

**WORKFORCE DEVELOPMENT BOARD  
YOUTH COMMITTEE MEETING  
AGENDA**

Tuesday, January 19, 2021

**“Zoom Meeting”**

**10:00 A.M. - 11:00 A. M.**

**Location: SC Works Center Clemson**

- |  |                          |
|--|--------------------------|
| I. Welcome   | Allen Fain               |
| II. <b>Review of Minutes</b> (008/042020)*   | Allen Fain               |
| III. Palmetto Youth Connections Report (10/01-12/31/2020)  | Karen Craven             |
| IV. <b><u>New Business:</u></b>  |                          |
| Ratify PY 19 Anderson County Award Nomination*   | Allen Fain               |
| WL Youth Strategic Plan Update/Data*   | Allen Fain/Sharon Crite  |
| PY 19 – Final/Annual Youth Performance   | Sharon Crite             |
| PY 20 – 1 <sup>st</sup> Qtr. Youth Performance ( <b>New Negotiated Goals</b> )                                   | Trent Acker/Sharon Crite |
| PY 20 PYC Grant Expenditures -12/2020 (3 Grants)   | Karen Craven             |
| PY 20 Non-WIOA Youth WEX Pilot Update  | Trent Acker/Sharon Crite |
| 2020 AOP Showcase Update/Status  | Rick Murphy              |
| V. <b><u>Other Business:</u></b>   | Allen Fain               |
| <b>2021 Youth Committee Meeting Schedule:</b>  |                          |
| <b>Tuesday’s @ 10:00am – March 2nd, May 4<sup>th</sup>, August 3<sup>rd</sup>, &amp; October 5<sup>th</sup>.</b> |                          |
| VI. <b><u>Adjourn</u></b>  | Allen Fain               |

\*Vote Needed

**Next Youth Committee Meeting, March 2, 2021 - 10:00am - 11:00am**  
**Location: SC Works Center Clemson**

**WORKFORCE DEVELOPMENT BOARD**  
**Youth Committee Meeting Summary**  
**August 4, 2020 @ 10:00am**  
**Webinar/Conference Call**

**Members Present**

Jeremy Arnett	Allen Fain	Kristi King-Brock
Robert Halfacre	Berdina Hill	Rick Murphy
Crystal Noble		

**Members Absent:**

Amy Bradshaw	Sheila Ford	Jennifer Lannom
Tim Mays	Melanie McLane	Melissa Rosier

**Staff Present:**

Trent Acker	Sharon Crite	Meredith Durham
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**Guests Present:**

Karen Craven	Renee Alexander
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**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.

**II. Approval of 03-03-2020 Meeting Minutes**

The minutes from the 03/03/20 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: Kristi King-Brock made a motion to approve the 03/03/20 meeting minutes as presented, seconded by Jeremy Arnett. The motion carried unanimously.**

**III. Palmetto Youth Connections Report**

Ms. Karen Craven reviewed the Palmetto Youth Connections PY19 Monthly Update Report. This report reflects July 1, 2019 to June 30, 2020.

- PYC currently has 27 carryover participants, 125 new enrollments with a total of 152 active enrollments.
- There were 23 students in Work Experience in PY19. Ten students were participating in March 2020, when sites closed to all but 1 participant until June 2020. There are 5 students actively participating at the end of PY19.
- There are 101 participants in follow-up at the end of PY19.
- Anderson was serving 103 participants, Oconee was serving 57 participants, and Pickens was serving 49 participants at the end of PY19.

Ms. Craven reviewed the PY19 dashboard. Ms. Craven referred the committee to the caseload breakdown. Ms. Craven stated that there were a total of 103 measurable skills gains and 57 WIN credentials that have been earned after enrollment in PY'19. There were 381 positive placements in PY19. Ann Marie Baker has taught 264 Career Smart classes in PY19, of which there were 44 resumes created.

Ms. Craven also reviewed the PY20 Palmetto Youth Connections Report, which reflects July 2020.

- PYC currently has projected 48 carryover participants, 8 new enrollments with a total of 56 active enrollments.
- There are 5 students in Work Experience in PY20.
- There are 78 participants in follow-up.
- Anderson is serving 73 participants, Oconee is serving 43 participants, and Pickens is serving 44 participants thus far in PY20.

Ms. Craven reviewed the PY20 dashboard and noted the demographics at registration. Ms. Craven stated that there were a total of 2 measurable skills gains and 1 WIN credential that have been earned after enrollment in PY20. Ann Marie Baker has taught 6 Career Smart classes in PY20, of which there was 1 resume created.

#### **IV. New Business:**

##### **a. 2020 AOP BIS Showcase Funds**

Mr. Trent Acker stated that the AOP Showcase Board made the decision to not hold the AOP Showcase in person for 2020, which means there is no longer a need for the \$2,500 transportation funds that were allocated for the Showcase.

**ACTION TAKEN: Berdina Hill made a motion to de-obligate \$2,500 that was allocated for transportation funds for the 2020 AOP Showcase event, seconded by Crystal Noble. The motion carried unanimously.**

**b. PY'19 Grant Expenditures (06/2020)**

Ms. Craven reviewed the expenditure budget report for PY'19, stating that as of the end of June, the budget was 88.4% expended. COVID-19 did impact expenditures slightly in PY'19. Ms. Craven reviewed a few budget overages, which can be seen on page 8 of the packet. Ms. Craven pointed to line item 6507 (Work Experience), stating that 74.6% of this line item was expended. The credential exam fees line item was slightly over expended due to an obligation for PYC to pay for the GED exam test. Ms. Craven also reviewed line item 6530 (Individual Training Accounts). There were a total of 16 enter occupational skills training in PY'19.

**c. PY19 3<sup>rd</sup> Quarter Youth Performance**

Ms. Sharon Crite referred committee members to performance data listed in the packet on page 9, and stated that PYC is exceeding all performance measures. Ms. Crite complimented PYC on the transition to remote services in response to the pandemic.

**d. PYC Enrollment Update**

Ms. Crite referred to page 10 and stated that 152 individuals were enrolled in PY19.

**e. PY20 Youth Allocation/Letter of Intent/Youth Budget**

Mr. Acker stated that year-over-year from PY19 to PY20, WorkLink saw a significant reduction in the amount of funds available to the Youth program. Because WorkLink was aware there might be an opportunity for some of that funding to be restored or to see other funding become available, WorkLink elected to execute a letter of intent to Eckerd. WorkLink was able to prevail upon the State Workforce Development Board committee to restore the program portion of the losses for each local area. WorkLink's Youth program was cut almost \$140,000 year-over-year. Mr. Acker stated the funding restrictions and timing are not known at this time. These funds do not have to be requested back in the proportion that was lost from each program. Mr. Acker stated that the budget modification will be forthcoming.

Ms. Renee Alexander stated that Eckerd revised the budget to \$525,000 from the initial amount of \$600,000 for the first quarter of PY20. The full budget is listed on pages 11-17 in the packet. Ms. Alexander pointed to the budget comparison page and stated staff costs and staff fringe remain the same. Operations costs including facility costs, equipment, postage, mileage, consumable supplies, registration costs, and outreach were reduced by a total of \$14,231.42. Participant training costs including WEX stipends, tuition for adult education, and individual training accounts, were decreased from \$83,000 to \$39,453. Supportive services participant costs were reduced by \$14,219. All budget decreases total \$75,000, which brings the total revised budget to \$525,000.

**V. Other Business**


The next Youth Committee meeting is scheduled for Tuesday, October 13 at 10 a.m. at the Clemson SC Works Center.

**VI. Adjourn**

Mr. Robert Halfacre thanked everyone for attending and adjourned the meeting at 10:51 a.m.

*Respectfully submitted by: Meredith Durham*

## PY'20 UPDATE REPORT

<b>Service Provider Information</b>			
<b>Date:</b>		<b>1-19-21</b>	
<b>Service Provider:</b>		 <b>Palmetto Youth Connections</b>	
<b>Prepared By:</b>		<b>Karen Craven</b>	
<b>Program Description:</b>		<b>Out of School Youth (17-24)</b>	
<b>Number of Participants to be Served:</b>		<b>156 (Active)</b>	
<b>PY'20 Performance</b>			
<b>Carryover: (Example: 94)</b>		<b>55</b>	
<b>New Enrollments:</b>		<b>July 2020: 8</b> <b>August 2020: 14</b> <b>September 2020: 18</b> <b>October 2020: 9</b> <b>November 2020: 9</b> <b>December 2020: 3</b> <b>Total: 61</b>	
<b>Dates Covered for New Enrollments:</b>		<b>July 1, 2020– December 31, 2020</b>	
<b>Total Active Enrollment:</b>		<b>116</b>	
<b>Total in WEX PY 20:</b>		<b>13</b>	
<b>Total in Follow up:</b>		<b>87</b>	
<b>Total Entered Employment/Education/Military (Goal Q2: 83%; Goal Q4: 80.10%)</b>		<b>1st Q:</b> <b>Q2: 87.6%      Q4: 87.7%</b>	
<b>Credential Rate Goal 77.7%</b>		<b>1st Q:</b> <b>76.2%</b>	
<b>In Program Measureable Skills Gain Goal: 60.1%</b>		<b>1<sup>st</sup> Q: 55.6%</b>	
<b>Total number enrolled per county (active and follow-up)</b>	<b>ANDERSON</b> <b>80</b>	<b>OCONEE</b> <b>48</b>	<b>PICKENS</b> <b>44</b>

Data Through:  
12/31/2020

Palmetto Youth Connections - WorkLink - PY19

July 1, 2020 - June 30, 2021

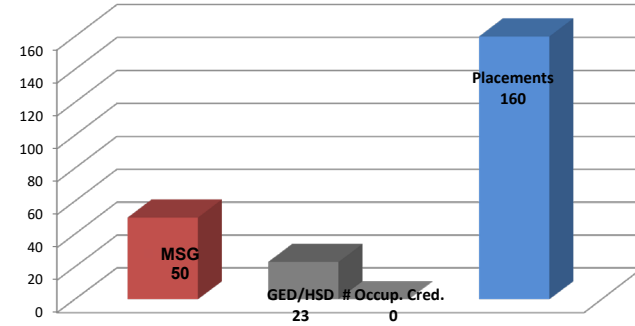
Demographics at Registration

	Anderson	Oconee	Pickens	Total	
Male	9	6	8	23	38%
Female	16	11	11	38	62%
	25	17	19	61	
Younger Youth (18 & Under)	11	9	11	31	51%
Older Youth (Over 18)	14	8	8	30	49%
	25	17	19	61	
High School Drop Out	25	17	19	61	All
Basic Skills Deficient	24	16	19	59	97%
Unemployed	16	13	15	44	72%

