

WORKFORCE DEVELOPMENT BOARD
Youth Committee Meeting Summary
January 28, 2019 @ 10:00am
SC Works Clemson Comprehensive Center, Training Room

Members Present

Jeromy Arnett	Elaine Bailey	Amy Bradshaw
Allen Fain	Kristi King-Brock	Tim Mays
Melanie McLane	Rick Murphy	Melissa Rosier

Members Absent:

Robert Halfacre	Jennifer Lannom	Crystal Noble
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Staff Present:

Trent Acker	Sharon Crite	Meredith Durham
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Guests Present:

Karen Craven	Renee Alexander	Kal Kunkel
Jackie Taylor		

I. Welcome and Introductions

Ms. Kristi King-Brock called the meeting to order at 10:07 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 8-13-2018 Meeting Minutes

The minutes from the 8/13/18 meeting were emailed with the meeting notice and included in the meeting packet. Ms. King-Brock called for corrections/amendments to the minutes. The minutes were ratified in a vote listed below under New Business.

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 July 2018-December 2018.

- PYC currently has 37 carryover participants, 72 new enrollments with a total of 109 active enrollments.
- There are currently 16 in Work Experience (including carryover and new participants).

- There are 103 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- 73.9%
4th quarter- 84.8%
 - Credential rate: 1st quarter- 79.2%
 - In Program Measurable Skills Gain- 1st quarter- 58.3%
- To date, Anderson has served 78 participants, 51 in Oconee, and 66 in Pickens.

Ms. Craven gave the committee a copy of the PYC PY'18 Dashboard, reflecting data through December 2018. In PY'18, PYC has served:

- 32% males and 68% females.
- 50% Younger Youth and 50% Older Youth.
- 100% are high school dropouts.
- 39 basic skills deficient participants (54%), which means the participant scored at or below 8.9 in reading or math.
- 44 are unemployed.

Ms. Craven referred the committee to the caseload breakdown, stating currently 195 participants are being served through PYC, including both active and follow-up.

- PYC has 78 Anderson County residents, 51 Oconee County residents, and 66 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 68 Measurable Skills Gains, which includes 27 GED and 3 High school diplomas, 21 literacy numeracy gains, 16 in-program skills gains and 1 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 December, 152 were positively placed (6 in post-secondary and 146 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 either meeting or exceeding their goals.
- Ms. Craven stated that there were 4 Platinum, 9 Gold, 21 Silver, and 3 Bronze WIN certificates, for a total of 37 in PY'18.
- Ms. Craven stated that Ann Marie Baker taught 120 Career Smart classes, of which there were 20 resumes created.

IV. New Business:

a. Ratify October/November 2018 Electronic Votes

On October 4, 2018 the majority of the Youth Committee voted to accept all 4 items listed below as approved:

- 8/13/2018 Youth Committee Minutes
- PYC Enrollment Commitment Form- Verbiage for item #9 highlighted and Skill Invoice- Revised Youth Incentives.

- PY18 Youth Budget Mod. 1- (Final PY'18 Youth Budget Mod. 1 with narrative and comparison)
- The WorkLink Youth program requests to increase in our mandatory work-based learning (work experience stipends) from \$7.75 to \$8.25 and for specialized in-demand career pathway training work experience from \$8.00 to \$10.00.

On November 14, 2018, the majority of the Youth Committee voted to accept one item listed below as approved:

- Revised PYC PY18 Incentive Policy

ACTION TAKEN: Elaine Bailey made a motion to ratify the October and November 2018 electronic votes as presented, seconded by Tim Mays. The motion carried unanimously.

b. PY'18 Grant Expenditures (7/1/18-12/31/18)

Ms. Craven reviewed the expenditure budget report for PY'18, which can be found on page 7 in the packet, stating that as of the end of December, the budget is 40.6% 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 24.9% has been expended as of the end of December. A total number of hours to be provided are 5,818 and 1,448 hours have been provided through the end of December 2018.

