT)	\$ 136,800.00	\$ 78,763.64	\$ 58,036.36	\$	\$ 136,800.00
Job Creation Payment Cost					
Total Cost of WI Payments to Employers	\$ 136,800.00	\$ 78,763.64	\$ 58,036.36		\$ 136,800.00
STAFF TRAINING/TECHNICAL SERVICES COSTS					
List Type and Amount					
Staff Professional Development Training	\$ 6,000.00	\$ 3,454.55	\$ 2,545.45	\$	\$ 6,000.00
Total Cost of Staff Training/Technical Services	\$ 6,000.00	\$ 3,454.55	\$ 2,545.45		\$ 6,000.00
OTHER DIRECT COSTS					
List Type and Amount					
Community Outreach (Advertising)	\$ 22,320.00	\$ 12,850.91	\$ 9,469.09	\$	\$ 22,320.00
TABE Assessment	\$ 12,850.00	\$ 7,398.48	\$ 5,451.52	\$	\$ 12,850.00
Work Keys Testing	\$ 8,240.00	\$ 4,744.24	\$ 3,495.76	\$	\$ 8,240.00
Credential Exam Fees	\$ 23,700.00	\$ 13,645.45	\$ 10,054.55	\$	\$ 23,700.00
Participant Awards & Recognition	\$ 2,500.00	\$ 1,439.39	\$ 1,060.61	\$	\$ 2,500.00
Total Other Direct Costs	\$ 69,610.00	\$ 40,078.48	\$ 29,531.52		\$ 69,610.00
TRAINING/PROFESSIONAL FEES/PROFIT					
Profit (Professional Fee - 4%) Can be tied to Performance	\$ 82,789.22	\$ 47,666.52	\$ 35,122.70	\$	\$ 82,789.22
Audit Fee	\$ 12,729.84	\$ 7,329.30	\$ 5,400.54	\$	\$ 12,729.84
Total Cost of Training/Professional Fees/Profit	\$ 95,519.05	\$ 54,995.82	\$ 40,523.23		\$ 95,519.05

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

WORKFORCE INVESTMENT BOARD
Pendleton District Workforce Investment Area
CLIENT FLOW PROJECTIONS

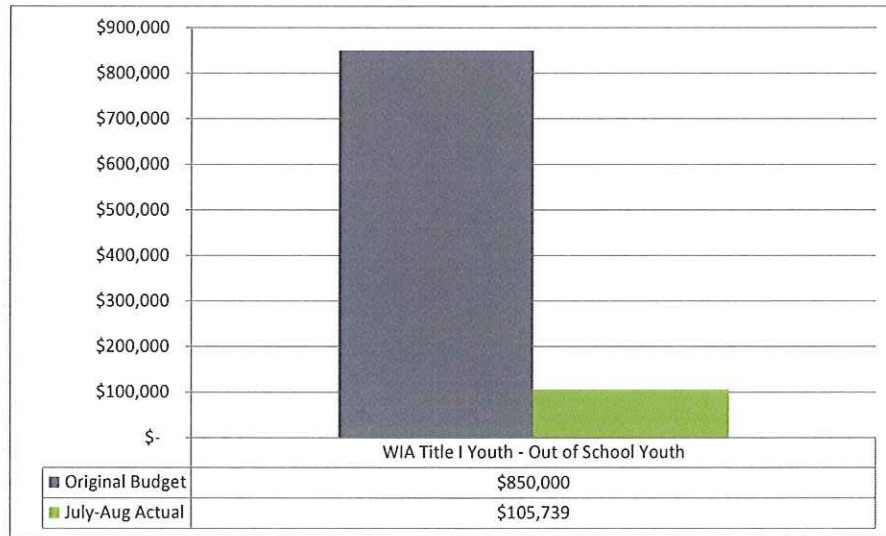
Service Provider Henkels & McCoy, Inc. Contract # 12A995H1 & 12D995H1
 Project Activity SC Works Operator Fund Source WIA Adult & DLW Formula Funds

