

WORKFORCE INVESTMENT BOARD
SC Works Operations Committee
May 18, 2016 at 3:00pm
SC Works Clemson Comprehensive Center, Large Conference Room

AGENDA

- | | |
|---|---------------------------------|
| I. Call to Order/Introductions | David Bowers, Vice Chair |
| II. Approval of Minutes (May 16, 2016) | David Bowers |
| III. Strategic Planning Update | Roundtable Discussion |
| IV. SC Works Operations | |
| a. SC Works Update | Renee Alexander, Center Manager |
| b. Outreach | Jennifer Kelly, Staff |
| c. SC Works Center Reports | |
| V. Adult/DW Program | |
| a. Program Overview | Steve Riddle, Program Manager |
| b. Usage Reports | Jennifer Kelly |
| c. Eligible Training Provider List Policy* | Windy Graham, Staff |
| VI. Financial Update | Jennifer Kelly |
| VII. Employer Services | Patty Manley, Staff |
| a. Business Engagement and Services | |
| b. Incumbent Worker Training Grants | |
| c. On-the-Job Training Coordination Update | |
| VIII. Other Business | David Bowers |
| IX. Adjourn | |

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| <p>Operations Committee August 17, 2016 at 3pm Location: Clemson SC Works Conference Room</p> |
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WORKFORCE INVESTMENT CORPORATION
OneStop Operations Committee Meeting Summary
March 16, 2016 @ 3:00pm
SC Works Clemson Comprehensive Center, Large Conference Room

Members Present

| | | |
|----------------|--------------|----------------|
| Amanda Blanton | Ed Parris | Danny Brothers |
| David Bowers | Amanda Hamby | Teri Gilstrap |

Members Absent:

Richard Blackwell

Staff Present:

| | | |
|----------------|-------------|--------------|
| Jennifer Kelly | Trent Acker | Windy Graham |
|----------------|-------------|--------------|

Guest Present:

| | | |
|-----------------|-----------------|--------------|
| Matt Fields | Renee Alexander | Steve Riddle |
| Robert Halfacre | | |

I. Welcome and Introductions

David Bowers, Vice Chair, called the meeting to order welcoming everyone in attendance and announced the meeting being recorded for processing of minutes. Introductions were made of everyone in attendance.

II. Approval of 1-25-2016 Meeting Minutes

The minutes from the 1/25/16 meeting were emailed to committee members and included in the meeting packet. Vice Chair Bowers called for corrections/amendments to the minutes or a motion to approve.

ACTION TAKEN: Ed Parris made a motion to approve the minutes, seconded by Teri Gilstrap. The motion carried unanimously.

III. Strategic Planning

Vice Chair Bowers referred to Goal III, Objective 1 found on page 9 of the committee packet. Vice Chair Bowers asked Jennifer Kelly, Program Director for WorkLink, to report.

Ms. Kelly stated the updated information for Objective 1 was included on page 9 and 10 as the baseline report for WorkKeys data, captured as of October 20, 2015.

Ms. Kelly provided updated charts on pg. 10 and 11 that showed the overall increase in National Career Readiness Certificates for each county since October 20, 2015. They are as follows:

- Anderson County had 187, an increase of 79 since the last committee meeting on January 25, 2016.
- Oconee County had 117, an increase of 41 since the last committee meeting on January 25, 2016.
- Pickens County had 172, an increase of 64 since the last committee meeting on January 25, 2016.

Regarding Objective 2, Ms. Kelly reminded the committee that at the last meeting Chair Blackwell asked the committee to review and discuss possible additions to the Community, Partner and Employer groups that the SC Works Centers were currently involved in. Ms. Kelly noted that the additional groups were added to the list and a representative assigned. Ms. Kelly stated that the Business Service Integration Team continues to meet monthly, and partner meetings are held quarterly. Dates were listed in the strategic plan update.

Ms. Kelly introduced Objective 3, found on page 12-13 of the packet, to the committee stating that staff will be working together with the Youth Committee to coordinate identification of new dropouts and to strengthen partnerships with the K-12 system. Ms. Kelly stated that this was currently in progress and some connections were already underway:

- Leanne Cobb and Meredith Durham offer soft skills workshops to high school students (specifically seniors and Career and Technology students), to which 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.
- WorkLink staff have also been working with DSS to establish a referral system for Youth Aging Out of Foster Care to the SC Works System. A PowerPoint presentation has been created to share with these Youth prior to exiting the DSS Youth Aging Out of Foster Care program.

Ms. Kelly stated that in order to ensure that SC Works Customers were aware of GED and High School Diploma changes, SC Works staff have been trained to identify those that need referrals to the Adult Education Centers for additional information. Referral systems have been put in place for each Adult Education Center in our area.

IV. SC Works Operations

Vice Chair Bowers deferred to Trent Acker to provide an update.

a. SC Works Transition

Mr. Acker informed the committee that Henkels and McCoy has decided to get out of the workforce development field and has gifted their division to Eckerd, a non-profit company based out of Florida. Henkel and McCoy will transition the entirety of that division as of April 1, 2016. For WorkLink, this means that all three grants with Henkels and McCoy, Operator, Adult/Dislocated Worker program, and the Youth program will be transitioned under the purview of the Board with no changes to the contract terms and scope of work. The Executive Committee will vote on this on March 23, 2016 in order to meet the April 1, 2016 transition date. Going forward under Eckerd, there will be no profit charged against the grant and the indirect rate will go down slightly from 11% to 8.28%, allowing funding to go towards providing services instead of profit and indirect costs. Eckerd specializes in Youth programs, and will carry out our Adult/Dislocated Worker program and Operator as a pilot region. All staff have agreed to transition to Eckerd.

b. SC Works Centers Report

Vice Chair Bowers referred to the SC Works Update and asked Matt Fields, Operator, to speak regarding this item.

Mr. Fields reported that the Tri-County Job Fair was coming up on March 17, 2016 and as part of the outreach to the community, the Blood Bank would be on-site as an attention grabber to those passing by on the highway.

Three staff from Henkels and McCoy attended the Southeastern Training Association conference and gained information regarding WIOA. Information was brought back and shared among staff. In addition to this training, Windy Graham has set-up some training regarding disability etiquette that will be conducted for Center staff in the next month.

Mr. Fields stated that he writes an article monthly regarding Job seeker interests and the SC Works Center offerings. Mr. Fields stated that next month he plans to feature a success story to generate interest in the WIOA program. The first success story will feature a participant that graduated with her Ged and obtained employment at Itron making \$12.50/hr.

c. Outreach

Ms. Kelly reviewed the progress the Outreach Committee has made with outreach efforts. The Outreach Committee meets monthly on the first Thursday of each month. Ms. Kelly shared that outreach materials have been published and were made available to staff and Board members at the Committee meeting. Recent outreach meetings have turned their focus to the three-county Job Fair held each Spring. Mr. Fields added that SC Works will be participating in a Anderson County event with Teri Gilstrap aimed at informing Churches and local pastors about workforce services available in the community. The outreach materials developed as part of this initiative will be used at this event

d. SC Works Center Reports

Ms. Kelly referred to pages 15-16 and provided a brief overview of the System Wide Services and Employer Services provided from July 1, 2015 through January 31, 2016.

V. **Adult/DW Program**

a. Usage Reports

Ms. Kelly referred to pages 17-19 which shows the demographic snapshot for participants in WIOA; the individualized career services which is a snapshot of who is in the program; and an overview of training services provided.

b. Program Overview

Steve Riddle, Henkels and McCoy Program Manager, stated that enrollments were going well. Only 19 enrollments remained for the program year for them to meet contract obligations. Mr. Riddle stated that enrollments will continue past that goal as funding remains available. Mr. Riddle stated that approximately \$31,000 in Adult and \$10,000 in Dislocated Worker remains in the budget for new participants to receive classroom training. We have referred to AIM and to Tri-County Technical College for other grant scholarship funds. Approximately \$28,000 have been saved in our budget by maximizing the training funds available at these two locations.

VI. **Financial Update**

Mr. Fields referred to page 20-22 and provided an update stating the Operator Budget is currently spending and tracking well. A review of the expenditure and obligation rates associated with the Operator and WIOA (Adult, DW) Program grants awarded to them for this program year. The goal to be expended on each grant is 66.7% as of February 29, 2016.

