



WORKFORCE INVESTMENT CORPORATION
Youth Committee Meeting Summary
January 11, 2016 @ 10:00am
SC Works Clemson Comprehensive Center, Large Conference Room

Members Present

Kristi King-Brock, Chair	Tim Mayes	Amy Bradshaw
Jason Duncan, Vice-Chair	Rick Murphy	Terence Hassan
Elaine Bailey	Janice Ward	Doug Newton
Melissa Rosier	Gene Williams	Ray Farley

Members Absent:

Crystal Noble	Mary Gaston	Lisa Gillespie
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Staff Present:

Sharon Crite	Windy Graham	Jennifer Kelly
Patty Manley	Trent Acker	

Guest Present:

Karen Craven	David Shellhorse	Amanda Lucas
Anne Marie Baker		

I. Welcome and Introductions

Chair Kristi King-Brock called the meeting to order at 10:00am welcoming everyone in attendance and announced the meeting being recorded for processing of minutes. Kristi King-Brock announced Jason Duncan will be acting as Vice Chair for the Youth Committee. Doug Newton was welcomed to the Youth Committee.

II. Approval of 10-11-2015 Meeting Minutes

The minutes from the 10/11/15 meeting were emailed with the meeting notice and included in the meeting packet. Chair Brock called for corrections/amendments to the minutes or a motion to approve.

ACTION TAKEN: Elaine Bailey made a motion to approve the minutes as submitted, seconded by Tim Mayes. The motion carried unanimously.

III. Palmetto Youth Connections (Report Oct-Dec)

Karen Craven, Palmetto Youth Connections Program Manager, referred the Committee to the Dashboard available in the committee packet. The Dashboard reflects data thru December 2015.

Ms. Craven reviewed the follow information from the Dashboard:

- 52 new enrollments this program year, all of which are high school dropouts.
- The county breakdown reflects 99 youth participants in Anderson, 54 in Oconee, and 61 in Pickens for a total of 214 active and follow-up being served.
- There were 99 participants carried forward into PY15 (July 1, 2015 to June 30, 2016) from PY14 (July 1, 2014 to June 30, 2015).
- There have been 31 new enrollments from July 1 to September 30, and 22 new enrollments from October thru the end of December.
- In regards to WorkKeys, 57 participants were tested in PY14, and 13 participants tested in PY15. Gold certificates

Ms. Craven called attention to the PY15 Monthly Update Report which shows the same information and data as the Dashboard but in a summary format.

Ms. Craven answered questions regarding the length of time that GED preparation takes. The new GED test takes longer for a student to be prepared to take. The Math portion is typically the hardest portion of the GED exam. Students are allowed to re-take portions of the GED and participate in re-mediation classes for further preparation. Tutors are available particularly in Oconee County, for those students that may need additional assistance. The 21st Century Skills for Workforce Development is an online learning tool that Palmetto Youth Connections offer to students to use to prepare for the GED as well.

IV. New Business

a. PY15 PYC Incentive Policy Revision #2

Chair King-Brock deferred to Ms. Craven to provide an explanation for the proposed revisions to the Incentive Policy (Revision #2). Ms. Craven requested to change the policy to emphasize the work experience portion of the WIOA laws regarding Youth. Palmetto Youth Connections proposed to increase the incentive amount for Pre-Employment Work Maturity Skills from \$50 to \$100. The student may earn this incentive

by attending all five Career Smart classes and by completing Work Experience. The other adjustment to the policy will lower the GED attainment incentive from \$150 to \$100. Ms. Craven reported the students were not taking work experience as seriously as they should. The student typically would complete the classes, but never participate in the Work Experience. Therefore, this was a major reason for this modification – an effort to engage the students in putting to use the skills they are learning in a classroom.

ACTION TAKEN: Tim Mayes made a motion to approve the incentive policy as submitted, seconded by Jason Duncan. The motion carried.

b. PY14 – 4th Final Qtr. Youth Performance

Ms. Windy Graham, Performance and Reporting Specialist for WorkLink, directed the Committee to Table O, “Local Performance” in the Youth committee packet. Ms. Graham stated that as of the end of PY14, the Youth Program’s performance was as follows:

- Exceeded Placement in Employment or Education - 86% (Goal was 80%.)
- Met Attainment of Degree or Certificate – 78% (Goal was 78%.)
- Exceeded Literacy or Numeracy Gains – 72% (Goal was 68%.)

c. PY15 – 1st Qtr. Youth Performance Predictive Report

Ms. Graham referred the Committee to the “ETA 9090 WIOA Quarterly Summary” in the packet. This predictive report was for July –September 2015. The data seen in the packet has been submitted to DOL as our first quarter report for PY15; however, DOL has not yet confirmed our data submission, which will make it a final version of our first quarter report. Our goals for PY15 are the same as PY14. Therefore, our first quarter data reflects the following:

- Exceeded Placement in Employment or Education – 88.75% (Goal was 80%.)
- Met Attainment of Degree or Certificate – 76.09% (Goal was 78%.)
- Met Literacy or Numeracy Gains – 65.57% (Goal was 68%.)

