

**WORKFORCE DEVELOPMENT BOARD
Youth Committee Meeting Summary
May 7, 2019 @ 11:00am
SC Works Clemson Comprehensive Center, Training Room**

Members Present

Jeromy Arnett	Elaine Bailey	Amy Bradshaw
Sheila Ford	Robert Halfacre (via telephone)	Berdina Hill
Kristi King-Brock	Melanie McLane	Rick Murphy
Melissa Rosier		

Members Absent:

Allen Fain	Jennifer Lannom	Tim Mays
Crystal Noble		

Staff Present:

Trent Acker	Sharon Crite	Meredith Durham
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Guests Present:

Karen Craven	Jackie Taylor	Renee Alexander (via telephone)
Kal Kunkel (via telephone)		

I. Welcome and Introductions

Ms. Kristi King-Brock called the meeting to order at 11:03 am welcoming everyone in attendance and announced the meeting was being recorded for processing of minutes. Ms. King-Brock introduced three new members- Allen Fain, Melanie McLane, and Jeromy Arnett.

II. Approval of 1-28-2019 Meeting Minutes

The minutes from the 1/28/19 meeting were emailed with the meeting notice and included in the meeting packet. Ms. King-Brock called for corrections/amendments to the minutes.

ACTION TAKEN: Elaine Bailey made a motion to approve the 1/28/2019 meeting minutes as presented, seconded by Melanie McLane. The motion carried unanimously.

III. Palmetto Youth Connections Report

Karen Craven, Palmetto Youth Connections Program Manager, reviewed the Palmetto Youth Connections PY'18 Monthly Update Report. This report reflects January- April 2019.

- PYC currently has 37 carryover participants, 114 new enrollments with a total of 151 active enrollments.
- There are currently 35 in Work Experience (including carryover and new participants).
- There are 93 currently in follow-up. Follow-up is where PYC looks at retention and performance of the program. This number changes regularly due to participant flow in and out of the program.
- Ms. Craven provided performance data:
 - Total entering employment, military, or education: 2nd quarter- 73.8%
4th quarter- 82.4%
 - Credential rate: 1st quarter- 81.3%
 - In Program Measurable Skills Gain- 2nd quarter- 62.3%
- To date, Anderson has served 89 participants, 49 in Oconee, and 60 in Pickens.

Ms. Craven gave the committee a copy of the PYC PY'18 Dashboard, reflecting data through March 2019. In PY'18, PYC has served:

- 34% males and 66% females.
- 58% Younger Youth and 42% Older Youth.
- 100% are high school dropouts.
- 70% basic skills deficient participants, which means the participant scored at or below 8.9 in reading or math.
- 72 are unemployed.

Ms. Craven referred the committee to the caseload breakdown, stating currently 198 participants are being served through PYC, including both active and follow-up.

- PYC has 89 Anderson County residents, 49 Oconee County residents, and 60 Pickens County residents in the program at this time.
- Ms. Craven referred to the Year-to-Date Outcomes chart, which are performance measures being reviewed in real time. To date, there are 116 Measurable Skills Gains, which includes 56 GED and 8 High school diplomas, 31 literacy numeracy gains, 1 in-program skills gains and 20 post-secondary progress. There have been 2 occupational skills credentials (1 of which was iBest and 1 was Medical Billing and Coding). For placement rates through the end of March, 234 were positively placed (11 in post-secondary and 223 in employment).
- Ms. Craven pointed to the PY'18 WIOA performance, and noted that all areas (Employment/Education/Training Q2 & Q4, and Credential Rate) are passing their measures.
- Ms. Craven stated that there were 4 Platinum, 14 Gold, 36 Silver, and 5 Bronze WIN certificates, for a total of 59 in PY'18.
- Ms. Craven stated that Ann Marie Baker taught 312 Career Smart classes, of which there were 52 resumes created.

IV. New Business:

a. PY'18 Grant Expenditures (1/1/19-3/31/19)

Ms. Craven reviewed the expenditure budget report for PY'18, which can be found on page 5 in the packet, stating that as of the end of March, the budget is 66.3% expended. Ms. Craven pointed to line item 6507 (Work Experience) as a reminder that PYC has been tasked with spending 100% of the line item and 51.6% has been expended as of the end of March. A total number of hours to be

provided are 5,818 and 3,002 hours have been provided through the end of March 2019. Currently, there are 20 students in advanced training. There are 11 students in post-secondary education.

b. PY'18 2nd Quarter Youth Performance

Ms. King-Brock referred to page 6 which shows the PY18 2nd Quarter Youth Performance data. WorkLink Youth program is passing every category.

c. PY'18 PYC New Enrollment Report/ Update

Ms. King-Brock referred to page 7 and stated that PYC currently has 114 new enrollments and 151 total enrollments, with a goal of 156 for PY18.

d. PY'18 Local Youth Monitoring Report and Eckerd Response

Ms. King-Brock referred to pages 8-23, which showed the PY'18 Local Youth Monitoring Report and Eckerd's response. Ms. King-Brock stated that there were no findings in the monitoring report.

e. Revised 2019 AOPBIS Showcase Date

Mr. Rick Murphy stated that the 2019 AOP Showcase date has been changed to November 19-20.

f. PY'18 Youth Participant Success Story

A Youth participant success story was listed on pages 24-25 in the packet. The participant successfully completed the I-Best Manufacturing program at Tri County Technical College and was immediately hired on full time with Southern MEP as an HVAC technician.

g. WIOA Youth Activities State Allotment PY2019/2018 Comparison

Mr. Acker referred to page 26, which showed a summary of state allocations for WIOA Youth based on formulas for all 3 fund streams, and focused on WIOA Youth Comparisons of PY2018 vs. PY2019. Mr. Acker stated it is likely that allocations will be reduced for our area. Mr. Acker will update the committee when more information is received.

h. PY19 Draft Youth Budget Review/ Negotiation Team to Finalize

Mr. Kal Kunkel referred to page 27-29 to review the PY'19 Draft Youth Budget Comparisons. Mr. Kunkel stated that the main differences in the two options are that on Option B, Eckerd is requesting time for a Finance Director and Billing Supervisor in the personnel line item. There was an also increase on the indirect rate in Option B. The comparison also showed an increase in health insurance. Mr. Kunkel reviewed other Option A and Option B changes on pages 27-29 of the packet. Ms. Crite will take note of any questions and deliver to Mr. Kunkel by close of business on May 7, 2019.

ACTION TAKEN: Elaine Bailey made a motion to enter Executive session for PY19 Youth Budget discussion, seconded by Amy Bradshaw. The motion carried unanimously.

ACTION TAKEN: Melanie McLane made a motion to exit Executive session for PY19 Youth Budget discussion. The motion carried unanimously.

ACTION TAKEN: Elaine Bailey made a motion to allow the Youth Budget Negotiations Committee to move forward with business, seconded by Melanie McLane. The motion carried unanimously.

V. Other Business

a. 2019 Youth Committee Meeting Schedule

The Youth Committee will meet on Tuesday, August 6th and Tuesday, October 1st at 10 a.m.

VI. Adjourn

Ms. Kristi King-Brock thanked everyone for attending and adjourned the meeting.

Respectfully submitted by: Meredith Durham