61.9% of the Adult budget has been expended as seen on page 20. Mr. Fields noted that 2.3 and 2.6 line items (Credential Exam Fees and Tuition) are obligated and reported prior to actual expenditure.

60.5% of the Dislocated Worker budget has been expended as seen on page 21. Mr. Fields noted that although the expenditure percentage for the Direct Training services equals only 47.5%, which is trending behind the rest of the budget, it will catch up once the obligation amount of \$7,924.84 clears in the next invoice cycle. The expenditure percentage is actually higher than it looks as presented in the report.

64.8% of the Operator Grant has been expended as seen on page 22.

VII. **Employer Services**

Vice Chair Bowers deferred to Jennifer Kelly to provide the report.

a. Business Engagement and Services

Ms. Kelly stated that Patty Manley, Business Service Representative for WorkLink, has been working diligently on the Job Fair scheduled for March 17, 2016 from 9am to 1pm at the Tri-County Technical College, Student Success Center. A list of employers has been provided in the packet on page 23.

Ms. Kelly stated that we as a region are currently ahead of schedule. WorkLink is at 510 new employers/businesses engaged, which is 74.5% of our goal of 685. Therefore, we only need to engage a total of 175 businesses by June 30, 2016.

Ms. Kelly state that the Business Service Integration Team (BSIT) continues to meet monthly. The Team has expanded to include staff from several key agencies including Bobby Brothers with ReadySC, Rick Murphy with Dept. of Commerce, Jacky Stamps with Adult Education, Dana Grant with AIM and Teresa Young with TCTC, CCE Division. After viewing the Made in Oconee video Richard Blackwell's team created, the BSIT has formed an ad hoc Committee to look at putting together an informational/outreach video to highlight all three counties in our service region.

b. Incumbent Worker Training Grants

In regards to IWT, a report was provided in the packet on page 25. A modification was made in regards to Allegro Industries and Plastic Ominum. One of the trainings that Allegro Industries requested did not work out through the scheduled training provider. Therefore, remaining funds in the amount of \$3,321 was awarded to Plastic Ominum; their training started 3/14/16. Ms. Manley continues to track expenditures and trainings with the local companies.

c. On-the-Job Training Coordination Update

Ms. Kelly reported on the OJT report given in the packet on page 24. Since the last committee meeting two OJT contracts ended at Reliable Sprinkler, one of which was successful and one unsuccessful. Regarding the unsuccessful completion, the WIOA participant did not give an explanation prior to leaving the contract. Therefore, Ms. Manley was not aware the participant had left until she spoke with the company to do the end of contract evaluation and site visit. However, Ms. Manley was told by the company that the participant is planning to return to Reliable in a month or so. She will reach out to the Career Coach and participant to see if we can identify any additional information regarding the participant's departure.

In addition to these two contracts, Ms. Manley also implemented a contract with MoreSun Custom Woodworking in Oconee County. Ms. Kelly reported to the committee that according to Ms. Manley the training is going very well.

Ms. Kelly stated that there is a small pot of money left in Dislocated Worker OJT funds. Ms. Manley and Mr. Riddle are working together with Career Career Coaches to review their caseload to identify Dislocated Worker participants that may be interested in OJT.

VIII. Other Business

Vice Chair Bowers open the floor to other business.

Ms. Windy Graham, Performance Reporting Specialist for WorkLink stated that Solar Energy filed an appeal to our denial of their inclusion on the Eligible Training Provider List, but have since withdrawn their appeal.

Mr. Bowers brought forth the tabled topic from the last meeting. Mr. Kal Kunkel's application to be an ad hoc committee member for the SC Works Operations Committee was tabled due to perceived conflict of interest at his new place of employment, Social Solutions. Mr. Acker brought forth new information regarding Kal's new role with Henkels and McCoy, specifically surrounding the transition to Eckerd. His role is clearly a conflict of interest at this point. Mr. Acker recommended that the committee vote officially in order to not have this tabled item carry forward each meeting.

ACTION TAKEN: Danny Brothers made a motion to readdress Mr. Kal Kunkel's application for membership to the SC Works Operations Committee. Ed Parris seconded the motion. Vice Chair Bowers called for the vote to add or deny Mr. Kunkel's application to the committee. The vote carried unanimously to deny Mr. Kunkel's application at this time.

IX. Adjourn

Mr. Ed Parris made a motion to adjourn. Amanda Blanton seconded. The motion carried.

Respectfully submitted by: Jennifer Kelly, Program Director

Strategic Plan Update

Updated May 18, 2016

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.

Key Action Strategies:

1. Establish baseline via Work Ready Communities Initiative
 - a. Review Work Ready data via ACT database at each Committee meeting
 - Last date of review – January 1.12.16
 - Current Review: Data Captured 5.18.16

| 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 | 5.18.16 Difference | |
| Current | Private | 851 | 141 | 477 | 230 | + | - | 17 | 753 | 98 | |
| | Public | 580 | 86 | 330 | 161 | + | - | 81 | 530 | 50 | |
| Emerging & Transitioning | High School | 2863 | 727 | 1489 | 623 | 24 | - | 325 | 2859 | 4 | |
| | College | 96 | 14 | 57 | 25 | 0 | - | 6 | 85 | 11 | |
| | Adult Education | 722 | 179 | 459 | 84 | 0 | - | 94 | 658 | 64 | |
| | Unemployed | 1277 | 307 | 754 | 215 | + | - | 71 | 1121 | 156 | |
| | Recent Veteran | 9 | 0 | 8 | 0 | 0 | - | 0 | 8 | 1 | |
| | Workforce category not identified | 49 | 17 | 23 | 9 | 0 | - | 0 | 49 | 0 | |
| Totals | | 6447 | 1443 | 3597 | 1347 | + | - | 594 | 6063 | 384 | |
| NCRC Earned WKIV* | | 3996 | | | | | | | 3620 | | 376 |
| | | | | | | | | | | Difference from previous review | 189 |

| 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 | 5.18.16 Difference | |
| Current | Private | 289 | 37 | 180 | 65 | + | - | 7 | 258 | 31 | |
| | Public | 304 | 31 | 159 | 109 | 5 | - | 127 | 274 | 30 | |
| Emerging & Transitioning | High School | 778 | 176 | 402 | 193 | 7 | - | 0 | 777 | 1 | |
| | College | 23 | 0 | 14 | 6 | 0 | - | 0 | 17 | 6 | |
| | Adult Education | 272 | 73 | 174 | 24 | 0 | - | 0 | 252 | 20 | |
| | Unemployed | 726 | 171 | 450 | 104 | + | - | 6 | 595 | 131 | |
| | Recent Veteran | 0 | 0 | 0 | 0 | 0 | - | 0 | 0 | 0 | |
| | Workforce category not identified | 97 | 29 | 58 | 9 | 0 | - | 0 | 97 | 0 | |
| Totals | | 2492 | 521 | 1437 | 518 | + | - | 140 | 2273 | 219 | |
| NCRC Earned WKIV* | | 1608 | | | | | | | 1393 | | 215 |
| | | | | | | | | | | Difference from previous review | 98 |

| 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 | 5.18.16 Difference |
| Current | Private | 377 | 46 | 232 | 95 | 4 | - | 22 | 318 | 59 |
| | Public | 221 | 22 | 143 | 56 | 0 | - | 44 | 183 | 38 |
| Emerging & Transitioning | High School | 1546 | 374 | 769 | 389 | 14 | - | 161 | 1541 | 5 |
| | College | 64 | 8 | 32 | 22 | 0 | - | 5 | 55 | 9 |
| | Adult Education | 974 | 158 | 614 | 202 | 0 | - | 98 | 898 | 76 |
| | Unemployed | 754 | 143 | 471 | 138 | 0 | - | 61 | 635 | 119 |
| | Recent Veteran | 9 | 0 | 7 | 0 | 0 | - | 0 | 7 | 2 |
| | Workforce category not identified | 299 | 65 | 188 | 46 | 0 | - | 0 | 299 | 0 |
| | Totals | 4244 | 817 | 2456 | 949 | 0 | - | 391 | 3936 | 308 |
| NCRC Earned WKIV* | | 2432 | | | | | | | 2119 | 313 |
| | | | | | | | | | Difference from previous review | 141 |

