

WORKFORCE DEVELOPMENT BOARD
OneStop Operations Committee
March 28, 2018 at 3:00pm
SC Works Clemson Comprehensive Center, Large Conference Room

AGENDA

- I. Call to Order/Introductions** Ed Parris, Chair
- II. Approval of Minutes (1/24/18)*** Ed Parris
- III. PY'17 Reports**
 - a. Business/Employer Services Reports Meredith Durham, Staff
 - b. SC Works System Eckerd Staff
 - c. WIOA Adult/DW Program
 - d. Financial
- IV. New Business**
 - a. Budget Mod 2* Eckerd Staff
 - b. Moratorium – Solar Panel Installation* Windy Graham, Staff
 - c. Reasons for Denial*
 - d. ETPL Applications*
 - e. SC Works IFA Jennifer Kelly, Staff
- V. Old Business**
 - a. Strategic Plan Jennifer Kelly
 - b. Adult Ed RFP Trent Acker, Executive Director
 - c. Transportation Grant
- VI. Other Business** Ed Parris
- VII. Adjourn** Ed Parris

Next OneStop Operations Committee Meeting
May 23, 2018 at 3pm
Clemson SC Works Center



WORKFORCE DEVELOPMENT BOARD
OneStop Operations Committee Meeting Minutes
January 24, 2018 @ 3:00pm
SC Works Clemson Comprehensive Center, Large Conference Room

Members Present

Ed Parris, Chair	David Bowers	Danny Brothers	Brooke Garren
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Members Absent:

Amanda Blanton	Teri Gilstrap
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Staff Present:

Jennifer Kelly	Meredith Durham
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Guests Present:

Renee Alexander	Steve Riddle
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I. Welcome and Introductions

Chair Ed Parris officially called the meeting to order at 3:08 pm welcoming everyone in attendance and announced the meeting being recorded for processing of minutes. Introductions were made of everyone in attendance.

II. Approval of 10-18-17 Meeting Minutes

The minutes from the 10/18/17 meeting were emailed to committee members and included in the meeting packet. Chair Parris called for corrections/amendments to the minutes or a motion to approve.

ACTION TAKEN: David Bowers made a motion to approve the minutes, seconded by Danny Brothers. The motion carried unanimously.

III. PY'17 Reports

a. Business Services Reports

Ms. Meredith Durham reported that for the 16IWT01-02 grant, approximately \$63,000 has been spent. Ms. Durham expects several more expenditures to be turned in by the end of February. Currently, there are 3 Rapid Response Grants: Imperial Die Casting, Siemag, and Ideal Steel. Ideal Steel is not listed in the packet because the contract is new. PY'17 IWT contracts are in the process of being signed. One change in PY'17 is that companies who use ReadySC funds are not eligible for IWT.

One On-the-Job training contract was completed on January 8, 2018 for Belton Metal Company. The contract for the Truck Driver position was completed successfully, with a reimbursement amount of \$5,040. Ms. Durham is in the process of meeting with several more companies who are interested in OJT.

b. SC Works System

Ms. Renee Alexander referred to page 11 to highlight year-to-date activities in the SC Works Centers. As of December 2017, 9496 individuals have visited an SC Works Center, there have been 450 workshops, and 270 referrals to partners. Ms. Alexander reported that page 12 shows there have been 135 hiring events and 1053 jobseekers in attendance at those events. Rapid Response Activities are also shown, with AFCO being the largest event, at 323 individuals attending. Page 13 shows a snapshot of demographics of WIOA participants.

c. WIOA Adult/DW Program

Ms. Alexander referred to Mr. Steve Riddle to report on specifics of WIOA participants. Mr. Riddle referred to page 14, which shows career interest in participants. Most participants are interested in Healthcare, Manufacturing, CDL, and Welding. There have been 104 WIOA enrollments through December is 104 and 134 to date. Page 15 shows program outcomes and follow up services: 75 individuals gained employment, 59 gained a credential, and 74 achieved a measurable skills gain. The biggest training provider is Tri County Technical College with 33 participants. Seventy two percent (72%) of funds has been vouchered for PY'17, and \$94,000 of Tri County Technical College's funds has been utilized.

d. Financial

Ms. Renee Alexander summarized the December 2017 expenditures.

- Regular Adult Training Budget is expended at 50.6%
- Dislocated Worker Training budget is expended at 51%
- Operator Adult budget is expended at 45.1%
- Operator Dislocated Worker budget is expended at 68.3%
- Weekly financial report shows the Adult budget is \$343,000 and of that, \$243,000 has been vouchered. The Dislocated Worker budget is \$44,000, and \$38,843 has been vouchered.

IV. New Business

a. ETPL Applications

Ms. Jennifer Kelly reported that seven training providers have applied for the Eligible Training Provider List.

Florence Darlington Technical College—Ms. Jennifer Kelly stated that Florence Darlington Technical College applied for Cell Phone and Tablet Repair Tech., Pipe Fitting, Truck Driver—CDL, Valve Technician—Programming and Operation, Welding—Construction-Pre-Pipe, and Welding-Pipe.

ACTION TAKEN: Danny Brothers made a motion to approve Florence Darlington Technical College as an eligible training provider in the program names listed except for Cell Phone Tablet and Repair, seconded by Brooke Garren. The motion carried unanimously.

Myers Crossing—Ms. Jennifer Kelly stated that Myers Crossing applied for Heavy Equipment Operation and Solar Panel Installation.

ACTION TAKEN: David Bowers made a motion to deny Myers Crossing as an eligible training provider, seconded by Brooke Garren. The motion carried unanimously.

NDE Institute—Ms. Jennifer Kelly stated that NDE Institute applied for Non-Destructive Testing. NDE Institute only provides the Non-Destructive Testing program in person. The NDE Institute is located in Rock Hill. The Committee tabled the NDE Institute application. Windy will do further research on the Non-Destructive Testing Program.

Northeastern Technical College—Ms. Jennifer Kelly stated that Northeastern Technical College applied for Emergency Medical Technician-Basic and Medical Assistant programs.

ACTION TAKEN: Danny Brothers made a motion to approve Northeastern Technical College as an eligible training provider, seconded by Brooke Garren. The motion carried unanimously.

Palmetto Training Inc.—Ms. Jennifer Kelly stated that Palmetto Training Inc. applied for Truck Driver-CDL. This course is only offered in person at Palmetto Training Inc. in Walterboro, Sumter, and North Charleston.

ACTION TAKEN: Brooke Garren made a motion to approve Palmetto Training Inc. as an eligible training provider, seconded by David Bowers. The motion carried unanimously.

Technical College of the Lowcountry—Ms. Jennifer Kelly stated that Technical College of the Lowcountry applied for Advanced Patient Care Technician, Emergency Medical Technician, Patient Care Technician, and Phlebotomy.

ACTION TAKEN: Danny Brothers made a motion to approve Technical College of the Lowcountry as an eligible training provider, seconded by Brooke Garren. The motion carried unanimously.

Trident Technical College—Ms. Jennifer Kelly stated that Trident Technical College applied for A+ Certification, Advanced Manufacturing Technologies(Electrical Systems), Advanced Manufacturing Technologies (Hydraulics and Pneumatics), Emergency Medical Technician, Massage Therapy, Network+ Certification, Patient Care Technician, Property Management, Truck Driver Training, and Welding.

ACTION TAKEN: Danny Brothers made a motion to approve Trident Technical College as an eligible training provider, seconded by Brooke Garren. The motion carried unanimously.

b. Adult Education RFP

Mr. Trent Acker reported that as a part of WIOA, Adult Education and Literacy Providers are required to apply for federal funding. Local area Board members will be asked to review an RFP, which consists of 12 or 13 portions. The Department of Education will send a rubric and ask the Board to review the process and submit required information. Mr. Acker asked the Committee members to consider participating in the process. More information will be provided.

IV. Old Business

a. Transportation Grant

Mr. Acker referred to page 25 for the summary of ridership and expenditures for the Transportation Grant. The total ridership total is at 43%, with a goal of 60%. The chart on page 25 shows the reason for individual ridership broken down by Training Access, Employment Access, and Maintained or Completed Training. Mr. Acker stated that he is inquiring with Electric City Transit on how ridership numbers are calculated.

b. Strategic Plan

Ms. Jennifer Kelly referred to page 25 for the Strategic Plan Updated Report.

