

WORKFORCE DEVELOPMENT BOARD MEETING

Wednesday, May 31, 2023 – 1:00 P.M.

Executive Board Room, Clemson University Center & Inn

Conference Call Information:

<https://us02web.zoom.us/j/6436419262?pwd=Vm9zNTB2ZDNYU3ZWZno1ZIM2QVBqd09>

Meeting ID: 643 641 9262

Dial: 1-646-558-8656

Passcode: 29631

AGENDA

- I. Call to Order/Introductions** Melanie McLane, Board Chair
- II. Special Recognition** Melanie McLane
- III. Approval of Minutes (4/5/2023)*** Melanie McLane
- IV. Director's Update** Jennifer Kelly, WorkLink
 - A. Board Education Spotlight – WIOA Funding
 - B. PY2023 Allocation Update
 - C. FUR/Participant Cost Rate Report
 - D. PY2022 Q3 WIOA Performance Update (Rolling 4)
 - E. Upcoming Monitoring
- V. Committee Reports**
 - A. Executive Committee** Melanie McLane
 - 1) Report of Actions
 - B. Finance Committee** Stephanie Collins, Committee Chair
 - 1) Budget Overview
 - a. PY2022 Adult/DW Program/Operator (All Sources)
 - b. PY2022 Youth Program (All Sources)
 - c. PY2022 In-house Budget
 - 2) Ongoing Grants
 - a. IWT
 - b. RRIWT
 - 3) Proposed/Provisional Budgets
 - a. PY2023 Adult/DW Program/Operator (All Sources)*
 - b. PY2023 Youth Program (All Sources) with Mod 1 Youth EBS*
 - c. PY2023 Provisional In-house Budget*
 - C. Youth Committee** Susan Gibson, Committee Chair
 - 1) PY 22 PYC New Enrollment Report-Information
 - 2) PY 22 WL Youth Monitoring Report/ Eckerd's Response-Information
 - 3) Next Scheduled YC Meetings: **August 1st & Oct. 3rd**
 - D. SC Works Operations Committee** David Bowers, Committee Chair
 - 1) Committee Update
 - 2) PY2023 Staff Training & Center Closure Schedule*
 - 3) PY2022 Adult/DW Program & Operator Eckerd Monitoring Reports
 - E. Priority Populations Committee** Lisa Gillespie, Committee Chair
- V. Other Business** Melanie McLane

**WORKFORCE DEVELOPMENT BOARD
BOARD MEETING
April 5, 2023 Minutes
Madren Center Seminar Room II/ Teleconference via Zoom**

Members Present:

Melanie McLane, Chair	David Bowers	Danny Brothers	David Collins
Stephanie Collins	Galen DeHay	Brooke Garren	Lisa Gillespie
Billy Gibson	Teri Gilstrap	Robert Halfacre	Tyler Jones
Grayson Kelly	Mike Wallace	Shonna Williams	

Members Absent:

Edgar Brown	Ed Parris	Jeromy Arnett	Kristi King-Brock
Patrick Pruitt	Susan Gibson		

Staff Present:

Trent Acker	Jennifer Kelly	Sharon Crite	Windy Graham
-------------	----------------	--------------	--------------

Guests Present:

JT Parnell	Steve Pelissier	Karen Craven	Billy Hunter
Renee Alexander			

I. Call to Order/Introductions

The meeting was called to order at 1:01 p.m. Chair Melanie McLane announced a quorum was present to conduct the business of the Board and reminded everyone the meeting was being recorded for processing of minutes. Chair McLane welcomed Tyler Jones from Oconee Economic Alliance as a new board member. Introductions were made around the room.

II. Approval of Minutes

The minutes from the February 1, 2023 meeting were emailed with the meeting notice and included in the meeting packet. Chair McLane called for any corrections or amendments to the minutes.

BOARD ACTION TAKEN: Galen DeHay made a motion to approve the minutes as presented, seconded by Mike Wallace. The motion carried with a unanimous voice vote.

III. Transition

Chair McLane stated that Mr. Trent Acker has been presented with a new opportunity and will be transitioning out of the role of Executive Director. Chair McLane thanked Mr. Acker for his time with WorkLink and noted that in the interim, Mrs. Jennifer Kelly will be the Interim Director. The Executive

Committee will meet and review what the next steps are for the board. Mr. Acker thanked board members and stated his last day with WorkLink will be April 21st.

IV. Director's Report

A. IWT Awards

Mr. Acker provided a summary of the IWT awards in the meeting packet. The IWT committee's recommendations are shown in the summary.

BOARD ACTION TAKEN: Mike Wallace made a motion to approve the IWT awards as presented in the summary, seconded by Danny Brothers. The motion carried with a unanimous voice vote.

B. PY22 Performance Summary

Mr. Acker reviewed the Rolling 4 Performance Summary for the WorkLink area on page 6 of the packet. WorkLink continues to pass all performance goals.

V. Committee Reports

A.) Executive Committee

i.) Report of Actions

Chair McLane stated that there were no Executive Committee items to report.

B.) Finance Committee

1) Budget Overview

a. WorkLink Grants

i) PY22 Grants Overview

Mr. Trent Acker referred to Eckerd staff for the PY2022 budget overview.

Eckerd Staff referred to the following as of February 2023:

- Page 7: Adult Program budget—58.4% of the Adult Program budget has been expended.
- Page 8: Dislocated Worker (DW) Program budget —34.6% of the DW Program budget has been expended.
- Page 9: EBS Operator budget—35.3% of the EBS grant has been expended.
- Page 10: Resiliency Operator budget—Mr. Parnell stated that 98.3% has been expended, which covers the operator and one WIOA career coach.
- Page 11: The Obligations report is listed. Mr. Parnell reviewed vouchers and ITA's for Adult, Dislocated Worker, and Resiliency grants.

Ms. Renee Alexander stated that Eckerd is requesting a modification of the Adult and Dislocated Worker grant. The requested changes can be seen on page 13 of the meeting packet. Staff costs, operating costs, supportive services, and indirect costs will be reduced,

and funds will be added to the training line for primarily tuition costs. The total grant amount remains the same at \$591,648.

BOARD ACTION TAKEN: David Collins made a motion to approve the Adult/Dislocated Worker budget modification as presented, seconded by Danny Brothers. The motion carried with a unanimous voice vote.

Ms. Karen Craven referred to page 14 and stated that 66% of the Youth budget (1058) has been expended through February 2023. Budget 1371 (solely for staff salaries) is 99.4% expended through February 2023. Ms. Craven noted that line item 6507 Work Experience has been 100% expended through February for budget 1058. Budget 1409 (EBS Grant) is 24.6% expended as of February 2023 and the work experience stipends are 41.2% expended.

Ms. Alexander stated that Eckerd is requesting a modification of the Youth grant. The request is for the \$443 remaining in the Resiliency grant into the incentives line item to maximize the funds available.

BOARD ACTION TAKEN: Grayson Kelly made a motion to approve the Youth budget modification as presented, seconded by Lisa Gillespie. The motion carried with a unanimous voice vote.

ii.) In-house Budget

Mr. Acker reviewed WorkLink's in-house budget with Board members. The budget can be seen on page 19 of the meeting packet. Mr. Acker pointed out that modifications will be made in the future if needed with his transition out of WorkLink.

Mr. Acker also reviewed the SC Works WorkLink financial dashboard that tracks program expenditures and asked for feedback from board members.

C.) Youth Committee

a. PY22 PYC New Enrollment Report

Mr. Robert Halfacre noted on page 26 that there were 36 active carryover PYC enrollments and 117 total enrollments through March 2023.

b. Eckerd/PYC Contract Extension for 2nd Year

Mr. Halfacre stated the Youth Committee is recommending Eckerd as the service provider for the Youth contract for the second year.

BOARD ACTION TAKEN: Youth Committee made a motion to extend Eckerd's Youth contract for a second-year extension as presented, seconded by Galen DeHay. The motion carried with a unanimous voice vote.

The next Youth Committee meeting will be held on May 2nd, 2023.

D.) SC Works Operations Committee

Ms. Jennifer Kelly stated the committee met on March 23 and pointed to page 26 in the meeting packet for meeting highlights. The Anderson SC Works Center will now be open through lunch, making the new center hours 8:30 a.m. to 5 p.m. Monday through Friday. Mr. Billy Hunter developed an online customer service survey and has been tracking responses daily. There was one training provider application that was received for the Eligible Training Provider List but has been tabled until the next OneStop Operations meeting. Ms. Kelly pointed to page 30 and reviewed the SC Works Center dashboard. On page 35, Ms. Kelly pointed out that the center traffic has increased in recent weeks.

Ms. Kelly noted that each year, WorkLink negotiated with partners that are housed in the SC Works Centers. The proposed 2023 budget and partner shares are listed on page 29 in the meeting packet.

Ms. Kelly shared that there were four success stories listed in the packet on pages 38-45.

E.) Priority Populations Committee

Ms. Lisa Gillespie stated that on March 7, committee members listened to a presentation from Ms. Christina Roberts, Upstate Transition Specialist for DSS. WorkLink's unemployment rate is 2.7% and for individuals with a disability, the unemployment rate is 7.1%.

The next Priority Populations meeting is planned for May 2, 2023.

F.) Other Business

Chair McLane adjourned the meeting at 1:49 p.m.

Respectfully submitted by: Meredith Durham

SC WORKS

101 Acronyms Desk Aid

Acronyms

Below are useful acronyms of many of the words, phrases and jargon you might hear or see in the SC Works centers or when communicating with workforce professionals. This is not an exhaustive, but should help navigate conversations and information that you encounter.

Acronyms

ABAWD	Able-Bodied Adult without Dependents	LVER	Local Veterans' Employment Representative
ACT	American College Testing	LWDA	Local Workforce Development Area
ADA	Americans with Disabilities Act	LWDB	Local Workforce Development Board
AJC	American Job Center	MOU	Memorandum of Understanding
BLS	Bureau of Labor Statistics	MSFW	Migrant Seasonal Farm Worker
CBO	Community Based Organization	NCRC	National Career Readiness Certificate
CDL	Commercial Driver's License	O*NET	Occupational Information Network
CLEO	Chief Local Elected Official	OAA	Older Americans Act
COG	Council of Government	OIS	Occupational Information System
CSBG	Community Service Block Grant	OJT	On the Job Training
DEW	Department of Employment and Workforce	PIC	Private Industry Counsel
DOL	Department of Labor	PY	Program Year
DVOP	Disabled Veterans Outreach Program	RR	Rapid Response
DW	Dislocated Worker	RSA	Resource Sharing Agreement or Rehabilitation Services Administration (UDSOL)
EO	Equal Opportunity	SCSEP	Senior Community Service Employment Program
ETA	Employment & Training Administration (USDOL)	SCWOS	SC Works Online Services
ETPL	Eligible Training Provider List	SDA	Service Delivery Area (LWDB)
FBO	Faith-Based Organization	SNAP	Supplemental Nutrition Assistance Program
FY	Fiscal Year	SSI	Supplemental Security Income
GED	General Equivalency Diploma	SSN	Social Security Number
IEP	Individual Employment/Education Plan	SWDB	State Workforce Development Board
IFA	Infrastructure Funding Agreement	SYEP	Summer Youth Employment Program
ISS	Individual Service Strategy	TAA	Trade Adjustment Act
ITA	Individual Training Account	TANF	Temporary Assistance for Needy Families
IWT	Incumbent Worker Training	TRA	Trade Readjustment Assistance
JAG	Jobs for America's Graduates	UC	Unemployment Compensation
KPI	Key Performance Indicator	UI	Unemployment Insurance
LLSIL	Lower Level Standard Income Level	UR	Unemployment Rate
LMI	Labor Market Information	USDOL	United States Department of Labor

SC WORKS

101 Acronyms Desk Aid

VOS	Virtual OneStop (online case management system)	WIOA	Workforce Innovation and Opportunity Act (Replaced WIA)
VR	Vocational Rehabilitation		
WIA	Workforce Investment Act	WIRED	Workforce Innovation in Regional Economic Development
WIN	Worldwide Interactive Network	WOTC	Work Opportunity Tax Credit
		WRC	Work Ready Community

State Allocation

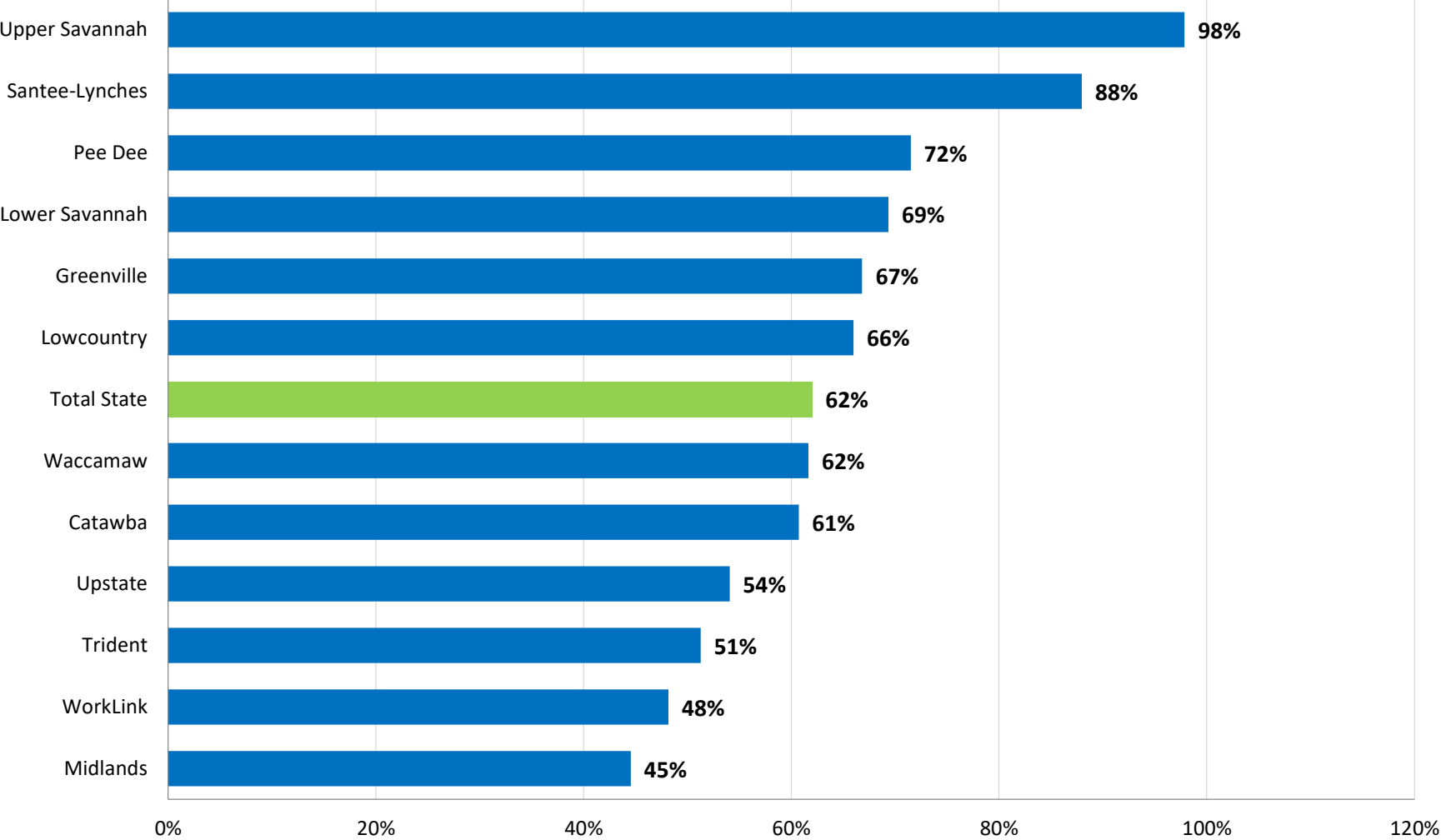
► South Carolina

Formula Funding	PY2022	PY2023	Difference	% Change
Adult	8,493,087	9,001,080	507,993	5.98%
Dislocated Worker	11,779,701	10,803,123	(976,578)	-8.29%
Youth	8,818,543	9,325,293	506,750	5.75%
Total	29,091,331	29,129,496	38,165	