Period	Clients Served			Clients Exited			Active Clients
	Carryover	New	Cumulative	Positive	Negative	Cumulative	
July-12	600	30	630	30	10	40	590
August-12	590	40	630	30	10	40	590
September-12	590	40	630	30	10	40	590
October-12	590	40	630	30	10	40	590
November-12	590	20	610	30	10	40	570
December-12	570	15	585	30	10	40	545
January-13	545	30	575	30	10	40	535
February-13	535	40	575	30	10	40	535
March-13	535	40	575	30	10	40	535
April-13	535	40	575	30	10	40	535
May-13	535	30	565	30	10	40	525
June-13	525	15	540	30	10	40	500
PY11 Carryovers	600	380					
New PY12 WIA Enrollments	380						
Total Served	980						
Estimated PY13 Carryovers	500						

Active Clients equal Cumulative Clients Served minus Cumulative Clients Exited

Henkels & McCoy
WIA Title I Youth - Out of School Youth
Program Year 2012

Category	Original Budget	July-Aug Actual	Balance	% Spent
Salaries & Fringe	\$ 455,541	\$ 65,629	\$ 389,912	14.41%
Facilities/Rent Costs	12,000	3,000	9,000	25.00%
Non-Expendable Equipment Costs	11,243	1,950	9,293	17.34%
Operating Expenses	57,537	4,043	53,494	7.03%
Customer Wages & Fringe Benefits	27,840	1,428	26,412	5.13%
Individualized Training Costs	87,958	12,466	75,492	14.17%
Supportive Services Costs	30,400	1,368	29,032	4.50%
Needs-Based/Related Payment Costs	40,683	2,200	38,483	5.41%
Staff Training/Tech Services Costs	4,500	-	4,500	0.00%
Other Direct Costs	13,253	-	13,253	0.00%
Profit	36,765	4,604	32,161	12.52%
Indirect Costs	72,280	9,051	63,229	12.52%
	\$ 850,000	\$ 105,739	\$ 744,261	12.44%



WorkLink Program Year 2012 Financial Status - ORIGINAL BUDGET										
	Program Adult	Admin Adult	Program DW	Admin DW	Program Youth	Admin Youth	ORIGINAL BUDGET	MOD REQ	AMENDED BUDGET	
PY'12 Allocations (NFA-12-01)	\$ 763,248	\$ 84,805	\$ 850,452	\$ 94,495	\$ 851,486	\$ 94,610	\$ 2,739,096	\$ -	\$ 2,739,096	
Carryover from PY'11	700,000	-	100,000	-	350,000	-	1,150,000	650,111	1,800,111	
	\$ 1,463,248	\$ 84,805	\$ 950,452	\$ 94,495	\$ 1,201,486	\$ 94,610	\$ 3,889,096	\$ 650,111	\$ 4,539,207	
Obligations										
Henkels & McCoy - Adult	\$ 950,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 950,000	\$ 152,039	\$ 1,102,039	
Henkels & McCoy - DW	-	-	700,000	-	-	-	700,000	112,028	812,028	
Contingency	276,800	255	150,483	13,945	212,847	17,900	672,230	368,930	1,041,160	
Henkels & McCoy - Youth	-	-	-	-	850,000	-	850,000	-	850,000	
Total Pass-Through Contracts	\$ 1,226,800	\$ 255	\$ 850,483	\$ 13,945	\$ 1,062,847	\$ 17,900	\$ 3,172,230	\$ 632,997	\$ 3,805,227	
Total Revenue after Obligations	236,448	84,550	99,969	80,550	138,639	76,710	716,866	17,114	733,980	
In-House Expenses										
Salaries	116,061	31,585	48,117	31,585	77,476	31,585	336,409	(6,409)	330,000	
Fringe	36,789	10,084	15,257	10,084	24,360	10,084	106,658	(1,658)	105,000	
Travel - Training/Conferences/Meetings	6,500	1,200	2,500	1,800	3,500	500	16,000	-	16,000	
Travel - Committee/Board	1,980	-	660	-	3,360	-	6,000	-	6,000	
Supplies - Consumable	-	800	-	900	-	800	2,500	-	2,500	
Supplies - Non-Consumable	-	700	-	500	-	300	1,500	1,000	2,500	
Data	-	-	-	-	-	-	-	12,500	12,500	
WorkKeys	12,500	-	9,500	-	-	-	22,000	(21,775)	225	
Consulting	-	150	-	100	-	100	350	-	350	
Insurance - Tort	-	2,500	-	2,500	-	2,000	7,000	-	7,000	
Insurance - Auto C&C	-	75	-	75	-	75	225	-	225	
Insurance - Auto Liab	-	350	-	250	-	200	800	-	800	
Postage	-	850	-	800	-	850	2,500	-	2,500	
Printing	-	1,400	-	1,300	-	1,300	4,000	-	4,000	
Telephone Voice & LD & Cellphones	-	4,000	-	4,000	-	2,000	10,000	500	10,500	
Web Site Hosting & Renewal Fees	-	6,000	-	5,000	-	4,000	15,000	(4,920)	10,080	
Newspapers, Magazines, & Books	-	700	-	650	-	350	1,700	-	1,700	
Memberships, Dues, & Prof Fees	-	2,000	-	1,300	-	1,000	4,300	-	4,300	
Training	9,800	-	3,500	-	6,700	-	20,000	-	20,000	
Conf & Mtg Fees	-	700	-	300	-	-	1,000	-	1,000	
Job Fair Expenses	18,000	-	6,000	-	-	-	24,000	-	24,000	
Rent - WorkLink Storage	-	480	-	380	-	340	1,200	-	1,200	
Rent - WorkLink Office	-	7,000	-	6,000	-	6,000	19,000	-	19,000	
R&M - Equipment	-	500	-	250	-	250	1,000	-	1,000	
R&M & Gas - WIA Car	-	1,000	-	1,000	-	1,000	3,000	-	3,000	
IT Maint/Support	-	1,000	-	1,000	-	1,000	3,000	-	3,000	
Outreach	-	1,000	-	500	-	500	2,000	-	2,000	
Board & Committee Meeting	-	1,000	-	800	-	3,000	4,800	200	5,000	
Indirect	34,818	9,476	14,435	9,476	23,243	9,476	100,924	37,676	138,600	
Total In-House	\$ 236,448	\$ 84,550	\$ 99,969	\$ 80,550	\$ 138,639	\$ 76,710	\$ 716,866	\$ 17,114	\$ 733,980	

