

**WORKFORCE INVESTMENT CORPORATION
Youth Council Meeting Minutes
October 05, 2015 @ 11:00 am
Board Room, Madren Center, Clemson University**

Members Present

Kristi King-Brock	Elaine Bailey	Jason Duncan
Robert Halfacre	Terence Hassan	Rick Murphy
Crystal Noble	Melissa Rosier	Gene Williams

Members Absent:

Amy Bradshaw	Ray Farley	Mary Gaston
Lisa Gillespie	Tim Mays	Doug Newton
Janice Ward		

Providers:

Karen Craven	Ann Marie Baker	Jennifer Campbell
--------------	-----------------	-------------------

Staff Present:

Sharon Crite	Trent Acker	Windy Graham
Patty Manley		

Guest Present:

David Shellhorse

I. Welcome and Introductions

Chair Kristi King-Brock called the meeting to order welcoming everyone in attendance and announced the meeting was being recorded for processing of minutes and that a quorum was present to conduct business of the Council. Chair King-Brock welcomed new Youth Committee members Melissa Rosier and Terence Hassan and introductions were made from everyone present.

II. Review of Meeting Summary, 08/03/2015

The summary from the August 3, 2015 meeting were emailed with the meeting notice and included in the meeting packet, Chair King-Braock called for any corrections or amendments to the meeting summary.

III. Palmetto Youth Connections (PYC) Report

Karen Craven provided an update on Palmetto Youth Connections (PYC) and referred to the Dashboard Report handout provided. Ms. Craven provided an overview on the enrollment and training numbers and highlighted the demographics of participants and the caseload breakdown by Career Coach as well as County stating a total of 214 participants are currently being served in active and follow-up with 30 of those being new enrollments.

Ms. Craven reported on WIOA Performance stating PYC is meeting or exceeding all measures and reviewed the following YTD Outcomes:

- 16 positive placements for Employment/Education/Military since 7/1/15.
- Total of 10 attainments of a Degree/Certificate since 7/1/15.
- Literacy/Numeracy Gains are 7 since 7/1/15.

Ms. Craven referred to the PY'15 Monthly Update Report handout and provided a brief overview stating the enrollment goal for PY'15 is 175 and they are anticipating 95 carryovers from PY'14.

IV. New Business

PY 14 - 4th/Final Qtr. Youth Performance Predictive Report

Windy Graham referred to page 4 which is the final PY'14 4th quarter youth performance predictive report stating we haven't received the final report however we are meeting &/or exceeding in all measures.

PY 15 Grant Expenditures (7/1/15-8/23/15)

Chair King-Brock reported Henkels & McCly has been asked to expend 90% of their expenditures adding they are currently on track with expenditures to date.

In-School Pilot Program Update

Jennifer Campbell provided a report on the Crescent HS students that completed the pilot program stating this program was very successful. Chair King-Brock acknowledged the efforts of PYC staff and Sharon Crite.

Ms. Crite referred to pages 7-8 stating this is the vision, eligibility criteria and the outcomes for the program. There were 10 slots originally but only 6 were certified. Will take a look at the amount of funds spent on this pilot and determine amount going forward.

2015 AOP BIS Showcase Update

Rick Murphy provided a report on the event stating the committee is planning to have the event at the Anderson Civic Center for 2016. Experienced the most students attending this year than in previous years, vendors/employers were fewer but overall a very successful event. Thanks to everyone who participated and to WorkLink/Youth Committee for assisting with transportation funding. Luncheon was provided for exhibitors by Anderson District Culinary students. Will have a more detailed recap once all surveys are received.

Trent Acker stated many other areas have emulated and modeled a similar event in their areas. This was the 5th event with all three counties in our area.

Ms. Crite called attention to pages 9-10 which is a newspaper article the Independent Mail published on the event.

Revised PY 15 PYC Incentive Policy

Chair King-Brock referred to pages 11-14 and deferred to Ms. Craven to provide information. Ms. Craven reported the incentives did not change however they wanted Committee to be aware these incentives are being given out during follow up for youth that have successfully completed the program and continue in their education or job. This is being brought to the Committee to include a clear statement that incentives can be used.

Ms. Crite stated she has communicated back and forth with the State on the guidelines for follow up.

COMMITTEE ACTION: Jason Duncan made a motion to include this statement to allow Palmetto Youth Connections to use incentives in follow up, second by Gene Williams. Motion carried.

Review 2015 Youth Strategic Plan (YSP)

Chair King-Brock referred to pages 15-22, stating the Board approved the Youth Strategic Plan adding we will be having a Strategic Plan planning meeting in January.

V. Other Business

Return Signed Confidentiality Form

Chair King-Brock stated confidentiality forms handed out needed to be signed and returned to Patty Manley prior to leaving today.

2016 YC Meeting Schedule

Chair King-Brock called attention to the 2016 meeting schedule stating the meetings will continue with the first Monday of the month with the exception of January and March.

Initial Discussions of Formal Gap Analysis –Goal I (YSP)

Chair King-Brock deferred to David Shellhorse from ACOG. Mr. Shellhorse referred to page 19 explaining that a Gap Analysis is simply identifying the “ideal” state without thinking about the “current” state. The Youth Committee will then identify the current state and create a plan to bridge those gaps to get from the current state to future “ideal” state.

Ms. Crite reported during the last Strategic Plan resulted in the 211 Tool in collaboration with United Way and the Youth Services Directory.

VI. Adjourn

Mr. Acker reported that the State has put in place a rule that 80% of grant funds must be obligated by the first year of a grant. If 80% of funds have not been obligated at the end of the first year those funds that have not been obligated will be recaptured by the State and redistributed to across the state, in this case they will be redistributed to those Youth Programs that were successful in meeting the 80% obligation rule. Mr. Acker reported there are funds being redistributed, and once we learn the amount we will receive, this Committee will need to make a decision or recommendaton for the Board on how these funds will be used in our area.

Chair King-Brock reminded everyone the January meeting will be an extended meeting and will begin at 10:00 instead of 11:00 and with no further business to discuss, the Youth Council meeting was adjourned at 12:05pm.

Respectfully submitted by: Patty Manley, Office Manager