Adult & Dislocated Worker Net Impact (468,585)

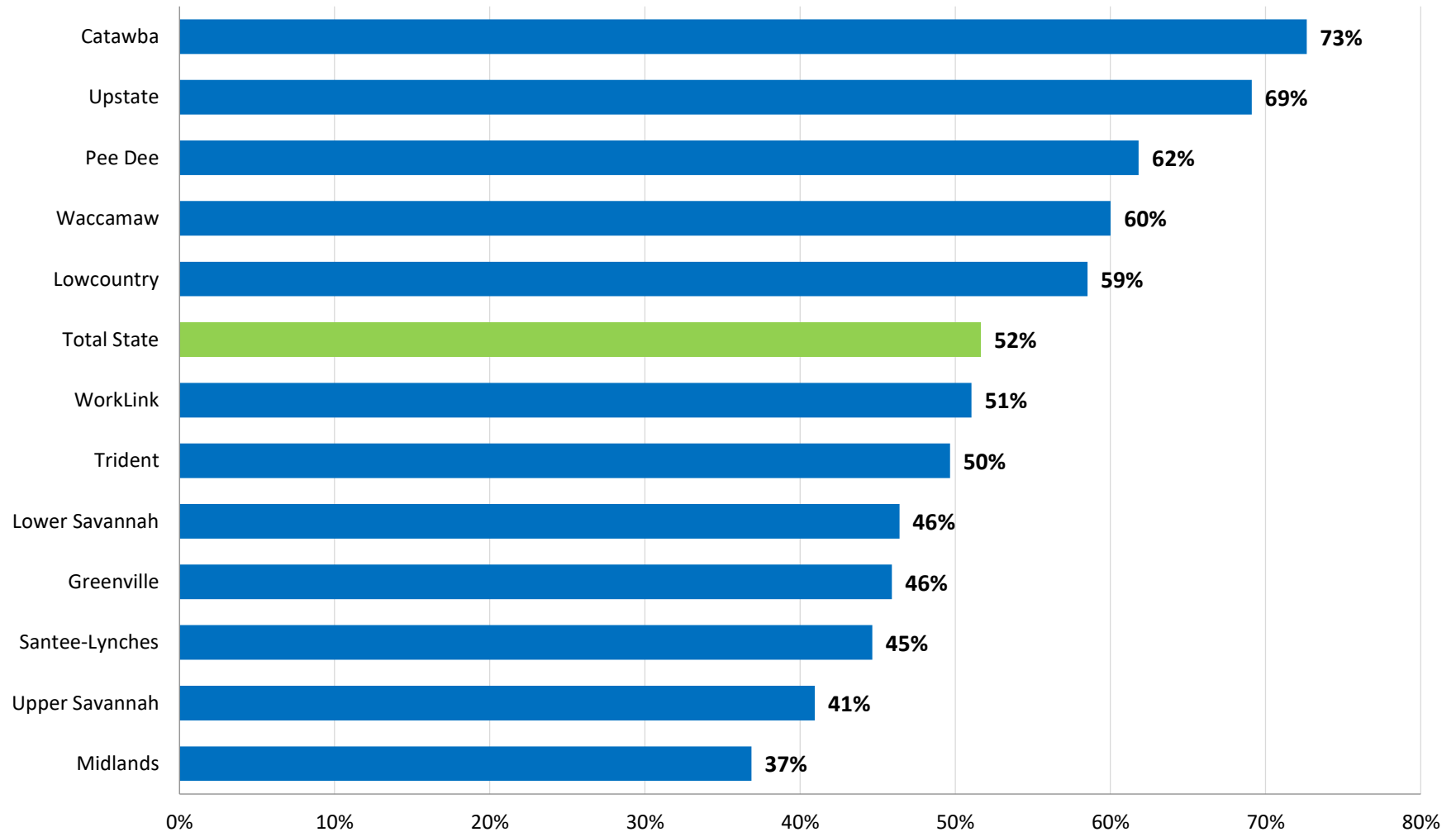
SOUTH CAROLINA DEPARTMENT OF EMPLOYMENT AND WORKFORCE
Grant Detail - Program Year 2022

LWDA PY22 Adult Program
Fund Utilization Rate thru 3/31/2023
(Includes Admin.)

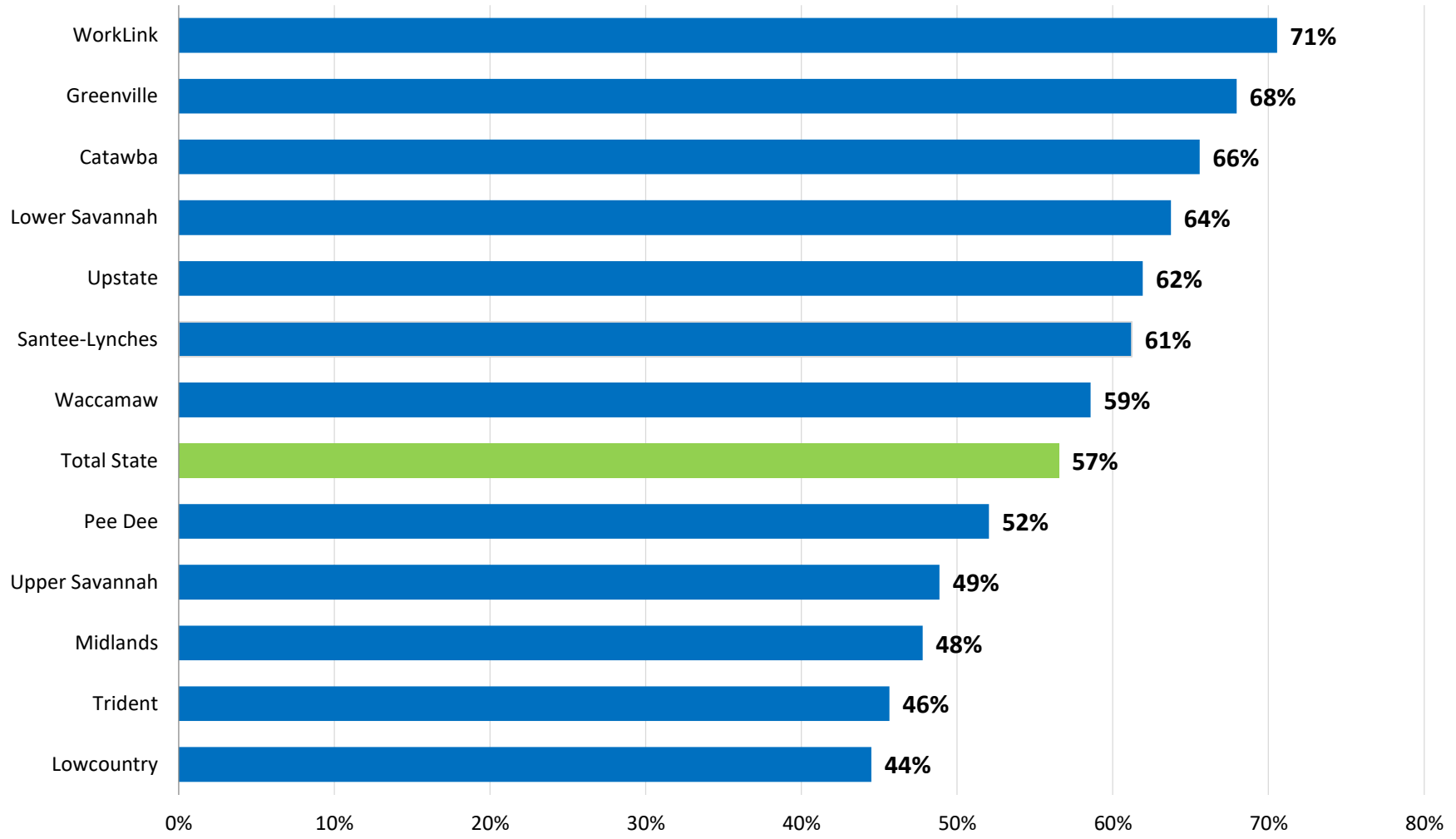


**South Carolina Department of Employment and Workforce
LOCAL DISLOCATED WORKER
Program Year 2022**

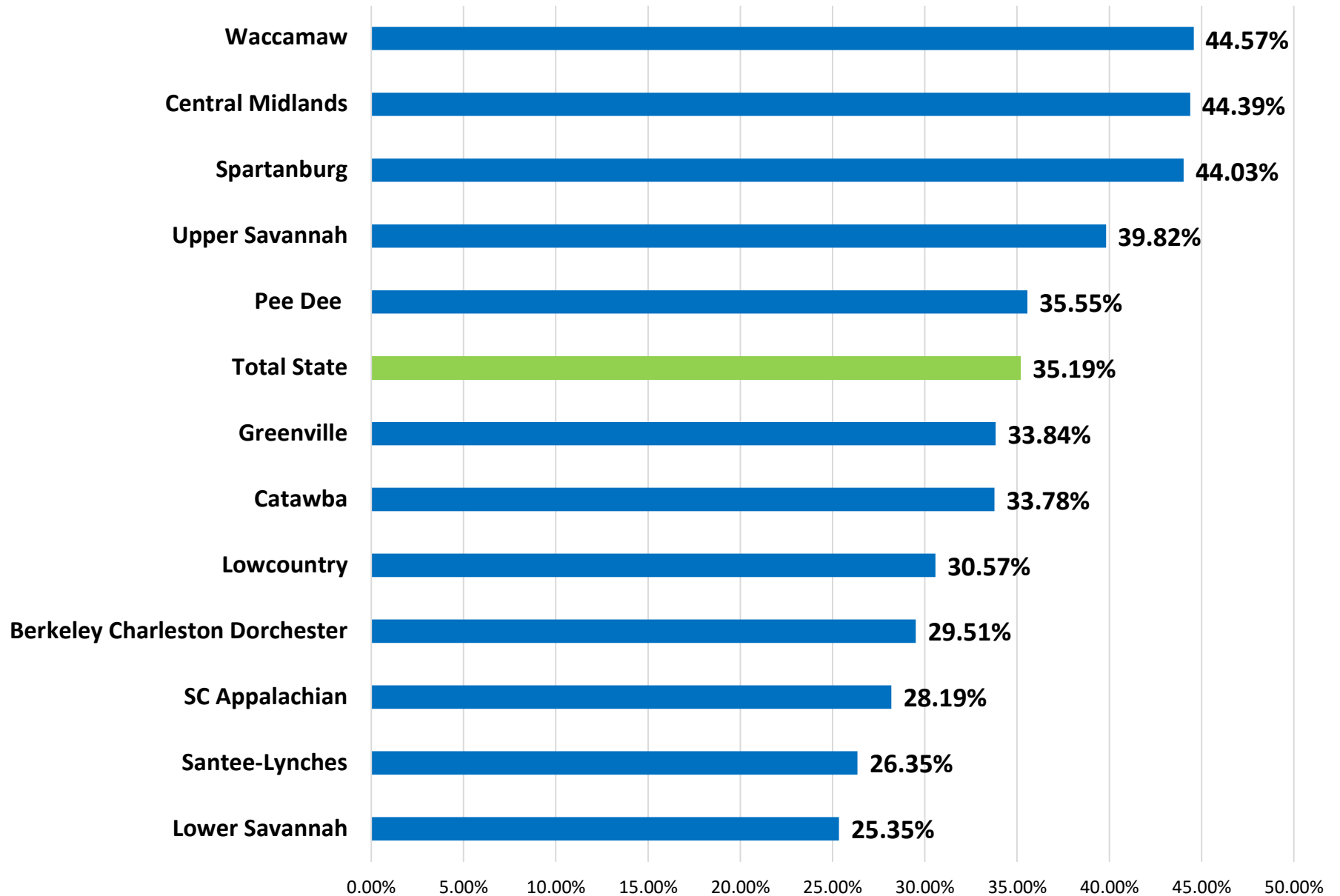
**LWDA PY22 Dislocated Worker Program
Fund Utilization Rate thru 3/31/2023
(Includes Admin.)**



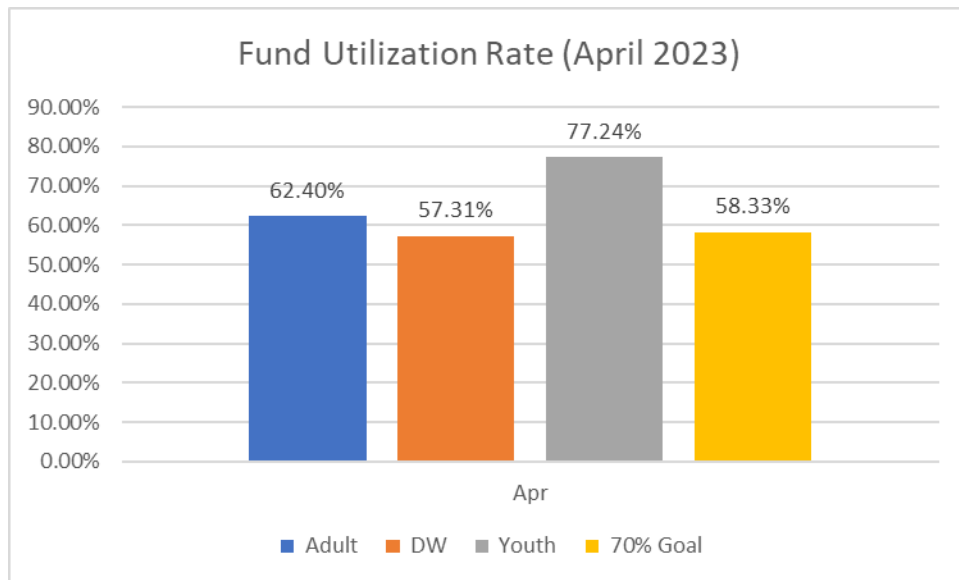
**LWDA PY22 Youth Program
Fund Utilization Rate thru 3/31/2023
(Includes Admin.)**



Participant Cost Rate as of 3/31/2023



Fund Utilization Rate



Participant Cost Rate Tool

Purpose:

To calculate the participant cost rate as of the latest Financial Status Reports (FSRs).

Instructions:

Enter the applicable amounts in the blue shaded areas from the previous June FSRs and current FSRs. Using these figures, the participant cost rate will be calculated.