Caseload Breakdown

	Anderson	Oconee	Pickens	Total
Baker	0	48	0	48
Active	0	25	0	25
Follow-Up	0	23	0	23
Cobb	0	0	44	44
Active	0	0	20	20
Follow-Up	0	0	24	24
Smith	38	0	0	38
Active	15	0	0	15
Follow-Up	23	0	0	23
Wengard	42	0	0	42
Active	25	0	0	25
Follow-Up	17	0	0	17
Active	40	25	20	85
Follow-Up	40	23	24	87
Total	80	48	44	172

YTD Outcomes



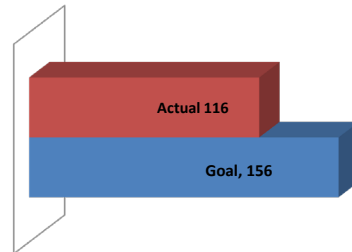
23GED/HSD/19EFLGains/8Skill Progress    22 GED/1HSD    0    163 Employment/7Post Secondary

WIOA Reported WorkLink Youth Performance

WIOA PY 20 1st Q (Rolling 4 Q) Performance			
			Pass
			Fail
Overall Program Score			97.60%
	Goal	% of Goal	Actual
EMPI/EDU/TRAINING Q2:	83.00%	105.50%	87.60%
EMPI/EDU/Training Q4:	80.10%	109.50%	87.70%
Credential Rate:	77.70%	98.10%	76.20%
Med Earnings	\$2,865	82.50%	\$2,363
MSG	60.10%	92.50%	55.60%

PY20 Enrollments

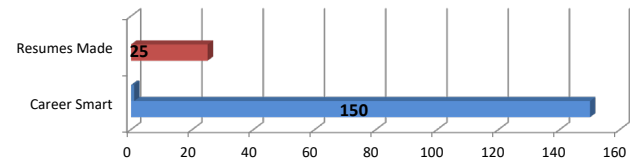
	Goal	Actual
Carryover	48	55
1st Quarter (Jul-Aug-Sep)	21	40
2nd Quarter (Oct-Nov-Dec)	33	21
3rd Quarter (Jan-Feb-Mar)	34	
4th Quarter (Apr-May-Jun)	20	
Total	156	116



WIN Information PY 20

Platinum	0
Gold	3
Silver	22
Bronze	9
Total	34

WorkReady Services



**Nominating Entity Information**

Name of Career Coach: Rhonda Wengerd

**Nominee Information**

Name of Nominee: Marqee Hartley

SCWOS State ID: 3451438

Nominee County of Residence: Anderson

Youth, Adult Participant or Dislocated Worker: Youth Participant

**A. Dates of WIOA Participation**

1. Registration/Enrollment Date: 8/16/2019
2. Exit Date: 3/02/2020
3. Latest Follow-up Date: 6/17/2020

**B. Background**

1. Check which characteristics applied to the nominee prior to or at his/her entry into WIOA.

Deficient in Basic Skills:	<u>X</u>	Homeless, Runaway, Foster-Child:	_____
High School Dropout:	<u>X</u>	SNAP/Low Income:	_____
Person with Disability:	_____	Offender:	_____
Pregnant or Parenting:	_____		

2. Briefly describe additional characteristic/factor not listed that may have posed a barrier for the nominee.

Youth has the responsibility of assisting financially for the family. At one time, he had to overcome health challenges that allowed him to pursue both employment and education.

**C. Training**

1. Name of Training Program and Training Provider:  
GED, Anderson Adult Education Center
2. Degree/Credential Earned: GED

**C. Employment**

1. Date Employed: Currently has two jobs/employers as follows:  
April 2013(McDonald's) July 2020 (LOWE'S)



Marqee Hartley was enrolled into Palmetto Youth Connections in August 2019.

Marqee dropped out of high school when he was in the 11<sup>th</sup> grade due to health and financial concerns. After four years and once he was able to overcome some of his medical and financial obstacles, he registered and began GED classes at the Anderson Adult Education Center. He was not only a high school drop-out, but was also basic skills deficient in math. He made his GED a priority, stating that he planned to finish by the end of 2019, and was able to complete his high school credential on December 17<sup>th</sup>, 2019. Marqee never gave up on pursuing his education, he just had to accomplish goals in a different order than a traditional setting. After completing his GED, he continued working at McDonald's and became a full time employee with a raise from \$10 per hour to 13.50 per hour. After accomplishing his GED, he began pursuing a way to go to college. Right now, he is both working at McDonald's full time and now Lowe's Home Improvement part time preparing financially for school and to buy a vehicle and eventually a home. He plans to start Tri-County Technical College in the spring of 2021 and major in Industrial Maintenance. He is in the process of all the enrollment steps to enter college in the spring along with the financial aid. Marqee is a very determined individual in setting and reaching his goals. Palmetto Youth Connections looks forward to all of the great things he will accomplish in the future.

Strategic Plan Table 1: Reduce Fragmentation in the Youth Workforce Development System

Critical Issue	Goal	Objective	Strategy	Action Plan	Subcommittee
<p>Service providers are working in silos, creating fragmentation within the workforce development system.</p>	<p>Integrate workforce development systems, processes and networks.</p>	<p>Enhance both the service mapping database (211) and the personal provider-to-provider communication network by identifying and connecting workforce service providers, educators, faith based organizations (FBOs), service organizations, and other groups actively engaged in workforce development.</p>	<p>Further develop resource inventory</p> <p>Collect/Input service map data</p> <p>Disseminate the product</p> <p>Identify/Address gaps in community services</p> <p>The Youth Provider will collaborate and/or partner with existing community, service, or resource fair(s) in the AOP community.</p>	<ul style="list-style-type: none"> <li>Identify youth partners in AOP (Anderson-Oconee-Pickens)</li> <li>Utilize and distribute as necessary the existing community resource flyer which reference services in AOP community.</li> <li>Regularly update the existing 211 database, ASA book of services</li> <li>Review/research <a href="http://www.indyserves.com">www.indyserves.com</a> website and templates</li> <li>Youth provider to educate families of available resources in tri-county area.</li> <li>Communicate the need for youth providers to partner with organizations who serve at-risk youth in the tri-county area – <b>On Going</b></li> <li>Advocate/solicit partner involvement, including:                             <ul style="list-style-type: none"> <li>Local church time/talent banks</li> <li>Civic/Service Organizations</li> <li>Retiree Groups</li> <li>Others TBD</li> </ul> </li> <li><b>On-Going</b></li> <li>Youth Provider (PYC) to track all information in the Emprya system – <b>On-Going</b></li> <li>Market service mapping resource 2-1-1 by utilizing and promoting whenever possible serving the three county area (AOP).</li> <li>Continue to improve methods for informing partners about database</li> </ul> <p><b>On Going</b></p> <ul style="list-style-type: none"> <li>Youth Council (YC) to go through formal gap analysis exercise with a third party facilitator. Facilitated by COG Staff and completed on 4/22/16.</li> <li>Disseminate to Youth Council, WIB, service providers and partners – <b>On-Going</b></li> </ul>	<p>Service Integration</p>

GOAL#1 - No current 2-1-1 Reports from United Way at this time.

Service Fairs

PY 19

**GOAL# 1**

\*Covid 19 impacted and canceled public events

Agency	Date	County
TCTC Job Fair	1/2/2020	AOP
AOP Showcase	11/19/2019	AOP
Pumpkin Town Festival	10/1/2019	AOP
Oconee AE Job Fair	8/22/2019	Oconee
Pickens County Graduates Service Fair	4/30/2020	Pickens*
Oconee County Job and Service Fair	4/20/2020	Oconee*

**Strategic Plan Table 2: Combating Soft Skill, Basic Skill and Work Ethic Challenges**

Critical Issues	Goal	Objective	Strategy	Action Plan	Subcommittee
<p>1. Shortage of work ethic, soft skills, and basic skills</p> <p>2. Earlier intervention among youth is needed to get ahead of the issue effectively</p>	<p>Improve the general work ethic, soft skills and basic skills of the tri-county area youth workforce</p>	<p>Improve the community's perception of general work readiness and work ethic of our youth by 10-25%</p> <p>Improve awareness and implementation of WorkKeys/WIN as a way to combat the issue</p> <p>Enhance existing training for soft skill, basic skill and work ethic development throughout the youth service provider network.</p>	<p>Monitor and evaluate progress of general work readiness/ethic perception in the tri-county area.</p> <p>Work with One Stop Operations Committee to bolster awareness/implementation of WorkKeys/WIN.</p> <p>Strengthen the existing curricula and training foundation for teaching work ethic and soft/basic skills.</p>	<p>Survey businesses to determine increase in work readiness/soft skills of youth by comparing perceptions to the 06/30/14 baseline.</p> <ul style="list-style-type: none"> <li>See action plans of WDB</li> <li>Continue to coordinate administration and outreach through local One Stops and other WorkKeys/WIN administrators in the system (school districts, adult ed centers, tech colleges, etc.).</li> </ul> <p>Utilize the <b>Learning Express-Workforce Skills for 21st Century Success</b> software program as the foundation and methodology for addressing general work readiness challenges.</p>	<p><b>Work Readiness</b></p>