- There have been 63 new WorkKeys certificates in Anderson, 27 in Oconee, and 31 in Pickens.
- The Business Services Integration Team met in October and will meet again on January 26.
- The Quarterly Partner meeting was held on November 17 . The Core Partner meeting will be held on February 22, in which partners who are required to cost-share will determine the budget for the OneStop Centers.
- The High School Diploma-GED objective is ongoing.
- A weekly workshop calendar is now posted in the SC Works Centers resource rooms.
- Under the Employer Engagement piece of the Strategic Plan, WorkKeys has been tabled until further information is available.
- The current Business engagement goals is to increase new employers by 5% per year. More options and resources will be brought to the committee in the future.

V. Other Business

Chair Parris called for other business.

VI. Adjourn

With no further business, the meeting was adjourned by Chair Parris at 3:56 p.m.

Respectfully submitted by: Meredith Durham

PY17 OJT Summary

Adult 2810

Contract Number	Name	Assigned CM	Enrollment Code	State ID	Employer	County	Start Date	End Date	Completion	Total Training Hours	Hourly Wage Rate	Reimbursement Rate	Maximum Reimbursement	Deobligated	Ending Amount	PAID
10162017-9369			Adult	1986073	Belton Metal Co., Inc.	Anderson	10/16/2017	1/8/2018	Successful	480	\$14.00	75%	\$5,040.00		\$5,040.00	\$5,040.00
03192018-6449			Adult		J. Davis Construction	Oconee	3/19/2018	6/8/2018	N/A	480	\$12.00	75%	\$4,320.00		\$4,320.00	

Budget	Remaining
\$32,000.00	\$22,640.00

Anderson	\$5,040.00	54%
Pickens	\$0.00	0%
Oconee	\$4,320.00	46%

Hours Trained	Average Wage
960	\$13.00

Total Obligated	Total Deobligated	Net Amount	Paid	Balance
\$9,360.00	\$0.00	\$9,360.00	\$5,040.00	\$0.00
Net Obligate	\$9,360.00			

DW 2820

Contract Number	Name	Assigned CM	Enrollment Code	State ID	Employer	County	Start Date	End Date	Total Training Hours	Hourly Wage Rate	Reimbursement Rate	Maximum Reimbursement	Deobligated	Ending Amount	PAID	Balance
														\$0.00		\$0.00

Budget	Remaining
\$0.00	\$0.00

Anderson	\$0.00	#DIV/0!
Pickens	\$0.00	#DIV/0!
Oconee	\$0.00	#DIV/0!

Hours Trained	Average Wage
0	#DIV/0!

Total Obligated	Total Deobligated	Net Amount	Paid	Balance
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Net Obligate	\$0.00			

16IWT01-02

Grant #	Company	Requested	Awarded	Updated	Spent	Balance	Mod.	Mod. 2	Match %
16IWT01-02-02	Bosch	\$ 73,568.00	\$ 54,969.50	\$ 54,294.50	\$ -	\$ 54,294.50	\$ 54,294.50		50%
16IWT01-02-03	McLaughlin	\$ 23,033.50	\$ 21,097.50		\$ 4,420.00	\$ 16,677.50	FINAL		50%
16IWT01-02-04	Mergon	\$ 19,870.00	\$ 19,870.00		\$ 5,970.00	\$ 13,900.00	FINAL		50%
16IWT01-02-05	Metco	\$ 14,130.00	\$ 14,130.00		\$ 12,295.00	\$ 1,835.00	FINAL		10%
16IWT01-02-06	Plastic Omnium	\$ 16,445.00	\$ 16,445.00		\$ -	\$ 16,445.00			50%
16IWT01-02-01	United Tool and Mold	\$ 3,456.00	\$ 765.00	\$ 1,440.00	\$ 1,440.00	\$ -	\$ 675.00	FINAL	10%
16IWT01-02-07	Yokohama	\$ 9,776.50	\$ 9,776.50		\$ -	\$ 9,776.50	FINAL		50%
16IWT01-02-08	Reliable	\$ 69,197.50	\$ 69,197.50		\$ 27,110.88	\$ 42,086.62	\$ 1,822.70		50%
16IWT01-02-09	BASF	\$ 62,580.00	\$ 26,583.00		\$ 12,091.22	\$ 14,491.78	FINAL		50%
16IWT01-02-10	BorgWarner	\$ 52,697.60	\$ 26,583.00		\$ 26,055.36	\$ 527.64			50%
16IWT01-02-11	Greenfield Industries	\$ 6,413.00	\$ 6,413.00	378.00	-	\$ 378.00	378.00		50%
			\$ 265,830.00		\$ 89,382.46	170,412.54			

Rapid Response IWT Grants

Grant #	Company	Awarded	Spent	Balance
16RRIWT18	Imperial Die Casting	\$ 50,075.00	\$41,180	\$ 8,895.00
17RRIWT04	Siemag	\$ 40,540.00	\$18,000	\$ 22,540.00
17RRIWT10	Ideal Steel	\$ 64,240.00	\$ 28,626.00	\$ 45,615.00
17RRIWT14	Patriot Automation	\$ 53,840.00	\$ -	\$ 53,840.00

17IWT01

Grant #	Company	Requested	Awarded	Spent	Balance	Match %
17IWT01-01	Allegro Industries	\$ 2,591.10	\$ 2,591.10	\$ -	\$ 2,591.10	10%
17IWT01-02	Nutra	\$ 19,180.00	\$ 19,180.00	\$ -	\$ 19,180.00	50%
17IWT01-03	Proper Polymers	\$ 42,400.00	\$ 42,400.00	\$ -	\$ 42,400.00	50%
17IWT01-04	Mergon	\$ 93,475.00	\$ 85,828.90	\$ -	\$ 85,828.90	50%
<u>Totals:</u>			\$ 150,000.00	\$ -	\$ 150,000.00	

Data through: February 2018
Last Revision Date: 3/21/18

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

PY17 - July 1, 2017 to June 30, 2018

	Q1 2017	Q1 2017	Q1 2017	Q2 2017	Q2 2017	Q2 2017	Q3 2017	Q3 2017	Q3 2017	Q4 2017	Q4 2017	Q4 2017	
	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Total
Jobseekers Services													
SYSTEM WIDE SERVICES													
Unduplicated Customer Count	3331	3326	2546	2569	2519	2414	2735	2443					7518
Individuals that Registered	327	351	225	259	261	225	381	324					2353
Anderson	162	170	104	130	147	126	181	171					1191
Clemson	51	43	18	33	29	19	44	38					275
Easley	51	62	50	38	43	30	89	72					435
Seneca	63	76	53	58	42	50	67	43					452
Job Search Services	80350	75579	57398	60645	52865	59037	64887	57827					508588
Anderson	38484	36072	27409	28664	24394	28908	31391	27735					243057
Clemson	13700	11740	7577	8999	8113	9510	10414	10017					80070
Easley	13644	13717	10504	10751	9016	9072	10860	9510					87074
Inactive Liberty Center	0	0	0	0	81	136	79	97					393
Seneca	14522	14050	11908	12231	11261	11411	12143	10468					97994
CENTER-WIDE SERVICES													
Center Traffic (Total Customer Count):	1781	1846	1566	1645	1306	1352	2162	1366					13024
Anderson	698	699	556	618	491	540	1072	461					5135
Clemson	631	685	529	512	416	446	658	489					4366
Easley	100	114	56	107	75	56	84	79					671
Seneca	352	348	425	408	324	310	348	337					2852
Orientation Attendance	32	119	65	124	67	41	60	99					607
Workshops Offered	57	90	73	92	73	65	76	97					623
# Attended Employability	23	28	8	81	25	23	18	25					231
# Attended Financial Literacy	0	0	1	0	0	1	0	0					2
# Attended Computer Skills	34	62	11	11	11	4	6	10					149
Referrals to Partners:	49	52	28	55	45	41	58	51					379
# of Individuals Received Referral	44	46	28	51	44	40	51	47					351