Participant Cost Rate	31.33%	<- SHOULD BE HIGHER THAN 30%
-----------------------	---------------	------------------------------

June 2022 FSRs - Program Year 2021 Adult and DW

	Adult		DW		RRA Grant	Total
	PY	FY	PY	FY	PY	
Total Participant costs (17f)	\$ 59,749.00	\$ 73,179.00	\$ 19,073.00	\$ 87,799.00	\$ -	\$ 239,800.00
Total Program Costs (18)	\$ 81,559.00	\$ 222,550.00	\$ 104,457.00	\$ 212,193.00	\$ -	\$ 620,759.00

FROM JUNE 2022 FSRs

Most Recent FSRs - Program Year 2021 Adult and DW

	Adult		DW		RRA Grant	Total
	PY	FY	PY	FY	PY	
Total Participant costs (17f)	\$ 59,748.80	\$ 107,809.02	\$ 19,073.33	\$ 137,675.51	\$ -	\$ 324,306.66
Total Program Costs (18)	\$ 81,559.00	\$ 384,397.00	\$ 104,457.00	\$ 444,468.00	\$ -	#####

FROM JUNE 2022 CLOSEOUTS

Most Recent FSRs - Program Year 2022 Adult and DW

	Adult		DW		RRA Grant	Total
	PY	FY	PY	FY	PY	
Total Participant costs (17f)	\$ 55,155.86	\$ 19,799.80	\$ 3,750.78	\$ 58,965.69	\$ -	\$ 137,672.13
Total Program Costs (18)	\$ 72,345.00	\$ 107,853.00	\$ 51,514.00	\$ 83,329.00	\$ -	\$ 315,041.00

UPDATES AUTOMATICALLY FROM SPREADSHEETS

WorkLink

Indicator/Program	Title I Adult Goal	Title I Adult Actual	Title I Adult % of Goal	Title I DW Goal	Title I DW Actual	Title I DW % of Goal	Title I Youth Goal	Title I Youth Actual	Title I Youth % of Goal	Overall Indicator Score
Employment Rate Q2	81.1	91.3	112.6%	83.3	87.0	104.4%	83.5	90.4	108.3%	108.4%
Employment Rate Q4	81.8	88.8	108.6%	83.4	82.8	99.3%	82.0	91.7	111.8%	106.6%
Median Earnings	\$6,200	\$8,327	134.3%	\$7,935	\$10,242	129.1%	\$2,900	\$4,464	153.9%	139.1%
Credential Rate	73.8	82.7	112.1%	67.1	89.5	133.4%	76.9	70.8	92.1%	112.5%
Measurable Skill Gains	55.2	86.8	157.2%	60.2	76.2	126.6%	60.6	64.2	105.9%	129.9%
	Overall Program Score		124.9%	Overall Program Score		118.6%	Overall Program Score		114.4%	

Upper Savannah

Indicator/Program	Title I Adult Goal	Title I Adult Actual	Title I Adult % of Goal	Title I DW Goal	Title I DW Actual	Title I DW % of Goal	Title I Youth Goal	Title I Youth Actual	Title I Youth % of Goal	Overall Indicator Score
Employment Rate Q2	77.8	77.6	99.7%	80.1	76.5	95.5%	73.2	66.0	90.2%	95.1%
Employment Rate Q4	74.0	80.3	108.5%	84.5	88.0	104.1%	75.6	66.7	88.2%	100.3%
Median Earnings	\$5,800	\$5,983	103.2%	\$7,695	\$9,132	118.7%	\$3,622	\$5,270	145.5%	122.4%
Credential Rate	66.0	73.7	111.7%	63.1	85.7	135.8%	72.1	55.6	77.1%	108.2%
Measurable Skill Gains	55.2	53.4	96.7%	57.1	72.7	127.3%	52.8	42.5	80.5%	101.5%
	Overall Program Score		104.0%	Overall Program Score		116.3%	Overall Program Score		96.3%	

Upstate

Indicator/Program	Title I Adult Goal	Title I Adult Actual	Title I Adult % of Goal	Title I DW Goal	Title I DW Actual	Title I DW % of Goal	Title I Youth Goal	Title I Youth Actual	Title I Youth % of Goal	Overall Indicator Score
Employment Rate Q2	78.7	84.9	107.9%	81.6	77.0	94.4%	79.0	76.8	97.2%	99.8%
Employment Rate Q4	76.5	82.8	108.2%	80.0	89.3	111.6%	73.7	91.4	124.0%	114.6%
Median Earnings	\$6,429	\$9,385	146.0%	\$8,037	\$11,223	139.6%	\$2,600	\$3,277	126.0%	137.2%
Credential Rate	67.5	71.0	105.2%	60.5	69.4	114.7%	75.3	85.7	113.8%	111.2%
Measurable Skill Gains	58.1	70.3	121.0%	58.5	72.0	123.1%	44.3	61.1	137.9%	127.3%
	Overall Program Score		117.7%	Overall Program Score		116.7%	Overall Program Score		119.8%	

Greenville

Indicator/Program	Title I Adult Goal	Title I Adult Actual	Title I Adult % of Goal	Title I DW Goal	Title I DW Actual	Title I DW % of Goal	Title I Youth Goal	Title I Youth Actual	Title I Youth % of Goal	Overall Indicator Score
Employment Rate Q2	77.8	84.7	108.9%	85.0	83.3	98.0%	72.0	83.3	115.7%	107.5%
Employment Rate Q4	78.0	81.3	104.2%	80.0	91.8	114.8%	70.0	79.4	113.4%	110.8%
Median Earnings	\$6,800	\$7,921	116.5%	\$8,629	\$12,069	139.9%	\$3,100	\$3,507	113.1%	123.2%
Credential Rate	65.0	82.4	126.8%	58.4	57.9	99.1%	70.0	43.5	62.1%	96.0%
Measurable Skill Gains	60.0	72.8	121.3%	60.0	84.2	140.3%	52.8	57.8	109.5%	123.7%
	Overall Program Score		115.5%	Overall Program Score		118.4%	Overall Program Score		102.8%	

Pass

- An Overall Program Score (across all indicators) is at least 90.0%
- An Overall Indicator Score (across A/DW/Y programs) is at least 90.0%
- Have an Individual Indicator Score of at least 50.0%

Fail

- An Overall Program Score (across all indicators) that did not meet at least 90.0%
- An Overall Indicator Score (across A/DW/Y programs) that did not meet at least 90.0%
- Have an Individual Indicator Score that did not meet 50.0%

Midlands

Indicator/Program	Title I Adult Goal	Title I Adult Actual	Title I Adult % of Goal	Title I DW Goal	Title I DW Actual	Title I DW % of Goal	Title I Youth Goal	Title I Youth Actual	Title I Youth % of Goal	Overall Indicator Score
Employment Rate Q2	77.1	78.3	101.6%	82.8	75.0	90.6%	82.6	83.5	101.1%	97.7%
Employment Rate Q4	79.0	78.1	98.9%	83.7	80.8	96.5%	78.9	84.2	106.7%	100.7%
Median Earnings	\$6,600	\$7,437	112.7%	\$8,258	\$9,125	110.5%	\$4,241	\$5,738	135.3%	119.5%
Credential Rate	54.5	67.5	123.9%	66.2	61.2	92.4%	65.0	55.4	85.2%	100.5%
Measurable Skill Gains	55.2	55.8	101.1%	57.1	56.3	98.6%	52.8	67.2	127.3%	109.0%
	Overall Program Score		107.6%	Overall Program Score		97.7%	Overall Program Score		111.1%	

Trident

Indicator/Program	Title I Adult Goal	Title I Adult Actual	Title I Adult % of Goal	Title I DW Goal	Title I DW Actual	Title I DW % of Goal	Title I Youth Goal	Title I Youth Actual	Title I Youth % of Goal	Overall Indicator Score
Employment Rate Q2	73.0	82.9	113.6%	77.8	86.5	111.2%	80.0	86.4	108.0%	110.9%
Employment Rate Q4	72.2	73.7	102.1%	78.1	83.7	107.2%	76.2	91.8	120.5%	109.9%
Median Earnings	\$6,650	\$7,649	115.0%	\$8,100	\$8,158	100.7%	\$4,200	\$5,672	135.0%	116.9%
Credential Rate	70.0	79.8	114.0%	65.7	72.7	110.7%	60.9	64.9	106.6%	110.4%
Measurable Skill Gains	55.2	59.9	108.5%	57.1	60.0	105.1%	52.8	50.8	96.2%	103.3%
	Overall Program Score		110.6%	Overall Program Score		107.0%	Overall Program Score		113.3%	

Pee Dee

Indicator/Program	Title I Adult Goal	Title I Adult Actual	Title I Adult % of Goal	Title I DW Goal	Title I DW Actual	Title I DW % of Goal	Title I Youth Goal	Title I Youth Actual	Title I Youth % of Goal	Overall Indicator Score
Employment Rate Q2	80.4	87.3	108.6%	82.7	70.8	85.6%	76.6	81.5	106.4%	100.2%
Employment Rate Q4	81.1	83.0	102.3%	80.3	75.0	93.4%	73.8	81.2	110.0%	101.9%
Median Earnings	\$5,442	\$6,939	127.5%	\$7,150	\$9,555	133.6%	\$3,500	\$4,362	124.6%	128.6%
Credential Rate	65.0	69.6	107.1%	65.6	58.1	88.6%	71.0	59.7	84.1%	93.2%
Measurable Skill Gains	54.1	71.9	132.9%	57.1	54.8	96.0%	50.0	54.4	108.8%	112.6%
	Overall Program Score		115.7%	Overall Program Score		99.4%	Overall Program Score		106.8%	

Lower Savannah

Indicator/Program	Title I Adult Goal	Title I Adult Actual	Title I Adult % of Goal	Title I DW Goal	Title I DW Actual	Title I DW % of Goal	Title I Youth Goal	Title I Youth Actual	Title I Youth % of Goal	Overall Indicator Score
Employment Rate Q2	79.3	91.1	114.9%	81.1	93.2	114.9%	81.6	91.4	112.0%	113.9%
Employment Rate Q4	78.8	84.4	107.1%	80.4	80.0	99.5%	76.6	85.6	111.7%	106.1%
Median Earnings	\$6,550	\$7,800	119.1%	\$8,227	\$10,766	130.9%	\$3,750	\$3,765	100.4%	116.8%
Credential Rate	65.8	80.7	122.6%	64.0	67.6	105.6%	77.0	80.0	103.9%	110.7%
Measurable Skill Gains	56.5	83.6	148.0%	57.7	76.5	132.6%	63.0	87.8	139.4%	140.0%
	Overall Program Score		122.3%	Overall Program Score		116.7%	Overall Program Score		113.5%	

Pass

- An Overall Program Score (across all indicators) is at least 90.0%
- An Overall Indicator Score (across A/DW/Y programs) is at least 90.0%
- Have an Individual Indicator Score of at least 50.0%

Fail

- An Overall Program Score (across all indicators) that did not meet at least 90.0%
- An Overall Indicator Score (across A/DW/Y programs) that did not meet at least 90.0%
- Have an Individual Indicator Score that did not meet 50.0%

Catawba

Indicator/Program	Title I Adult Goal	Title I Adult Actual	Title I Adult % of Goal	Title I DW Goal	Title I DW Actual	Title I DW % of Goal	Title I Youth Goal	Title I Youth Actual	Title I Youth % of Goal	Overall Indicator Score
Employment Rate Q2	82.0	84.2	102.7%	86.7	91.5	105.5%	80.5	89.4	111.1%	106.4%
Employment Rate Q4	78.0	83.2	106.7%	87.5	85.7	97.9%	80.3	85.7	106.7%	103.8%
Median Earnings	\$6,500	\$8,597	132.3%	\$8,000	\$10,450	130.6%	\$4,500	\$5,665	125.9%	129.6%
Credential Rate	68.4	58.3	85.2%	70.0	86.0	122.9%	56.5	44.4	78.6%	95.6%
Measurable Skill Gains	60.0	69.6	116.0%	64.3	73.7	114.6%	48.0	59.4	123.8%	118.1%
	Overall Program Score		108.6%	Overall Program Score		114.3%	Overall Program Score		109.2%	

Santee-Lynches

Indicator/Program	Title I Adult Goal	Title I Adult Actual	Title I Adult % of Goal	Title I DW Goal	Title I DW Actual	Title I DW % of Goal	Title I Youth Goal	Title I Youth Actual	Title I Youth % of Goal	Overall Indicator Score
Employment Rate Q2	77.8	82.4	105.9%	81.0	68.2	84.2%	79.0	83.9	106.2%	98.8%
Employment Rate Q4	82.2	84.0	102.2%	75.6	84.8	112.2%	77.0	82.8	107.5%	107.3%
Median Earnings	\$5,450	\$6,347	116.5%	\$8,000	\$8,188	102.4%	\$3,500	\$4,969	142.0%	120.3%
Credential Rate	74.8	85.4	114.2%	75.5	84.6	112.1%	74.2	76.8	103.5%	109.9%
Measurable Skill Gains	56.7	75.9	133.9%	55.8	100.0	179.2%	62.8	60.5	96.3%	136.5%
	Overall Program Score		114.5%	Overall Program Score		118.0%	Overall Program Score		111.1%	

Waccamaw

Indicator/Program	Title I Adult Goal	Title I Adult Actual	Title I Adult % of Goal	Title I DW Goal	Title I DW Actual	Title I DW % of Goal	Title I Youth Goal	Title I Youth Actual	Title I Youth % of Goal	Overall Indicator Score
Employment Rate Q2	82.0	83.0	101.2%	84.0	82.0	97.6%	81.0	91.4	112.8%	103.9%
Employment Rate Q4	79.0	81.9	103.7%	84.5	90.0	106.5%	77.0	88.0	114.3%	108.2%
Median Earnings	\$6,300	\$7,131	113.2%	\$8,000	\$6,969	87.1%	\$4,700	\$7,064	150.3%	116.9%
Credential Rate	60.0	56.6	94.3%	61.0	61.8	101.3%	64.3	70.0	108.9%	101.5%
Measurable Skill Gains	55.0	73.5	133.6%	54.0	66.7	123.5%	60.0	73.8	123.0%	126.7%
	Overall Program Score		109.2%	Overall Program Score		103.2%	Overall Program Score		121.9%	

Lowcountry

Indicator/Program	Title I Adult Goal	Title I Adult Actual	Title I Adult % of Goal	Title I DW Goal	Title I DW Actual	Title I DW % of Goal	Title I Youth Goal	Title I Youth Actual	Title I Youth % of Goal	Overall Indicator Score
Employment Rate Q2	74.5	83.2	111.7%	77.5	86.4	111.5%	77.6	76.7	98.8%	107.3%
Employment Rate Q4	74.0	76.3	103.1%	68.5	78.6	114.7%	70.5	75.0	106.4%	108.1%
Median Earnings	\$5,650	\$7,145	126.5%	\$7,420	\$9,690	130.6%	\$3,500	\$6,193	176.9%	144.7%
Credential Rate	74.6	88.7	118.9%	76.7	85.7	111.7%	66.5	78.9	118.6%	116.4%
Measurable Skill Gains	55.2	71.1	128.8%	63.6	61.5	96.7%	53.9	73.7	136.7%	120.7%
	Overall Program Score		117.8%	Overall Program Score		113.1%	Overall Program Score		127.5%	