GOAL#2

# WORKLINK WORK READINESS TOOL FOR THE WIOA PROGRAM

## GOAL # 2

Worksite Location:		Work Experience Training Evaluation			
Participant Name:		Worksite:			
Participant Job Title:		Worksite Supervisor/Reviewer:			
Start Date:		Review Date #1:		Review Date #2:	
FOUNDATION SKILL	PERFORMANCE EXPECTATIONS	Performance Improvement Plan Needed (1)	Needs Development (2)	Proficient (3)	Exemplary (4)
See page 3 for more detailed grading descriptions					
<b>ATTENDANCE</b>	Understanding work expectations for attendance and adhering to them. Notifying supervisor in advance in case of absence.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>PUNCTUALITY</b>	Understanding work expectations for punctuality. Arriving on time for work, taking and returning from breaks on time, and calling supervisor prior to being late.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>WORKPLACE APPEARANCE</b>	Dressing appropriately for position and duties. Practicing personal hygiene appropriate for position and duties.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>TAKING INITIATIVE</b>	Participating fully in task or project from initiation to completion. Initiating interaction with supervisor for next task upon completion of previous one.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>QUALITY OF WORK</b>	Giving best effort, evaluating own work, and utilizing feedback to improve work performance. Striving to meet quality standards.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>COMMUNICATION SKILLS</b>	Speaking clearly and communicating effectively – verbally and non-verbally. Listening attentively. Using language appropriate for work environment.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>RESPONSE TO SUPERVISION</b>	Accepting direction, feedback, and constructive criticism with positive attitude and using information to improve work performance.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>TEAMWORK</b>	Relating positively with co-workers. Working productively with individuals and teams. Respecting diversity in race, gender, and culture.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>PROBLEM-SOLVING/ CRITICAL-THINKING</b>	Exercising sound reasoning and analytical thinking. Using knowledge and information from job to solve workplace problems.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>WORKPLACE CULTURE POLICY AND SAFETY</b>	Demonstrating understanding of workplace culture and policy. Complying with health and safety rules. Exhibiting integrity and honesty.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Would you hire this person?</b>	<b>Comment:</b>				
<b>Youth Provider:</b>					
<b>Grant Period:</b>					
<i>Employers may add as many or few additional skills as they see fit based on the position.</i>	<b>TOTAL SCORE</b> _____ <i>(add 4-box total; average score = total/# of skills)</i>	# checked X 1 Total: _____	# checked X 2 Total: _____	# checked X 3 Total: _____	# checked X 4 Total: _____
<b>To meet work readiness skill attainment:</b>  (1)* employee must have an overall average score that is "proficient" (3.0) or employee must meet "proficient" standard in 80% of the total categories listed. (2) supervisor MUST verify that performance on job was satisfactory. (3) employee must not have been fired from this work experience.		<b>Employee had satisfactory work performance and has met minimum total score:</b>  Employer Signature: _____  Employee Signature _____  Date: _____ (see page 2 for comments)			
<i>*Examples: If there are 10 skill categories, participant must have a minimum score of 30 (3 x 10) out of a possible 40 or be proficient in at least 8 of the 10 categories. If an employer chose 15 skills to measure, participants would need minimum score of 45 (3 X15) out of a possible 60 or be proficient in at least 12 of the 15 categories.</i>					

**Review Comments/Goals/Other:**

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Employer Initials: \_\_\_\_\_

**TIPS FOR IMPLEMENTING WORK READINESS TOOL**

- **FLEXIBILITY:** This work readiness tool is modifiable to best meet employer’s needs. Ten foundation skills have already been listed. Employers may measure all or most of these skills and are also encouraged to add any additional workplace and career skills.
- **SAMPLE SKILLS:** Listed below are examples of potential additional skills.

Occupation/Technical Skills	Academic Skills	Leadership Skills	Business Skills
<ul style="list-style-type: none"> <li>-- Occupation-specific skills</li> <li>-- Industry-sector skills</li> <li>-- Industry-wide skills</li> <li>-- Understanding all aspects of an industry</li> </ul>	<ul style="list-style-type: none"> <li>-- Written communication</li> <li>-- Reading and reviewing</li> <li>-- Mathematics and data analysis</li> <li>-- STEM: science, technology, engineering, and mathematics</li> <li>-- Basic computer skills</li> </ul>	<ul style="list-style-type: none"> <li>-- Leadership</li> <li>-- Creative thinking/innovation</li> <li>-- Project management</li> <li>-- Teaching and instructing</li> </ul>	<ul style="list-style-type: none"> <li>-- Customer service skills</li> <li>-- Telephone skills</li> <li>-- Planning and organizing</li> <li>-- Scheduling &amp; coordinating</li> <li>-- Using computer applications</li> </ul>

- **PREPARATION:** Employers should review tool with the youth on or prior to the first day of the work experience. Depending on the number of youth at a worksite and the employer’s discretion, this can be done as part of an employer-led group orientation or individually with each young worker. At the conclusion, each youth should have a clear understanding of their job description and expectations, what work readiness skills they will be measured on, and how often they will be measured.
- **FREQUENCY:** It is recommended that employers conduct more than one evaluation. Benefits of administering bi-weekly or “mid-point” assessments include the ability for employers to: offer youth constructive feedback; formally recognize positive work performances; address small issues before they become larger ones; and formally communicate youth performance with local program staff to ensure added support. An additional benefit is that local areas may be able to document the work readiness progress if a participant who has already proven to be proficient in work readiness leaves the program prior to its end.
- **FIRST EVALUATION:** The first evaluation can also be used as a helpful diagnostic and developmental tool that is maximized when delivered within the first two or three weeks. For participants experiencing challenges and have received a “1” in any category, a performance improvement plan should outline a set of goals in the comment section. In the past, some employers have had youth first assess their own performance and use any gaps in assessments to promote positive communication.
- **GRADING SCALE:** A grading scale of foundation skills has been listed on page 3 for employer convenience. To add any additional skills, employers can copy the language in the “general key” and modify as they see fit.
- **SUPPORT:** Local area program staff are available to make evaluation process as simple and seamless as possible. Through employer orientations, worksite monitoring, and on-going communication, summer youth program staff are available to address any outstanding questions or concerns by the employer. They may also be available to assist with job descriptions, and provide additional supportive work readiness training to participants. Sharon Crite, Youth Services Coordinator can be reached at 864-646-1828.

**Sources:** Tool content and design is based on three general sources encompassing public study, private research, and practical local application.

- (1) US Dept. of Labor – ETA’s “ Building Blocks for Competency Models” [http://www.careeronestop.org/CompetencyModel/pyramid\\_definition.aspx](http://www.careeronestop.org/CompetencyModel/pyramid_definition.aspx)
- (2) Employer research collaboration of The Conference Board, Partnership for 21<sup>st</sup> Century Skills, Corporate Voices, & Society for HR Management includes online-accessible reports: “New Graduates’ Workforce Readiness”, “Are They Really Ready to Work?”, and “The Ill-Prepared US Workforce”.
- (3) Sample tool design is based most closely on the Massachusetts Work-Based Learning Plan (<http://www.skillslibrary.com/wbl.htm>). The Seattle King County’s Learning and Employability Profile, and other tools from the 2009 Summer Youth Employment Initiative under the American Recovery and Reinvestment Act were also utilized. For more info, see: “Tips on Measuring Work Readiness” [www.workforce3one.org/view/5000910643776065645/info](http://www.workforce3one.org/view/5000910643776065645/info)

**EVALUATION GRADING SCALE**

**ATTENDANCE**

<b>Perf. Improvement Plan Needed</b>	<b>Needs Development</b>	<b>Proficient</b>	<b>Exemplary</b>
Excessive absences consistently impact work performance. Additional training is needed.	Below 90% attendance, but participant seeks out opportunities to make up missed work.	Maintains 90% attendance and notifies supervisor ahead of time prior to absence.	100% attendance or missed one day with valid reason that did not occur during first two weeks.

**PUNCTUALITY**

<b>Perf. Improvement Plan Needed</b>	<b>Needs Development</b>	<b>Proficient</b>	<b>Exemplary</b>
Excessive lateness consistently impacts work performance. Additional training is needed.	Inconsistent in arriving to work, returning from breaks on time, and calling supervisor prior to lateness.	Arrives to work & returns from breaks on time with rare exception. If late, calls supervisor ahead of time.	Perfect or near perfect in arriving for work and returning from breaks on time. Model for other workers.

**WORKPLACE APPEARANCE**

<b>Perf. Improvement Plan Needed</b>	<b>Needs Development</b>	<b>Proficient</b>	<b>Exemplary</b>
Has not yet demonstrated appropriate appearance and/or personal hygiene for position and duties.	Inconsistent in demonstrating appropriate appearance and/or personal hygiene for workplace.	Dresses appropriately and practices hygiene for position and duties with rare exception.	Consistent display of professional appearance and hygiene serves as a model for other workers.

**TAKING INITIATIVE**

<b>Perf. Improvement Plan Needed</b>	<b>Needs Development</b>	<b>Proficient</b>	<b>Exemplary</b>
Reluctant to begin tasks without significant staff intervention. Needs frequent reminders. Additional training may be needed.	Inconsistently begins or remains on task. Needs occasional prompting. Often satisfied with bare minimum performance.	Begins and remains on task until completion with rare exception. Can work independently. Initiates interaction for next task.	Consistently begins/remains on task until completion, and initiates interaction for next task. Can work independently, and leads others.

**QUALITY OF WORK**

<b>Perf. Improvement Plan Needed</b>	<b>Needs Development</b>	<b>Proficient</b>	<b>Exemplary</b>
Has not yet given best effort. Rarely evaluates work and utilizes feedback. Completes work inconsistently. Additional training may be needed.	Uneven work quality. Sometimes evaluates own work and utilizes feedback, but inconsistent in meeting quality standards.	Quality of work meets expectations. Evaluates own work, and utilizes employer feedback to improve performance.	Quality of work often exceeds expectations. Consistently gives best effort. Evaluates own work and utilizes employer feedback.

**COMMUNICATION SKILLS**

<b>Perf. Improvement Plan Needed</b>	<b>Needs Development</b>	<b>Proficient</b>	<b>Exemplary</b>
Seldom speaks clearly or listens attentively. Repeatedly uses inappropriate language for the workplace. May need additional training and support.	Inconsistent in communicating in manner and language appropriate for workplace. Inconsistent in effort to speak clearly or listen attentively.	Demonstrates positive oral and non-verbal communication with rare exception. Listens attentively and uses language appropriate for workplace.	Consistently demonstrates positive oral/non-verbal communication skills. Speaks clearly and listens attentively, Can effectively present to a group if needed.

**RESPONSE TO SUPERVISION**

<b>Perf. Improvement Plan Needed</b>	<b>Needs Development</b>	<b>Proficient</b>	<b>Exemplary</b>
Reluctant to accept feedback and constructive criticism from supervisor. Responds with poor verbal or non-verbal communication. Additional training may be necessary.	Inconsistent in accepting direction, feedback, and constructive criticism from supervisor. Shows potential for improvement.	Accepts direction and constructive criticism with positive attitude with rare exception. Uses feedback to improve work performance.	Consistently accepts direction and constructive criticism with positive attitude. Uses feedback to improve work performance, and provides new and useful ideas to employer.