Data through: February 2018
Last Revision Date: 3/21/18

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ANDERSON-OCONEE-PICKENS

PY17 - July 1, 2017 to June 30, 2018

	Q1 2017	Q1 2017	Q1 2017	Q2 2017	Q2 2017	Q2 2017	Q3 2017	Q3 2017	Q3 2017	Q4 2017	Q4 2017	Q4 2017	
	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Total
Employer Services													
Internal Job Orders Created	279	382	307	397	225	301	382	343					2616
Anderson	96	121	108	130	115	100	110	121					901
Clemson	106	132	124	149	52	153	195	146					1057
Easley	13	29	27	18	13	13	14	20					147
Seneca	64	100	48	100	45	35	63	56					511
Services Provided Employers	1396	1620	1179	1226	115	930	687	594					7747
Anderson	342	511	243	274	285	260	195	168					2278
Clemson	832	990	797	860	752	561	413	323					5528
Easley	15	3	17	11	11	19	7	18					101
Seneca	207	116	122	81	103	90	72	85					876
Hiring Events	26	27	21	27	18	16	20	19					174
Total Job Seekers	208	147	174	275	133	116	305	230					1588
Anderson	7	44	9	46	24	29	3	2					164
Oconee	79	39	66	79	58	64	46	34					465
Pickens	122	64	99	62	51	23	36	30					487
Regional	0	0	0	88	0	0	220	164					472
Entered Employments	91	110	93	74	71	40	106	45					630
Anderson	9	8	17	5	7	13	2	3					64
Clemson	61	88	47	61	44	18	79	33					431
Easley	0	1	0	0	0	0	0	0					1
Seneca	21	13	29	8	20	9	25	9					134
Rapid Response Events	1	1	1	2	0	0	1	0					6
JC Penney	12	0	0	0	0	0	0	0					12
Wise Business Solutions	0	8	0	0	0	0	0	0					8
K-Mart	0	0	19	0	0	0	0	0					19
AFCO	0	0	0	320	0	0	0	0					320
Kongsberg	0	0	0	112	0	0	0	0					112
Sunnyside Café	0	0	0	0	0	0	8	0					8

DEMOGRAPHICS (Year to Date)		Data through: February 2018		Last Revision Date: 03/06/2018			
WIOA Enrollments							
		YTD (Last Date of Access)					
Age		Anderson	Oconee	Pickens	Other	Total	%
	Under 19	0	2	0	0	2	1%
	19-21	10	7	0	0	17	6%
	22-32	64	15	12	0	91	31%
	33-44	40	21	21	2	84	29%
	45-54	40	20	6	0	66	23%
	55-64	13	6	9	0	28	10%
	65+	0	0	1	0	1	0%
	Total	167	71	49	2	289	100%
Race		Anderson	Oconee	Pickens	Other	Total	
	African American/Black	53	11	8	0	72	25%
	American Indian/Alaskan Native	1	0	0	0	1	0%
	Asian	0	0	0	0	0	0%
	Hawaiian/Other Pacific Islander	0	0	0	0	0	0%
	White	98	51	38	2	189	65%
	Not Provided	15	9	3	0	27	9%
	Total	167	71	49	2	289	100%
Ethnicity		Anderson	Oconee	Pickens	Other	Total	
	Hispanic or Latino heritage	4	8	2	0	14	5%
	Not Hispanic or Latino heritage	153	57	45	2	257	89%
	Not Provided	10	6	2	0	18	6%
	Total	167	71	49	2	289	100%
Gender		Anderson	Oconee	Pickens	Other	Total	
	Female	84	42	27	1	154	53%
	Male	83	29	22	1	135	47%
	Total	167	71	49	2	289	100%
Education Level		Anderson	Oconee	Pickens	Other	Total	
	Less than 9th Grade	10	2	4	0	16	6%
	9th-12th Grade (No Diploma)	133	58	35	2	228	79%
	GED	4	2	4	0	10	3%
	HSD	12	8	3	0	23	8%
	Vocational School Certificate	0	0	1	0	1	0%
	Associate's Degree	6	1	1	0	8	3%
	Bachelor's Degree	2	0	1	0	3	1%
	Education beyond a Bachelor's degree	0	0	0	0	0	0%
	Total	167	71	49	2	289	100%
Disability from the Demographic Tab on the WIOA Application		Anderson	Oconee	Pickens	Other	Total	
	No	161	64	47	2	274	95%
	Yes	4	5	2	0	11	4%
	Participant did not self-identify	2	2	0	0	4	1%
	Total	167	71	49	2	289	100%
Employment Status at Participation		Anderson	Oconee	Pickens	Other	Total	
	Employed	69	26	20	0	115	40%
	Employed but received notice of layoff	0	0	1	0	1	0%
	Not Employed	98	45	28	2	173	60%
	Total	167	71	49	2	289	100%
Veteran		Anderson	Oconee	Pickens	Other	Total	
	No	156	69	45	0	270	93%
	Yes	11	2	4	2	19	7%
	Total	167	71	49	2	289	100%
All demographic data is provided by Geographic Solutions to the SC Department of Employment and Workforce. The Applications Analyst for SC Department of Employment and Workforce then forwards the data in Excel to the local areas for further analysis.							

SC WORKS | BRINGING EMPLOYERS
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ANDERSON-OCONEE-PICKENS

PY17 - July 1, 2017 to June 30, 2018

WIOA Individualized Career Services = July 1, 2017- June 30, 2018

Job Seeker at WIOA Enrollment							Caseload Breakdown			Applications			
	A	O	P	Other	Total		Active	Follow-up	Total		February	YTD Total	
Veterans													
CO	10	2	4	0	16	Hunter	45	51	96	YTD Total Determinations	17	163	
New	1	0	0	0	1	Mason	50	62	112				
Offenders						Parnell	53	61	114	Enrollment			
CO	65	12	7	1	85	Simmons	50	45	95	February	TD Planned	(+/-)	
New	3	1	0	0	4	Total	198	219	417	New MTD Enrolled	14	22	-8
TAA Co-enrolled										New YTD Enrolled	159	148	11
CO	1	4	0	0	5	Active Enrollment				Priorities*	YTD Enrolled	%	Goal
New	0	0	0	0	0		CO	February	Total	1. Veterans - PAR, LI, or BSD**	5	4%	70% or More
Adult/DW Low Income										2. PAR, LI, or BSD	111	79%	
CO	103	31	18	2	154	Hunter	43	2	45	3. Veteran	5	4%	30% or Less
New	8	1	1	0	10	Mason	43	7	50	4. Non-Veterans	20	14%	
SNAP Recipient						Parnell	50	3	53	Sum	141	100%	
CO	52	14	9	1	76	Simmons	48	2	50	*Applies to Adult Population Only			
New	4	1	1	0	6	Total	184	14	198	**PAR = Public Assistance Recipients, LI = Low Income, BSD = Basic Skills Deficient			
Basic Skills Deficient													
CO	71	25	15	1	112								
New	3	0	0	0	3								
Career Interest							One-on-One Services			WorkKeys			
In-Demand Career Cluster							Activity	February	YTD	CO	New YTD	Total	
Admin, Support, Waste Mgmt., Remediation Svcs..							106 - Provided Internet Job Search Support/	5	14	Platinum	0	2	2
Health Care and Social Assistance							115 - Resume Preparation Assistance	7	44	Gold	1	10	11
Manufacturing							123 - Job Development Contacts	0	0	Silver	2	33	35
Professional Scientific Technical Services										Bronze	1	11	12
Other										Total	4	56	60

SC WORKS

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BRINGING EMPLOYERS
AND JOB SEEKERS TOGETHER

PY17 - July 1, 2017 to June 30, 2018

WIOA Training Services and Follow-Up Services

Recommended for Training Services

	December	YTD Total
GED	0	25
Occupational	9	108
On-the-Job Training	0	1

OJT Training Synopsis

Company Name	Location of Company	Successful	Unsuccessful	In-Progress
Belton Metal Company, Inc.	Anderson	1		

Total Current Contracts	1
Total Carryover	0
Total All OJT Contracts	1

*Carryover equals those contracts started in PY 17 but finished in PY18

Funding Source

	December	YTD Total
Adult	0	0
Dislocated Workers	1	1
National Dislocated Worker Grant (NDW)	0	0

Program Outcomes and Follow-Up Services

	MTD Total	YTD Total
Entered Employment	13	94
Credential Attained (current year)	15	82
Measurable Skills Gained	-	87
Follow-Up Services Provided	45	199

*This number is hand counted from SCWOS based on follow-up summaries of each career coach.