Pass

- An Overall Program Score (across all indicators) is at least 90.0%
- An Overall Indicator Score (across A/DW/Y programs) is at least 90.0%
- Have an Individual Indicator Score of at least 50.0%

Fail

- An Overall Program Score (across all indicators) that did not meet at least 90.0%
- An Overall Indicator Score (across A/DW/Y programs) that did not meet at least 90.0%
- Have an Individual Indicator Score that did not meet 50.0%

Statewide

Indicator/Program	Title I Adult Goal	Title I Adult Actual	Title I Adult % of Goal	Title I DW Goal	Title I DW Actual	Title I DW % of Goal	Title I Youth Goal	Title I Youth Actual	Title I Youth % of Goal	Overall Indicator Score
Employment Rate Q2	77.8	83.7	107.6%	81.1	81.1	100.0%	77.6	84.8	109.3%	105.6%
Employment Rate Q4	74.0	80.5	108.8%	80.4	83.0	103.2%	74.5	84.9	114.0%	108.7%
Median Earnings	\$6,193	\$7,443	120.2%	\$7,935	\$9,725	122.6%	\$3,622	\$5,071	140.0%	127.6%
Credential Rate	65.0	73.5	113.1%	65.6	71.4	108.8%	69.1	65.1	94.2%	105.4%
Measurable Skill Gains	55.2	69.7	126.3%	57.1	68.8	120.5%	52.8	63.2	119.7%	122.2%
	Overall Program Score		115.2%	Overall Program Score		111.0%	Overall Program Score		115.4%	

Pass	<ul style="list-style-type: none"> An Overall Program Score (across all indicators) is at least 90.0% An Overall Indicator Score (across A/DW/Y programs) is at least 90.0% Have an Individual Indicator Score of at least 50.0%
Fail	<ul style="list-style-type: none"> An Overall Program Score (across all indicators) that did not meet at least 90.0% An Overall Indicator Score (across A/DW/Y programs) that did not meet at least 90.0% Have an Individual Indicator Score that did not meet 50.0%

WorkLink					Pee Dee				
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	112.6%	104.4%	108.3%	108.4%	Employment Rate Q2	108.6%	85.6%	106.4%	100.2%
Employment Rate Q4	108.6%	99.3%	111.8%	106.6%	Employment Rate Q4	102.3%	93.4%	110.0%	101.9%
Median Earnings	134.3%	129.1%	153.9%	139.1%	Median Earnings	127.5%	133.6%	124.6%	128.6%
Credential Rate	112.1%	133.4%	92.1%	112.5%	Credential Rate	107.1%	88.6%	84.1%	93.2%
Measurable Skill Gains	157.2%	126.6%	105.9%	129.9%	Measurable Skill Gains	132.9%	96.0%	108.8%	112.6%
	124.9%	118.6%	114.4%			115.7%	99.4%	106.8%	
Upper Savannah					Lower Savannah				
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%	95.5%	90.2%	95.1%	Employment Rate Q2	114.9%	114.9%	112.0%	113.9%
Employment Rate Q4	108.5%	104.1%	88.2%	100.3%	Employment Rate Q4	107.1%	99.5%	111.7%	106.1%
Median Earnings	103.2%	118.7%	145.5%	122.4%	Median Earnings	119.1%	130.9%	100.4%	116.8%
Credential Rate	111.7%	135.8%	77.1%	108.2%	Credential Rate	122.6%	105.6%	103.9%	110.7%
Measurable Skill Gains	96.7%	127.3%	80.5%	101.5%	Measurable Skill Gains	148.0%	132.6%	139.4%	140.0%
	104.0%	116.3%	96.3%			122.3%	116.7%	113.5%	
Upstate					Catawba				
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	107.9%	94.4%	97.2%	99.8%	Employment Rate Q2	102.7%	105.5%	111.1%	106.4%
Employment Rate Q4	108.2%	111.6%	124.0%	114.6%	Employment Rate Q4	106.7%	97.9%	106.7%	103.8%
Median Earnings	146.0%	139.6%	126.0%	137.2%	Median Earnings	132.3%	130.6%	125.9%	129.6%
Credential Rate	105.2%	114.7%	113.8%	111.2%	Credential Rate	85.2%	122.9%	78.6%	95.6%
Measurable Skill Gains	121.0%	123.1%	137.9%	127.3%	Measurable Skill Gains	116.0%	114.6%	123.8%	118.1%
	117.7%	116.7%	119.8%			108.6%	114.3%	109.2%	
Greenville					Santee-Lynches				
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	108.9%	98.0%	115.7%	107.5%	Employment Rate Q2	105.9%	84.2%	106.2%	98.8%
Employment Rate Q4	104.2%	114.8%	113.4%	110.8%	Employment Rate Q4	102.2%	112.2%	107.5%	107.3%
Median Earnings	116.5%	139.9%	113.1%	123.2%	Median Earnings	116.5%	102.4%	142.0%	120.3%
Credential Rate	126.8%	99.1%	62.1%	96.0%	Credential Rate	114.2%	112.1%	103.5%	109.9%
Measurable Skill Gains	121.3%	140.3%	109.5%	123.7%	Measurable Skill Gains	133.9%	179.2%	96.3%	136.5%
	115.5%	118.4%	102.8%			114.5%	118.0%	111.1%	
Midlands					Waccamaw				
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	101.6%	90.6%	101.1%	97.7%	Employment Rate Q2	101.2%	97.6%	112.8%	103.9%
Employment Rate Q4	98.9%	96.5%	106.7%	100.7%	Employment Rate Q4	103.7%	106.5%	114.3%	108.2%
Median Earnings	112.7%	110.5%	135.3%	119.5%	Median Earnings	113.2%	87.1%	150.3%	116.9%
Credential Rate	123.9%	92.4%	85.2%	100.5%	Credential Rate	94.3%	101.3%	108.9%	101.5%
Measurable Skill Gains	101.1%	98.6%	127.3%	109.0%	Measurable Skill Gains	133.6%	123.5%	123.0%	126.7%
	107.6%	97.7%	111.1%			109.2%	103.2%	121.9%	
Trident					Lowcountry				
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	113.6%	111.2%	108.0%	110.9%	Employment Rate Q2	111.7%	111.5%	98.8%	107.3%
Employment Rate Q4	102.1%	107.2%	120.5%	109.9%	Employment Rate Q4	103.1%	114.7%	106.4%	108.1%
Median Earnings	115.0%	100.7%	135.0%	116.9%	Median Earnings	126.5%	130.6%	176.9%	144.7%
Credential Rate	114.0%	110.7%	106.6%	110.4%	Credential Rate	118.9%	111.7%	118.6%	116.4%
Measurable Skill Gains	108.5%	105.1%	96.2%	103.3%	Measurable Skill Gains	128.8%	96.7%	136.7%	120.7%
	110.6%	107.0%	113.3%			117.8%	113.1%	127.5%	
<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"> • 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	Pass								
	Fail								



ECKERD YOUTH ALTERNATIVES, INC.

100 N. Starcrest Drive, Clearwater, FL 33765

INVOICE

Adult Program

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

Contract Number: 22A295E4
Invoice Number: 1055-10
Invoice Month: April 2023
Period Covered: July 1, 2022 - June 30, 2023
Total Amount Due: **\$ 79,006**

Eckerd Goal:

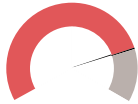




APRIL
83.3%

100.0%

Line Item	Budget	1055-10	Cumulative Cost YTD	Remaining Balance	Percent Spent YTD
Staff Salary Total	\$ 145,713	\$ 11,845	119,025.86	\$ 26,686.75	81.7%
Fringe Benefit Total 51xx	\$ 49,604	\$ 4,041	39,769.08	\$ 9,835.05	80.2%
TOTAL STAFF COSTS	\$ 195,317	15,886.43	158,794.94	\$ 36,521.79	81.3%
Operating Costs:					
Facility Rent, Utilities, Maintenance, etc. 6185	\$ -	\$ -	-	\$ -	0.0%
Staff Expendable Supplies & Materials 6000	\$ 5,000	\$ 352	2,113.43	\$ 2,886.57	42.3%
Software Licenses 6095	\$ 2,141	\$ 1,388	1,446.03	\$ 694.77	67.5%
Staff Computers 6085	\$ -	\$ -	-	\$ -	0.0%
Program Outreach Expenses (Brochures, Flyers, etc. 6735	\$ -	\$ -	-	\$ -	0.0%
Copy & Print Expenses 6730	\$ 1,080	\$ 325	363.00	\$ 717.00	33.6%
Communications (Phone, Fax, Internet, etc.) 6270	\$ 3,996	\$ 224	2,229.01	\$ 1,766.99	55.8%
Staff Travel					
Local Mileage cost 6105	\$ 501	\$ -	430.92	\$ 69.88	86.0%
Non-Local Per Diem/Lodging Cost 6115/6120/6125	\$ -	\$ -	-	\$ -	0.0%
Client Verifications 6516	\$ 500	\$ 310	309.78	\$ 190.22	62.0%
Staff Training 5110	\$ -	\$ -	-	\$ -	0.0%
Staff Background Checks 5100	\$ 294	\$ -	277.16	\$ 17.24	94.1%
Postage (Stamps, FedEx, etc.) 6005	\$ 768	\$ 55	635.23	\$ 132.77	82.7%
TOTAL OPERATING COSTS	\$ 14,280	2,652.71	7,804.56	\$ 6,475.44	54.7%
Training Costs:					
WI Customer Credential Exam Fees (C.N.A., GED, TABE 6525	\$ 9,250	\$ 83	5,447.06	\$ 3,802.94	58.9%
WI Customer Individualized Training Costs					
Individual Training Account/Voucher Cost 6530	\$ 214,000	\$ 47,658	176,254.00	\$ 37,746.00	82.4%
Client Testing Fees 6535	\$ -	\$ -	-	\$ -	0.0%
TOTAL TRAINING COSTS	\$ 223,250	\$ 47,741	\$ 181,701	\$ 41,549	81.4%
Supportive Services Costs :					
WI Customer Transportation Costs 6485	\$ 18,360	\$ 2,110	12,365.00	\$ 5,995.00	67.3%
WI Customer Childcare Costs 6660	\$ -	\$ -	-	\$ -	0.0%
Training Support Materials (Uniforms, Drug Screens, Backg 6545/6546	\$ 22,500	\$ 7,629	19,522.90	\$ 2,977.10	86.8%
WI Customer Emergency Assistance (Rent, Car Repair, etc.) 6596	\$ 500	\$ -	-	\$ 500.00	0.0%
TOTAL SUPPORTIVE SERVICES COSTS	\$ 41,360	9,739.00	31,887.90	\$ 9,472.10	77.1%
Training/Professional Fees/Profit:					
General Liability Insurance 6305	\$ 5,581	\$ 544	4,451.37	\$ 1,129.26	79.8%
TOTAL FEES / PROFIT COSTS	\$ 5,581	544.21	4,451.37	\$ 1,129.26	79.8%
INDIRECT COST: 12.80%	\$ 27,543	2,442.67	21,894.51	\$ 5,648.19	79.5%
Contract Total	\$ 507,330	79,006.20	406,534.34	\$ 100,795.72	80.1%

SC Works WorkLink: PY2022 Grant Award Financial Status
As of April 30, 2023

Main Menu	PY2022 Sum of All Expenditures	PY2022 Adult	PY2022 Dislocated Worker	PY2022 Adult/DW Resiliency	PY2022 Adult/DW EBS
---------------------------	--	---------------------	--	--	-------------------------------------

Eckerd Workforce Development Services Expenditures One Stop Operator & Adult/Dislocated Worker WIOA Program				Program Year 2022	Grant Award All	Fund Stream Adult
% Expended	90% Goal	100% Goal		Grant Award Amount	Expenditure	Remaining Balance
80.1%	73.8%	82.0%		\$507,330	\$406,534	\$100,796
Grant Amount	Expenditure	Remaining	% Expended	By Fund Stream		
Salary	\$145,712.60	\$119,025.86	81.7%			
Fringe Benefits	\$49,604.13	\$39,769.08	80.2%	Adult	Dislocated Worker	SWDB EBS
Operating Costs	\$14,280.00	\$7,804.56	54.7%	80.1%	65.0%	61.7%
WIOA Scholarship Funding	\$223,250.00	\$181,701.06	81.4%		SWDB Resiliency	99.1%
Supportive Service	\$41,360.00	\$31,887.90	77.1%	By Grant Award		
General Liability	\$5,580.63	\$4,451.37	79.8%			
Indirect Cost	\$27,542.70	\$21,894.51	79.5%			
Grand Total	\$507,330.06	\$406,534.34	80.1%	By Line Item		
				Salary	\$119,026	81.7%
				Fringe Benefits	\$39,769	80.2%
				Operating Costs	\$7,805	54.7%
				WIOA Scholarship Funding	\$181,701	81.4%
				Supportive Service	\$31,888	77.1%
				General Liability	\$4,451	79.8%
				Indirect Cost	\$21,895	79.5%



ECKERD YOUTH ALTERNATIVES, INC.