WorkLink Program Year 2012 Financial Status
10ANO01 - OJT National Emergency Grant

	Program Revenue	Admin Revenue					
Grant Revenue	\$ 173,012	\$ 9,106					
Modification	(46,178)	(2,430)					
Grant Balance	\$ 126,834	\$ 6,676					
	Program Expenditures	Admin Expenditures	Total Obligated	Total % Obligated	Actual Expended	Actual % Expended	Balance
Payment to Employers	126,834		76,146	60.04%	66,196	52.19%	60,638
Salary		3,929	3,929	100.00%	3,929	100.00%	(0)
Fringe		1,260	1,260	100.00%	1,260	100.00%	0
Indirect		1,487	1,465	98.55%	1,465	98.55%	22
Total In-House	\$ 126,834	\$ 6,676	\$ 82,800	62.02%	\$ 72,850	54.57%	\$ 60,659

Grant Period: 12/1/10-9/30/12

Rapid Response 15,958.03
Total Placements 22

Expenditures Reported through 8/31/12

WorkLink Program Year 2012 Financial Status

11HPW01 - Incentive Grant

	Program Revenue					
	\$ 25,000					
	Program Expenditures	Total Obligated	Total % Obligated	Actual Expended	Actual % Expended	Balance
Staff Travel & Training	\$ 6,500	1,802	28%	1,802	27.72%	\$ 4,698
Board/Staff Retreat	5,000	-	0%	-	0.00%	5,000
Youth WorkKeys	11,000	-	0%	-	0.00%	11,000
Strategic Planning	2,500	-	0%	-	0.00%	2,500
Total In-House	\$ 25,000	\$ 1,802	7%	\$ 1,802	7.21%	\$ 23,198
Grant Period: 7/16/12-6/30/13			Expenditures reported through 9/30/12			