- b. Report to WorkLink Workforce Development Board at each Board meeting
 - i. Last date of review – April 20, 2016
2. Monitor the Work Ready Initiative for the WorkLink region
 - a. Executive Director of WorkLink will monitor the State initiative and report to the Committee and Board on an ongoing basis

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

Key Action Strategies:

1. Assign staff to participate in Community, Partner and Employer groups
 - SHRM for Anderson, Oconee, and Pickens counties – Patty Manley
 - Chamber events for above (Ribbon cuttings & other business/employer events) – Patty Manley, Leann Vaughn, Meredith Durham
 - Economic Development meetings & events for all three counties – Trent Acker, Patty Manley
 - VR Business Services meeting – Patty Manley
 - Various United Way events/activities – Patty Manley, Sharon Crite
 - Anderson County Workforce Collaborative – Trent Acker
 - Pickens County Business Education Alliance – Trent Acker
 - Anderson, Oconee, Pickens Business Showcase – Trent Acker
 - Oconee Business Education Partnerships – Trent Acker
 - Ten at the Top – Trent Acker
 - Anderson Business Group – Trent Acker
 - Anderson and Oconee Chamber Policy Chats – Trent Acker
2. Convene business representatives on a monthly basis and SC Works Center partners on a quarterly basis
 - Business Service Integration Team meetings – Third Friday of every month at 9AM, Clemson SC Works Center
 - Met April 8, 2016; next meeting May 13, 2016
 - Quarterly Partner meeting
 - Met February 19, 2016 at 10AM, Clemson SC Works Center; next meeting May 20, 2016
- a. Coordinate services and share information on behalf of the WorkLink Workforce Development Area and the SC Works System – Ongoing
 - i. Examples include SC Works Facebook page, Hiring Event/Hot Job Announcements via email distribution list

- b. Meet with employers and economic development agencies on an “as needed” basis to determine workforce needs and solutions that can be coordinated through the WorkLink office and SC Works Centers

Objective 3:

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

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:
 - *Leanne Cobb and Meredith Durham offer 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*

Objective 4:

- D. Increase the number of workshop attendees and thereby increase the number of basic work skills certificates provided by the One-Stop Centers.

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
4. Monitor workshop content, presentation and feedback
5. Annually evaluate what workshops are best suited for participants in the workforce system

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:

- A. 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

Objective 2:

- B. 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
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
4. Review career pathways options (developed on current in-demand occupations), including job opportunities, educational resources, and expected wages, with job seekers and customers

Objective 3:

- C. 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

Objective 4:

- D. 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
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:

APRIL 2016

| Monday | Tuesday | Wednesday | Thursday | Friday |
|--|---|---|---|---|
| | | | | 1 Basic Computer Clemson 10 am - 11 am Anderson 10 a.m.-11 a.m. |
| 4 Basic Computer Clemson 10 a.m. - 11 a.m. Easley 9 a.m.-10 a.m. Anderson 3 p.m.-4 p.m. Interviewing Easley 11 a.m. - 12 p.m. | 5 Basic Computer Clemson 2 p.m. - 3 p.m. Anderson 3 p.m.-4 p.m. Easley 9 a.m.-10 a.m. Resumes/Cover Letters Seneca 10 a.m. - 11 a.m. Resumes/Cover Letters Easley 10 a.m. - 11 a.m. | 6 Interviewing Clemson 11 a.m. - 12 p.m. Basic Computer Anderson 3 p.m.-4 p.m. Clemson 10 a.m.- 11 a.m. Using SC Works Online Anderson 10 a.m.-11 a.m. Background Wizard Seneca 9:30a.m. -10:30 a.m. | 7 Basic Computer Clemson 2 p.m. - 3 p.m. Anderson 3 p.m.-4 p.m. Seneca 9:30a.m.-10:30 a.m. Using SC Works Online Clemson 3 p.m. - 3:30 p.m. Intro to SC Works Clemson 3:30 p.m.-4:30 p.m. Resumes/Cover Letters Anderson 10 a.m. - 11 a.m. | 8 Basic Computer Clemson 10 am - 11 am Anderson 10 a.m.-11 a.m. |
| 11 Basic Computer Clemson 10 a.m. - 11 a.m. Easley 9 a.m.-10 a.m. Anderson 3 p.m.-4 p.m. Using SC Works Online Easley 2:45 p.m. - 3:45 p.m. | 12 Basic Computer Clemson 2 p.m. - 3 p.m. Anderson 3 p.m.-4 p.m. Easley 9 a.m.-10 a.m. Resumes/Cover Letters Easley 10 a.m. - 11 a.m. Interviewing Seneca 9:30a.m.-10:30 a.m. | 13 Money Matters-Budgeting Clemson 2:30 p.m.-3:30 p.m. Using SC Works Online Anderson 10 a.m.-11 a.m. Basic Computer Seneca 11 a.m.-12 p.m. Clemson 10 a.m. - 11 a.m. Background Wizard Seneca 9:30a.m. -10:30 a.m. | 14 Basic Computer Clemson 2 p.m. - 3 p.m. Seneca 9:30 a.m.-10:30 a.m. Intro to SC Works Clemson 3:30 p.m.-4:30 p.m. Interviewing Anderson 10 a.m. - 11 a.m. | 15 Basic Computer Clemson 10 am - 11 am Anderson 10 a.m.-11 a.m. |
| 18 Basic Computer Clemson 10 a.m. - 11 a.m. Easley 9 a.m.-10 a.m. Interviewing Easley 11 a.m.-12 p.m. | 19 Basic Computer Clemson 2 p.m. - 3 p.m. Anderson 3 p.m.-4 p.m. Easley 9 a.m.-10 a.m. Resumes/Cover Letters Easley 10 a.m. - 11 a.m. Resumes/Cover Letter Seneca 9:30a.m.-10:30 a.m. | 20 Resumes/Cover Letters Clemson 11 a.m. - 12 p.m. Basic Computer Anderson 3 p.m.-4 p.m. Clemson 10 a.m. - 11 a.m. Using SC Works Online Anderson 10 a.m.-11 a.m. Background Wizard Seneca 9:30a.m. -10:30 a.m. | 21 Basic Computer Anderson 3 p.m.-4 p.m. Clemson 2 p.m. - 3 p.m. Seneca 9:30 a.m.-10:30 a.m. Using SC Works Online Clemson 3 p.m. - 3:30 p.m. Intro to SC Works Clemson 3:30 p.m.-4:30 p.m. Resumes/Cover Letters Anderson 10 a.m. - 11 a.m. | 22 Basic Computer Clemson 10 am - 11 am Anderson 10 a.m.-11 a.m. |
| 25 Basic Computer Clemson 10 a.m. - 11 a.m. Easley 9 a.m.-10 a.m. Anderson 3 p.m.-4 p.m. Using SC Works Online Easley 2:45 p.m. - 3:45 p.m. | 26 Basic Computer Clemson 2 p.m. - 3 p.m. Anderson 3 p.m.-4 p.m. Easley 9 a.m.-10 a.m. Resumes/Cover Letters Easley 10 a.m. - 11 a.m. Interviewing Seneca 9:30a.m.-10:30 a.m. | 27 Job Search/Networking Clemson 11 a.m. - 12 p.m. Basic Computer Anderson 3 p.m.-4 p.m. Clemson 10 a.m. - 11 a.m. Using SC Works Online Anderson 10 a.m.-11 a.m. Background Wizard Seneca 9:30a.m. -10:30 a.m. | 28 Basic Computer Anderson 3 p.m.-4 p.m. Clemson 2 p.m. - 3 p.m. Seneca 9:30 a.m.-10:30 a.m. Intro to SC Works Clemson 3:30 p.m.-4:30 p.m. Interviewing Anderson 10:30am-11:30am | 29 Basic Computer Clemson 10 am - 11 am Anderson 10 a.m.-11 a.m. |