100 N. Starcrest Drive, Clearwater, FL 33765

INVOICE

Dislocated Worker Program

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

Contract Number: 22D295E4
Invoice Number: 1056-10
Invoice Month: April 2023
Period Covered: July 1, 2022 - June 30, 2023
Total Amount Due: \$ **7,272**

Eckerd Goal:

APRIL
83%

100.0%

Line Item	Budget	1056-10	Cumulative Cost YTD	Remaining Balance	Percent Spent
Staff Salary Total	\$ 34,024.45	\$ 2,967.82	\$ 28,985.16	\$ 5,039.29	85.2%
Fringe Benefit Total 51xx	\$ 11,647.23	\$ 1,008.85	\$ 9,803.93	\$ 1,843.30	84.2%
TOTAL STAFF COSTS	\$ 45,671.68	\$ 3,976.67	\$ 38,789.09	\$ 6,882.59	84.9%
Operating Costs:					
Facility Rent, Utilities, Maintenance, etc.	6185	\$ -	\$ -	\$ -	0.0%
Staff Expendable Supplies & Materials	6000	\$ 1,210.00	\$ 87.88	\$ 528.37	43.7%
Software Licenses	6095	\$ 1,285.20	\$ 346.95	\$ 361.51	28.1%
Staff Computers	6085	\$ -	\$ -	\$ -	0.0%
Client Verifications	6516	\$ 100.00	\$ -	\$ 100.00	0.0%
Program Outreach Expenses (Brochures, Flyers, etc.)	6735	\$ -	\$ -	\$ -	0.0%
Copy & Print Expenses	6730	\$ 270.00	\$ 81.14	\$ 90.75	33.6%
Communications (Phone, Fax, Internet, etc.)	6270	\$ 1,224.00	\$ 56.07	\$ 557.30	45.5%
Staff Travel					
Local Mileage Cost	6105	\$ 112.42	\$ (126.34)	\$ 112.42	100.0%
Non-Local Per Diem/Lodging Cost	6110/6115/6120/6125/6130	\$ -	\$ -	\$ -	0.0%
Staff Training	5110	\$ -	\$ -	\$ -	0.0%
Staff Background Checks	5100	\$ 73.60	\$ -	\$ 13.50	18.3%
Postage (Stamps, FedEx, etc.)	6005	\$ 192.00	\$ 37.15	\$ 37.15	19.3%
TOTAL OPERATING COSTS	\$ 4,467.22	\$ 482.85	\$ 1,701.00	\$ 2,766.22	38.1%
Training Costs:					
WorkKeys, etc.)	6525	\$ 2,775.00	\$ -	\$ 1,203.78	43.4%
WI Customer Individualized Training Costs					
Individual Training Account/Voucher Cost	6530	\$ 18,540.00	\$ 1,660.00	\$ 5,549.00	29.9%
Client Testing Fees	6535	\$ -	\$ -	\$ -	0.0%
TOTAL TRAINING COSTS	\$ 21,315.00	\$ 1,660.00	\$ 6,752.78	\$ 14,562.22	31.7%
Supportive Services Costs :					
WI Customer Transportation Costs	6485	\$ 1,000.00	\$ 130.00	\$ 245.00	24.5%
WI Customer Childcare Costs	6660	\$ -	\$ -	\$ -	0.0%
Training Support Materials (Uniforms, Drug Screens, Backgr	6546	\$ 4,150.00	\$ 360.00	\$ 1,352.00	32.6%
WI Customer Emergency Assistance (Rent, Car Repair, etc.	6596	\$ 250.00	\$ -	\$ 250.00	0.0%
TOTAL SUPPORTIVE SERVICES COSTS	\$ 5,400.00	\$ 490.00	\$ 1,597.00	\$ 3,803.00	29.6%
Training/Professional Fees/Profit:					
General Liability Insurance	6305	\$ 927.50	\$ 81.22	\$ 701.05	75.6%
TOTAL FEES / PROFIT COSTS	\$ 927.50	\$ 81.22	\$ 701.05	\$ 226.45	75.6%
INDIRECT COST: 12.80%	\$ 6,536.50	\$ 581.21	\$ 5,272.47	\$ 1,264.03	80.7%
Contract Total	\$ 84,317.90	\$ 7,271.95	\$ 54,813.39	\$ 29,504.51	65.0%

SC Works WorkLink: PY2022 Grant Award Financial Status
As of April 30, 2023

Main Menu	PY2022 Sum of All Expenditures	PY2022 Adult	PY2022 Dislocated Worker	PY2022 Adult/DW Resiliency	PY2022 Adult/DW EBS
-----------	--------------------------------	--------------	--------------------------	----------------------------	---------------------

Eckerd Workforce Development Services Expenditures One Stop Operator & Adult/Dislocated Worker WIOA Program				Program Year 2022	Grant Award All	Fund Stream Dislocated Worker
% Expended	90% Goal	100% Goal		Grant Award Amount	Expenditure	Remaining Balance
65.0%	73.8%	82.0%		\$84,318	\$54,813	\$29,504
Grant Amount	Expenditure	Remaining	% Expended	By Fund Stream		
Salary	\$34,024.43	\$28,985.15	85.2%			
Fringe Benefits	\$11,647.23	\$9,803.93	84.2%			
Operating Costs	\$4,467.20	\$1,701.00	38.1%	80.1%	65.0%	61.7%
WIOA Scholarship Funding	\$21,315.00	\$6,752.78	31.7%			99.1%
Supportive Service	\$5,400.00	\$1,597.00	29.6%	By Grant Award		
General Liability	\$927.50	\$701.05	75.6%	By Line Item		
Indirect Cost	\$6,536.50	\$5,272.46	80.7%	Salary		
Grand Total	\$84,317.86	\$54,813.37	65.0%	Fringe Benefits		
				Operating Costs		
				WIOA Scholarship Funding		
				Supportive Service		
				General Liability		
				Indirect Cost		



ECKERD YOUTH ALTERNATIVES, INC.

100 N. Starcrest Drive, Clearwater, FL 33765

INVOICE

Adult Resiliency

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

Contract Number: 21LR895E1
Invoice Number: 1370-15
Invoice Month: April 2023
Period Covered: December 1, 2021 - December 31, 2022
Total Amount Due: \$ **1,589**

Eckerd Goal:

APRIL
100.00%

100.0%

Line Item	Budget	1370-15	Cumulative Cost YTD	Remaining Balance	Percent Spent YTD
Staff Salary Total	\$ 103,876		103,876.43	\$ 0.00	100.0%
Fringe Benefit Total 51xx	\$ 31,371		30,473.07	\$ 898.21	97.1%
TOTAL STAFF COSTS	\$ 135,248		134,349.50	\$ 898.21	99.3%
Operating Costs:					
Staff Expendable Supplies & Materials 6000	\$ 1,200		1,999.03	\$ (799.03)	166.6%
Software Licenses 6095	\$ 310		-	\$ 310.00	0.0%
Staff Computers 6085	\$ -		-	\$ -	0.0%
Program Outreach Expenses (Brochures, Flyers, etc.) 6735	\$ 1,350		1,341.23	\$ 8.77	99.4%
Copy & Print Expenses 6730	\$ -		255.06	\$ (255.06)	0.0%
Communications (Phone, Fax, Internet, etc.) 6270	\$ 600		415.95	\$ 184.05	69.3%
Client Verifications 6516	\$ -		-	\$ -	0.0%
Staff Travel			-		
Local Mileage cost 6105	\$ 1,123	126.34	1,032.72	\$ 90.19	92.0%
Non-Local Per Diem/Lodging Cost 6115/6120/6125	\$ 1,000		527.63	\$ 472.37	52.8%
Staff Training 5110	\$ 800		511.25	\$ 288.75	63.9%
Staff Background Checks 5100	\$ 200		11.25	\$ 188.75	5.6%
Postage (Stamps, FedEx, etc.) 6005	\$ 150		-	\$ 150.00	0.0%
TOTAL OPERATING COSTS	\$ 6,733	126.34	6,094.12	\$ 638.79	90.5%
Training Costs:					
WI Customer Credential Exam Fees (C.N.A., GED, TABE) 6525	\$ -		-	\$ -	0.0%
WI Customer Individualized Training Costs			-	\$ -	
Individual Training Account/Voucher Cost 6530	\$ 70,000	1,412.00	70,000.00	\$ -	0.0%
Client Testing Fees 6535	\$ -		-	\$ -	0.0%
TOTAL TRAINING COSTS	\$ 70,000	1,412	70,000	\$ -	100.0%
Supportive Services Costs :					
WI Customer Transportation Costs 6485	\$ 10,000		10,000.00	\$ -	100.0%
WI Customer Childcare Costs 6660	\$ -		-	\$ -	0.0%
Training Support Materials (Uniforms, Drug Screens, Backgr 6545/6546	\$ 10,000	38.00	9,998.88	\$ 1.12	100.0%
Client Allowances 6590	\$ -		-	\$ -	0.0%
WI Customer Emergency Assistance (Rent, Car Repair, etc.) 6596	\$ -		-	\$ -	0.0%
TOTAL SUPPORTIVE SERVICES COSTS	\$ 20,000	38.00	19,998.88	\$ 1.12	100.0%
Training/Professional Fees/Profit:					
General Liability Insurance 6305	\$ 2,025		2,025.44	\$ 0.00	100.0%
TOTAL FEES / PROFIT COSTS	\$ 2,025	-	2,025.44	\$ 0.00	100.0%
INDIRECT COST: 10.00%	\$ 14,401	12.63	14,246.91	\$ 153.70	98.9%
Contract Total	248,406.67	1,588.97	246,714.85	\$ 1,691.82	99.3%

SC Works WorkLink: PY2022 Grant Award Financial Status
As of April 30, 2023

Main Menu	PY2022 Sum of All Expenditures	PY2022 Adult	PY2022 Dislocated Worker	PY2022 Adult/DW Resiliency	PY2022 Adult/DW EBS
---------------------------	--	------------------------------	--	--	-------------------------------------

Eckerd Workforce Development Services Expenditures One Stop Operator & Adult/Dislocated Worker WIOA Program					Program Year 2022	Grant Award All	Fund Stream SWDB Resiliency Grant	
% Expended	90% Goal	100% Goal	Grant Award Amount				Expenditure	Remaining Balance
99.1%	73.8%	82.0%	\$185,465				\$183,773	\$1,692
Grant Amount	Expenditure	Remaining	% Expended	By Fund Stream				
Salary	\$64,706.37	\$64,706.37	100.0%	<div><div></div></div> <div><div></div></div> <div><div></div></div> <div><div></div></div>				
Fringe Benefits	\$16,778.61	\$15,880.40	94.6%	AdultDislocated WorkerSWDB EBS				
Operating Costs	\$3,625.56	\$2,986.68	82.4%	80.1%65.0%61.7%99.1%				
WIOA Scholarship Funding	\$70,000.00	\$70,000.00	100.0%	<div><div></div></div> <div><div></div></div>				
Supportive Service	\$20,000.00	\$19,998.88	100.0%	By Grant Award				
General Liability	\$1,675.83	\$1,675.83	100.0%	By Line Item				
Indirect Cost	\$8,678.62	\$8,524.93	98.2%	Salary\$64,706100.0%				
Grand Total	\$185,464.99	\$183,773.09	99.1%	Fringe Benefits\$15,88094.6%				
				Operating Costs\$2,98782.4%				
				WIOA Scholarship Funding\$70,000100.0%				
				Supportive Service\$19,999100.0%				
				General Liability\$1,676100.0%				
				Indirect Cost\$8,52598.2%				

ITA Obligations and Participant Cost Report

Service Provider: Eckerd Workforce Development Services

Period Covered: PY2022 (July 1, 2022 to June 30, 2023)

Report Date: 4.28.2023

	Open		Open		Open		PY2022	
ITA Report	Adult	%	DW	%	Resiliency	%	Total All Funding	%
Scholarship Budget	\$ 214,000.00		\$ 18,540.00		\$ 70,000.00		\$ 302,540.00	
Scholarship Awards	\$ 206,866.00	97%	\$ 8,105.00	44%	\$ 67,484.00	96%	\$ 282,455.00	93%
Scholarships Available	\$ 7,134.00	3%	\$ 10,435.00	56%	\$ 2,516.00	4%	\$ 20,085.00	7%

Participant Cost Budget*	\$ 265,110.00		\$ 26,815.00		\$ 90,000.00		\$ 381,925.00	
Pending Transactions	\$ 11,691.17	4%	\$ 2,610.00	10%	\$ 1,524.00	2%	\$ 15,825.17	4%
Cleared Transactions	\$ 230,942.91	87%	\$ 8,369.78	31%	\$ 85,420.46	95%	\$ 324,733.15	85%
Total Authorized Transactions	\$ 242,634.08	92%	\$ 10,979.78	41%	\$ 86,944.46	97%	\$ 340,558.32	89%
Remaining Available Balance	\$ 22,475.92	8%	\$ 15,835.22	59%	\$ 3,055.54	3%	\$ 41,366.68	11%

*Participant Cost Budget totals include sholarships and supportive services

Acronyms

ITA	Individual Training Accounts are also known as scholarships or tuition costs.
DW	Dislocated Worker
Resiliency	Reiliency Grant awarded in PY2021 from the State Workforce Development Board to supplement regular Adult/DW formula funding thru PY2022; training held for Q1 of PY2022



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

ECKERD YOUTH ALTERNATIVES, INC.

100 N. Starcrest Drive, Clearwater, FL 33765

INVOICE

Adult (Engage, Build, Serve)

Contract Number: 22EBA995E1
Invoice Number: 1407-04
Invoice Month: April 2023
Period Covered: January 1, 2023 - June 30, 2023
Total Amount Due: \$ **11,937**

Eckerd Goal:

APRIL
57.14%

100.0%

Line Item	Budget	1407-4	Cumulative Cost YTD	Remaining Balance	Percent Spent YTD
Staff Salary Total	\$ 56,541	\$ 7,713	\$ 36,840.59	\$ 19,700.51	65.2%
Fringe Benefit Total 51xx	\$ 19,044	\$ 2,656	\$ 12,644	\$ 6,399.79	66.4%
TOTAL STAFF COSTS	\$ 75,585	10,369.36	49,484.96	\$ 26,100.30	65.5%
Operating Costs:					
Staff Expendable Supplies & Materials 6000	\$ 1,000	-	-	\$ 1,000.00	0.0%
Software Licenses 6095	\$ 310	-	-	\$ 310.00	0.0%
Staff Computers 6085	\$ -	-	-	\$ -	0.0%
Program Outreach Expenses (Brochures, Flyers, etc.) 6735	\$ -	-	-	\$ -	0.0%
Copy & Print Expenses 6730	\$ 900	-	-	\$ 900.00	0.0%
Communications (Phone, Fax, Internet, etc.) 6270	\$ 420	-	-	\$ 420.00	0.0%
Client Verifications 6516	\$ -	-	-	\$ -	0.0%
Staff Travel	\$ -	-	-	\$ -	0.0%
Local Mileage cost 6105	\$ 1,200	79.27	110.06	\$ 1,089.94	9.2%
Non-Local Per Diem/Lodging Cost 6115/6120/6125	\$ -	-	-	\$ -	0.0%
Staff Training 5110	\$ -	-	-	\$ -	0.0%
Staff Background Checks 5100	\$ 300	-	-	\$ 300.00	0.0%
Postage (Stamps, FedEx, etc.) 6005	\$ 240	-	-	\$ 240.00	0.0%
TOTAL OPERATING COSTS	\$ 4,370	79.27	110.06	\$ 4,259.94	2.5%
Training Costs:					
WI Customer Credential Exam Fees (C.N.A., GED, TABE) 6525	\$ -	-	-	\$ -	0.0%
WI Customer Individualized Training Costs	\$ -	-	-	\$ -	0.0%
Individual Training Account/Voucher Cost 6530	\$ -	-	-	\$ -	0.0%
Client Testing Fees 6535	\$ -	-	-	\$ -	0.0%
TOTAL TRAINING COSTS	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Supportive Services Costs :					
WI Customer Transportation Costs 6485	\$ -	-	-	\$ -	0.0%
WI Customer Childcare Costs 6660	\$ -	-	-	\$ -	0.0%
Training Support Materials (Uniforms, Drug Screens, Backg 6545/6546	\$ -	-	-	\$ -	0.0%
Client Allowances 6590	\$ -	-	-	\$ -	0.0%
WI Customer Emergency Assistance (Rent, Car Repair, etc.) 6596	\$ -	-	-	\$ -	0.0%
TOTAL SUPPORTIVE SERVICES COSTS	\$ -	-	-	\$ -	0.0%
Training/Professional Fees/Profit:					
General Liability Insurance 6305	\$ 1,005	134.17	488.91	\$ 515.64	48.7%
TOTAL FEES / PROFIT COSTS	\$ 1,005	134.17	488.91	\$ 515.64	48.7%
INDIRECT COST: 10.00%	\$ 10,363	1,354.60	6,300.16	\$ 4,062.70	60.8%
Contract Total	\$ 91,323	11,937.40	56,384.09	\$ 34,938.58	61.7%


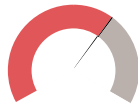




As of April 30, 2023


Main Menu	PY2022 Sum of All Expenditures	PY2022 Adult	PY2022 Dislocated Worker	PY2022 Adult/DW Resiliency	PY2022 Adult/DW EBS
-----------	--------------------------------	--------------	--------------------------	----------------------------	---------------------