Occupational Training by Provider

Name	Currently In Training	PY' 17 Rec'd Training
Arc Labs	2	5
Carolina Computer Training	2	2
Forrest College	2	2
Greenville Technical College	6	10
Norris Mechanical LLC	12	17
Palmetto School of Career Development	2	4
Southern Wesleyan University	1	2
Tri-County Technical College	35	91
York Technical College	1	1
Total	63	134

Total Occupational Training by Cluster

Occupation	Total Training	PY'17 Rec'd Credential
GED/Occupational Training (324)	16	23
Admin, Support, Waste Mgmt., Remediation Svcs.	11	6
Manufacturing	66	46
Professional, Scientific, Technical Services	5	5
Health Care and Social Assistance	75	55
CDL	29	23
Heavy Equipment Operator	5	5

Funding Source PY'17 Rec'd (occupational and GED training)

WIOA Funding	YTD Total	Partner Funding	Amt Leverage YTD	Referrals
Adult	120	AIM	\$ 7,374	14
Dislocated Workers	14	TCTC Scholarships	\$ 120,685	71
NEG	0	Michelin Scholarship	\$ 3,000	
Trade (co-enrolled)	5	Goodwill Industries	\$ 2,144	
		Other	\$ -	
		Total	\$ 133,203	

Note: Some participants have rec'd more than one training or more than one funding source.

GRANT NUMBER: 17A995H3 - OP Adult
INVOICE NUMBER: 1092-780-8
PERIOD COVERED: 02/1/18 - 02/28/18

Eckerd Goal:		FEBRUARY		EWDS - Adult Operator		
		66.7%				100.0%
Line Item		Budget Mod 1	1092-780-8	Cumulative Cost YTD	Remaining Balance	Percent Spent YTD
Staff Salary Total		\$ 49,400	\$ 4,362.86	\$ 30,702.15	\$ 18,697.53	62.2%
Fringe Benefit Total	51xx	\$ 12,619	\$ 1,099.96	\$ 9,812.80	\$ 2,806.00	77.8%
Staff Cost Total		\$ 62,018	\$ 5,462.82	\$ 40,514.95	\$ 21,503.53	65.3%
Operating						
1.2 Staff Consumable Supplies	6000	\$ 1,795	\$ -	\$ 1,430.88	\$ 364.12	79.7%
1.3 Advertising, Outreach	6735	\$ -	\$ -	\$ -	\$ -	0.0%
1.4 Copy, Print	6730	\$ 792	\$ 242.53	\$ 242.53	\$ 549.47	30.6%
1.5 Communications	6270	\$ 694	\$ 65.28	\$ 573.95	\$ 120.05	82.7%
1.6 Staff Travel	61xx	\$ 1,821	\$ 431.73	\$ 884.76	\$ 936.24	48.6%
1.7 Staff Conf., Training	5105	\$ 686	\$ -	\$ 440.00	\$ 246.00	64.1%
1.8 Staff Equip/Comp Lease/s	6045	\$ 264	\$ -	\$ 43.01	\$ 220.99	16.3%
1.9 Postage	6005	\$ 130	\$ 44.00	\$ 44.00	\$ 86.00	33.8%
Operating Total (01)		\$ 6,182	\$ 783.54	\$ 3,659.13	\$ 2,522.87	59%
General Liability Ins	6305	\$ 557	\$ 59.28	\$ 382.68	\$ 174.32	68.7%
Operating Cost Total		\$ 68,757	\$ 6,305.64	\$ 44,556.76	\$ 24,200.72	64.8%
General Overhead (Indirect)	8.86%	\$ 6,043	\$ 558.68	\$ 3,947.73	\$ 2,094.84	65.3%
Contract Total		\$ 74,800	\$ 6,864.32	\$ 48,504.49	\$ 26,295.57	64.8%

GRANT NUMBER: 17D995H3 - OP DW						
INVOICE NUMBER: 1092-790-8						
PERIOD COVERED: 02/1/18 - 02/28/18						
Eckerd Goal:			FEBRUARY	EWDS - DW Operator		
			66.7%			100.0%
Line Item		Budget Mod 1	1092-790-8	Cumulative Cost YTD	Remaining Balance	Percent Spent YTD
Staff Salary Total		\$ 6,736	\$ 252.61	\$ 5,426.02	\$ 1,310.30	80.5%
Fringe Benefit Total	51xx	\$ 1,721	\$ 63.49	\$ 1,352.63	\$ 368.12	78.6%
Staff Cost Total		\$ 8,457	\$ 316.10	\$ 6,778.65	\$ 1,678.42	80.2%
Operating						
1.2 Staff Consumable Supplies	6000	\$ 245	\$ -	\$ 191.98	\$ 53.02	78.4%
1.3 Advertising, Outreach	6735	\$ -	\$ -	\$ -	\$ -	0.0%
1.4 Copy, Print	6730	\$ 107	\$ 33.07	\$ 33.07	\$ 73.93	30.9%
1.5 Communications	6270	\$ 95	\$ 15.57	\$ 91.60	\$ 3.40	96.4%
1.6 Staff Travel	61xx	\$ 248	\$ 58.86	\$ 120.67	\$ 127.33	48.7%
1.7 Staff Conf., Training	5105	\$ 94	\$ -	\$ 60.00	\$ 34.00	63.8%
1.8 Staff Equip/Comp Lease/s	6045	\$ 36	\$ -	\$ 5.87	\$ 30.13	16.3%
1.9 Postage	6005	\$ 18	\$ 6.00	\$ 6.00	\$ 12.00	33.3%
Operating Total (01)		\$ 843	\$ 113.50	\$ 509.19	\$ 333.81	60%
General Liability Ins	6305	\$ 76	\$ 3.93	\$ 30.00	\$ 45.93	39.5%
Operating Cost Total		\$ 9,376	\$ 433.53	\$ 7,317.84	\$ 2,058.16	78.0%
General Overhead (Indirect)	8.86%	\$ 824	\$ 38.41	\$ 648.36	\$ 175.63	78.7%
Contract Total		\$ 10,200	\$ 471.94	\$ 7,966.20	\$ 2,233.79	78.1%