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

PY15 - July 1, 2015 to June 30, 2016

| | Q1 2015 | Q1 2015 | Q1 2015 | Q2 2015 | Q2 2015 | Q2 2015 | Q3 2015 | Q3 2015 | Q3 2015 | Q4 2015 | Q4 2015 | Q4 2015 | Total |
|---|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|---------|---------|--------------|
| | Jul-15 | Aug-15 | Sep-15 | Oct-15 | Nov-15 | Dec-15 | Jan-16 | Feb-16 | Mar-16 | Apr-16 | May-16 | Jun-16 | |
| Jobseekers Services | | | | | | | | | | | | | |
| SYSTEM WIDE SERVICES | | | | | | | | | | | | | |
| Unduplicated Customer Count | 3794 | 3876 | 3500 | 3406 | 3345 | 3629 | 4057 | 3454 | 3546 | 3087 | | | 12625 |
| Individuals that Registered | 305 | 337 | 343 | 327 | 301 | 294 | 373 | 276 | 258 | 248 | | | 3062 |
| Anderson | 120 | 117 | 151 | 112 | 80 | 114 | 132 | 105 | 96 | 113 | | | 1140 |
| Clemson | 38 | 40 | 37 | 67 | 51 | 44 | 47 | 31 | 36 | 23 | | | 414 |
| Easley | 59 | 60 | 58 | 56 | 65 | 53 | 85 | 51 | 62 | 53 | | | 602 |
| Inactive Honea Path | 28 | 41 | 17 | 24 | 28 | 27 | 38 | 19 | 21 | 28 | | | 271 |
| Inactive Liberty Center | 0 | 1 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | | | 2 |
| Seneca | 60 | 78 | 80 | 67 | 77 | 56 | 71 | 70 | 43 | 31 | | | 633 |
| Job Search Services | 8183 | 8162 | 6936 | 7208 | 7358 | 7939 | 9133 | 8069 | 7733 | 6891 | | | 77612 |
| Anderson | 2673 | 2613 | 2240 | 2320 | 2143 | 2392 | 2786 | 2628 | 2547 | 2407 | | | 24749 |
| Clemson | 1725 | 1623 | 1389 | 1404 | 1713 | 1814 | 2129 | 1742 | 1725 | 14776 | | | 30040 |
| Easley | 1473 | 1586 | 1227 | 1338 | 1300 | 1297 | 1552 | 1412 | 1413 | 1299 | | | 13897 |
| Inactive Honea Path | 611 | 591 | 558 | 546 | 505 | 523 | 602 | 506 | 501 | 522 | | | 5465 |
| Inactive Liberty Center | 48 | 56 | 40 | 36 | 55 | 63 | 55 | 39 | 50 | 15 | | | 457 |
| Seneca | 1653 | 1693 | 1482 | 1564 | 1642 | 1850 | 2009 | 1742 | 1497 | 1172 | | | 16304 |
| CENTER-WIDE SERVICES | | | | | | | | | | | | | |
| Center Traffic (Total Customer Count): | 1842 | 1723 | 1571 | 1746 | 1642 | 1540 | 1743 | 1586 | 1760 | | | | 15153 |
| Anderson | 611 | 514 | 422 | 419 | 338 | 447 | 523 | 545 | 546 | 528 | | | 4893 |
| Clemson | 624 | 629 | 536 | 597 | 608 | 612 | 645 | 489 | 664 | 527 | | | 5931 |
| Easley | 116 | 132 | 106 | 123 | 136 | 101 | 106 | 111 | 93 | 92 | | | 1116 |
| Seneca | 482 | 437 | 488 | 591 | 550 | 380 | 469 | 431 | 457 | 378 | | | 4663 |
| Access Point Traffic | 9 | 11 | 19 | 16 | 10 | 8 | 10 | 10 | 0 | 0 | | | 93 |
| Orientation Attendance | 77 | 100 | 60 | 98 | 37 | 55 | 61 | 69 | 69 | 34 | | | 660 |
| Workshops Offered | 103 | 101 | 83 | 102 | 91 | 100 | 98 | 101 | 98 | 86 | | | 963 |
| # Attended Employability | 93 | 89 | 45 | 39 | 25 | 36 | 27 | 24 | 40 | 27 | | | 445 |
| # Attended Financial Literacy | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | | | 1 |
| # Attended Expungement/Pardons | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | | 0 |
| # Attended Computer Skills | 60 | 45 | 38 | 39 | 31 | 25 | 35 | 47 | 32 | 28 | | | 380 |
| Referrals to Partners: | 78 | 56 | 63 | 107 | 153 | 38 | 61 | 102 | 75 | 116 | | | 849 |
| # of Individuals Received Referral | 74 | 54 | 58 | 103 | 133 | 36 | 54 | 95 | 67 | 110 | | | 784 |

SC WORKS | BRINGING EMPLOYERS
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 ANDERSON-OCONEE-PICKENS

| | Q1 2015 | Q1 2015 | Q1 2015 | Q2 2015 | Q2 2015 | Q2 2015 | Q3 2015 | Q3 2015 | Q3 2015 | Q4 2015 | Q4 2015 | Q4 2015 | Total |
|------------------------------------|-------------|-------------|-------------|-------------|------------|------------|------------|------------|-------------|-------------|---------|---------|--------------|
| Employer Services | Jul-15 | Aug-15 | Sep-15 | Oct-15 | Nov-15 | Dec-15 | Jan-16 | Feb-16 | Mar-16 | Apr-16 | May-16 | Jun-16 | |
| Internal Job Orders Created | 178 | 236 | 258 | 205 | 160 | 152 | 230 | 288 | 339 | 322 | | | 2368 |
| Anderson | 51 | 60 | 105 | 66 | 90 | 75 | 102 | 113 | 183 | 162 | | | 11050 |
| Clemson | 65 | 85 | 69 | 65 | 17 | 11 | 38 | 93 | 83 | 73 | | | 599 |
| Easley | 21 | 17 | 32 | 19 | 22 | 28 | 22 | 26 | 16 | 30 | | | 233 |
| Inactive Honea Path | 3 | 6 | 4 | 6 | 2 | 1 | 1 | 4 | 3 | 7 | | | 37 |
| Inactive Liberty Center | 7 | 9 | 4 | 5 | 3 | 5 | 9 | 10 | 10 | 10 | | | 72 |
| Seneca | 31 | 59 | 44 | 44 | 26 | 32 | 58 | 42 | 11 | 40 | | | 387 |
| Services Provided Employers | 1028 | 1542 | 1164 | 1029 | 758 | 953 | 992 | 873 | 1144 | 1015 | | | 10498 |
| Anderson | 457 | 624 | 366 | 348 | 224 | 374 | 324 | 335 | 483 | 466 | | | 4001 |
| Clemson | 375 | 780 | 667 | 547 | 474 | 423 | 532 | 418 | 507 | 379 | | | 5102 |
| Easley | 22 | 32 | 15 | 20 | 12 | 9 | 9 | 19 | 13 | 38 | | | 189 |
| Inactive Honea Path | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 5 | | | 5 |
| Inactive Liberty Center | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3 | | | 3 |
| Seneca | 174 | 106 | 116 | 114 | 48 | 147 | 127 | 101 | 141 | 124 | | | 1198 |
| Hiring Events | 12 | 12 | 21 | 9 | 7 | 1 | 7 | 3 | 6 | 12 | | | 90 |
| Total Job Seekers | 187 | 354 | 163 | 146 | 262 | 20 | 97 | 70 | 311 | 107 | | | 1717 |
| Anderson | 97 | 271 | 77 | 10 | 230 | 20 | 51 | 39 | 301 | 48 | | | 1144 |
| Oconee | 0 | 47 | 53 | 19 | 0 | 0 | 22 | 0 | 0 | 23 | | | 164 |
| Pickens | 90 | 36 | 33 | 117 | 32 | 0 | 24 | 31 | 10 | 36 | | | 409 |
| Entered Employments | 50 | 75 | 78 | 49 | 48 | 41 | 32 | 34 | 33 | 29 | | | 469 |
| Anderson | 4 | 8 | 8 | 3 | 5 | 1 | 4 | 5 | 16 | 15 | | | 69 |
| Clemson | 40 | 60 | 53 | 26 | 30 | 33 | 26 | 25 | 11 | 1 | | | 305 |
| Easley | 0 | 0 | 4 | 1 | 0 | 0 | 0 | 4 | 0 | 0 | | | 9 |
| Seneca | 6 | 7 | 12 | 19 | 13 | 7 | 2 | 0 | 6 | 13 | | | 85 |
| Rapid Response Events | 0 | 0 | 4 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | | | 5 |
| Covidien | 0 | 0 | 64 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | | 64 |
| HealthSouth Anderson | 0 | 0 | 0 | 0 | 0 | 0 | 6 | 0 | 0 | 0 | | | 6 |