**TEAMWORK**

<b>Perf. Improvement Plan Needed</b>	<b>Needs Development</b>	<b>Proficient</b>	<b>Exemplary</b>
Has not yet demonstrated appropriate group behaviors. Improvement needed in treating others with respect. Rarely contributes to group efforts. Additional training may be necessary.	Inconsistent in promoting positive group behaviors amongst coworkers, and in contributing to group efforts. Shows potential for improvement.	Works well with co-workers, is respectful, and contributes to group efforts with rare exception. Respects diversity within the workplace.	Consistently facilitates positive group dynamics. Demonstrates leadership that plays a significant role in success of group efforts. Promotes larger group unity.

**PROBLEM-SOLVING/CRITICAL THINKING**

<b>Perf. Improvement Plan Needed</b>	<b>Needs Development</b>	<b>Proficient</b>	<b>Exemplary</b>
Makes little or no effort to use knowledge learned from the job to solve workplace problems.	Inconsistent in using sound reasoning to solve work problems. Shows potential for improvement.	Uses sound reasoning, and job knowledge to solve workplace problems. Shows initiative in improving skills.	Consistently applies sound reasoning to solve work problems. Identifies potential problems before they can occur.

**WORKPLACE CULTURE, POLICY AND SAFETY**

<b>Perf. Improvement Plan Needed</b>	<b>Needs Development</b>	<b>Proficient</b>	<b>Exemplary</b>
Has not demonstrated understanding of workplace policies/ethics. Has not completed applicable training on workplace .	Inconsistent in demonstrating understanding of workplace culture, policies, and safety rules.	Demonstrates understanding of workplace policies. Completed safety training if applicable, and adheres to rules. Exhibits honesty and integrity.	Shows clear understanding of work policies and safety rules. Exhibits honesty and integrity. Has completed applicable safety trainings and has led coworkers.

**GENERAL KEY**

<b>Perf. Improvement Plan Needed</b>	<b>Needs Development</b>	<b>Proficient</b>	<b>Exemplary</b>
Is not yet demonstrating the skills required for the position and needs to have a formal plan for improving skills. May need additional training.	Inconsistent in demonstrating and developing skills for the position, but development is needed.	Demonstrates the skills required for the position with rare exception, and shows initiative in improving skills.	Consistently demonstrates skills required for the position. Often exceeds expectations and has emerged as leader that improves overall team.

***This general key is adaptable for employers to copy, paste in boxes on page 1, and modify accordingly for job-specific skills.***

<b>Palmetto Youth Connections PY 19 7/1/19-6/30/20 GOAL #2</b>				
<b>Work-Readiness Basic/Soft Skills</b>				
<b>Basic/Soft Skills Score:</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
ATTENDANCE		8	7	8
PUNCTUALITY		6	12	5
WORKPLACE APPEARANCE			17	6
INITIATIVE	1	5	13	4
QUALITY OF WORK		6	11	6
COMMUNICATION SKILLS		5	12	6
RESPONSE TO SUPERVISOR	1	2	15	5
TEAMWORK		3	14	6
PROBLEM SOLVING/CRITICAL THINKING	1	4	15	3
WORKPLACE CULTURE POLICY AND SAFETY		3	16	4
<b>WOULD YOU HIRE THIS PERSON? YES 13</b>				
<b>WOULD YOU HIRE THIS PERSON? NO 09</b>				
<b>NO RESPONSE (NR) 01</b>				
<b>Mandate Work Base-Learning (WBL) Goal= 20% of Program Expenditure.</b>				
<b>Note: PY 19 WORKSITE INTERRUPTION DUE TO COVID-19 rendered WBL % less than 20%.</b>				
<b>Data Collected from WorkLink Work Readiness Tool for WIOA Work Experience Training Opportunity</b>				
<b>Completed by 9 Employers for 30 participants.</b>				
<b>Satisfactory Work Performance = Score of 3.0</b>				

PY 19  
WBL % =  
17.49%.

**Strategic Plan Table 3: The Need of More Workers to have Industry Recognized Credentials**

<b>Critical Issue</b>	<b>Goal</b>	<b>Objective</b>	<b>Strategy</b>	<b>Action Plan</b>	<b>Subcommittee</b>
<p>Too many workers lack the technical qualifications necessary to meet the demands of modern business and industry.</p>	<p>Bridge the current credentials gap between the workforce and business/industry job requirements.</p>	<p>Increase the number of youth participants who earn industry-recognized credentials and degrees, including WorkKeys /WIN testing, high school diplomas, GEDs and postsecondary certifications.</p>	<p>Increase communication, coordination, and collective outreach between providers serving under the Workforce Innovation and Opportunity Act as well as other educational resources in the tri-county area.</p>	<ul style="list-style-type: none"> <li>• See Action Plans of WDB Committees for outreach and implementation action items.</li> <li>• Using Youth Provider dashboard data along with WIOA Youth Performance Quarterly Report as outlined by DOL/SCDEW. The goal is to meet and/or exceed (Credential Attainment Rate) WIOA Youth Performance Measures. Consult with WorkLink WIOA Performance &amp; Reporting Specialist and/or SCDEW for WIOA Youth Performance Guidance.</li> </ul>	<p><b>Work Readiness</b></p>

GOAL#3 PYC -PY 19 DASHBOARD

**Demographics at Registration**

	Anderson	Oscoee	Pickets	Total	
Male	24	19	21	64	51%
Female	33	14	14	61	49%
Younger Youth (18 & Under)	57	33	35	125*	52%
Older Youth (Over 18)	24	18	23	65	48%
	56	33	33	122*	
High School Drop Out	57	33	35	125*	All
Basic Skills Deficient	56	31	33	120	95%
Unemployed	40	25	24	89	71%

\* 0 students were certified as eligible, but did not participate or enroll

**Caseload Breakdown**

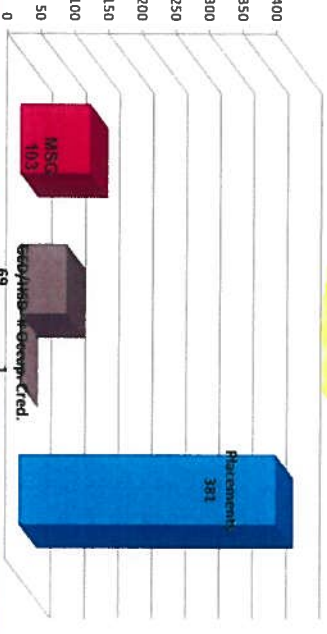
	Anderson	Oscoee	Pickets	Total
Baker	0	57	0	57
Active	0	30	0	30
Follow-Up	0	27	0	27
Cobb	0	0	57	49
Active	0	0	22	22
Follow-Up	0	0	27	27
Smith	46	0	0	46
Active	25	0	0	25
Follow-Up	21	0	0	21
Wengard	57	0	0	57
Active	31	0	0	31
Follow-Up	26	0	0	26
Active	56	30	22	108
Follow-Up	47	27	27	101
Total	103	57	49	209

**PY19 Enrollments**

	Goal	Actual
Carryover	40	27
1st Quarter (Jul-Aug-Sep)	26	36
2nd Quarter (Oct-Nov-Dec)	36	47
3rd Quarter (Jan-Feb-Mar)	29	32
4th Quarter (Apr-May-Jun)	25	10
<b>Total</b>	<b>156</b>	<b>152</b>

0 students were certified as eligible, but did not participate or enroll

**YTD Outcomes**



**WIN Information PY 19**

Platinum	0
Gold	4
Silver	42
Bronze	11
<b>Total</b>	<b>57</b>

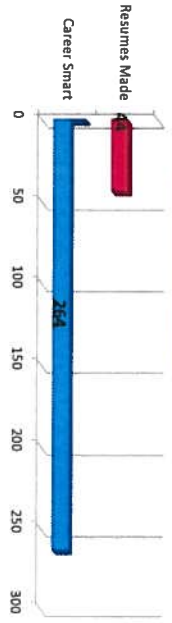


**WIOA Reported WorkLink Youth Performance**

WIOA PY 19 3rd Q Performance	Baseline
	Pass
	< 90%
	Fail
Overall Program Score	117.30%
Goal	117.30%
EMPE/UTRAINING Q2:	76.60%
% of Goal	90.20%
EMPE/UTRAINING Q4:	69.00%
% of Goal	82.40%
EMPE/UTRAINING Q4:	69.00%
% of Goal	78.20%
Credential Rate:	68.10%
% of Goal	59.10%
Med Earning:	NA
Med Earning:	NA
MSG:	NA
MSG:	NA



**WorkReady Services**



**Strategic Plan 4: Increasing Work-Based Learning and General Employer Engagement in the WF Development System**

Critical Issue	Goal	Objective	Strategy	Action Plan	Subcommittee
<ul style="list-style-type: none"> <li>Increasing system-wide coordination and interaction between workforce development partners, business/industry, and the education system.</li> </ul>	<p>Continue aggressive outreach with employers utilizing the Workforce Development System and Services.</p>	<p>Increase the number of employers who participate in work-based learning opportunities in the region.</p> <p>Increase opportunities for veterans, persons with disabilities, and youth through promotion of apprenticeships, and other work-based learning programs.</p>	<ul style="list-style-type: none"> <li>Educate employers about work-based learning opportunities through increased speaking engagements and other outreach events</li> <li>Increase number of outreach events and speaking engagements which can educate industry about the benefits of work-based learning for veterans, persons with disabilities and youth.</li> </ul>	<ul style="list-style-type: none"> <li>The youth workforce service provider is to execute at least 100 interactions per year with workforce development partners, business/industry, and education. From this effort, at least 10 business interactions/involvements per year are to be established. In industry outreach events, showcase area success stories about veterans, persons with disabilities and youth who have successfully utilized work-based training to the benefit of themselves and of participating companies.</li> </ul>	<p><b>Work Readiness</b></p>