Eckerd Workforce Development Services Expenditures One Stop Operator & Adult/Dislocated Worker WIOA Program					Program Year 2022		Grant Award All		Fund Stream SWDB EBS	
% Expended	90% Goal		100% Goal		Grant Award Amount		Expenditure		Remaining Balance	
61.7%	73.8%		82.0%		\$91,323		\$56,384		\$34,939	
Grant Amount	Expenditure	Remaining	% Expended		By Fund Stream					
Salary	\$56,541.17	\$36,840.50	\$19,700.67	65.2%	<div><div></div></div> <div><div></div></div> <div><div></div></div> <div><div></div></div>					
Fringe Benefits	\$19,044.00	\$12,644.37	\$6,399.63	66.4%	<div>Adult</div> <div>Dislocated Worker</div> <div>SWDB EBS</div> <div>SWDB Resiliency</div>					
					<div>80.1%</div> <div>65.0%</div> <div>61.7%</div> <div>99.1%</div>					
Operating Costs	\$4,370.00	\$110.06	\$4,259.94	2.5%	By Grant Award		By Line Item			
General Liability	\$1,005.00	\$488.91	\$516.09	48.6%	<div><div></div></div> <div><div></div></div>		<div>Salary</div> <div><div></div></div> <div>\$36,841</div> <div>65.2%</div>			
Indirect Cost	\$10,363.00	\$6,300.16	\$4,062.84	60.8%	<div><div></div></div> <div><div></div></div>		<div>Fringe Benefits</div> <div><div></div></div> <div>\$12,644</div> <div>66.4%</div>			
					<div><div></div></div> <div><div></div></div>		<div>Operating Costs</div> <div><div></div></div> <div>\$110</div> <div>2.5%</div>			
					<div><div></div></div> <div><div></div></div>		<div>General Liability</div> <div><div></div></div> <div>\$489</div> <div>48.6%</div>			
Grand Total	\$91,323.17	\$56,384.00	\$34,939.17	61.7%	<div><div></div></div> <div><div></div></div>		<div>Indirect Cost</div> <div><div></div></div> <div>\$6,300</div> <div>60.8%</div>			
					<div>WIOA Operator</div> <div>WIOA Program</div>					

SC Works WorkLink: PY2022 Grant Award Financial Status
As of April 30, 2023

Main Menu	PY2022 Sum of All Expenditures	PY2022 Adult	PY2022 Dislocated Worker	PY2022 Adult/DW Resiliency	PY2022 Adult/DW EBS
---------------------------	--	------------------------------	--	--	-------------------------------------

Eckerd Workforce Development Services Expenditures One Stop Operator & Adult/Dislocated Worker WIOA Program					Program Year 2022	Grant Award All	Fund Stream All	
% Expended	90% Goal	100% Goal			Grant Award Amount	Expenditure	Remaining Balance	
80.8%	73.8%	82.0%			\$868,436	\$701,505	\$166,931	
Grant Amount	Expenditure	Remaining	% Expended	By Fund Stream				
Salary	\$300,984.57	\$249,557.88	\$51,426.69	82.9%				
Fringe Benefits	\$97,073.97	\$78,097.78	\$18,976.19	80.5%	Adult	Dislocated Worker	SWDB EBS	SWDB Resiliency
Operating Costs	\$26,742.76	\$12,602.30	\$14,140.46	47.1%	80.1%	65.0%	61.7%	99.1%
WIOA Scholarship Funding					By Grant Award		By Line Item	
	\$314,565.00	\$258,453.84	\$56,111.16	82.2%		\$625,559 81.5%	Salary	\$249,558 82.9%
Supportive Service	\$66,760.00	\$53,483.78	\$13,276.22	80.1%			Fringe Benefits	\$78,098 80.5%
General Liability	\$9,188.96	\$7,317.16	\$1,871.80	79.6%			Operating Costs	\$12,602 47.1%
Indirect Cost	\$53,120.82	\$41,992.06	\$11,128.76	79.1%			WIOA Scholarship Funding	\$258,454 82.2%
							Supportive Service	\$53,484 80.1%
							General Liability	\$7,317 79.6%
							Indirect Cost	\$41,992 79.1%
Grand Total	\$868,436.08	\$701,504.80	\$166,931.28	80.8%				
					WIOA Operator	WIOA Program		

	ECKERD YOUTH ALTERNATIVES, INC.					
	100 N. Starcrest Drive, Clearwater, FL 33765					
	INVOICE -Youth					
Worklink Development Board	Contract Number:	22Y495E1				
1376 Tiger Blvd.	Invoice Number:	1058-10				
Clemson, SC 29631	Invoice Month:	April 2023				
Attn: Jennifer Kelly	Period Covered:	July 1, 2022 - June 30, 2023				
email: jkelly@worklinkweb.com	Total Amount Due:	\$ 29,227				
Eckerd Goal:			APRIL			
			83.3%			100.0%
Line Item		Budget	1058-10	Cumulative Cost YTD	Remaining Balance	Percent Spent YTD
Staff Salary Total		\$ 188,227	\$ 13,859.04	\$ 159,561.91	\$ 28,664.68	84.8%
Fringe Benefit Total		51xx \$ 55,178	\$ 4,337	\$ 44,501.56	\$ 10,676.63	80.7%
TOTAL STAFF COSTS		\$ 243,405	\$ 18,196.20	\$ 204,063.47	\$ 39,341.31	83.8%
Operating Costs:						
Facilities	6185	\$ 7,200	\$ 2,400	\$ 6,000.00	\$ 1,200.00	83.3%
Communications (Phone, Fax, Internet, etc)	6270	\$ 3,960	\$ 273	\$ 2,571.41	\$ 1,388.59	64.9%
Network (internet)	6265	\$ 360	\$ -	\$ -	\$ 360.00	0.0%
Postage	6005	\$ 1,500	\$ 92	\$ 906.90	\$ 593.10	60.5%
Staff Travel	6105	\$ 3,184	\$ 200	\$ 2,019.04	\$ 1,165.39	63.4%
Other Travel	6115/6120	\$ -	\$ -	\$ -	\$ -	0.0%
Staff Background Checks	5100	\$ 680		\$ 282.86	\$ 397.14	41.6%
Staff Training	5110	\$ -	\$ -	\$ -	\$ -	0.0%
Office/Desktop Supplies and Materials	6000	\$ 900	\$ -	\$ 199.12	\$ 700.88	22.1%
Copying	6730	\$ 1,200	\$ -	\$ 76.32	\$ 1,123.68	6.4%
Software Licenses	6095	\$ 3,360	\$ 867	\$ 891.64	\$ 2,468.36	26.5%
Participant Verifications	6516	\$ 4,130	\$ 32	\$ 2,093.59	\$ 2,036.41	50.7%
Participant Outreach	6735	\$ -	\$ -	\$ -	\$ -	0.0%
TOTAL OPERATING COSTS		\$ 26,474	\$ 3,864.83	\$ 15,040.88	\$ 11,433.55	56.8%
Training Costs:						
Work Experience Stipends	6507	\$ 24,000	\$ -	\$ 23,988.48	\$ 11.52	100.0%
Tuition Cost (Adult Education)	6520	\$ 12,440	\$ 840	\$ 8,680.00	\$ 3,760.00	69.8%
Participant Graduation Fees	6595	\$ 1,800	\$ -	\$ 125.00	\$ 1,675.00	6.9%
Credential Exam Fees	6525	\$ 15,500	\$ 1,771	\$ 8,709.50	\$ 6,790.50	56.2%
Instructional Supplies (Books)	6546	\$ 1,000	\$ -	\$ 700.00	\$ 300.00	70.0%
Individual Training Accounts	6530	\$ -	\$ -	\$ -	\$ -	0.0%
TOTAL TRAINING COSTS		\$ 54,740	\$ 2,610.50	\$ 42,202.98	\$ 12,537.02	77.1%
Supportive Services Costs :						
Child Care	6660	\$ -		\$ -	\$ -	0.0%
Transportation	6485	\$ 28,550	\$ 1,660	\$ 22,880.00	\$ 5,670.00	80.1%
Client Incentives	6585	\$ 8,700	\$ -	\$ 8,700.00	\$ -	100.0%
Client Training Support Materials	6545	\$ -	\$ -	\$ -	\$ -	0.0%
Client Emergency Assistance & Expungem	6596	\$ -	\$ -	\$ -	\$ -	0.0%
TOTAL SUPPORTIVE SERVICES COSTS		\$ 37,250	\$ 1,660.00	\$ 31,580.00	\$ 5,670.00	84.8%
Training/Professional Fees/Profit:						
General Liability Insurance	6305	\$ 4,408	\$ 336	\$ 3,630.84	\$ 776.80	82.4%
TOTAL FEES / PROFIT COSTS		\$ 4,408	\$ 335.87	\$ 3,630.84	\$ 776.80	82.4%
4.1 INDIRECT COST: 12.80%		\$ 34,418	\$ 2,560	\$ 27,758.10	\$ 6,659.41	80.7%
Contract Total		\$ 400,694	\$ 29,227.00	\$ 324,276.27	\$ 76,418.09	80.9%



ECKERD YOUTH ALTERNATIVES, INC.

100 N. Starcrest Drive, Clearwater, FL 33765

INVOICE -Youth (FINAL) Resiliency

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

Contract Number: 21LRY495E1
Invoice Number: 1371-14
Invoice Month: March 2023 **-FINAL/CLOSED**
Period Covered: December 1, 2021 - May 31, 2023
Total Amount Due: \$ **400**

Eckerd Goal:

MARCH
100.0%

100.0%

Line Item	Budget MOD #1	1371-14	Cumulative Cost YTD	Remaining Balance	Percent Spent YTD
Staff Salary Total	\$ 59,887		59,886.96	\$ -	100.0%
Fringe Benefit Total 51xx	\$ 6,667		6,667.16	\$ -	100.0%
TOTAL STAFF COSTS	\$ 66,554		66,554.12	\$ -	100.0%
Operating Costs:					
Staff Expendable Supplies & Materials 6000	\$ -		-	\$ -	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	\$ -		-	\$ -	0.0%
Communications (Phone, Fax, Internet, etc.) 6270	\$ -		-	\$ -	0.0%
Staff Travel	\$ -		-	\$ -	0.0%
Local Mileage cost 6105	\$ -		-	\$ -	0.0%
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	\$ -		-	\$ -	0.0%
TOTAL OPERATING COSTS	\$ -		-	\$ -	#DIV/0!
Training Costs:					
WI Customer Credential Exam Fees (C.N.A., GED, TABE) 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%
TOTAL TRAINING COSTS	\$ -		\$ -	\$ -	\$ -
Supportive Services Costs :					
WI Customer Transportation Costs 6485	\$ -		-	\$ -	0.0%
WI Customer Childcare Costs 6660	\$ -		-	\$ -	0.0%
Training Support Materials (Uniforms, Drug Screens, Backg 6545/6546	\$ -		-	\$ -	0.0%
Client Services - Attainment 6555	\$ 444	400.00	400.00	\$ 43.54	90.2%
WI Customer Emergency Assistance (Rent, Car Repair, € 6596	\$ -		-	\$ -	0.0%
TOTAL SUPPORTIVE SERVICES COSTS	\$ 444	400.00	400.00	\$ 43.54	90.2%
Training/Professional Fees/Profit:					
General Liability Insurance 6305	\$ 445		444.85	\$ -	100.0%
TOTAL FEES / PROFIT COSTS	\$ 445	-	444.85	\$ -	100.0%
INDIRECT COST: 10.00%	\$ 6,700	\$ -	6,699.90	\$ -	100.0%
Contract Total	\$ 74,142	400.00	74,098.87	\$ 43.54	99.9%



ECKERD YOUTH ALTERNATIVES, INC.

100 N. Starcrest Drive, Clearwater, FL 33765

INVOICE-Youth (EBS)

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

Contract Number: 22EBY495E1
Invoice Number: 1409-04
Invoice Month: April 2023
Period Covered: January 1, 2023 - June 30, 2023
Total Amount Due: **\$ 9,364**

Eckerd Goal:

APRIL
57.14%

100.0%

Line Item	Budget	1407-4	Cumulative Cost YTD	Remaining Balance	Percent Spent YTD
Staff Salary Total	\$ 36,156	\$ 5,622	19,396.55	\$ 16,759.12	53.6%
Fringe Benefit Total 51xx	\$ 4,136	\$ 703	\$ 2,397	\$ 1,738.51	58.0%
TOTAL STAFF COSTS	\$ 40,291	6,325.57	21,793.68	\$ 18,497.63	54.1%
Operating Costs:					
Staff Background Checks 5105	\$ 600	-	-	\$ 600.00	0.0%
Staff Training 5110	\$ -	-	-	\$ -	0.0%
Other Travel 6115/6120	\$ 1,700	-	-	\$ 1,700.00	0.0%
Staff Expendable Supplies & Materials 6000	\$ 1,500	-	-	\$ 1,500.00	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	\$ -	-	-	\$ -	0.0%
Communications (Phone, Fax, Internet, etc.) 6270	\$ -	-	-	\$ -	0.0%
Client Verifications 6516	\$ -	-	-	\$ -	0.0%
Staff Travel	\$ -	-	-	\$ -	0.0%
Local Mileage cost 6105	\$ -	-	-	\$ -	0.0%
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	\$ -	-	-	\$ -	0.0%
TOTAL OPERATING COSTS	\$ 3,800	-	-	\$ 3,800.00	0.0%
Training Costs:					
Work Experience Stipends 6507	\$ 12,300	2,265.00	12,012.48	\$ 287.52	97.7%
WI Customer Credential Exam Fees (C.N.A., GED, TABE) 6525	\$ -	-	-	\$ -	0.0%
WI Customer Individualized Training Costs					
Individual Training Account/Voucher Cost 6530	\$ -	-	-	\$ -	0.0%
Client Testing Fees 6535	\$ -	-	-	\$ -	0.0%
TOTAL TRAINING COSTS	\$ 12,300	\$ 2,265	\$ 12,012	\$ 288	97.7%
Supportive Services Costs :					
WI Customer Transportation Costs 6485	\$ -	-	-	\$ -	0.0%
WI Customer Childcare Costs 6660	\$ -	-	-	\$ -	0.0%
Training Support Materials (Uniforms, Drug Screens, Backgr 6545/6546	\$ -	-	-	\$ -	0.0%
Client Allowances 6590	\$ -	-	-	\$ -	0.0%
WI Customer Emergency Assistance (Rent, Car Repair, e 6596	\$ -	-	-	\$ -	0.0%
TOTAL SUPPORTIVE SERVICES COSTS	\$ -	-	-	\$ -	0.0%
Training/Professional Fees/Profit:					
General Liability Insurance 6305	\$ 677	128.52	297.07	\$ 379.93	43.9%
TOTAL FEES / PROFIT COSTS	\$ 677	128.52	297.07	\$ 379.93	43.9%
INDIRECT COST: 10.00%	\$ 4,477	645.41	2,266.79	\$ 2,210.04	50.6%
Contract Total	\$ 61,545	9,364.50	36,370.02	\$ 25,175.12	59.1%