| DEMOGRAPHICS (Year to Date) | | Data through: April 2016 | | Last Revision Date: 05/09/2016 | | | |
|--|--|--------------------------|---------------|--------------------------------|--------------|--------------|-------------|
| <i>WIOA Enrollments</i> | | | | | | | |
| YTD (Last Date of Access) | | | | | | | |
| Age | | Anderson | Oconee | Pickens | Other | Total | % |
| | Under 19 | 2 | 0 | 1 | 0 | 3 | 1% |
| | 19-21 | 8 | 8 | 6 | 0 | 22 | 6% |
| | 22-32 | 66 | 31 | 19 | 0 | 116 | 30% |
| | 33-44 | 77 | 25 | 25 | 1 | 128 | 33% |
| | 45-54 | 37 | 26 | 20 | 2 | 85 | 22% |
| | 55-64 | 14 | 9 | 10 | 1 | 34 | 9% |
| | 65+ | 0 | 0 | 0 | 0 | 0 | 0% |
| | Total | 204 | 99 | 81 | 4 | 388 | 100% |
| Race | | Anderson | Oconee | Pickens | Other | Total | |
| | African American/Black | 62 | 20 | 13 | 1 | 96 | 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 | 135 | 75 | 65 | 3 | 278 | 72% |
| | Not Provided | 6 | 4 | 3 | 0 | 13 | 3% |
| | Total | 204 | 99 | 81 | 4 | 388 | 100% |
| Ethnicity | | Anderson | Oconee | Pickens | Other | Total | |
| | Hispanic or Latino heritage | 7 | 5 | 5 | 0 | 17 | 4% |
| | Not Hispanic or Latino heritage | 193 | 93 | 75 | 4 | 365 | 94% |
| | Not Provided | 4 | 1 | 1 | 0 | 6 | 2% |
| | Total | 204 | 99 | 81 | 4 | 388 | 100% |
| Gender | | Anderson | Oconee | Pickens | Other | Total | |
| | Female | 113 | 57 | 44 | 1 | 215 | 55% |
| | Male | 91 | 42 | 37 | 3 | 173 | 45% |
| | Total | 204 | 99 | 81 | 4 | 388 | 100% |
| Education Level | | Anderson | Oconee | Pickens | Other | Total | |
| | Less than 9th Grade | 7 | 0 | 1 | 0 | 8 | 2% |
| | 9th-12th Grade (No Diploma) | 67 | 18 | 8 | 0 | 93 | 24% |
| | GED | 27 | 18 | 14 | 0 | 59 | 15% |
| | HSD | 65 | 39 | 32 | 2 | 138 | 36% |
| | Vocational School Certificate | 16 | 7 | 11 | 0 | 34 | 9% |
| | Associate's Degree | 11 | 11 | 6 | 1 | 29 | 7% |
| | Bachelor's Degree | 10 | 4 | 7 | 0 | 21 | 5% |
| | Education beyond a Bachelor's degree | 1 | 2 | 2 | 1 | 6 | 2% |
| | Total | 204 | 99 | 81 | 4 | 388 | 100% |
| Disability from the Demographic Tab on the WIOA Application | | Anderson | Oconee | Pickens | Other | Total | |
| | No | 202 | 96 | 79 | 4 | 381 | 98% |
| | Yes | 2 | 3 | 2 | 0 | 7 | 2% |
| | Total | 204 | 99 | 81 | 4 | 388 | 100% |
| Employment Status at Participation | | Anderson | Oconee | Pickens | Other | Total | |
| | Employed | 55 | 29 | 24 | 1 | 109 | 28% |
| | Employed but received notice of layoff | 8 | 1 | 4 | 1 | 14 | 4% |
| | Not Employed | 141 | 69 | 53 | 2 | 265 | 68% |
| | Total | 204 | 99 | 81 | 4 | 388 | 100% |
| Veteran | | Anderson | Oconee | Pickens | Other | Total | |
| | No | 194 | 93 | 76 | 3 | 366 | 94% |
| | Yes | 10 | 6 | 5 | 1 | 22 | 6% |
| | Total | 204 | 99 | 81 | 4 | 388 | 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
AND JOB SEEKERS TOGETHER

WORKLINK

ANDERSON-OCONEE-PICKENS

WIOA Individualized Career Services = July 1, 2015 - June 30, 2016

| Job Seeker at WIOA Enrollment | | A | O | P | Other | Total |
|-------------------------------|-----|----------|----|----|-------|-------|
| | | Veterans | | | | |
| | CO | 10 | 6 | 5 | 1 | 22 |
| | New | 0 | 0 | 0 | 0 | 0 |
| Offenders | | | | | | |
| | CO | 71 | 19 | 11 | 3 | 104 |
| | New | 3 | 2 | 1 | 0 | 6 |
| TAA Co-enrolled | | | | | | |
| | CO | 1 | 6 | 2 | 0 | 9 |
| | New | 0 | 0 | 0 | 0 | 0 |
| Adult/DW Low Income | | | | | | |
| | CO | 131 | 52 | 1 | 37 | 221 |
| | New | 3 | 3 | 2 | 0 | 8 |
| SNAP Recipient | | | | | | |
| | CO | 76 | 28 | 21 | 1 | 126 |
| | New | 2 | 2 | 0 | 0 | 4 |
| Basic Skills Deficient | | | | | | |
| | CO | 64 | 27 | 17 | 0 | 108 |
| | New | 3 | 4 | 1 | 0 | 8 |

| | Caseload Breakdown | | |
|--------------|--------------------|------------|------------|
| | Active | Follow-up | Total |
| Hamrick | 51 | 64 | 115 |
| Hunter | 59 | 58 | 117 |
| Morgan | 47 | 79 | 126 |
| Parnell | 44 | 67 | 111 |
| Total | 201 | 268 | 469 |

| Eligibility | | |
|--------------------------|-------|-----------|
| | April | YTD Total |
| YTD Total Determinations | 13 | 183 |

*Priority of Service are those eligible individuals that will be enrolled because they meet one or more of the following categories: low income, basic skills deficient, public assistance recipient, Veteran (or Spouse), or does not meet self-sufficiency guidelines.

| Active Enrollment | | | |
|-------------------|------------|-----------|------------|
| | CO | April | Total |
| Hamrick | 48 | 3 | 51 |
| Hunter | 55 | 4 | 59 |
| Morgan | 45 | 2 | 47 |
| Parnell | 43 | 1 | 44 |
| Total | 191 | 10 | 201 |

| Enrollment | | | |
|------------------|-------|------------|-------|
| | April | TD Planned | (+/-) |
| New MTD Enrolled | 10 | 10 | 0 |
| New YTD Enrolled | 171 | 158 | 13 |

| Career Interest | | |
|---|-----|-----|
| In-Demand Career Cluster | Apr | YTD |
| Admin, Support, Waste Mgmt., Remediation Svcs.. | 0 | 11 |
| Health Care and Social Assistance | 4 | 52 |
| Manufacturing | 2 | 28 |
| Professional Scientific Technical Services | 0 | 9 |
| Retail Trade | 0 | 3 |
| Other | 4 | 72 |
| | 10 | 175 |

| One-on-One Services | | |
|--|-------|-----|
| Activity | April | YTD |
| 106 - Provided Internet Job Search Support | 0 | 16 |
| 115 - Resume Preparation Assistance | 0 | 8 |
| 123 - Job Development Contacts | 0 | 0 |

| WorkKeys | | |
|--------------|-----------|-----------|
| CO | New YTD | Total |
| Platinum | 0 | 0 |
| Gold | 16 | 20 |
| Silver | 45 | 54 |
| Bronze | 12 | 14 |
| Total | 73 | 88 |

SC WORKS

BRINGING EMPLOYERS AND JOB SEEKERS TOGETHER

WORKLINK

ANDERSON-OCONEE-PICKENS

WIOA Training Services and Follow-Up Services = July 1, 2015 - June 30, 2016

Recommended for Training Services

| | April Total | YTD Total |
|---------------------|-------------|-----------|
| GED | 1 | 29 |
| Occupational | 11 | 68 |
| On-the-Job Training | 0 | 9 |