GOAL#4

**Goal #4 Outreach/Work Experience/Businesses Contacted PY19**

PY19 Total: 241

\*Covid-19 Interrupted  
March-June outreach

Agency	Date		
Anderson Adult Education	9/12/2019	<b>PY 19 New Business' Contacted: 44</b>	<b>PY 19 Worksites: 9</b>
Carri Healthcare	1/10/2020	<b>PY 19 WEX Business' Contacted: 72</b>	<b>PY 19 New Worksites: 1</b>
Haven of Rest	2/9/2020		
American Thrift Store	1/9/2020	New Worksite	
Ozone Adult Education	11/8/2019		
Ozone Fibrosis Society	12/18/2019		
Ozone/ma Bargain Hut	12/17/2019		
Service Library	11/21/2019		
Walden Elementary	1/1/2020		
313 Cafe	10/11/2019		
AIM	1/29/2020		
Allstate Insurance	2/3/2020		
Amber Island Tattoo	11/2/2019		
Ambler Elementary	11/7/2019		
Anderson Homeless Coalition	7/16/2019		
Army Recruitment Office	1/12/2020		
Arthrex	2/13/2020		
Blondies Salon	6/23/2020		
Casual Carolina	5/1/2020		
Children's Rehab Center Oconee	1/6/2020		
Clemson Therapy Center	7/18/2019		
Corner Crafts and Boutique	3/2/2020		
Coyote Coffee	7/22/2019		
Credit Central	12/9/2019		
DAR	2/8/2020		
Deka Lash	1/17/2020		
Dream Center	3/5/2020		
Drug Court	2/11/2020		
Easley Animal Hospital	2/27/2020		
Easley Baptist Hospital	12/15/2019		
Easley Combined Utilities	1/4/2020		
Easley Library	9/7/2019		
Eclipse Salon and Spa	1/15/2020		
Emily's Especially For You	11/7/2019		
Foolish Heart Farms	10/10/2019		
<b>Fusion Hair Salon</b>	6/7/2020		
Habitat for Humanity	5/2/2020		
Hair and Nails	12/16/2019		
Hampton Inn	5/7/2020		
Hillcrest Cemetery	3/11/2020		
Mountain Lake Access	6/15/2020		
My Nail Bar	12/5/2019		
Northlake Condos	11/10/2019		
Oconee Machine & Tool	11/13/2019		
Oconee/Pickens Behavior Health	6/25/2020		
Our Daily Rest	12/7/2019		
Paw Prints Animal Hospital	1/26/2020		
Peak Workforce	7/4/2019		
Pickens Library	1/18/2020		
Powell Insurance	10/10/2019		
Red Tomato	6/1/2020		
Regional Housing Authority	2/25/2020		
SAFY of Pickens	7/10/2019		
Salon of Vicki Farmer	1/10/2020		
Saluda River Grill	5/2/2020		
Seneca Family Restaurant	6/8/2020		
Simply Country Chic	9/16/2019		
Southern Smoke BBQ	5/22/2020		
State Farm Insurance	12/7/2019		
The Fashion Shack	1/26/2020		
Trinity Point Outreach	4/19/2020		
Tuesday Morning	1/23/2020		
Tuscany Salon and Spa	10/1/2019		
University Cottages	1/10/2020		
Upstate Pharmaceutical	12/4/2019		
Ables Driving School	9/12/2019		

Agency	Date
Anderson Library	6/19/2020
Anderson United Way	5/22/2020
Boulevard Tattoo	3/13/2020
Brownstone Spa	6/1/2020
Collin's Closet	1/26/2020
DJI Anderson	1/7/2020
Dollface Salon	1/20/2020
Easley High School	11/9/2019
Foothills Playhouse	11/8/2019
Heath's Haven	9/8/2019
Keller Williams Realty	2/23/2020
Kings Asphalt	1/18/2020
Kroger Bakery	1/12/2020
Kudzu Staffing	1/12/2020
Lake Hartwell State Park	6/19/2020
Lakeside Chiropractic	12/12/2019
Liberty HS	6/20/2020
Liberty Library	4/16/2020
Liberty Mutual	1/8/2020
Lighthouse Behavior Health	5/26/2020
Local Wear	12/10/2019
Local Wear	5/11/2020
Low Ray of Anderson	5/24/2020
Market at the Mill	12/8/2019
Marriot	10/6/2019
MaryKay	5/18/2020
Massage Envy	3/21/2019
McGee	12/8/2019
Mergon	12/15/2019
Michellin	8/12/2019
Miliken	11/14/2019
Miller's Construction	1/12/2020
Miracle Hill Thrift Store	10/17/2019
Miracle Hill Thrift Store	11/6/2019
Mountain Lakes Access Health	1/22/2020
Nationwide Insurance	12/14/2019
Nationwide Insurance	5/8/2020
NCWorks SETA	3/14/2020
New Foundations	12/6/2019
NHC	1/22/2020
NHC Health Care	6/6/2020
Norris Mechanical	1/21/2020
Northlake Condos	4/4/2020
Nurse Family Partner	9/9/2019
Nurse Family Partner	12/4/2019
O-Charlie's	1/19/2020
Oconee Adult Education	4/8/2020
Oconee Chamber of Commerce	5/14/2020
Oconee County Library	10/5/2019
Oconee County Service Association	9/20/2019
Oconee County Spe Ed	9/22/2019
Oconee County United Way	11/10/2019
Oconee Food Pantry	1/10/2020
Oconee Humane Society	2/2/2020
Oconee Machine & Tool	9/10/2019
Oconee Service association	2/9/2020
Oconee United Way	5/25/2020
Oconee United Way	1/22/2020
Oconee Wellness Center	1/10/2020
OCSA	9/13/2019
Omni	3/4/2020
Open Arms	12/4/2019
Open Arms Bargain Hut	11/5/2019
Open Arms Thrift Store	7/16/2019
Opperman	2/11/2020
Orr St Haven of Rest	7/10/2019
Palmetto HS Guidance	1/12/2020
Patrick B. Harris Hospital	2/25/2020
Paw Prints Animal Hospital	12/7/2019
Peak Workforce	10/10/2019

<b>Agency</b>	<b>Date</b>
Pelzer Adult Education	2/8/2020
Pelzer Food Bank	4/19/2020
Phillips Staffing	6/15/2020
Pickens County Career Center	7/4/2019
Pickens County EMS Services	7/18/2019
Pickens County United Way VITA	1/6/2020
Pickens DSS	6/25/2020
Pickens Elementary	12/8/2019
Pickens Elementary	11/9/2019
Pickens Free Clinic	5/12/2020
Pickens High School	6/21/2020
Pickens Library	1/7/2020
Pickens Recreation	6/9/2020
Piedmont Honda	8/18/2019
Piedmont Honda	11/19/2019
Powdersville HS	5/1/2020
Powell Insurance	3/2/2020
Precheck	11/7/2019
PreDestined Teen Outreach	6/8/2020
Pre-Trial Intervention	10/11/2019
Probation Parole and Pardon Services	12/16/2019
Prosource	1/15/2020
Pumpkin Town Festival	10/1/2019
Rosa Park Clinic	3/1/2020
Ryobi	9/16/2019
S. Main Mercy Center	6/1/2020
Safe Harbor	5/22/2020
Salem Library	5/2/2020
Salon on 8	10/14/2019
Salon 5	6/3/2020
Salvation Army	1/10/2020
Salvation Army Thrift Store	1/17/2020
Salvation Army, Oconee	12/5/2019
Samaritan Health Clinic	1/26/2020
Sanders Machine	1/20/2020

Agency	Date
Sargent Metal	9/12/2019
SAS Shoes	1/18/2020
SAS Shoes	11/19/2019
Sauve's Nails	3/22/2020
SC Youth Advocacy	3/21/2019
SC Youth Advocate Program	3/22/2020
School Behavior Health Forum	10/14/2019
Sealed Air Corp	6/3/2020
Seattle Washington SC Referral	3/11/2020
Self Memorial	8/2/2019
Seneca HS	6/1/2020
Seneca Library	2/21/2020
Seneca Library	12/8/2019
Senior Solutions	12/10/2019
Share	11/13/2019
Shine	1/26/2020
Shriner's Hospital	5/25/2020
Shriner's Hospital Interim Health Care	11/21/2019
Siemens Software	11/1/2019
Skyzone	12/18/2019
Social Security Administration	12/14/2019
Solicitor's Office Anderson	12/2/2019
South Fant Early Childhood Center	9/8/2019
Spectrum	11/8/2019
Springbrook Beh health	6/23/2020
Staff Works	2/13/2020
State Farm Insurance	11/10/2019
Stephen Rice Allstate agency	12/18/2019
SWITCH	4/9/2020
Tamassee DAR School	6/19/2020
TCTC	1/18/2020
TCTC IBEST Manufacturing	8/18/2019
TCTC/CCE Department	10/10/2019
Tennessee Works SETA	3/13/2020
T-Form Plastics	1/19/2020
The Carolina Center	5/22/2020
The Dream Center	6/7/2020
The Legacy of Anderson	2/3/2020
The Parenting Place	5/2/2020
The Salon	1/23/2020
The Salon at 1011	9/12/2019
Thomas P Miller Associates	9/7/2019
Total Fitness	1/18/2020
Town of West Pelzer	2/13/2020
Town of West Pelzer	11/7/2019
Tri County Technical College	9/21/2019
Tribble Center	12/2/2019
Tribble Center	5/7/2020
Tuesday Morning	1/30/2020
United Christian Ministries	1/26/2020
United Housing Connectins	2/27/2020
United Way	11/16/2019
United Way	11/2/2019
University Cottages	7/22/2019
Upper Cervical Care	12/9/2019
Upstate Driving School	12/4/2019
Upstate Federal Credit Union	1/4/2020
Upstate Garage Doors	12/7/2019
Upstate Pharmaceutical	12/8/2019
Upstate Printing	12/18/2019
Upstate Printing	5/3/2020
Upstate Staffing	3/5/2020
Voc Rehab	11/5/2019
Voc Rehab	10/17/2019
Wahalla Library	11/1/2019
Wahalla Library	12/12/2019
Walker Animal Hospital	12/15/2019
West End Elementary	11/8/2020
West Pelzer Town Hall	11/16/2019
West Side High School	9/22/2019