							21LRA01	21LRY01								
	Program	Admin			Program	Admin	20IWT01	ends	ends				TOTAL BUDGET	Expended	% Expended	Remaining
In-House Expenses	Adult	Adult	Program DW	Admin DW	Youth	Youth	ends 9/30/22	5/31/2023	5/31/2023	22EBA01	22EBY01	22RIWT03				
Salaries, Fringe, Indirect	143,614	22,000	67,487	42,000	111,319	54,654	2,000	17,374	5,436	20,420	13,091	3,675	503,070	415,405	82.6%	87,665
Travel	-	200	-	200		200	-	4,761	-	117	234		5,712	3,771	66.0%	1,941
SCW Centers Facility Costs	26,270	6,315	11,135	7,515	9,820	4,550	-	-	-	-			65,605	104,576	159.4%	(38,971)
Accounting Services	-	6,000	-	3,250		1,625	-	-	-	-			10,875	5,031	46.3%	5,844
Supplies	-	250	-	250		250	-	58	-	5,104			5,912	280	4.7%	5,632
Insurance	-	2,530	-	5,065		2,530	-	-	-	-			10,125	8,441	83.4%	1,684
Postage	-	50	-	50		85	-	-	-	-			185	126	68.1%	59
Printing	-	400	-	400		400	-	-	-	-			1,200	1,344	112.0%	(144)
Website Hosting & FB, CC & Adobe	-	-	-	-	-	-	-	3,010	-	3,281	2,276		8,567	6,565	76.6%	2,002
Memberships, Dues, & Prof Fees	-	375	-	375		375	-	-	-	332	472		1,929	1,271	65.9%	658
Training	-	-	-	-	-	-	-	300	-	10,943	546		11,789	2,247	19.1%	9,542
Outreach	-	-	-	-	-	-	-	3,000	-	20	40		3,060	3,004	98.2%	56
Meeting Expense	-	1,025	-	530		435	-	-	-	-			1,990	1,739	87.4%	251
	169,884	39,145	78,622	59,635	121,139	65,104	2,000	28,502	5,436	40,217	16,659	3,675	630,018	553,799	87.9%	76,219

WorkLink Board Budget as of 4.30.2023

SC Works Center Facility Costs - pending reimbursement - \$47,873

22IWT01 EBA

Grant #	Company	Originally Awarded	Current Award	Expended	Balance	Start Date	End Date	Status
22IWT01-01	Tactical Medical	\$17,850.00	\$17,850.00	\$ -	\$17,850.00	4/12/2023	8/31/2023	Gathering Documentation
22IWT01-02	Sargent Metal Fabricators	\$250.00	\$250.00	\$ -	\$250.00	4/12/2023	8/31/2023	Executed
22IWT01-03	Sealevel Systems Inc.	\$6,300.00	\$6,300.00	\$ -	\$6,300.00	4/12/2023	8/31/2023	Executed
22IWT01-04	United Tool and Mold	\$6,200.00	\$6,200.00	\$ -	\$6,200.00	4/12/2023	8/31/2023	Executed
22IWT01-05	Reliable Automatic Sprinkler	\$6,200.00	\$6,200.00	\$ -	\$6,200.00	4/12/2023	8/31/2023	Executed
22IWT01-06	Greenfield Industries	\$13,200.00	\$13,200.00	\$ -	\$13,200.00	4/12/2023	10/31/2023	Gathering Documentation
Total:		\$50,000.00	\$50,000.00	\$ -	\$50,000.00			

22RRIWT03

Grant #	Company	Originally Awarded	Current Award	Expended	Balance	Start Date	End Date	Status
22RRIWT03	Sulzer Processing Pumps	73,500.00	\$73,500.00	\$ -	\$73,500.00	6/1/2023	4/30/2024	Gathering Documentation

Contract Status

Executed
 Pending from Employer
 Pending from COG
 No Response

Payment

Yellow= final
 Green=pending documentation

Worklink Workforce Development Board Grant #23A295E1 & 23D295E1
Budget vs. Actual Expenditures YTD

CURRENT

	PY2022	Proposed PY2023							PY2022 to PY2023
Original	All Funding	AD Program	DW Program	EBS Program	Ad Operator	DW Operator	EBS Operator	All Funding	Difference
Salary Total	300,984	134,671	24,140	64,595	71,619	13,015	39,268	347,309	46,324
Fringe Benefit Total	97,074	44,837	8,000	21,256	21,644	3,878	11,847	111,462	14,388
TOTAL STAFF COSTS	398,058	179,509	32,140	85,852	93,263	16,893	51,115	458,771	60,713
Operating Costs									
Staff Consumable Supplies	8,217	2,125	375	1,682	-	128	1,000	5,310	(2,907)
Software licenses	4,046	3,465	611		1,047	185	1,400	6,708	2,662
Staff computers							1,400	1,400	1,400
Program Outreach Expenses	1,350	425	75				10,500	11,000	9,650
Copy & Print	1,095	1,100	270		-	180	4,750	6,300	5,205
Communications	6,198	3,519	621	1,350	1,683	297	750	8,220	2,022
Staff Travel Local	2,247	1,889	333		1,001	497	1,558	5,278	3,032
Staff Travel Non-Local	472			2,513			-	2,513	2,041
Client Verifications	600	2,125	375					2,500	1,900
Staff Training	300			1,500	-	-	-	1,500	1,200
Staff Background Checks	868	304	21	135	243	43	295	1,041	173
Non Expandable (WAN)								-	-
Postage	1,350	638	113		213	38		1,002	(348)
TOTAL OPERATING COSTS	26,743	15,590	2,794	7,180	4,187	1,368	21,653	52,772	26,030
Training cost									
Credential Exam Fees	12,025	9,050	1,500					10,550	(1,475)
ITAs	302,540	208,299	37,047					245,346	(57,194)
Reimbursable Wages					86,595	14,060		100,655	100,655
TOTAL TRAINING COSTS	314,565	217,349	38,547	-	86,595	14,060	-	356,551	41,986
Supportive Service Cost									
Transportation	29,360	20,400	3,600		-	75		24,075	(5,285)
Childcare	-							-	-
Training Support Materials	36,650	40,600	6,400		-	105		47,105	10,455
Emergency Assistance	750	1,700	300					2,000	1,250
TOTAL SUPPORTIVE SERVICE COSTS	66,760	62,700	10,300	-	-	180	-	73,180	6,420
Training/Professional Service Fee/Profit									
General Liability	9,188	7,395	1,305	1,558	3,081	544	1,218	15,101	5,913
TOTAL FEES / PROFIT COSTS	9,188	7,395	1,305	1,558	3,081	544	1,218	15,101	5,913
INDIRECT COST:	53,121	27,458	4,914	12,826	25,374	4,456	10,033	85,062	31,941
TOTALS	868,435	510,001	90,000	107,416	212,500	37,502	84,019	1,041,437	173,002

WORKFORCE INVESTMENT BOARD
 WorkLink Workforce Investment Area
PARTICIPANT FLOW BASIS & PROJECTIONS

Service Provider Eckerd Workforce Development
 Contract # _____
 Project Activity SC Works Adult-DW Services
 Fund Source WIOA Adult & DLW Formula Funds
PY23

	Adult + Resiliency	Dislocated Worker	Total	
PY22 Actual Budget Expenditure	\$ 588,718.45	\$ 54,813.39	\$ 643,531.84	As of May 10, 2023
PY22 Non-WIOA Training Funds	\$ 143,951.00	\$ 13,205.00	\$ 157,156.00	As of May 10, 2023
PY22 Total Program Expenditure	\$ 732,669.45	\$ 68,018.39	\$ 800,687.84	
PY22 New Enrollments	138	14	152	As of May 10, 2023
PY21 Carryovers to PY22	117	12	129	
PY22 Active Follow-up	108	6	114	
PY22 Total Served	363	32	395	
PY22 Cost per Participant	\$ 2,018.37	\$ 2,125.57	\$ 2,027.06	
PY23 Contract Totals (95% of Contract)	\$ 484,500.63	\$ 85,500.31	\$ 570,000.94	\$510,000.67 \$90,000.33 \$ 600,001.00
PY23 EBS	\$ 107,415.00	\$ -	\$ 107,415.00	
PY23 Non-WIOA Training Funds	\$ 112,500.00	\$ 12,500.00	\$ 125,000.00	
PY23 Planned Program Expenditure	\$ 704,415.63	\$ 98,000.31	\$ 802,415.94	
PY23 Contract Totals divided by PY22 Cost Per Participant equals PY23 Service Levels	349	46	395	
	Clients Served			
Period	Adult	DW	Total	
PY23 Active Follow-up as of 7/1/2023	134	6	140	
PY23 Carryovers from PY22 as of 7/1/2023	141	20	161	
PY23 New Enrollment Plan by Month	74	20	94	
July-23	6	2		
August-23	7	2		
September-23	7	2		
October-23	7	2		
November-23	6	1		
December-23	5	1		
January-24	7	2		
February-24	6	2		
March-24	6	2		
April-24	6	2		
May-24	6	1		
June-24	5	1		
Formula Funds PY23 Total Served	349	46	395	
		# of CC's	3	
		Average per CC	132	

WorkLink Payments to Employers						Adult OSO	DW OSO	Total
On-the-Job Training (OJT)						86,595.00	14,060.00	100,655.00
(Hrly Wage	\$	20.00	x	Training Hours	480 hours	x		
Reimbursement %		50%	x	# of Participant	21)		
WorkLink Estimated Average OJT								
Total Payments to Employers						86,595.00	14,060.00	100,655.00

Period	Adult OSO	DW OSO	Total
OJT Plan by Month	14	2	16
July-23	0	0	0
August-23	1	0	1
September-23	2	0	2
October-23	3	1	4
November-23	2	0	2
December-23	2	0	2
January-24	3	0	3
February-24	2	0	2
March-24	2	1	3
April-24	1	0	1
May-24	1	0	1
June-24	0	0	0
PY23 Total Served	19	2	21

WorkLink Youth Budget Comparison

		PY23 Youth Funding	PY23 Youth EBS Funding Mod 1	PY23 TOTAL
Staff Costs			new in FY24	
Sub-Total of Staff Costs		213,445.45	39,938.15	253,383.60
Fringe Benefits	Rate			
FICA	7.65%	16,328.58	3,055.27	19,383.85
Unemployment Insurance	0.69%	1,481.31	277.17	1,758.48
Workers Comp.	0.10%	213.45	39.94	253.38
Ret. / Pension	2.00%	4,268.91	798.76	5,067.67
Health Insurance	15.59%	33,282.19	0.00	33,282.19
Other Health Benefits	0.93%	1,974.93	254.02	2,228.95
Sub-Total Fringe:	26.96%	57,549.36	4,425.16	61,974.52
Operating Costs				
Facility Costs	6185	7,200.00		7,200.00
Non-Expendable Equipment	6080			0.00
Wide Area Network Costs	6265	1,200.00		1,200.00
Postage	6005	1,500.00		1,500.00
Staff Cell Phones	6270	4,184.57		4,184.57
Local Mileage	6105	4,834.93		4,834.93
Non-Local Mileage/Travel				0.00
Consummable Supplies	6000	2,760.00	1,483.05	4,243.05
Copy/Print	6730	1,200.00		1,200.00
Software Licenses	6095	3,876.73		3,876.73
Staff Training Registration Costs	5110	0.00		0.00
Staff Background Checks	5100	539.49		539.49
Sub-Total Operating		27,295.72	1,483.05	28,778.77

PY22 Youth Formula Funding	PY22 Youth Resiliency (Jul22-Dec22)	PY22 Youth EBS (Jan23-Jun23)	PY22 TOTAL	Delta
188,226.58	30,177.24	36,155.67	254,559.49	(1,175.89)
14,399.33	2,306.75	2,765.91	19,472.00	(88.15)
1,336.41	300.09	250.92	1,887.42	(128.93)
470.57	193.86	90.39	754.82	(501.43)
4,140.98	884.21	795.42	5,820.62	(752.94)
34,830.90	209.91	233.00	35,273.80	(1,991.61)
				2,228.95
55,178.19	3,894.82	4,135.64	63,208.65	(1,234.13)
7,200.00			7,200.00	0.00
			0.00	0.00
360.00			360.00	840.00
1,500.00			1,500.00	0.00
3,960.00			3,960.00	224.57
3,184.43			3,184.43	1,650.51
		1,700.00	1,700.00	(1,700.00)
900.00		1,500.00	2,400.00	1,843.05
1,200.00			1,200.00	0.00
3,360.00			3,360.00	516.73
0.00		600.00	600.00	(600.00)
680.00			680.00	(140.51)
22,344.43		3,800.00	26,144.43	2,634.34

Training				
Work Experience Stipends	6507	29,000.00	6,150.00	35,150.00
Participant Verification	6516	4,000.00		4,000.00
Tuition Cost (Adult Education)	6520	13,000.00		13,000.00
Credential Exam Fees	6525	15,000.00		15,000.00
Individual Training Accounts	6520			0.00
Participant Graduation Fees	6595	1,800.00		1,800.00
Sub-Total Training		62,800.00	6,150.00	68,950.00
Supportive Services				
Childcare	6660			0.00
Transportation	6485	23,700.00		23,700.00
Client Incentives	6585	9,000.00		9,000.00
Client Training Support Materials (Supplies & Books)	6546	1,000.00		1,000.00
Client Emergency Asst. & Expungements	6596	500.00		500.00
Sub-Total of Supportive Services		34,200.00	0.00	34,200.00
Sub-Total of Contract Costs		395,290.52	51,996.36	447,286.89
Indirect Cost & Fees				
Indirect Cost (MTDC)	13.60%	41,250.64	4,625.99	45,876.62
General Liability (Eckerd)	1.10%	6,422.98	413.51	6,836.49
Sub-Total of Indirect & Fees		47,673.62	5,039.50	52,713.11
		442,964.14	57,035.86	500,000.00

24,000.00		12,300.00	36,300.00	(1,150.00)
4,130.00			4,130.00	(130.00)
12,440.00			12,440.00	560.00
15,500.00			15,500.00	(500.00)
			0.00	0.00
1,800.00			1,800.00	0.00
57,870.00		12,300.00	70,170.00	(1,220.00)
			0.00	0.00
28,550.00			28,550.00	(4,850.00)
8,700.00			8,700.00	300.00
1,000.00			1,000.00	0.00
				500.00
38,250.00		0.00	38,250.00	(4,050.00)
361,869.20	34,072.06	56,391.31	452,332.57	(5,045.68)
34,417.51	3,432.77	4,476.83	42,327.12	3,549.50
4,407.64	255.68	677.00	5,340.32	1,496.17
38,825.15	3,688.46	5,153.83	47,667.44	5,045.68
400,694.35	37,760.51	61,545.14	500,000.00	(0.00)

WORKFORCE INVESTMENT BOARD
 WorkLink Workforce Innovation and Opportunity Act
CLIENT FLOW PROJECTIONS

Service Provider Eckerd Connects Contract # _____

Project Activity Youth Fund Source WIOA Youth

Period	Clients Served			Clients Exited			Active Clients
	Carryover	New	Cumulative	Positive	Negative	Cumulative	
July	36	0	36	21	15	6	36
August	36	3	39	24	15	9	39
September	39	10	49	39	10	29	49
October	49	13	62	49	13	36	62
November	62	10	72	62	10	52	72
December	72	0	72	72	10	62	72
January	72	10	82	72	10	62	82
February	82	13	95	82	13	69	95
March	95	10	105	90	15	75	105
April	105	10	115	105	10	95	115
May	115	5	120	115	5	110	120
June	120	0	120	115	5	110	120