OJT Training Synopsis

| Company Name | Location of Company | Successful | Unsucces | In-Progress |
|----------------------------------|---------------------|------------|----------|-------------|
| Belton Metal Company, Inc. | Anderson | 1 | 1 | |
| K & K Trucks, LLC | Anderson | 1 | | |
| MedShore | Anderson | 11 | | |
| More Sun Custom Woodworking | Oconee | 1 | | 1 |
| MTS Office Machines | Anderson | 1 | | |
| The Reliable Automatic Sprinkler | Pickens | 3 | 1 | 0 |

| | | | |
|--------------------------------|-----------|---|---|
| Total Current Contracts | 7 | 2 | 1 |
| Total Carryover | 11 | | |
| Total All OJT Contracts | 21 | | |

*Carryover equals those contracts started in PY14 but finished in PY15

Funding Source

| | April | YTD Total |
|--------------------------------------|-------|-----------|
| Adult | 0 | 9 |
| Dislocated Workers | 0 | 12 |
| National Dislocated Worker Grant (ND | 0 | 2 |

Follow-Up Services

| | Total | YTD Total |
|------------------------------------|-------|-----------|
| Entered Employment (Based on curre | 5 | 137 |
| Services Provided | 74 | 318 |

Occupational Training by Provider

| Name | Currently In Training | PY' 15 Rec'd Training |
|---|-----------------------|-----------------------|
| Adult Education - District 1 and 2 (327) | 3 | 4 |
| Adult Education - Districts 3, 4 and 5 Anderson (327) | 3 | 6 |
| Adult Education - Oconee Adult Education (327) | 2 | 3 |
| Adult Education - Pickens Co Adult Learn (327) | 0 | 1 |
| Arc Labs | 2 | 6 |
| Carolina Computer Training | 0 | 1 |
| Georgia Regents University | 1 | 1 |
| Greenville Technical College | 6 | 9 |
| ITT | 0 | 1 |
| Palmetto School of Career Development | 0 | 2 |
| Southern Wesleyan University | 2 | 2 |
| Tri-County Technical College | 24 | 69 |
| Truck Driver Institute | 0 | 2 |

Total **43** **107**

Total Occupational Training by Cluster

| Occupation | Total Training | PY'15 Rec'd Credential |
|--|----------------|------------------------|
| GED Training | 14 | 2 |
| Admin, Support, Waste Mgmt., Remediation Svcs. | 14 | 6 |
| Manufacturing | 30 | 21 |
| Professional, Scientific, Technical Services | 5 | 3 |
| Health Care and Social Assistance | 45 | 19 |
| Retail Trade | 0 | 0 |

Funding Source PY'15 Rec'd (occupational and GED training)

| | YTD Total |
|---------------------|------------|
| Adult | 91 |
| Dislocated Workers | 16 |
| NDWG | 1 |
| Trade (co-enrolled) | 9 |
| Total | 117 |

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

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

WorkLink

EMPLOYMENT AND TRAINING INSTRUCTION LETTER NO.: PY' 15-12 (replace WIA Instruction Letter NO.: PY' 08-01 Policy and Procedures for Implementation and Operation of the Workforce Investment Voucher System)

SUBJECT: Local Eligible Training Provider Policy

ISSUANCE

DATE: May 4, 2016

EFFECTIVE

DATE: Immediately

PURPOSE: To provide guidance to prospective WIOA training providers on the process of applying to become an Eligible Training Provider (ETP) within the WorkLink Workforce Development Area.

BACKGROUND: The Workforce Innovation and Opportunity Act (WIOA) of 2014 requires training providers to apply to a Local Workforce Development Board for approval as an eligible training provider to receive WIOA funds. The Statewide List of Certified Training Providers includes all training programs that are currently certified by one or more Boards. Inclusion of information regarding any program of training services or any institution, organization or individual providing training services is in no way an endorsement by the South Carolina Department of Employment and Workforce of that program, institution, organization or individual. General inquiries regarding certified programs should be directed to the Local Workforce Development Area.

Inclusion on the Statewide or local Eligible Training Provider List, in itself, does not guarantee that WIOA funds are available for enrollment in an eligible offering. The availability of WIOA funding for enrollment is based on many factors including assessment of an individual's employment needs and career path goals. Individuals who are interested in determining if they qualify for WIOA training funding should contact a WIOA staff member at South Carolina Works Center.

POLICY: Training providers must first complete the state application process with SC DEW before they can be considered for local approval <https://scworks.org/etp.asp>. Upon receipt of completed application and program data, SC DEW will make an initial determination of statewide eligibility within 14 calendar days. The local workforce development boards will then review and make a determination of local eligibility with 30 calendar days.

Approval Criteria for Training Providers Applicants

Eligible Training Providers Applicants must:

1. Be in business under their current ownership for a minimum of two (2) years, and provide performance data for programs.

2. Be licensed by the South Carolina Commission on Higher Education.
3. Be nationally or regionally accredited by a regulating body recognized by the US Department of Education.
4. Where programmatic accreditation is not available for a course of study, the provider must be able to issue an industry recognized and portable credential to participants completing the course.
5. Offer training in a facility that is in compliance with ADA requirements, and be able to pass a site visit.
6. Report their performance to the South Carolina Department of Employment and Workforce's SC Works Online Services (SCWOS) system.
7. Be subject to a review/analysis by the OneStop Operations Committee, and respond to all questions or concerns of this committee.
8. Approved by the WorkLink Workforce Development Board (WWDB).

* Providers who operate solely as online institutions are not eligible for local approval.

Eligible Training Courses:

1. Must be offered to the general public.
2. May not exceed a maximum of two (2) years in length in order for a student to be able to complete the training.
3. Must be for an in-demand occupation in the WorkLink region, and must lead to a self-sufficient wage as defined by SC DEW. WorkLink will only invest WIOA funds for classroom training in these industry sectors: Administrative and Support and Waste Management and Remediation Services; Health Care and Social Assistance; Manufacturing; and Professional, Scientific, and Technical Services.
4. Must result in an 80% training related placement rate for participants in accordance with a formula established by the WWDB. New schools and/or courses are limited to 5 WIOA funded students until performance is established.

For continuing eligibility, a WWDB committee will review the following every two years:

1. ETP must continue to have valid accreditation:
 - a. Maintain accreditation; and
 - b. Continue to supply student-based information to SCWOS.
2. For Courses to remain on the local ETP list, the training course must:
 - a. Have training related placement rates of 80% within guidelines per WWDB policy;
 - b. For those courses six months or less in duration, have a saturation rate of less than 2:1 ration of job applicants to job openings; and
 - c. Be for a demand occupation in the WorkLink region.

Payment for training services will be made through the use of a voucher, issued in an amount sufficient to cover the training services costs for eligible adults, dislocated workers, and older out of school youth who are unable to obtain other grant assistance for such services, including Federal Pell Grants; or eligible adults, dislocated workers, and older out of school youth who require assistance beyond the assistance made available under other grant assistance programs, including Federal Pell Grants.

Providers of training services will invoice the service provider for training services provided to workforce investment participants. The invoice must have appropriate supporting documentation attached. Appropriate supporting documentation would include but not be limited to: a copy of the redeemed voucher certificate, WIOA participant attendance records, periodic and final reports on the participant's progress, grade or competency achievement, performance appraisals (when applicable).

Tuition reimbursements will be made in the order in which they are received from all providers. Occasional delays of state funding may affect the timing of ETP tuition reimbursements.

Appropriate facilities and systems of providers of training services must be accessible to monitoring and/or auditing by all appropriate representatives and/or agents, of the Federal, State, and local workforce investment area. All Eligible Training Providers must have a Provider

ACTION: All WIOA ETP applications will be evaluated by the WDB committee for approval according to the local area's prescribed process. Written notification of the decision will be provided to the ETP applicant within 14 days. The WDB's decision may be appealed by submitting a written request for reconsideration to the WDB. See state appeals policy at https://scworks.org/media/ETP/ETP_Eligibility_Procedures.pdf. All ETPs will be evaluated by a WDB committee every two years.

INQUIRIES: Direct all inquiries on this Instruction Letter to the WorkLink Workforce Development Board Executive Director, Mr. Trent Acker, WorkLink, 1376 Tiger Blvd., Suite 102, Clemson, SC 29631, telephone 864.646.1458, fax 864.646.2814 or e-mail tacker@worklinkweb.com.