**Program year 2019 - Annual Performance Summary (Quick Reference)**

<b>WorkLink</b>					<b>Pee Dee</b>				
Indicator/Program	Title I Adult % of Goal	Title I DW % of Goal	Title I Youth % of Goal	Overall Indicator Score	Indicator/Program	Title I Adult % of Goal	Title I DW % of Goal	Title I Youth % of Goal	Overall Indicator Score
Employment Rate Q2	106.3%	109.2%	113.4%	109.6%	Employment Rate Q2	105.9%	111.2%	94.3%	103.8%
Employment Rate Q4	111.4%	109.6%	123.2%	114.7%	Employment Rate Q4	112.7%	109.3%	106.8%	109.6%
Median Earnings	118.2%	127.3%	N/A	122.8%	Median Earnings	104.9%	113.7%	N/A	109.3%
Credential Rate	162.4%	137.2%	115.0%	138.2%	Credential Rate	132.0%	167.3%	95.4%	131.6%
Measurable Skill Gains	N/A	N/A	N/A	N/A	Measurable Skill Gains	N/A	N/A	N/A	N/A
Overall Program Score	124.6%	120.9%	117.2%		Overall Program Score	113.9%	125.4%	98.8%	
<b>Upper Savannah</b>					<b>Lower Savannah</b>				
Indicator/Program	Title I Adult % of Goal	Title I DW % of Goal	Title I Youth % of Goal	Overall Indicator Score	Indicator/Program	Title I Adult % of Goal	Title I DW % of Goal	Title I Youth % of Goal	Overall Indicator Score
Employment Rate Q2	99.7%	86.6%	96.1%	94.2%	Employment Rate Q2	109.9%	102.4%	116.6%	109.6%
Employment Rate Q4	111.8%	103.4%	117.8%	111.0%	Employment Rate Q4	114.4%	110.7%	110.3%	111.8%
Median Earnings	117.4%	115.2%	N/A	116.3%	Median Earnings	159.5%	73.9%	N/A	116.7%
Credential Rate	119.8%	111.5%	135.5%	122.3%	Credential Rate	127.4%	112.1%	106.9%	115.5%
Measurable Skill Gains	N/A	N/A	N/A	N/A	Measurable Skill Gains	N/A	N/A	N/A	N/A
Overall Program Score	112.2%	104.2%	116.5%		Overall Program Score	127.8%	99.8%	111.3%	
<b>Upstate</b>					<b>Catawba</b>				
Indicator/Program	Title I Adult % of Goal	Title I DW % of Goal	Title I Youth % of Goal	Overall Indicator Score	Indicator/Program	Title I Adult % of Goal	Title I DW % of Goal	Title I Youth % of Goal	Overall Indicator Score
Employment Rate Q2	101.8%	101.1%	108.0%	103.6%	Employment Rate Q2	106.0%	102.1%	100.1%	102.7%
Employment Rate Q4	104.5%	114.1%	126.1%	114.9%	Employment Rate Q4	114.8%	114.6%	119.4%	116.3%
Median Earnings	131.5%	119.1%	N/A	125.3%	Median Earnings	138.0%	116.1%	N/A	127.1%
Credential Rate	143.2%	130.0%	122.3%	131.8%	Credential Rate	116.2%	134.8%	76.7%	109.2%
Measurable Skill Gains	N/A	N/A	N/A	N/A	Measurable Skill Gains	N/A	N/A	N/A	N/A
Overall Program Score	120.2%	116.1%	118.8%		Overall Program Score	118.7%	116.9%	98.7%	
<b>Greenville</b>					<b>Santee-Lynches</b>				
Indicator/Program	Title I Adult % of Goal	Title I DW % of Goal	Title I Youth % of Goal	Overall Indicator Score	Indicator/Program	Title I Adult % of Goal	Title I DW % of Goal	Title I Youth % of Goal	Overall Indicator Score
Employment Rate Q2	106.4%	97.8%	102.1%	102.1%	Employment Rate Q2	101.0%	105.1%	102.1%	102.7%
Employment Rate Q4	104.7%	106.4%	109.3%	106.8%	Employment Rate Q4	111.9%	91.6%	110.9%	104.8%
Median Earnings	117.9%	146.4%	N/A	132.1%	Median Earnings	115.4%	155.5%	N/A	135.5%
Credential Rate	132.4%	140.7%	98.8%	124.0%	Credential Rate	147.0%	176.3%	106.5%	143.3%
Measurable Skill Gains	N/A	N/A	N/A	N/A	Measurable Skill Gains	N/A	N/A	N/A	N/A
Overall Program Score	115.3%	122.8%	103.4%		Overall Program Score	118.8%	132.1%	106.5%	
<b>Midlands</b>					<b>Waccamaw</b>				
Indicator/Program	Title I Adult % of Goal	Title I DW % of Goal	Title I Youth % of Goal	Overall Indicator Score	Indicator/Program	Title I Adult % of Goal	Title I DW % of Goal	Title I Youth % of Goal	Overall Indicator Score
Employment Rate Q2	96.7%	105.2%	95.7%	99.2%	Employment Rate Q2	111.7%	109.2%	105.1%	108.7%
Employment Rate Q4	97.5%	108.8%	112.6%	106.3%	Employment Rate Q4	110.7%	118.8%	107.8%	112.4%
Median Earnings	113.3%	117.2%	N/A	115.2%	Median Earnings	121.3%	113.8%	N/A	117.6%
Credential Rate	92.1%	134.8%	89.0%	105.3%	Credential Rate	115.0%	123.5%	90.9%	109.8%
Measurable Skill Gains	N/A	N/A	N/A	N/A	Measurable Skill Gains	N/A	N/A	N/A	N/A
Overall Program Score	99.9%	116.5%	99.1%		Overall Program Score	114.7%	116.3%	101.3%	
<b>Trident</b>					<b>Lowcountry</b>				
Indicator/Program	Title I Adult % of Goal	Title I DW % of Goal	Title I Youth % of Goal	Overall Indicator Score	Indicator/Program	Title I Adult % of Goal	Title I DW % of Goal	Title I Youth % of Goal	Overall Indicator Score
Employment Rate Q2	104.0%	90.5%	107.2%	100.6%	Employment Rate Q2	95.7%	95.1%	109.7%	100.2%
Employment Rate Q4	104.5%	103.6%	116.8%	108.3%	Employment Rate Q4	102.2%	74.7%	112.0%	96.3%
Median Earnings	106.9%	94.4%	N/A	100.6%	Median Earnings	128.5%	124.0%	N/A	126.3%
Credential Rate	138.0%	134.2%	98.5%	123.5%	Credential Rate	157.2%	176.3%	93.1%	142.2%
Measurable Skill Gains	N/A	N/A	N/A	N/A	Measurable Skill Gains	N/A	N/A	N/A	N/A
Overall Program Score	113.4%	105.6%	107.5%		Overall Program Score	120.9%	117.6%	104.9%	

The assessment reflects performance across programs and negotiated indicators. To pass performance a Local Workforce Development Area (LWDA) must:

- Have an Overall Program Score (across all indicators) of at least 90%
- Have an Overall Indicator Score (across Adult, Dislocated Worker and Youth programs) of at least 90%
- Have an individual indicator percentage of at least 50%