Invoice Number: 1055-8							
Period Covered: 02/1/2018-02/28/2018							
Eckerd Goal:		FEBRUARY		EWDS - Adult Program			
		66.7%		100.0%			
Line Item		Budget Mod 1	1055-8	Cumulative Cost YTD	Remaining Balance	Percent Spent YTD	Obligation Numbers
Staff Salary Total		\$ 223,885	16,887.29	144,598.80	\$ 79,286.20	64.6%	
Fringe Benefit Total	51xx	\$ 63,640	4,972.18	41,315.61	\$ 22,324.39	64.9%	
Staff Cost Total		\$ 287,525	21,859.47	185,914.41	\$ 101,610.59	64.7%	
Operating							
1.1 Facility, Utilities		\$ -		-	\$ -	0.0%	
1.2 Staff Consumable Supplies	6000	\$ 3,191	256.79	1,932.96	\$ 1,258.04	60.6%	
1.3 Advertising, Outreach	6735	\$ 851	-	-	\$ 851.00	0.0%	
1.4 Copy, Print	6730	\$ 2,659	-	1,602.92	\$ 1,056.08	60.3%	
1.5 Communications	6270	\$ 6,631	557.96	4,912.09	\$ 1,718.91	74.1%	
1.6 Staff Travel	61xx	\$ 7,950	319.25	1,548.02	\$ 6,401.98	19.5%	
1.7 Staff Conferences, Training	5105	\$ 3,723	452.21	1,083.21	\$ 2,639.79	29.1%	
1.8 Staff Computer Leases	6095	\$ 2,925	-	1,426.22	\$ 1,498.78	48.8%	
1.9 Postage	6005	\$ 1,595	46.21	279.45	\$ 1,315.55	17.5%	
Operating Total (01)		\$ 29,525	1,632.42	12,784.87	\$ 16,740.13	43.3%	
Direct Training							
2.3 Credential Exam Fees (CAN/Gt	6520	\$ 10,858	97.00	4,946.47	\$ 5,911.53	45.6%	
2.4 TABE Test Materials					\$ -	0.0%	
2.5 Adult Education Tuition					\$ -	0.0%	
2.6 Tuition (College/Occupational	6530	\$ 332,698	31,586.82	242,699.67	\$ 89,998.33	72.9%	
2.8 OTJ Training				-	\$ -	0.0%	
2.9 Work Experience				-	\$ -	0.0%	
2.10 Awards/Events				-	\$ -	0.0%	
2.11 Software Licenses (ETO)				-	\$ -	0.0%	
2.12 Work Keys				-	\$ -	0.0%	
Direct Training Total (02)		\$ 343,556	31,683.82	247,646.14	\$ 95,909.86	72.1%	
Support Services							
3.11 Transportation	6485	\$ 3,989	510.00	2,320.00	\$ 1,669.00	58.2%	
3.12 Childcare	6660	\$ 886	-	200.00	\$ 686.00	22.6%	
3.14 Training Support Materials	6545	\$ 4,432	(61.34)	2,777.58	\$ 1,654.42	62.7%	
3.13 Emergency Assistance	6590	\$ 886	-	-	\$ 886.00	0.0%	
Support Service Total (03)		\$ 10,193	448.66	5,297.58	\$ 4,895.42	52.0%	
General Liability Ins 6305	6305	\$ 5,681	467.03	3,583.14	\$ 2,097.86	63.1%	
Operating Cost Total		\$ 676,480	56,091.40	455,226.14	\$ 221,254	67.3%	
General Overhead (Indirect)	8.86%	\$ 59,432	4,969.70	40,333.04	\$ 19,098.96	67.9%	
Contract Total		\$ 735,911	61,061.10	495,559.18	\$ 240,351.82	67.3%	

Grant Number: 17D295H3

Invoice Number: 1056-8

Period Covered: 02/1/18-02/28/18

Eckerd Goal:		FEBRUARY		EWDS - DW Program		
		66.7%				100.0%
Line Item		Budget Mod 1	1056-8	Cumulative Cost YTD	Remaining Balance	Percent Spent YTD
Staff Salary Total		\$ 28,694	\$ 2,133.03	\$ 16,859.64	\$11,834.36	58.8%
Fringe Benefit Total	51xx	\$ 8,157	\$ 621.08	\$ 5,854.28	\$ 2,302.72	71.8%
Staff Cost Total		\$ 36,851	\$ 2,754.11	\$ 22,713.92	\$14,137.08	61.6%

OPERATING COSTS

1.1 Facility, Utilities		\$ -				
1.2 Staff Consumable Supplies	6000	\$ 409	\$ 24.57	\$ 231.54	\$ 177.46	56.6%
1.3 Advertising, Outreach	6735	\$ 109	\$ -	\$ -	\$ 109.00	0.0%
1.4 Copy, Print	6730	\$ 341	\$ -	\$ 198.12	\$ 142.88	58.1%
1.5 Communications	6270	\$ 850	\$ 64.58	\$ 569.17	\$ 280.83	67.0%
1.6 Staff Travel	61xx	\$ 1,012	\$ 39.38	\$ 138.07	\$ 873.93	13.6%
1.7 Staff Conf., Training	5105	\$ 477	\$ 55.89	\$ 132.89	\$ 344.11	27.9%
1.8 Staff Computers	6045	\$ 375	\$ -	\$ 356.55	\$ 18.45	95.1%
1.9 Postage	6005	\$ 205	\$ 5.71	\$ 39.89	\$ 165.11	19.5%
Operating Total (01)		\$ 3,778	\$ 190.13	\$ 1,666.23	\$ 2,111.77	44%

TRAINING COSTS

2.3 Credential Exam Fees (CAI	6520	\$ 1,392	\$ 115.00	\$ 1,224.50	\$ 167.50	88.0%
2.6 Tuition (College/Occupatio	6530	\$ 42,644	\$ 16,294.44	\$ 43,971.81	\$ (1,327.81)	103.1%
Direct Training Total (02)		\$ 44,036	\$ 16,409.44	\$ 45,196.31	\$ (1,160.31)	103%

SUPPORTIVE SERVICES COSTS

3.11 Transportation	6485	\$ 511	\$ -	\$ -	\$ 511.00	0.0%
3.12 Childcare	6660	\$ 114	\$ -	\$ -	\$ 114.00	0.0%
3.14 Training Support Materia	6545	\$ 568	\$ -	\$ 146.10	\$ 421.90	25.7%
3.13 Emergency Assistance	6590	\$ 114	\$ -	\$ -	\$ 114.00	0.0%
Support Service Total (03)		\$ 1,307	\$ -	\$ 146.10	\$ 1,160.90	11.2%
4.2 General Liability Ins 6305	6305	\$ 498	\$ 54.82	\$ 458.74	\$ 39.26	92.1%
Operating Cost Total		\$ 86,470	\$ 19,408.50	\$ 70,181.30	\$ 16,289	81.2%
4.1 General Overhead (Indire	8.86%	\$ 7,618	\$ 1,719.59	\$ 6,218.06	\$ 1,399.94	81.6%
Contract Total		\$ 94,089	\$ 21,128.09	\$ 76,399.37	\$ 17,689.63	81.2%

Eckerd Workforce Development Services 3.26.18 - ITA Obligations Report

Formula Tuition	Adult	Dislocated Worker	Total
PY17 Budget	\$343,557.00	\$44,036.00	\$387,593.00
PY17 Vouchers Paid	\$252,000.21	\$45,666.06	\$297,666.27
PY17 Vouchers Not Paid	\$45,801.62	\$4,303.90	\$50,105.52
PY17 Vouchers Total	\$297,801.83	\$49,969.96	\$347,771.79
PY17 Funds Unobligated	\$45,755.17	(\$5,933.96)	\$39,821.21
PY17 ITA's Approved	\$366,842.08	\$57,585.07	\$424,427.15
PY17 ITA's Deobligations	\$32,628.37	\$4,066.23	\$36,694.60
PY17 ITA's Total YTD	\$334,213.71	\$53,518.84	\$387,732.55
PY17 ITA's vs Budget	\$9,343.29	(\$9,482.84)	(\$139.55)
PY18 ITA's Approved	\$1,923.00	\$0.00	\$1,923.00



PY17–WorkLink (Adult-1055 / DW-1056 Services)

Contract Budget Modification #2

Contractor: Eckerd Youth Alternative, Inc.
Contract #'s: 17A295H3 & 17D295H3
Program: SC Works Case Management Services
Submission Date: 3/12/2018
One Stop Director: Kal Kunkel
Program Manager (s): Renee Alexander & Steve Riddle

Budget Modification Summary & Narrative

Budget Summary

Eckerd Youth Alternative, Inc. (Contractor) is requesting an additional \$50,000 from available carry-over funds to increase Training for Adult and Dislocated Worker participants already enrolled. Also reflected in this modification is a cost savings in staff salaries and fringe because of turnover for one of the Career Coach positions.

Staff Costs Narrative

Staff Postions	Staff		PY 17 Mod #1		PY 17 Mod #2	Amt of Increase or Decrease
Sub-Total of Staff Costs			\$ 252,579.60		\$ 242,906.83	\$ (9,672.77)
Fringe Benefits						
Health Insurance	16.11%	16.85%	\$ 42,548.35	17.20%	\$ 41,770.21	\$ (778.14)
FICA	7.65%	7.65%	\$ 19,322.34	7.51%	\$ 18,231.15	\$ (1,091.19)
Unemployment	0.98%	0.98%	\$ 2,475.28	0.63%	\$ 1,523.74	\$ (951.54)
Workers C omp	1.00%	1.00%	\$ 2,525.80	1.00%	\$ 2,419.17	\$ (106.62)
Retirement (403b Match)	1.95%	1.95%	\$ 4,925.30	2.49%	\$ 6,054.60	\$ 1,129.30
Sub-Total Fringe:		28.43%	\$ 71,797.07	28.82%	\$ 69,998.87	\$ (1,798.19)
TOTAL			\$ 324,376.67		\$ 312,905.70	\$ (11,470.96)

CONTRACT BUDGET MODIFICATION

Operating Costs Narrative

Increase operating cost as reflected below. These are nominal changes based on spending.