c. I-Best Integrated Manufacturing/Healthcare Pathways

Mr. Trent Acker referred to pages 9-10, which showed the I-Best Integrated Manufacturing and Healthcare Pathways. After students receive a high school credential, there are options to pursue different Pathways (through Credits or Corporate and Community Education). Mr. Allen Fain stated that GED students may enter these programs when their GED is 2/4 program parts completed. There are currently only 3 times per year that individuals can enter the i-Best Manufacturing program.

d. PY'17 Annual/Final Youth Performance/SCDEW Report

Ms. King-Brock referred to page 11 which shows the 2017-2018 Annual Youth Performance data. WorkLink Youth program is meeting or exceeding in every category.

e. PY18 1st Quarter Youth Performance

Ms. King-Brock referred to page 12 which shows the PY18 1st Quarter Youth Performance data. WorkLink Youth program is meeting or exceeding in every category.

f. PY18 PYC New Enrollment Report

Ms. King-Brock referred to page 13 and stated that PYC currently has 72 new enrollments and 122 total enrollments, with a goal of 156 for the PY18.

g. 2018 AOP Business and Industry Showcase

Ms. King-Brock stated that the 2018 AOP Showcase Actual Awards Paid Chart was listed on page 14. Mr. Rick Murphy provided an overview for the 2018 AOP Showcase. There were approximately 5,000 students in attendance. All 7 school districts' middle schools participated in the 2018 event. Mr. Murphy and Ms. Robbie Tweito had an opportunity to visit with school guidance counselors to review the Career Ready curriculum. Each student watched the AOP Showcase video beforehand and reviewed the curriculum as well. The AOP Board will be assisting each county in a senior career fair in the spring. The 2019 event will be held on November 12-13.

h. 2019 AOP Business Industry Showcase Funding

ACTION TAKEN: Tim Mays made a motion to fund \$2,500 towards the 2019 AOP BIS Showcase, seconded by Elaine Bailey. The motion carried unanimously.

i. New Youth Membership Applications

There were two new Youth Committee membership applications to review: Berdina Hill with Tri County Technical College and Sheila Ford with Vocational Rehabilitation.

ACTION TAKEN: Amy Bradshaw made a motion to accept Berdina Hill and Sheila Ford as Youth Committee members, seconded by Melissa Rosier. The motion carried unanimously.

j. PY19 Youth Budget Negotiations Committee

The proposed PY'19 Youth Budget Negotiations Committee is Robert Halfacre, Jeromy Arnett, Rick Murphy, and Kristi King-Brock.

ACTION TAKEN: Elaine Bailey made a motion to accept the PY19 Youth Budget Negotiations Committee nominations, seconded by Tim Mays. The motion carried unanimously.

k. WorkLink Youth Strategic Plan- PY17 Update/Data

Ms. Sharon Crite referred to pages 17-21, which shows the WorkLink Youth Strategic Plan. Ms. Crite reviewed each Goal and its corresponding documentation in the meeting packet. Ms. Crite referred to page 18 to show a change in PYC's tracking system, from ETO to Empyra. Ms. Crite showed the existing resources for clients that include the SC Works resources flyers and information on 211. Pages 19-20 shows the proposed changes to add WIN to as an industry- recognized credential. PYC's Baseline data was provided for reference on page 36, and the PY17 data was given on page 37. Ms. Crite referred to pages 41-50, which shows new businesses highlighted in yellow and Work Experience sites in blue.

ACTION TAKEN: Elaine Bailey made a motion to add WIN and accept the Strategic Plan changes as presented, seconded by Rick Murphy. The motion carried unanimously.

l. 2018 Youth Participant of the Year

The Youth Committee viewed a video that was shown at the Anderson County awards for the 2018 Youth Participant of the Year, Mr. Justin Loveland.

V. Other Business

a. 2019 Youth Committee Meeting Schedule

The Youth Committee 2019 meeting dates are scheduled as follows: March 19th, May 7th, August 6th, and October 1st.

VI. Adjourn

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