Color Coding

<b>Pass</b>
<b>Fail</b>

**Program year 2020 - 1st Quarter Adult/DW/Youth Performance Summary (Quick Reference)**  
**Rolling-4**

<b>WorkLink</b>					<b>Pee Dee</b>				
Indicator/Program	Title I Adult % of Goal	Title I DW % of Goal	Title I Youth % of Goal	Overall Indicator Score	Indicator/Program	Title I Adult % of Goal	Title I DW % of Goal	Title I Youth % of Goal	Overall Indicator Score
Employment Rate Q2	102.6%	102.6%	105.5%	103.6%	Employment Rate Q2	102.5%	96.8%	100.4%	99.9%
Employment Rate Q4	100.6%	108.0%	109.5%	106.0%	Employment Rate Q4	104.9%	99.1%	106.0%	103.3%
Median Earnings	99.0%	107.5%	82.5%	96.3%	Median Earnings	101.8%	113.4%	117.0%	110.7%
Credential Rate	121.5%	101.5%	98.1%	107.0%	Credential Rate	126.6%	136.6%	98.3%	120.5%
Masurable Skill Gains	125.0%	110.5%	92.5%	109.3%	Masurable Skill Gains	145.9%	100.2%	106.9%	117.7%
	109.7%	106.0%	97.6%			116.4%	109.2%	105.7%	
<b>Upper Savannah</b>					<b>Lower Savannah</b>				
Indicator/Program	Title I Adult % of Goal	Title I DW % of Goal	Title I Youth % of Goal	Overall Indicator Score	Indicator/Program	Title I Adult % of Goal	Title I DW % of Goal	Title I Youth % of Goal	Overall Indicator Score
Employment Rate Q2	94.6%	93.1%	94.8%	94.1%	Employment Rate Q2	100.4%	100.9%	104.8%	102.0%
Employment Rate Q4	104.2%	99.0%	105.6%	102.9%	Employment Rate Q4	104.3%	102.9%	103.8%	103.6%
Median Earnings	108.1%	86.7%	87.5%	94.1%	Median Earnings	109.6%	99.4%	105.6%	104.9%
Credential Rate	106.0%	100.2%	118.7%	108.3%	Credential Rate	125.8%	99.3%	96.9%	107.3%
Masurable Skill Gains	91.4%	108.5%	112.1%	104.0%	Masurable Skill Gains	102.5%	97.9%	116.2%	105.5%
	100.9%	97.5%	106.4%			108.5%	100.1%	105.5%	
<b>Upstate</b>					<b>Catawba</b>				
Indicator/Program	Title I Adult % of Goal	Title I DW % of Goal	Title I Youth % of Goal	Overall Indicator Score	Indicator/Program	Title I Adult % of Goal	Title I DW % of Goal	Title I Youth % of Goal	Overall Indicator Score
Employment Rate Q2	103.3%	99.1%	105.7%	102.7%	Employment Rate Q2	100.5%	96.6%	102.9%	100.0%
Employment Rate Q4	103.4%	107.3%	115.1%	108.6%	Employment Rate Q4	98.8%	100.7%	105.3%	101.6%
Median Earnings	118.4%	122.7%	96.8%	112.7%	Median Earnings	107.4%	110.7%	108.1%	108.8%
Credential Rate	112.9%	93.3%	119.6%	108.6%	Credential Rate	116.6%	102.9%	95.7%	105.1%
Masurable Skill Gains	126.1%	141.5%	151.1%	139.6%	Masurable Skill Gains	108.3%	109.4%	117.4%	111.7%
	112.8%	112.8%	117.7%			106.3%	104.1%	105.9%	
<b>Greenville</b>					<b>Santee-Lynches</b>				
Indicator/Program	Title I Adult % of Goal	Title I DW % of Goal	Title I Youth % of Goal	Overall Indicator Score	Indicator/Program	Title I Adult % of Goal	Title I DW % of Goal	Title I Youth % of Goal	Overall Indicator Score
Employment Rate Q2	97.3%	90.2%	125.3%	104.3%	Employment Rate Q2	102.3%	114.1%	97.7%	104.7%
Employment Rate Q4	102.1%	105.2%	109.0%	105.4%	Employment Rate Q4	97.2%	96.0%	92.9%	95.4%
Median Earnings	109.8%	103.1%	105.6%	106.2%	Median Earnings	102.5%	126.3%	94.8%	107.9%
Credential Rate	113.3%	103.0%	99.9%	105.4%	Credential Rate	111.4%	109.9%	105.7%	109.0%
Masurable Skill Gains	103.5%	109.8%	90.2%	101.2%	Masurable Skill Gains	109.3%	81.9%	105.2%	98.8%
	105.2%	102.3%	106.0%			104.6%	105.6%	99.3%	
<b>Midlands</b>					<b>Waccamaw</b>				
Indicator/Program	Title I Adult % of Goal	Title I DW % of Goal	Title I Youth % of Goal	Overall Indicator Score	Indicator/Program	Title I Adult % of Goal	Title I DW % of Goal	Title I Youth % of Goal	Overall Indicator Score
Employment Rate Q2	95.8%	98.2%	99.1%	97.7%	Employment Rate Q2	106.2%	105.6%	96.1%	102.6%
Employment Rate Q4	100.4%	104.8%	93.7%	99.7%	Employment Rate Q4	104.0%	115.1%	99.3%	106.1%
Median Earnings	110.5%	100.0%	107.3%	105.9%	Median Earnings	108.4%	105.1%	84.2%	99.2%
Credential Rate	97.8%	94.4%	91.8%	94.6%	Credential Rate	101.5%	109.0%	118.5%	109.7%
Masurable Skill Gains	115.4%	130.0%	113.6%	119.7%	Masurable Skill Gains	114.1%	120.6%	103.0%	112.6%
	104.0%	105.5%	101.1%			106.8%	111.1%	100.2%	
<b>Trident</b>					<b>Lowcountry</b>				
Indicator/Program	Title I Adult % of Goal	Title I DW % of Goal	Title I Youth % of Goal	Overall Indicator Score	Indicator/Program	Title I Adult % of Goal	Title I DW % of Goal	Title I Youth % of Goal	Overall Indicator Score
Employment Rate Q2	99.6%	90.8%	99.1%	96.5%	Employment Rate Q2	101.5%	101.3%	112.1%	105.0%
Employment Rate Q4	105.6%	104.2%	102.9%	104.2%	Employment Rate Q4	100.1%	91.1%	114.1%	101.8%
Median Earnings	101.4%	91.4%	98.8%	97.2%	Median Earnings	112.2%	91.8%	107.8%	103.9%
Credential Rate	106.7%	90.6%	102.9%	100.1%	Credential Rate	122.9%	133.8%	97.3%	118.0%
Masurable Skill Gains	107.3%	169.6%	90.4%	122.4%	Masurable Skill Gains	114.2%	150.0%	84.8%	116.3%
	104.1%	109.3%	98.8%			110.2%	113.6%	103.2%	
<p>The assessment reflects performance across programs and negotiated indicators. To pass performance a Local Workforce Development Area (LWDA) must:</p> <ul style="list-style-type: none"> <li>• Have an Overall Program Score (across all indicators) of at least 90%</li> <li>• Have an Overall Indicator Score (across Adult, Dislocated Worker and Youth programs) of at least 90%</li> <li>• Have an individual indicator percentage of at least 50%</li> </ul>									
Color Coding	Pass								
	Fail								



**ECKERD YOUTH ALTERNATIVES, INC.**

100 N. Starcrest Drive, Clearwater, FL 33765

**INVOICE**

Worklink Development Board	Contract Number:	20Y495E3
1376 Tiger Blvd.	Invoice Number:	1058-06
Clemson, SC 29631	Invoice Month:	<b>December 2020</b>
<b>Attn: Jennifer Kelly</b>	Period Covered:	July 1, 2020 - June 30, 2021
email: jkelly@worklinkweb.com	Total Amount Due:	<b>\$ 33,923</b>
<b>Eckerd Goal:</b>		<b>DECEMBER</b>
		<b>50.0%</b>
		<b>100.0%</b>

Line Item	Budget	1058-6	Cumulative Cost YTD	Remaining Balance	Percent Spent YTD	
<b>Staff Salary Total</b>	<b>\$ 274,662</b>	<b>\$ 23,307.52</b>	<b>\$ 140,687.69</b>	<b>\$ 133,974.59</b>	<b>51.2%</b>	
<b>Fringe Benefit Total</b>	<b>51xx \$ 71,384</b>	<b>\$ 6,281</b>	<b>\$ 36,711.44</b>	<b>\$ 34,672.56</b>	<b>51.4%</b>	
<b>TOTAL STAFF COSTS</b>	<b>\$ 346,046</b>	<b>\$ 29,588.23</b>	<b>\$ 177,399.13</b>	<b>\$ 168,647.16</b>	<b>51.3%</b>	
<b>Operating Costs:</b>						
Facilities	6185	\$ -	\$ -	\$ -	0.0%	
Communications (Phone, Fax, Internet, e	6270	\$ 1,116	\$ 1,108.90	\$ 7.10	99.4%	
Network (internet)	6265	\$ 120	\$ 76.41	\$ 43.59	63.7%	
Postage	6005	\$ 325	\$ 125.82	\$ 199.18	38.7%	
Staff Travel	6105	\$ 1,468	\$ 714.99	\$ 753.40	48.7%	
Other Travel	6115/6120	\$ -	\$ -	\$ -	0.0%	
Staff Background Checks	5100	\$ -	\$ -	\$ -	0.0%	
Staff Training	5110	\$ -	\$ -	\$ -	0.0%	
Office/Desktop Supplies and Materials	6000	\$ 600	\$ 571.75	\$ 28.25	95.3%	
Copying	6730	\$ 300	\$ 295.28	\$ 4.72	98.4%	
Software Licenses	6095	\$ -	\$ -	\$ -	0.0%	
Participant Verifications	6516	\$ 1,500	\$ 553.50	\$ 946.50	36.9%	
Participant Outreach	6735	\$ -	\$ -	\$ -	0.0%	
<b>TOTAL OPERATING COSTS</b>	<b>\$ 5,429</b>	<b>\$ -</b>	<b>\$ 3,446.65</b>	<b>\$ 1,982.74</b>	<b>63.5%</b>	
<b>Training Costs:</b>						
Work Experience Stipends	6507	\$ 8,000	\$ 5,546.79	\$ 2,453.21	69.3%	
Tuition Cost (Adult Education)	6520	\$ 10,000	\$ 1,680.00	\$ 8,320.00	16.8%	
Participant Graduation Fees	6595	\$ 1,750	\$ -	\$ 1,750.00	0.0%	
Credential Exam Fees	6525	\$ 8,500	\$ 1,517.00	\$ 6,983.00	17.8%	
Instructional Supplies (Books)	6546	\$ -	\$ -	\$ -	0.0%	
Individual Training Accounts	6530	\$ 1,200	\$ -	\$ 1,200.00	0.0%	
<b>TOTAL TRAINING COSTS</b>	<b>\$ 29,450</b>	<b>\$ -</b>	<b>\$ 8,743.79</b>	<b>\$ 20,706.21</b>	<b>29.7%</b>	
<b>Supportive Services Costs :</b>						
Child Care	6660	\$ -	\$ -	\$ -	0.0%	
Transportation	6485	\$ 2,600	\$ 1,240.00	\$ 1,360.00	47.7%	
Client Incentives	6585	\$ 1,200	\$ 1,200.00	\$ -	100.0%	
Client Training Support Materials	6545	\$ -	\$ -	\$ -	0.0%	
Client Emergency Assistance & Expunger	6596	\$ 500	\$ -	\$ 500.00	0.0%	
<b>TOTAL SUPPORTIVE SERVICES COSTS</b>	<b>\$ 4,300</b>	<b>\$ -</b>	<b>\$ 2,440.00</b>	<b>\$ 1,860.00</b>	<b>56.7%</b>	
<b>Training/Professional Fees/Profit:</b>						
General Liability Insurance	6305	\$ 2,640	\$ 1,013.98	\$ 1,626.02	38.4%	
<b>TOTAL FEES / PROFIT COSTS</b>	<b>\$ 2,640</b>	<b>\$ -</b>	<b>\$ 1,013.98</b>	<b>\$ 1,626.02</b>	<b>38.4%</b>	
<b>4.1 INDIRECT COST:</b>	<b>14.65%</b>	<b>\$ 52,134</b>	<b>4,334.68</b>	<b>\$ 27,455.06</b>	<b>\$ 24,679.26</b>	<b>52.7%</b>
<b>Contract Total</b>		<b>\$ 440,000</b>	<b>\$ 33,922.91</b>	<b>\$ 220,498.61</b>	<b>\$ 219,501.39</b>	<b>50.1%</b>
		\$0	0.00	0.00	\$0	
<b>Work Experience:</b>						
			<b>DEC</b>	<b>Cumulative</b>	<b>YTD% Spent</b>	
		Staff WEX Salaries:	6,041.22	36,748.43	8.35%	
		Staff WEX Fringe:	1,874.58	11,238.80	2.55%	
		Stipends:	0.00	5,546.79	1.26%	
		<b>TOTAL</b>	<b>7,915.80</b>	<b>53,534.02</b>	<b>12.17%</b>	
		Percentage Spent:	1.80%	12.17%		



**ECKERD YOUTH ALTERNATIVES, INC.**

100 N. Starcrest Drive, Clearwater, FL 33765

**INVOICE**

Worklink Development Board	Contract Number:	20SRY495E1
1376 Tiger Blvd.	Invoice Number:	1301-03
Clemson, SC 29631	Invoice Month:	<b>December 2020</b>
<b>Attn: Jennifer Kelly</b>	Period Covered:	July 1, 2020 - June 30, 2021
email: jkelly@worklinkweb.com	Total Amount Due:	<b>\$ 24,008</b>
<b>Eckerd Goal:</b>		<b>DECEMBER</b>
		<b>33.3%</b>
		<b>100.0%</b>