Operating Costs						
1.1 Facility, Utilities, Maintenance			\$ -		\$ -	\$ -
1.2 Staff Consumable Supplies			\$ 3,600.00		\$ 3,599.91	\$ (0.09)
1.3 Advertising, Outreach			\$ 960.00		\$ 960.00	\$ -
1.4 Copy, Print			\$ 3,000.00		\$ 3,000.04	\$ 0.04
1.5 Communications			\$ 7,480.60		\$ 7,479.83	\$ (0.77)
1.6 Staff Travel			\$ 8,961.48		\$ 8,960.82	\$ (0.66)
1.7 Staff Conferences, Training			\$ 4,200.00		\$ 4,204.21	\$ 4.20
1.8 Staff Equipment/ Computer Leases / Software			\$ 3,300.00		\$ 3,299.78	\$ (0.22)
1.9 Postage			\$ 1,800.00		\$ 1,800.65	\$ 0.65
Sub-Total Operating			\$ 33,302.08		\$ 33,305.24	\$ 3.15

Training Costs Narrative

Increase Training Costs as shown below to support current participant training needs.

Training						
2.3 Credential Exams & Assessments			\$ 12,250.00		\$ 12,249.42	\$ (0.58)
2.6 Tuition (College or Vocational)			\$ 375,342.65		\$ 431,818.02	\$ 56,475.37
2.8 On-the-Job Training			\$ -		\$ -	\$ -
2.9 Work Experience			\$ -		\$ -	\$ -
Sub-Total Training			\$ 387,592.65		\$ 444,067.44	\$ 56,474.79

Supportive Services Narrative

Increase Supportive Services as shown below.

Supportive Services						
3.11 Transportation			\$ 4,500.00		\$ 4,500.00	\$ -
3.12 Childcare			\$ 1,000.00		\$ 1,000.00	\$ -
3.13 Emergency Assistance			\$ 1,000.00		\$ 999.95	\$ (0.05)
3.14 Training Support Materials			\$ 5,000.00		\$ 4,999.53	\$ (0.47)
Sub-Total of Supportive Services			\$ 11,500.00		\$ 11,499.48	\$ (0.52)

Indirect & General Liability Insurance

Increase to Indirect Costs & General Liability Insurance as shown below.

Indirect Cost & Fees						
Indirect Cost		8.86%	\$ 67,049.95	8.86%	\$ 71,622.27	\$ 4,572.32
General Liability Ins.		0.75%	\$ 6,178.66	0.75%	\$ 6,599.88	\$ 421.22
Sub-Total of Indirect & Fees			\$ 73,228.61		\$ 78,222.15	\$ 4,993.54
			\$ 830,000.00		\$ 880,000.00	\$ 50,000.00

APPROVAL(S)

Prepared By


Kalen J. Kunkel, One-Stop Operations Director

BUDGET FORMS

The contract budget forms will be provided with the approved modification documents for signature.

Currently the reasons for denial:

- ① Our local area is prioritizing classroom based training for the WorkLink Area
- ② Training is not within the four in demand career clusters for the WorkLink Area (Administrative and Support and Waste Management and Remediation Services; Health Care and Social Assistance; Manufacturing; Professional, Scientific, and Technical Services)
- ③ WorkLink Workforce Development Board currently has a moratorium on barbering, cosmetology, nail technician and horseshoeing for the WorkLink Area
- ④ Training program's does not lead to a Recognized Post-Secondary Occupational Certificate
- ⑤ Training costs exceed the maximum amount for the WorkLink Area

June 15, 2016

Dashaun West
Barber Tech Academy LLC
1521 Russell Street
Orangeburg, South Carolina 29115

Example letter

RE: Workforce Innovation and Opportunity Act Eligible Training Provider Application

Dear Dashaun West:

The WorkLink Workforce Development Board (WorkLink) has completed its local area review of the Eligible Training Provider List (ETPL). We regret to inform you that Barber Tech Academy LLC's request to be included on the WorkLink local area ETPL has been denied for the following reason:

WorkLink Workforce Development Board currently has a moratorium on barbering for the WorkLink Area.

Barbering

If you disagree with this decision you may file an appeal.

APPEAL PROCEDURE

Training providers can have a training program(s) denied for inclusion in the statewide training provider list by either the local Board or the State. The training provider that is denied by the local Board may appeal to the Board's Executive Committee. A training provider may also appeal the removal of a training program for poor performance or due to a complaint concerning the training program. The local appeal is accomplished as follows:

- a. The applicant submits a Notice of Appeal to the Administrator of the local Board at the local Workforce Development Area office. The appeal must be received within 10 days after the date of the letter of denial.

- b. Should an appeal not be filed and received within 10 days after the letter of denial, the denial will stand. There will be no recourse for appeal after the 10 day time limit has expired.
- c. The appeal will be submitted to the local Board's Executive Committee, reviewed and scheduled for an appeal hearing by the Executive Committee. The applicant will be notified of the location, date, and time of the scheduled hearing to present to the Executive Committee.
- d. The Administrator will notify the applicant of the Executive Committee's final decision within five days of the appeal hearing.

All appeals to the WorkLink WDB should be submitted to:

WorkLink Workforce Development Board
Attn: Robert Halfacre, Chair (c/o Mr. Trent Acker)
SC Works Clemson Comprehensive Center at East Park
1376 Tiger Blvd., Suite 102
Clemson, SC 29631
Or to: tacker@worklinkweb.com

If you have any questions, please give me a call at (864) 646-1458.

Sincerely,

Mr. Trent Acker, Executive Director

Provider	Program URL	Physical Address	Telephone	Class format	Program Name	Program Description	Total Cost:	In Demand	Cluster	Exception
Career Step, LLC	https://www.careerstep.com	2901 N Ashton Blvd, Lehi, UT 84043	1-800-411-7073	Online	Computer Technician	The Career Step Computer Technician training program covers: Hardware and software, Troubleshooting, repair, and maintenance, Operating systems, Networking, Security, Operational procedures, and more. The Computer Technician training program is specifically designed to prepare you for CompTIA A+ certification. The curriculum is built on the exam objectives published by CompTIA, and the midterm and final exams are even designed as mock exams that mirror the A+ exams so you can measure your readiness for the certification exams. With this specific preparation, you can be confident that you're gaining the knowledge and skills needed to earn your CompTIA A+ certification immediately upon completion of the course. Two certification exam vouchers are also provided upon program completion to make it even easier to certify as soon as you graduate.	\$1908.95	Yes	Manufacturing	
					Medical Administrative Assistant with EHR	Medical administrative assistants trained on electronic health record software (EHR specialists) are the specialized administrative personnel who keep the modern medical office administration running smoothly. Job duties of a medical administrative assistant would vary from location to location, but may include: Creating and updating patients' electronic health records, Managing the day-to-day operations of a medical facility, Scheduling and coordinating appointments, Verifying patient insurance, Completing and submitting insurance claims, Preparing correspondence between medical providers and their patients, Providing quality customer service to patients, and Working in a professional environment. Medical administrative assistants can be found working in a variety of healthcare facilities, and the demand for electronic health record specialists will only increase as electronic health records become more standard. Job opportunities can be found in doctors' offices, hospitals, outpatient clinics, and many other types of healthcare facilities.	\$2628.95	Yes	Health Care and Social Assistance	