Historically, Literacy and Numeracy Gains lags in the first quarter, but gains are typically made by the end of the year. A final first quarter report should be available in time for the next Board meeting in February.

d. PY15 – Grant Expenditures (89/24/15-11/23/15)

Vice Chair Duncan deferred to Karen Craven to review the expenditure levels for the PYC grant. Ms. Craven stated the Youth budget for PY15 totals: \$702,148. PYC's goal is to spend a least 93% of the grant by June 30, 2016. Thru December 20, 2015, PYC spent \$312,760.16 or 44.5% of their grant.

Ms. Craven brought the committee's attention to the Work Experience line item, stating that 20% of Youth funding must be expended in this activity due to new WIOA laws. As of December 20, the Work Experience line item is at 44.5% expended. Ideally this line item would be at 50% by December 31. The accrual line item shows some expenditures in the amount of \$1,530.61, putting the total expenditures for this line item up to 47.2%. January's goal is to be at 60% expended for Work Experience.

e. 2015 AOP BIS Showcase Update

Vice Chair Duncan turned to Rick Murphy for an update on the AOP Business Industry Showcase. Mr. Murphy stated that the event took place at the Anderson Civic Center this year due to construction at Littlejohn Coliseum. He anticipates that the event will also be held at the Anderson Civic Center in the fall of 2016 as well.

Employers and teachers gave positive feedback on the layout and set-up of the Civic Center event. The Civic Center allowed for different rooms that students could visit in order to watch videos, participate in topic discussions on why they were there, and then spend around an hour visiting the different employer's displays. The concourse at Littlejohn is less conducive to lingering and is more "move in, move out" based on the circular nature of the arena.

The Anderson Civic Center saved the Showcase Board close to \$20,000 dollars, as Anderson County offered the facility for this event at no charge. However, one downside to not having the Littlejohn Coliseum location was having the students on the Clemson campus, some for the first time. The desire was for students to see a college campus and be able to imagine themselves there in the future. There is some question if Clemson will allow the event to return to the campus.

In addition to the 8th graders attending the event, this year 150 of the top Career and Technology completers in the seven districts were invited to come in and meet with the employers about hiring, co-ops, and internships. This was well received by employers, and will be included again for this year's event, which will be September 27-28, 2016 tentatively at the Anderson Civic Centers.

Mr. Murphy thanked the three Economic Development offices for encouraging the businesses to participating in the event.

Mr. Murphy also thanked the Youth committee for funding the student's bus transportation to the event. The Committee was referred to the "Event: AOP Business & Industry Showcase" handout in the Youth Committee packet, which reflects what was reimbursed to each school district for the event's bus transportation.

The Showcase Board also assisted with meals for students and schools that would be travelling around lunchtime, either through reimbursement for a meal at a local restaurant or through bag lunches.

f. Youth Strategic Plan Sub-Committee(s)

Sharon Crite referred the committee to the "2015 Youth Strategic Plan: Sub-Committee" handout in the packet. This handout details where each member has been assigned to assist with the Youth Strategic Plan. Those in yellow are either new or changed to a sub-committee. Each member is to review and let Ms. Crite if there should be any changes.

g. 2-1-1 New Agency/Agency Update Form

Ms. Crite referred the committee to the "New Agency/Agency Update Form" (located in the packet) as part of the 2-1-1 project. Ms. Crite has been alerted that partners need to update their partnership information in the 2-1-1 system. This system allows individuals in the community to call for assistance available through partner agencies. Ms. Crite requested that each partner verify that their information is correct in the system or make necessary changes by filling out this form and sending it to 2-1-1 as listed on the top of the form.

V. Other Business

a. Return Signed Confidentiality Form

Ms. Patty Manley requested that any committee members that did not fill out the confidentiality form please do so and return it to her prior to leaving today.

b. Formal GAP Analysis – Phase I

David Shellhorse provided a brief update from previous meeting. Mr. Shellhorse. As a result of that meeting, there were four primary items that the Youth Committee identified:

1. Reducing Fragmentation in the Youth Workforce system
2. Deficiency in Work Skills and Ethics
3. Increase in industry-recognizable credentials
4. Increase work based learning opportunities

Mr. Shellhorse explained his role as facilitator was to assist the Youth committee in identifying and addressing the gaps in community services. Mr. Shellhorse guided the committee thru a detailed discussion regarding the future state, current state, and what was needed in order to “bridge” the Gap. Mr. Shellhorse will provide the summary of the discussion at the next Youth Committee meeting.

VI. Adjourn

Motion to adjourn by Rick Murphy, second by Doug Newton. The motion carried. The meeting adjourned at 11:45am.

Respectfully submitted: Jennifer Kelly