Line Item	Budget	1301-3	Cumulative Cost YTD	Remaining Balance	Percent Spent YTD	
<b>Staff Salary Total</b>	<b>\$ 16,036</b>	<b>\$ 1,830.02</b>	<b>\$ 5,169.25</b>	<b>\$ 10,867.21</b>	<b>32.2%</b>	
<b>Fringe Benefit Total</b>	<b>51xx \$ 4,593</b>	<b>\$ 517</b>	<b>\$ 1,501.10</b>	<b>\$ 3,092.26</b>	<b>32.7%</b>	
<b>TOTAL STAFF COSTS</b>	<b>\$ 20,630</b>	<b>\$ 2,347.31</b>	<b>\$ 6,670.35</b>	<b>\$ 13,959.47</b>	<b>32.3%</b>	
<b>Operating Costs:</b>						
Facilities	6185 \$ 9,600	2,400.00	\$ 4,800.00	\$ 4,800.00	50.0%	
Communications (Phone, Fax, Internet, e	6270 \$ 3,348	339.63	\$ 956.26	\$ 2,391.74	28.6%	
Network (internet)	6265 \$ 360	25.60	\$ 76.86	\$ 283.14	21.4%	
Postage	6005 \$ 1,289	90.00	\$ 295.34	\$ 994.16	22.9%	
Staff Travel	6105 \$ 4,058	437.07	\$ 1,223.79	\$ 2,833.84	30.2%	
Other Travel	6115/6120 \$ -	-	\$ -	\$ -	0.0%	
Staff Background Checks	5100 \$ 200	-	\$ 78.75	\$ 121.25	39.4%	
Staff Training	5110 \$ -	-	\$ -	\$ -	0.0%	
Office/Desktop Supplies and Materials	6000 \$ 2,579	26.73	\$ 402.08	\$ 2,177.32	15.6%	
Copying	6730 \$ 900	73.85	\$ 73.85	\$ 826.15	8.2%	
Computer and Software	6085 \$ 6,000	-	\$ -	\$ -	0.0%	
Software Licenses	6095 \$ 1,798	1,510.90	\$ 1,510.90	\$ 287.10	84.0%	
Participant Verifications	6516 \$ 500	197.30	\$ 197.30	\$ 302.70	39.5%	
Participant Outreach	6735 \$ -	-	\$ -	\$ -	0.0%	
<b>TOTAL OPERATING COSTS</b>	<b>\$ 30,633</b>	<b>\$ 5,101.08</b>	<b>\$ 9,615.13</b>	<b>\$ 15,017.40</b>	<b>31.4%</b>	
<b>Training Costs:</b>						
Work Experience Stipends	6507 \$ 32,000	4,664.01	\$ 10,555.83	\$ 21,444.17	33.0%	
Tuition Cost (Adult Education)	6520 \$ 7,500	3,864.00	\$ 4,200.00	\$ 3,300.00	56.0%	
Participant Graduation Fees	6595 \$ -	270.00	\$ 270.00	\$ (270.00)	0.0%	
Credential Exam Fees	6525 \$ 6,500	3,099.94	\$ 3,269.94	\$ 3,230.06	50.3%	
Instructional Supplies (Books)	6546 \$ 5,000	-	\$ -	\$ 5,000.00	0.0%	
Individual Training Accounts	6530 \$ 8,133	-	\$ -	\$ 8,133.00	0.0%	
<b>TOTAL TRAINING COSTS</b>	<b>\$ 59,133</b>	<b>\$ 11,897.95</b>	<b>\$ 18,295.77</b>	<b>\$ 40,837.23</b>	<b>30.9%</b>	
<b>Supportive Services Costs :</b>						
Child Care	6660 \$ -	-	\$ -	\$ -	0.0%	
Transportation	6485 \$ 12,400	620.00	\$ 2,780.00	\$ 9,620.00	22.4%	
Client Incentives	6585 \$ 30,000	2,300.00	\$ 11,597.25	\$ 18,402.75	38.7%	
Client Training Support Materials	6545 \$ -	-	\$ -	\$ -	0.0%	
Client Emergency Assistance & Expunger	6596 \$ -	-	\$ -	\$ -	0.0%	
<b>TOTAL SUPPORTIVE SERVICES COSTS</b>	<b>\$ 42,400</b>	<b>\$ 2,920.00</b>	<b>\$ 14,377.25</b>	<b>\$ 28,022.75</b>	<b>33.9%</b>	
<b>Training/Professional Fees/Profit:</b>						
General Liability Insurance	6305 \$ 960	243.42	\$ 565.26	\$ 394.74	58.9%	
<b>TOTAL FEES / PROFIT COSTS</b>	<b>\$ 960</b>	<b>\$ 243.42</b>	<b>\$ 565.26</b>	<b>\$ 394.74</b>	<b>58.9%</b>	
<b>4.1 INDIRECT COST:</b>	<b>14.65%</b>	<b>\$ 6,244</b>	<b>1,498.08</b>	<b>\$ 3,351.42</b>	<b>\$ 2,892.82</b>	<b>53.7%</b>
<b>Contract Total</b>	<b>\$ 160,000</b>	<b>\$ 24,007.84</b>	<b>\$ 52,875.18</b>	<b>\$ 107,124.41</b>	<b>33.0%</b>	
	\$0	0.00	0.00	\$0		
<b>Work Experience:</b>						
	Staff WEX Salaries:	0.00	0.00	0.00%		
	Staff WEX Fringe:	0.00	0.00	0.00%		
	Stipends:	4,664.01	10,555.83	6.60%		
	<b>TOTAL</b>	<b>4,664.01</b>	<b>10,555.83</b>	<b>6.60%</b>		
	Percentage Spent:	2.92%	6.60%			



**ECKERD YOUTH ALTERNATIVES, INC.**

100 N. Starcrest Drive, Clearwater, FL 33765

**INVOICE**

Worklink Development Board  
 1376 Tiger Blvd.  
 Clemson, SC 29631  
**Attn: Jennifer Kelly**  
 email: jkelly@worklinkweb.com

Contract Number: 20YWEP495E1  
 Invoice Number: 1311-02  
 Invoice Month: **December 2020**  
 Period Covered: November 1, 2020 - April 30, 2021  
 Total Amount Due: \$ **571**

Eckerd Goal:

DECEMBER  
 33.3%

100.0%

Line Item	Budget	1311-2	Cumulative Cost YTD	Remaining Balance	Percent Spent YTD
<b>Staff Salary Total</b>	\$ 14,941	\$ 303	419.36	\$ 14,521.65	2.8%
<b>Fringe Benefit Total</b> 51xx	\$ 3,782	94.93	128.03	\$ 3,653.99	3.4%
<b>TOTAL STAFF COSTS</b>	\$ 18,723	398.14	547.39	\$ 18,175.64	2.9%
<b>Operating Costs:</b>					
Facility Rent, Utilities, Maintenance, etc.	6185	\$ -	-	\$ -	0.0%
Staff Expendable Supplies & Materials	6000	\$ 600	-	\$ 600.00	0.0%
Software Licenses	6095	\$ -	-	\$ -	0.0%
Staff Computers	6085	\$ -	-	\$ -	0.0%
Program Outreach Expenses (Brochures, Flyers, etc.)	6735	\$ -	-	\$ -	0.0%
Copy & Print Expenses	6730	\$ 600	31.86	\$ 568.14	5.3%
Communications (Phone, Fax, Internet, etc.)	6270	\$ -	-	\$ -	0.0%
Staff Travel		\$ -	-	\$ -	
Local Mileage cost	6105	\$ 1,110	67.28	\$ 1,042.52	6.1%
Non-Local Per Diem/Lodging Cost	6115/6120/6125	\$ -	-	\$ -	0.0%
Staff Training	5110	\$ -	-	\$ -	0.0%
Staff Background Checks	5100	\$ -	-	\$ -	0.0%
Postage (Stamps, FedEx, etc.)	6005	\$ 150	-	\$ 150.00	0.0%
<b>TOTAL OPERATING COSTS</b>	\$ 2,460	99.14	99.14	\$ 2,360.66	4.0%
<b>Training Costs:</b>					
Work Experience Wages	6505	\$ 60,000	-	\$ 60,000.00	0.0%
Work Experience Taxes and Fees	6510	\$ 15,000	-	\$ 15,000.00	0.0%
WI Customer Credential Exam Fees (C.N.A., GED, TABE, WorkKeys, etc.)	6525	\$ -	-	\$ -	0.0%
WI Customer Individualized Training Costs		\$ -	-	\$ -	
Individual Training Account/Voucher Cost	6530	\$ -	-	\$ -	0.0%
Client Verifications	6516	\$ -	-	\$ -	0.0%
Client Testing Fees	6535	\$ -	-	\$ -	0.0%
Client Supplies	6546	\$ 6,250	-	\$ 6,250.00	0.0%
<b>TOTAL TRAINING COSTS</b>	\$ 81,250	\$ -	\$ -	\$ 81,250	0.0%
<b>Supportive Services Costs :</b>					
WI Customer Transportation Costs	6485	\$ 10,000	-	\$ 10,000.00	0.0%
WI Customer Childcare Costs	6660	\$ -	-	\$ -	0.0%
Training Support Materials (Uniforms, Drug Screens, Background Checks, etc.)	6545/6546	\$ -	-	\$ -	0.0%
WI Customer Emergency Assistance (Rent, Car Repair, etc.)	6596	\$ -	-	\$ -	0.0%
<b>TOTAL SUPPORTIVE SERVICES COSTS</b>	\$ 10,000	-	-	\$ 10,000.00	0.0%
<b>Training/Professional Fees/Profit:</b>					
General Liability Insurance	6305	\$ 764	1.03	\$ 763.37	0.1%
<b>TOTAL FEES / PROFIT COSTS</b>	\$ 764	1.03	1.03	\$ 763.37	0.1%
<b>INDIRECT COST:</b>	14.65%	\$ 14,203	73.00	\$ 14,107.90	0.7%
<b>Contract Total</b>	\$ 127,400	571.31	742.43	\$ 126,657.57	0.6%