Medical Assistant	<p>The Career Step online Medical Assistant with Clinical Externship training program covers: Microsoft Office skills, Healthcare reimbursement, Basic anatomy, Medical Terminology, Medical office procedures, Routine patient care, Clinical patient care, Medical office administration, Phlebotomy, EKG testing, and more. You'll graduate prepared to take the Certified Clinical Medical Assistant (CCMA) certification exam—and you'll even receive a voucher to take the exam when you complete the course. You'll also be prepared to take the Certified Medical Administrative Assistant (CMAA), Certified Phlebotomy Technician (CPT), and Certified EKG Technician (CET) certification exams. The curriculum includes images, exercises, learning games, highly interactive instructional simulations to increase your understanding of key concepts and help you learn the material, and a clinical externship covering patient care, medical office administration, phlebotomy, and EKG.</p>	\$3128.95	Yes	Health Care and Social Assistance
Medical Transcription Editor	<p>Medical Transcription Editor: After establishing a solid knowledge foundation, you'll move to the "practicum" section. In the practicum, you'll develop your transcription and editing skills by practicing on hundreds of authentic doctor dictations and patient records. This hands-on experience will prepare you to transition to the workforce as soon as you graduate. And in addition to developing medical transcription skills, you will also train as a specialized medical transcriptionist editor, preparing for the future of the industry. The medical transcription industry includes medical transcriptionists and medical transcription editors. Career Step training can prepare you for both of these career paths: Medical transcriptionists type up written reports of the audio files doctors' record after they interact with patients. These written reports are then included in the patient's medical record. Medical transcription editors are specialized medical transcriptionists who correct and edit written reports created by speech recognition software, which automatically translates the doctor's dictation into text.</p>	\$2728.95	No	Health Care and Social Assistance

					Professional Medical Coding and Billing	Medical coding and billing plays a critical role in the large and expanding healthcare industry. These professionals translate medical records into standardized codes used to bill patients and third-party payers such as insurance companies and Medicare. With PCS knowledge you'll be prepared to apply for positions in hospitals and take advantage of advancement opportunities as they come. As a medical coding and billing specialist, you will review patient medical records and assign codes to diagnoses and procedures performed so the facility can bill insurance and other third-party payers (such as Medicare or Medicaid) as well as the patient.	\$3268.95	Yes	Health Care and Social Assistance	
Myers Crossing LLC.	http://www.myerscrossingllc.net/	2010 Hawthorne Ave., North Charleston, SC 29407	(908) 432-3076	Instructor taught	Heavy Equipment Operation	Students learn to uses and purposes of earth moving equipment. They learn to operate a front end loader, excavator, graders, backhoe as well as other equipment. Training includes classroom and hands on instruction. Students must pass 4 out of 6 units at a 70% or better to successfully complete the course. Classes conducted Monday - Friday from 8am-4:30pm. Graduates will be eligible to take NCCER testing for certification as a Heavy Equipment Operator.	\$4250.00	No	No	Yes
NDE Institute	www.ndeinstitute.com	116 E Main St., Suite 201, Rock Hill, SC 29730	607.296.9600	Instructor taught and lab based	Non-Destructive Testing	Welcome to Special Inspections Institute (SII), where training and tradition lead to transformation. I'd like to briefly introduce you to the Nondestructive Testing (NDT) and ICC construction special inspection industries and share with you SII's unique philosophy on preparing students for certification and careers as NDT technicians and	\$6500.00	Yes	Manufacturing	

Strategic Plan Update

Updated March 28, 2018

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

The One Stop and Youth Committees will oversee the attainment of this goal and will be responsible to complete the objectives and strategies to facilitate its successful attainment.

Objective 1:

A. Monitor WorkKeys Data on an ongoing basis to report the trends in certification of workers.

ANDERSON COUNTY										
ACT NATIONAL CAREER READINESS CERTIFICATE [NCRC]										
WORKFORCE		TOTAL NCRC	BRONZE NCRC	SILVER NCRC	GOLD NCRC	PLATINUM NCRC	NOT EARNED	NCRC PLUS	10.20.15 Baseline	1.22.18 Difference
Current	Private	1106	193	608	302	+	-	18	753	353
	Public	733	126	420	184	+	-	81	530	203
Emerging & Transitioning	High School	6423	1514	3578	1302	29	-	325	2859	3564
	College	111	18	66	27	0	-	6	85	26
	Adult Education	924	244	571	109	0	-	94	658	266
	Unemployed	1791	455	1050	283	+	-	71	1121	670
	Recent Veteran	10	1	9	0	0	-	0	8	2
	Workforce category not identified	55	19	27	9	0	-	0	49	6
	Totals	11153	2570	6329	2216	29	0	595	6063	5090
Previous Report:		11090								
Difference from previous review:		63								

OCONEE COUNTY										
ACT NATIONAL CAREER READINESS CERTIFICATE [NCRC]										
WORKFORCE		TOTAL NCRC	BRONZE NCRC	SILVER NCRC	GOLD NCRC	PLATINUM NCRC	NOT EARNED	NCRC PLUS	10.20.15 Baseline	1.22.18 Difference
Current	Private	386	63	232	88	+	-	7	258	128
	Public	386	51	207	123	5	-	127	274	112
Emerging & Transitioning	High School	1848	434	1016	390	8	-	0	777	1071
	College	31	5	17	9	0	-	0	17	14
	Adult Education	335	93	212	29	1	-	0	252	83
	Unemployed	1051	260	637	151	1	-	6	595	456
	Recent Veteran	4	1	1	2	0	-	0	0	4
	Workforce category not identified	100	32	58	9	+	-	0	97	3
	Totals	4141	939	2380	801	15	0	140	2270	1871
Previous Report:		4114								
Difference from previous review:		27								

PICKENS COUNTY										
ACT NATIONAL CAREER READINESS CERTIFICATE [NCRC]										
WORKFORCE		TOTAL NCRC	BRONZE NCRC	SILVER NCRC	GOLD NCRC	PLATINUM NCRC	NOT EARNED	NCRC PLUS	10.20.15 Baseline	1.22.18 Difference
Current	Private	545	76	322	142	5	-	22	318	227
	Public	353	59	222	71	1	-	44	183	170
Emerging & Transitioning	High School	3430	747	1857	806	20	-	161	1541	1889
	College	83	11	40	30	2	-	5	55	28
	Adult Education	1089	182	682	225	0	-	98	898	191
	Unemployed	1182	256	706	214	6	-	67	635	547
	Recent Veteran	13	2	8	3	0	-	0	7	6
	Workforce category not identified	303	67	190	46	0	-	0	299	4
	Totals	6998	1400	4027	1537	34	0	397	3936	3062
Previous Report: 6967										
Difference from previous review:		31								

Objective 2:

- B. Continue to build a better understanding of the employee skill level needs in the area through better coordination with workforce development partners
- *Business Service Integration Team meetings – Third Friday of every month at 9AM, Clemson SC Works Center*
 - *Met March 2, 2018, next meeting April 2018*
 - *Quarterly Partner meeting*
 - *Met February 22, 2018 (CORE Partners), next meeting May 25, 2018*

Objective 3:

- C. Increase the number of individuals who successfully complete GED or high school diploma through the workforce system. *Ongoing*

	07/01/2015- 06/30/2016	07/01/2016- 06/30/2017	07/01/2017- 02/28/2018
Adult	9	17	8
DW	1	0	0
Youth	96	54	24
Total	106	71	32

As seen above, these are the number of GEDs and High School Diplomas earned through the WIOA programs during each program year. The downward trend in Youth is partially due to changes in the GED and partially due to funding of the WIOA Youth program.

