

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 3rd 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