WorkLink Program Year 2012 Financial Status

11INC01 - Incentive Grant

	Program Revenue					
	\$ 57,999					
	Program Expenditures	Total Obligated	Total % Obligated	Actual Expended	Actual % Expended	Balance
Printing	\$ 600	-	0%	-	0.00%	\$ 600
CDF Training - Adult/DW	3,846	3,846	100%	-	0.00%	3,846
WorkKeys Profiles - Employers	10,000	-	0%	-	0.00%	10,000
SC Works Orientation Video	2,000	-	0%	-	0.00%	2,000
ADA Computer Equipment	6,254	3,801	61%	-	0.00%	6,254
AOP Business Showcase	10,000	10,000	100%	-	0.00%	10,000
Training - WIA Staff	5,299	878	17%	878	16.57%	4,421
Building Renovations	20,000	-	0%	-	0.00%	20,000
Total In-House	\$ 57,999	\$ 18,525	32%	\$ 878	1.51%	\$ 57,121
Grant Period: 4/16/12-6/30/13						
				Expenditures reported through 9/30/12		

SC WORKS

WORKLINK

2013 Committee/Board Meeting Schedule

Committee	Dates					
Youth Council	January 14*	March 4	May 6	August 5	October 7	
Business Partnerships	February 14	April 11		July 11	September 12	November 14
Workforce Skills & Education	February 13	April 10	June 12	August 14	October 16	December 4
Finance	February 20	April 17	June 19	August 21	October 23	December 11
Workforce Investment Board	February 27	April 24	June 26	August 28	October 30	December 18

Youth Council – Meetings will be held at 11:00 am at the Madren Center. Lunch will follow immediately.

*January 14 meeting will be from 10:00am-1:00pm.

Staff Liason: Sharon Crite, Youth Services Manager/Education Outreach, scrite@worklinkweb.com, 864-646-1828

Business Partnerships – Meetings will be held at 3:00 pm at WorkLink.

Staff Liason: Crayton Pruitt, Business Services Representative, cpruitt@worklinkweb.com, 864-646-1468

Workforce Skills & Education – Meetings will be held at 3:00 pm. Location TBD.

Staff Liason: Jennifer Kelly, Program Director, jkelly@worklinkweb.com, 864-646-5898

Finance – Meetings will be held at 3:00 pm at WorkLink.

Staff Liason: Brandi Runion, Finance Director, brunion@worklinkweb.com, 864-646-1827

Workforce Investment Board – Meetings will be held at 1:00 pm at the Madren Center. Lunch will be held at noon immediately preceding the meeting.

Staff Liason: Shae Rozakos, Executive Director, srozakos@worklinkweb.com, 864-646-1458

Service Provider
Status Update
July 2011 - June 2012

ENROLLMENT REPORT	PYC					
*Special notes:						
Board Goal	155					
PY'11 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>		80				
July	7	87	5	140%	9%	56%
August	7	94	5	140%	19%	61%
September	11	105	10	110%	33%	68%
October	0	0	5	0%	-107%	0%
November	0	0	5	0%	-107%	0%
December	0	0	5	0%	-107%	0%
January	0	0	10	0%	-107%	0%
February	0	0	10	0%	-107%	0%
March	0	0	10	0%	-107%	0%
April	0	0	5	0%	-107%	0%
May	0	0	5	0%	-107%	0%
June	0	0	0	#DIV/0!	-107%	0%
Totals	25	0	75			

Service Provider
Status Update
July 2012 - June 2013

ENROLLMENT REPORT

Henkels and McCoy, Inc

special notes

693 not included in the percentages

Board Goal

380 New Enrollments; 980 Served

PY '12 Month	NEW WIA Enrollments	Total Enrollments	Monthly Planned Enrollment	% of Monthly Plan	YTD % of Total Planned	YTD % of Board Goal
<i>Active Carryover</i>	693	693				
July	30	30	30	100%	100%	8%
August	17	70	40	43%	24%	12%
September	38	110	40	95%	35%	22%
October		150	40			
November		170	20			
December		185	15			
January		215	30			
February		255	40			
March		295	40			
April		335	40			
May		365	30			
June		380	15			
Totals	85	1073	380	95%	71%	22%