Key Action Strategies:

1. Coordinate with the school districts to identify new dropouts
 - a. Work with Youth Committee to strengthen collaboration and partnerships
 - b. Establish a referral process between the schools and the SC Works Centers for those seeking employment

In progress

Some existing connections:

 - *DEW staff offers soft skills workshops to high school students (specifically seniors and Career and Technology students) – basic information is given regarding SC Works Centers*

- *K-12 System representatives are invited to our Business Service Integration Team meetings to learn more about outreach efforts to employers, but also information about SC Works Centers.*
 - *Aging Out of Foster Care Youth have SC Works referral system in place*
2. Make SC Works Center customers aware of GED and High School Diploma changes
 - a. Communicate information about how to obtain a GED or High School Diploma
 - *Staff review education history upon entry into the SC Works Centers*
 - *Referrals given to Adult Education Centers for each participant that lacks a GED or High School Diploma*
 - *Adult Ed is co-located in the Clemson SC Works Centers, and staff is co-located in Anderson 3,4,5*

Objective 4: Increase the number of workshop attendees each year by serving at least 4% of the total Center traffic. The preceding month's Center traffic will determine the goal for the current month. Overall achievement of this goal will be evaluated at the end of each program year. *Ongoing*

Workshops															
		2017												2018	
	ACTUAL TOTALS	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	
Center Traffic	19132	1230	1424	1292	1720	1808	1781	1846	1566	1645	1306	1352	2162		
Goal 4%	4%		49	57	52	69	72	71	74	63	66	52	54	86	
Workshop Traffic	722		141	69	82	83	57	90	20	92	36	28	24		
Difference	4%		92	12	30	14	-15	19	-54	29	-30	-24	-30		
Actual Percentage Served			11%	5%	6%	5%	3%	5%	1%	6%	2%	2%	2%	0%	

Key Action Strategies:

1. Gather information from partners and community as to the types of workshops that should be offered.
 - a. Ensure workshop topics and/or curriculum is applicable to skills needed from industry input
 - b. Plan workshops early and market workshops through multiple venues: websites, social media, print, news outlets, partner's organizations, etc.
 - c. Plan workshops to be interactive and engaging
2. Coordinate a minimum of 8 workshops per month
3. Coordinate with partners to host workshops
 - a. Ask partners to require attendance to workshops

Last formal review - Committee reviewed progress 10.18.17.

Objective 5: Focus on quality workshop content and offerings. Quality should extend to what is currently offered, what may be offered in the future, and workshop delivery mechanisms. *Ongoing*

Key Action Strategies:

1. Investigate online options and bring recommendations to the OneStop Operations Committee for consideration
2. Evaluate best practices and implement strategies that will encourage both workshop quality content and attendance
 - a. Tie workshops to other SC Works events
 - b. Offer networking workshops with soft skills topics and job leads
 - c. Recruit employers to lead workshops about soft skills and company requirements
3. Monitor workshop content, presentation and feedback
4. Annually evaluate what workshops are best suited for participants in the workforce system

Last formal review - Committee reviewed progress 10.18.17.

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

The One Stop, Youth, and Disabilities Committees will be responsible for the attainment of this goal and will be responsible to complete the objectives and strategies to facilitate its successful attainment.

Objective 1: Increase WorkKeys Profiles by X% per year throughout the workforce region through increased awareness.

Key Action Strategies:

1. Investigate WorkKeys profiler resources and establish referral processes
2. Develop a plan to share WorkKeys profiling process with local area SHRM either through staff or partner presentations
3. Identify potential sources of funding opportunities
 - a. Secure additional funding through partnerships and grants to increase WorkKeys profiles

Data supplied by Phillips Staffing:

In 2016, the total number of profiles completed in the 3 counties 34.

Anderson-10 Profiles	First Quality, Mergon, McLaughlin, Chomorat
Oconee-18 Profiles	Itron, BASF, Borg Warner, Koyo
Pickens-6 Profiles	Pickens County Schools, St. Jude

Tabled until further WorkKeys data becomes available.

Objective 2: Continue to build a better understanding of the employee skill level needs in the area through better coordination with work force development partners.

Key Action Strategies:

1. Determine in-demand jobs in the market area, and skills required to fill those jobs
 - a. Administrative and Support and Waste Management and Remediation Services
 - b. Health Care and Social Assistance
 - c. Manufacturing
 - d. Professional, Scientific, and Technical Services
 - e. Heavy Equipment Operator
 - f. CDL Truck Driver
2. Review the current skill level of our participants; determine gaps
3. Develop outreach materials specific to career paths (include educational resources) that need to be pursued in order to be employed in those jobs
 - a. In-progress
4. Review career pathways options (developed on current in-demand occupations), including job opportunities, educational resources, and expected wages, with job seekers and customers

Next Outreach Committee meeting scheduled for April 2018.

Objective 3: Work with businesses and employers to develop a better understanding of WorkKeys profiles needed by industry sector.

Key Action Strategies:

1. Discuss with Economic Development offices and partners in workforce training to determine utilization rate of WorkKeys
2. Survey local SHRM organization members on WorkKeys utilizations, profile descriptions by company, and categorize by industry

Tabled until further WorkKeys data becomes available.

Objective 4: Increase the number of employers using the Work Force Development system and services by 5% per year.

Key Action Strategies:

1. Establish baseline from PY14 employer services data

Number of Employers Served

as of 2.28.18

PY14 Total Employers	5%	Goal for PY15	Actual for PY15	Difference	5%	Goal for PY16	Actual for PY16	Difference	5%	Goal for PY17	Actual for PY17
1,675	84	1,759	2,076	317	104	2,180	1,783	-397	89	1,872	1,202

Number of Services Provided to Employers

PY14 Total Services	5%	Goal for PY15	Actual for PY15	Difference	5%	Goal for PY16	Actual for PY16	Difference	5%	Goal for PY17	Actual for PY17
14,920	746	15,666	11,423	-4,243	571	11,994	10,735	-1,259	537	11,272	6,566

2. Improve the quality of services offered through SC Works Online Services by assisting job seekers with better information in the SCWOS system (i.e. resumes, job expectations, etc.)
 - a. Promote job matching and job listing abilities to the businesses in the community
 - b. Host informational sessions through the local SHRM groups on how to set up free SCWOS accounts and use job matching services
 - c. Send mailers to local industry HR department describing the system and services available
 - d. Make presentations to all SHRM groups over the next 6 months
 - e. Develop a database of business services and partner services and share with local DEW representatives

Objective 5: Increase opportunities for existing and displaced workers, veterans, persons with disabilities, and youth through promoting On the Job Training, apprenticeship, and other “work-based learning” programs with businesses in the region.

Key Action Strategies:

1. Target business service outreach materials to promote work-based learning opportunities
2. Strengthen partnerships with businesses, other business service representatives
 - a. Communicate the need for work based learning (OJT specifically) at SHRM, Plant manager meetings, and ED offices
 - b. Investigate Apprenticeships through DOL and the State
 - c. Support Apprenticeship Carolina in outreach efforts
 - d. Collaborate with Apprenticeship Carolina in appropriate work-based learning endeavors
 - e. Investigate grant opportunities that include work based learning opportunities
 - f. Train Business Service team members on work based learning opportunities in the community, and promote appropriate opportunities to employers as needs arise
 - g. Facilitate appropriate partner connections with the businesses



Save the Date

The Workforce Innovation & Opportunity Act requires that each local workforce development board (LWDB) review adult education and literacy applications from eligible organizations in the local area for Local Plan and one-stop system alignment. The SC Department of Education–Office of Adult Education has released the Adult Education and Family Literacy Act (AEFLA) Request for Proposals. Applications are due March 28, 2018.

Before the end of March, each LWDB will receive a letter that will include the following:

- Request to submit the names of at least three (3) LWDB members who will review applications;
- Anticipated number of applications your LWDB will need to review; and
- Additional details outlining the review process.

LWDB members who will review applications should mark their calendar for the following dates:

LWDB Reviewer Training Webinar	April 12th, 3:00 pm – 4:30 pm
AEFLA Application Reviews Due	April 27th

If you have any questions, please contact LaCrystal Jackson at (803) 734.8080 or ljackson@ed.sc.gov.

Transportation Grant Summary

ELECTRIC CITY TRANSIT

Services began 9/18/17, Grant Ends 12/31/18

PY17

# of Individuals:	September	October	November	December	January	February	TOTALS
Training Access		18	11	13	11	13	66
Employment Access		62	51	42	29	28	212
Maintained or Completed Training		44	38	34	41	43	200
TOTAL RIDERSHIP		271	227	229	165	184	1076
<i>Goal Percentage 60%</i>		46%	44%	39%	49%	46%	45%
Grant Award							\$ 100,000.00
Total All Invoices Rec'd		\$ 3,936.80	\$ 7,307.97				\$ 11,244.77
Remaining Balance							\$ 88,755.23

Report as of 1.19.18