Mr. Trent Acker, Executive Director
WorkLink Workforce Development Board

DISTRIBUTION: All WIOA Staff

WorkLink

EMPLOYMENT AND TRAINING INSTRUCTION LETTER NO.: PY' 15-13

SUBJECT: Local Eligible Training Provider Appeals Process

ISSUANCE

DATE: May 6, 2016

EFFECTIVE

DATE: Immediately

PURPOSE: To provide guidance to prospective WIOA training providers regarding the appeals process if a training program is denied inclusion or removed from the local Eligible Training Providers List (ETPL).

PROCESS: If the WorkLink Workforce Development Board (WWDB) denies eligibility for listing of a provider's program on the local ETPL, the WWDB, within 14 calendar days of this decision, inform the provider in writing and include the reason(s) for the denial and complete information on the appeal process.

WIOA students currently enrolled in such a program will be allowed to complete the program. If a training provider chooses to appeal, a training program that is subject to removal shall remain on the ETPL until the appeal is concluded.

A local provider choosing to appeal a decision must submit a written appeal to the WWDB, within 30 calendar days of the issuance of the denial notice. The written appeal must be submitted to the office that sent the denial notice and must include:

- A statement of the desire to appeal;
- Specification of the program in question; and
- Specifically and in detail the grounds and the reasons upon which it is claimed that the denial was erroneous.

The WWDB will not consider any factual or legal ground for relief that is not set forth in the appeal. WWDB will determine whether a hearing for the purpose of fact-finding is necessary and will issue a decision not later than 30 calendar days from either the date an in-person hearing is held, or the date the appeal request is received by the Local Workforce Development Board (LWDB). Programs that have been removed from or denied listing on the local ETPL may be reinstated after one year (two years if removal was due to willful submission of inaccurate information) by applying through the initial application process.

All appeals should be submitted to:

WorkLink Workforce Development Board
Attention: WorkLink Board Chair
1376 Tiger Blvd., Suite 102
Clemson, SC 29631
P: 864.646.1826 | F: 864.646.2814 | TTY: 711

The appeal submitted to the local Board's Executive Committee will be 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 and may represent himself/herself at the hearing.

INQUIRIES: Direct all inquiries on this Instruction Letter to the WorkLink Workforce Development Board Executive Director, Mr. Trent Acker, WorkLink, 1376 Tiger Blvd., Suite 102, Clemson, SC 29631, telephone 864.646.1458, fax 864.646.2814 or e-mail tacker@worklinkweb.com.

Mr. Trent Acker, Executive Director
WorkLink Workforce Development Board

DISTRIBUTION: All WIOA Staff

HIRING EVENT

SHAVER RECREATION CENTER
698 W. South 4th St. - Seneca, SC

Thursday, May 19th, 4:00 - 7:00p.m.

Below are just a few of the employers who will be onsite
accepting applications.



Call 864-643-0071 (TTY: 711) for more information.

All job seekers are encouraged to attend the hiring event well dressed with multiple
copies of their resume.

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

| | A | B | C | D | E | F | G | H | I | J | K |
|----|------------|----------------------|--|-----------|-----------|-----------|------------|---------|----------------|---|--|
| 1 | | | | | | | | | | | |
| 2 | Grant # | Company | Contact Email | Awarded | Spent | Balance | Mod. | Match % | # of Trainings | | Scheduled |
| 3 | 15IWT01-01 | Sharpe Mfg | lois@sharpemfg.com | 9,129.60 | 6,615.00 | 2,514.60 | | 10% | 1 | | ISO 9001 Training - Sessions 1 & 2 completed |
| 4 | 15IWT01-02 | Tactical Medical Sol | andrea@tacmedsolutions.com | 15,300.00 | 4,500.00 | 10,800.00 | | 10% | 4 | | Trainings in progress |
| 5 | 15IWT01-03 | Allegro Industries | Ahamby@allegrosafety.com drew.heller@us.bosch.com alan.johnson@us.bosch.com | 3,999.60 | 678.60 | - | (3,321.00) | 10% | 4 | | Mod 1 - problems w/online trngs. courses. ISO 9001:20018 & Mgmt Boot Camp trngs. completed |
| 6 | 15IWT01-04 | Robert Bosch | alan.johnson@us.bosch.com | 1,312.50 | - | 1,312.50 | | 25% | 1 | | Epson Robot training in progress |
| 7 | 15IWT01-05 | Imperial Die Casting | Klapp@rcmindustries.com | 14,150.88 | 11,900.00 | - | (2,250.88) | 15% | 1 | | Lean Mfg. Training completed - balance of grant de obligated & will be allocated to another company |
| 8 | 15IWT01-06 | Plastic Omnium | brenda.dutton@inergyautomotive.com | 1,755.42 | - | 5,076.42 | 3,321.00 | 15% | 1 | | Arc Flash training & Seimens training completed waiting on documentation for reimbursement request |
| 9 | | | | | | | | | | | |
| 10 | | | | 45,648.00 | 23,693.60 | 19,703.52 | | | | | |
| 11 | | | | | | | | | | | |
| 12 | | | Remaining to give out | - | | | | | | | |
| 13 | | | | | | | | | | | |
| 14 | | | | | | | | | | | |
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| 20 | | | | | | | | | | | |
| 21 | | | | | | | | | | | |

Working with ED's to allocate de obligated funds of \$2,250.88. Waiting response from Bosch. Allegro Industries & Imperial Die Casting have submitted final reimbursements & final reports.

Adult 2810

| Contract Number | 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 |
|-----------------|-------------|-----------------|----------|------------------------------|----------|------------|----------|----------------------|------------------|--------------------|-----------------------|--------------|---------------|------------|------------|
| 07012015-0001 | B.Hunter | Adult | 2479228 | K and K Trucking | Anderson | 07/01/15 | 09/14/15 | 430 | \$12.00 | 90% | \$4,644.00 | \$0.00 | \$4,644.00 | \$4,644.00 | \$0.00 |
| 07162015-3163 | C. Morgan | Adult | 323659 | MTS Office Machines | Anderson | 07/22/15 | 10/13/15 | 480 | \$12.00 | 75% | \$4,320.00 | \$0.00 | \$4,320.00 | \$4,320.00 | \$0.00 |
| 07242015-0581 | C. Morgan | Adult | 3185708 | Belton Metal Co. | Anderson | 07/28/15 | 10/08/15 | 480 | \$10.50 | 75% | \$3,780.00 | (\$553.69) | \$3,226.31 | \$3,226.31 | \$0.00 |
| 08112015-6192 | C. Morgan | Adult | 2479141 | Belton Metal Co. | Anderson | 08/17/15 | 11/13/15 | 480 | \$10.50 | 75% | \$3,780.00 | \$0.00 | \$3,780.00 | \$3,780.00 | \$0.00 |
| 10122015-9557 | K. Hamrick | Adult | 3198744 | MoreSun Custom Woodworking | Oconee | 10/12/15 | 01/11/16 | 480 | \$12.00 | 90% | \$5,184.00 | (\$21.60) | \$5,162.40 | \$5,162.40 | \$0.00 |
| 11302015-9108 | B.Hunter | Adult | 3213821 | Reliable Automatic Sprinkler | Pickens | 11/30/15 | 01/29/16 | 320 | \$10.82 | 50% | \$1,731.20 | (\$48.69) | \$1,682.51 | \$1,682.51 | \$0.00 |
| 11302015-7153 | B.Hunter | Adult | 2487627 | Reliable Automatic Sprinkler | Pickens | 01/04/16 | 03/03/16 | 320 | \$11.03 | 50% | \$1,764.80 | \$0.00 | \$1,764.80 | \$1,764.80 | \$0.00 |
| 11302015-1434 | B.Hunter | Adult | 2540633 | Reliable Automatic Sprinkler | Pickens | 01/11/16 | 01/29/16 | 320 | \$11.03 | 50% | \$1,764.80 | (\$1,147.12) | \$617.68 | \$617.68 | \$0.00 |
| 02012016-7163 | K. Hamrick | Adult | 3223986 | MoreSun Custom Woodworking | Oconee | 02/01/16 | 05/20/16 | 480 | \$12.00 | 75% | \$4,320.00 | \$0.00 | \$4,320.00 | \$0.00 | \$4,320.00 |
| | | | | | | | | | | | \$0.00 | | \$0.00 | | \$0.00 |

| Budget | Remaining |
|-------------|------------|
| \$35,060.00 | \$5,542.30 |

| Anderson | Pickens | Oconee |
|-------------|------------|------------|
| \$15,970.31 | \$4,064.99 | \$5,184.00 |
| 63% | 16% | 21% |

| Hours Trained | Average Wage |
|---------------|--------------|
| 3790 | \$11.32 |

| Total Obligated | Total Deobligated | Net Amount | Paid | Balance |
|----------------------|--------------------|-------------|-------------|------------|
| \$31,288.80 | (\$1,771.10) | \$29,517.70 | \$25,197.70 | \$4,320.00 |
| Net Obligated | \$29,517.70 | | | |

DW 2820

| Contract Number | 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 |
|-----------------|-------------|-----------------|----------|------------------------|---------|------------|----------|----------------------|------------------|--------------------|-----------------------|-------------|---------------|------------|---------|
| 10302015-0348 | B. Hunter | DW | 2629845 | Reliable Sprinkler Co. | Pickens | 11/02/15 | 01/04/16 | 184 | \$21.50 | 50% | \$1,978.00 | \$0.00 | \$1,978.00 | \$1,978.00 | \$0.00 |
| | | | | | | | | | | | | | \$0.00 | | \$0.00 |

| Budget | Remaining |
|------------|------------|
| \$3,478.00 | \$1,500.00 |

| Anderson | Pickens | Oconee |
|----------|------------|--------|
| \$0.00 | \$1,978.00 | \$0.00 |
| 0% | 100% | 0% |

| Hours Trained | Average Wage |
|---------------|--------------|
| 184 | \$21.50 |

| Total Obligated | Total Deobligated | Net Amount | Paid | Balance |
|----------------------|-------------------|------------|------------|---------|
| \$1,978.00 | \$0.00 | \$1,978.00 | \$1,978.00 | \$0.00 |
| Net Obligated | \$1,978.00 | | | |

DWT NEG

| Contract Number | 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 |
|-----------------|-------------|-----------------|----------|------------------------|----------|------------|----------|----------------------|------------------|--------------------|-----------------------|-------------|---------------|------------|---------|
| 07012015-0012 | B. Hunter | DWT NEG | 3181571 | Medshore | Anderson | 07/01/15 | 08/07/15 | 200 | \$13.29 | 75% | \$1,993.50 | (\$502.06) | \$1,491.44 | \$1,491.44 | \$0.00 |
| | JT. Parnell | DWT NEG | 2635119 | Medshore | Anderson | 07/01/15 | 08/07/15 | 33.6 | \$15.19 | 75% | \$382.79 | \$0.00 | \$382.79 | \$381.79 | \$1.00 |
| 10302015-0348 | B. Hunter | DW NEG | 2629845 | Reliable Sprinkler Co. | Pickens | 11/02/15 | 01/04/16 | 136 | \$21.50 | 50% | \$1,462.00 | \$0.00 | \$1,462.00 | \$1,462.00 | \$0.00 |

| Budget | Remaining |
|------------|-----------|
| \$3,336.40 | \$0.17 |

| Anderson | Pickens | Oconee |
|------------|------------|--------|
| \$1,874.23 | \$1,844.79 | \$0.00 |
| 50% | 50% | 0% |

| Hours Trained | Average Wage |
|---------------|--------------|
| 369.6 | \$16.66 |

| Total Obligated | Total Deobligated | Net Amount | Paid | Balance |
|----------------------|-------------------|------------|------------|---------|
| \$3,838.29 | (\$502.06) | \$3,336.23 | \$3,335.23 | \$1.00 |
| Net Obligated | \$3,336.23 | | | |

DW - Rapid Response

| Contract Number | 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 |
|-----------------|-------------|-----------------|----------|----------|----------|------------|----------|----------------------|------------------|--------------------|-----------------------|--------------|---------------|------------|---------|
| 07012015-0002 | JT. Parnell | DW RR | 2635120 | Medshore | Anderson | 07/01/15 | 08/07/15 | 166.4 | \$15.19 | 75% | \$1,895.71 | (\$0.91) | \$1,894.80 | \$1,894.80 | \$0.00 |
| 07012015-0003 | JT. Parnell | DW RR | 1835661 | Medshore | Anderson | 07/01/15 | 08/07/15 | 200 | \$13.80 | 75% | \$2,070.00 | (\$2,070.00) | \$0.00 | \$0.00 | \$0.00 |
| 07012015-0004 | B. Hunter | DW RR | 3181138 | Medshore | Anderson | 07/01/15 | 08/07/15 | 200 | \$15.76 | 75% | \$2,364.00 | (\$61.11) | \$2,302.89 | \$2,302.89 | \$0.00 |
| 07012015-0005 | C. Morgan | DW RR | 2251737 | Medshore | Anderson | 07/01/15 | 08/07/15 | 200 | \$11.05 | 75% | \$1,657.50 | \$0.00 | \$1,657.50 | \$1,657.50 | \$0.00 |
| 07012015-0006 | K. Hamrick | DW RR | 3181210 | Medshore | Anderson | 07/01/15 | 08/07/15 | 200 | \$10.96 | 75% | \$1,644.00 | (\$1,644.00) | \$0.00 | \$0.00 | \$0.00 |
| 07012015-0007 | B. Hunter | DW RR | 2454382 | Medshore | Anderson | 07/01/15 | 08/07/15 | 200 | \$12.22 | 75% | \$1,833.00 | (\$1,833.00) | \$0.00 | \$0.00 | \$0.00 |
| 07012015-0008 | C. Morgan | DW RR | 3181829 | Medshore | Anderson | 07/01/15 | 08/07/15 | 200 | \$18.29 | 75% | \$2,743.50 | \$0.00 | \$2,743.50 | \$2,743.50 | \$0.00 |
| 07012015-0009 | K. Hamrick | DW RR | 3180779 | Medshore | Anderson | 07/01/15 | 08/07/15 | 200 | \$13.51 | 75% | \$2,026.50 | (\$162.53) | \$1,863.97 | \$1,863.97 | \$0.00 |
| 07012015-0010 | J. Parnell | DW RR | 3181536 | Medshore | Anderson | 07/01/15 | 08/07/15 | 200 | \$11.05 | 75% | \$1,657.50 | (\$199.73) | \$1,457.77 | \$1,457.77 | \$0.00 |
| 07012015-0011 | J Parnell | DW RR | 114823 | Medshore | Anderson | 07/01/15 | 08/07/15 | 200 | \$16.12 | 75% | \$2,418.00 | (\$64.20) | \$2,353.80 | \$2,353.80 | \$0.00 |
| 07012015-0013 | B. Gleaton | DW RR | 3181579 | Medshore | Anderson | 07/01/15 | 08/07/15 | 200 | \$15.89 | 75% | \$2,383.50 | (\$278.15) | \$2,105.35 | \$2,105.35 | \$0.00 |
| 07012015-0014 | B. Gleaton | DW RR | 3181275 | Medshore | Anderson | 07/01/15 | 08/07/15 | 200 | \$17.40 | 75% | \$2,610.00 | \$0.00 | \$2,610.00 | \$2,610.00 | \$0.00 |
| 07012015-0015 | K. Hamrick | DW RR | 2143987 | Medshore | Anderson | 07/01/15 | 08/07/15 | 200 | \$14.21 | 75% | \$2,131.50 | \$0.00 | \$2,131.50 | \$2,131.50 | \$0.00 |
| | | | | | | | | | | | \$0.00 | | \$0.00 | | \$0.00 |

| Budget | Remaining |
|-------------|-------------|
| \$33,581.00 | \$12,459.92 |

| Anderson | Pickens | Oconee |
|-------------|---------|--------|
| \$21,121.08 | \$0.00 | \$0.00 |
| 100% | 0% | 0% |

| Hours Trained | Wage |
|---------------|----------|
| 2366.4 | \$171.24 |

| Total Obligated | Total Deobligated | Net Amount | Paid | Balance |
|----------------------|--------------------|-------------|-------------|---------|
| \$27,434.71 | (\$6,313.63) | \$21,121.08 | \$21,121.08 | \$0.00 |
| Net Obligated | \$21,121.08 | | | |

| Anderson | Pickens | Oconee |
|-------------|------------|------------|
| \$38,965.62 | \$6,042.99 | \$5,184.00 |
| 78% | 12% | 10% |