Carryovers	36	84
New Enrollments	84	
Follow-up	100	
Total Served	220	
Planned Carrover	36	

Active Clients equal Cumulative Clients Served minus Cumulative Clients Exited

PY2023 WorkLink In-House Provisional Budget

In-House Expenses	Program Adult	Admin Adult	Program DW	Admin DW	Program Youth	Admin Youth	22EBA01	22EBY01	22RRIWT03	TOTAL BUDGET
Salaries, Fringe, Indirect	128,000	27,109	116,919	19,685	62,743	41,986	20,706	-	3,675	420,823
Travel	150	50	150	50	150	50				600
SCW Centers Facility Costs	25,771	2,371	28,000	2,600	10,000	2,452				71,195
Accounting Services		6,000		3,250		1,625				10,875
Supplies		250	-	250		250				750
Insurance	2,530	-	5,065	-	2,530	-				10,125
Postage		150	-	150		100				400
Printing	250	250	250	250	250	250				1,500
Website Hosting & FB, CC & Adobe	1,856	1,000	1,856	1,000	1,856	1,000				8,568
Memberships, Dues, & Prof Fees	200	175	200	175	200	175				1,125
Training		-	-	-	-	-				-
Outreach		-	-	-	-	-				-
Meeting Expense		1,025	-	1,025		500				2,550
	158,757	38,381	152,440	28,435	77,729	48,388	20,706	-	3,675	528,511

PY2023 WorkLink Board Budget Provisional

Youth Service Provider
Enrollment Status
July 1, 2022 - June 30, 2023

ENROLLMENT REPORT PY 22		PYC				
*Special notes:						
Board Goal		120	Mod 1			
PY'22 Month	NEW WIOA Enrollments	Total Enrollments	Monthly Planned Enrollment	YTD % of Monthly Plan	YTD % of Total Planned	YTD % of Board Goal
Active Carryover10/18/22		36				
July	1	37	0	#DIV/0!	1%	31%
August	10	47	9	111%	13%	39%
September*	14	61	10	140%	30%	51%
October	15	76	10	150%	48%	63%
November	7	83	10	70%	56%	69%
December	1	84	0	#DIV/0!	57%	70%
January	13	97	10	130%	73%	81%
February	6	103	10	60%	80%	86%
March	14	117	10	140%	96%	98%
April	7	124	10	70%	105%	103%
May	0	124	5	0%	105%	103%
June	0	124	0	#DIV/0!	105%	103%
Totals	88	124	84			
Notes:						
Board Goal = 120						
36 Carry over + 88 New Total Enrollments as of 05/30/23 = 124.						
*PYC achieved above the Board Goal of 120. Slots Remaining = 00						

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

March 27, 2023

Kal Kunkel, Vice President of Operations
Eckerd Youth Alternatives, Inc.
100 N. Starcrest Drive
Clearwater, FL 33765

Dear Mr. Kunkel:

The attached PY 22 WorkLink Local Youth Monitoring Report represents the results of desk top review, work experience (monitoring via phone call), virtual programmatic monitoring and financial monitoring of Palmetto Youth Connections youth service provider. Virtual Programmatic, Equal Opportunity (EO), and Inventory monitoring was conducted by Windy Graham, WIOA Performance and Reporting Specialist/EO Officer on February 14-17, 2022. Virtual Financial and Work Experience Monitoring was conducted by Sharon Crite, Youth Services Manager during the same timeframe. **A list of participants' hard files monitored was or will be sent to the Local Eckerd-Palmetto Youth Connections Program Management staff.**

The Youth Statement of Work (SOW), Programmatic, and Financial Compliance was a primary area of concentration during the virtual monitoring. During this monitoring each Palmetto Youth Connections staff was available and involved as needed during the monitoring process via email and/or phone call. Technical Assistance information and resources was provided as needed and determined to PYC Management Staff (review information and resources with the PYC Career Coaches).

There are no findings for PY 22 WorkLink Local Youth Program and Financial Monitoring Report.

A written response is required within 30 days. Please respond to the WorkLink office by April 26, 2023.

If there are any questions concerning this matter, please contact Sharon Crite, Youth Services Manager at (864) 646-1828.

Sincerely,



Trent Acker
Executive Director

Attachments: WorkLink PY 22 Virtual Local Youth Monitoring Report - Program, EO, Inventory, Finance, and Work Experience.

cc: Renee Alexander, Eckerd Youth Alternatives, Inc. Operations Director
Karen Craven, Eckerd-Palmetto Youth Connections Senior Program Manager
Melanie McLane, WorkLink Workforce Development Board Chair
Susan Gibson, Incoming Youth Committee Chair

**WorkLink
Workforce Innovation and Opportunity Act
PY 22 Local Monitoring Report-Youth**

**Youth Services Contractor
Eckerd Connects Workforce Development, Inc. - Palmetto Youth
Connections**

Grant #: 22Y495E1

Grant#: 21SRY495E1 (20SRY01)

Period Covered: July 01, 2022-June 30, 2023

The specific purpose for this comprehensive report is to identify progress and deficiencies in the compliance with the Statement of Work.

This report covers the Youth Services provider Eckerd Connects Workforce Development, Inc., Grantee-Palmetto Youth Connections (PYC).

WorkLink Workforce Development Board staff members: Sharon Crite, Youth Services Manager/Education Outreach and Windy Graham, WIOA Performance and Reporting Specialist conducted Virtual Programmatic and Financial Monitoring. An entrance conference was held on February 14, 2023 to discuss the purpose, procedures, and anticipated length of the monitoring conducted (February 14-17, 2023). Performance and Program Compliance, Equal Opportunity-(EO), inventory monitoring, and grievance procedures were conducted by Windy Graham. Financial Monitoring was conducted by Sharon Crite via a desktop monitoring and review of supportive/back-up invoice documentation to support financial expenditures, vouchers, AIFT review for accuracy and to ensure compliance with WIOA regulations and contractual agreements. Work Experience Monitoring was conducted by Sharon Crite via phone interviews with participants and supervisors performed on February 16, 2023. **All monitoring notes and consultation concluded on February 17, 2023 and results are enclosed in this final report.**

The WorkLink Staff reviewed specific compliance areas using pertinent documents, desk top review, file records, phone interviews, and/or email interaction. At the conclusion of the review, an exit conference was conducted on February 18, 2023 to review the findings with the Palmetto Youth Connections (PYC) Management Staff.

Due to the limited scope of the monitoring(s), there may be other issues that exist that are not addressed in this report.

Service Provider Performance and Compliance

Type of Contract: Cost Reimbursement

PY 22 Total Obligations: \$500,000

Total Number of Participants to be served: 220 (Including 100 Follow-up)

Activity Designation: Out-of-School Youth Services

Activity Definition:

Eckerd Connects Workforce Development, Inc. will provide an intensive, comprehensive year-round program in Anderson, Oconee and Pickens Counties starting July 1, 2022 - June 30, 2023 to enroll and serve WIOA eligible out-of-school youth age 17-24.

Eckerd Connects Workforce Development, Inc. will provide training by using the structured guidance of WorkLink Workforce Development Board (WDB) approved high growth in-demand industries: Administrative and Support, Health Care and Social Assistance, Manufacturing, Professional, Scientific, and Technical Services, and Information Technology and Construction. Effort will be placed on service strategies that include labor market information, career interest, career pathways that will include educational and employment goals, strong linkages between academic instruction and occupational education, effective connections to employers in in-demand industry sectors and occupations, emphasis on the youth with disabilities, work readiness preparation, soft skills, and training for jobs requiring competencies to compete in the labor market. Particular emphasis will be placed on training for jobs requiring skill and technology offering sustainable wages, benefits, and self-sufficiency. Partnerships with local businesses, private industries, and non-profit organizations will ensure opportunities for work-based training opportunities and meaningful work experience to WIOA youth participants in all three counties.

An individualized case management approach is used with each participant. Eckerd Connects Workforce Development, Inc. Career Coaches assess each participant to determine needs, supportive services, coordinate the necessary services and training to meet identified needs (barriers). Counseling focused on: (1) addressing problems that may impair individual's ability to participate, (2) support of participant with identified needs and (3) provide positive appraisals of progress and performance. The coordination of training and services through linkages with agencies, businesses, organization, and institutions, enhances the participant's commitment to training. Eckerd Connects Workforce Development, Inc. case management approach will use counseling as an avenue to provide personal support and mentoring, to encourage personal development and leadership acceptance, decision making, and good citizenship is provided in the form of workshops and seminars to encourage youth to become visionary, goal oriented, and health conscious persons who plan for the future.

Eckerd Connects Workforce Development, Inc. implementation plan for plan for the WIOA Youth program features developing and refining collaborative partnerships with schools, colleges and universities, organizations, businesses, resources represented in support letters, and other available resources to ensure high quality services for youth beginning with career exploration and guidance, continued support for educational attainment, skills training in in demand industries and occupations, employment along a career pathway, or enrollment in post-secondary education.

Workforce Innovation and Opportunity Act Required Youth Program Elements

According to Section 129(c) (2) of the Act the program design for youth activities and the Federal Register Part 681 Rules and Regulations framework of strategies, must incorporate these categories:

- a. Intake/Orientation
- b. Eligibility
- c. Objective Assessment
- d. Individual Service Strategy - WIOA Sec. 129 (C) (1) (B) identify career pathway directly linked to one (1) or more WIOA Sec. 116 (b) (2) indicators of performance described in (A) (ii).
- e. Case Management
- f. Supportive Services (if funding is available)
- g. Follow-Up (Retention)

The Eckerd Connects Workforce Development, Inc. program addresses all fourteen (14) required WIOA Program elements. The required youth program elements are as follows:

- 1. Tutoring and study skills training, basic skills
- 2. Alternative secondary school, or drop-out recovery services
- 3. Paid and unpaid work experience, including internships, shadowing, on-the-job training or pre-apprenticeship,
- 4. Occupational skills training,
- 5. Education offered concurrently with in the same context as workforce preparation activities and training for a specific occupation or occupational cluster,
- 6. Leadership development opportunities,
- 7. Supportive services,
- 8. Adult mentoring,
- 9. Follow-up services,
- 10. Comprehensive guidance/counseling,
- 11. Financial literacy education,
- 12. Entrepreneurial skills training,
- 13. Service that provides labor market and employment information about local in-demand industry sector or occupation, and

14. Activities that help youth prepare for and transition to post-secondary education.

Assessments and Services Strategies

Eckerd Connects Workforce Development, Inc. will provide all youth with a WIOA program **Intake/Orientation** regarding the full array of applicable or appropriate services that are available through WIOA Title I youth programs and all services that are available through the SC Works Center prior to providing services. Documentation of the orientation must be filed and maintained in an official WIOA file folder.

Eckerd Connects Workforce Development, Inc. will provide **Eligibility/Certification** services. Under WIOA all youth participants must meet eligibility criteria. The youth participant must be certified and determined eligible by SC Works Online Services (SCWOS) for any WIOA funded youth program elements. Certification must be complete prior to enrollment.

Eckerd Connects Workforce Development, Inc. will ensure that an eligible applicant who does not meet the enrollment requirements of the youth program or who cannot be served shall be referred for further assessment, as necessary. A referral to SC Works Centers, community partners, training, or educational programs as deemed necessary and appropriate. An established referral process must be in place to track and document referrals from one agency to another.

Eckerd Connects Workforce Development, Inc. will provide each participant with an **Objective Assessment** of his/her academic levels, skill levels, employment skills, prior work experience, employability, and service needs of each participant at the time of enrollment into WIOA youth activities. Standardized assessment tests will be used for assessment of basic skills, career interests and aptitudes (including interests and aptitudes for nontraditional jobs), and work readiness needs. Reasonable accommodations for individuals with disabilities and/or special needs will be provided to allow for participation in the assessment process. The objective assessment must be documented in (SCWOS) as the first service and point of enrollment. The objective assessment is a more detailed examination of barriers to employment and results in recommendations to be incorporated into the development of a person's Individual Service Strategy (ISS). These might include some combination or all of the following: educational attainment; employment history; more in-depth information about basic literacy and occupational skill levels; interests; aptitudes; family and financial situation; emotional and physical health, including disabilities; attitudes toward work; motivation; and supportive service needs.

Eckerd Connects Workforce Development, Inc. may assess supportive service needs and developmental needs of participants for the purpose of identifying appropriate educational, employment, and career pathway goals. Meaningful service planning cannot occur without effective assessment practices. Benchmarks toward planned outcomes will

be measured against actual progress and other such indicators as attendance, promptness, self-management, and improved communication skills.

Eckerd Connects Workforce Development, Inc. will develop an **Individualized Service Strategies (ISS)** with each youth participant that will reflect and utilize the information obtained from the objective assessment, individual interviews, and other sources of information and that are directly linked to one (1) or more of the WIOA performance outcomes/indicators (See SOW Section 12.2). The ISS must be documented in the SCWOS System in a timely manner and developed **with** the participant. The ISS shall identify career pathways that include the participant's educational and employment goals (including in appropriate circumstances, nontraditional employment), appropriate services for the participant taking into account the objective assessment described above. The ISS plan should describe/identify activities, and supportive services the participant will receive to achieve those **mutually** agreed upon goals, objectives, and services. The ISS is a plan that should be used to track services to be delivered and/or coordinated by the program and should be regularly reviewed and updated as changes occur. The individualized service strategies (ISS) will be reviewed and documented with a case note every 90 days with the participant to verify that the youth is on target with his/her educational and employment goals. If a revision or significant change is necessary, another youth activity code 413 should be entered into the SCWOS system and a new plan signed by the participant and filed in the participant's hard file. Funds allocated to a local area for eligible youth shall be used to carry out, for eligible youth programs that:

- a. Activities leading to the attainment of a secondary school diploma or its recognized equivalent, or a recognized postsecondary credential;
- b. Preparation for postsecondary educational and training opportunities;
- c. Strong linkages between academic instruction, academic content, and occupational education that lead to the attainment of recognized postsecondary credentials;
- d. Preparation for unsubsidized employment opportunities, in appropriate cases; and
- e. Effective connections to employers, including small employers, in in-demand industry sectors and occupations of the local and regional labor markets.

Eckerd Connects Workforce Development, Inc. will provide **Case Management** to ensure all youth are successful. Case Management is a participant-centered, goal-oriented approach to the delivery of services designed to coordinate comprehensive educational, employment, and career pathway goals and plans to ensure that participants have access to necessary training and support services.

Eckerd Connects Workforce Development, Inc. will provide **Comprehensive Case Management** services to youth participants as part of the year-round service strategy. Youth program staff will be expected to work closely with the youth participant to provide support and guidance, address needs and barriers, solve problems, serve as role models, and assist in the attainment of the objectives and goals agreed upon in the

individualized service strategies (ISS). The ISS benchmarks will be used to measure progress and will be reviewed and updated by youth program staff to arrange for needed services, identify and address concerns as they arise, and document progress made during participation.

Regular personal contact between a case manager and the youth participant is essential. The frequency of the contact is based on an assessment of the participant's needs and ISS goals as they move through the process. At a minimum, bi-weekly contact must be made with each youth participant. More frequent contact may be needed in certain circumstances. Case managers are to provide support and intervention in time of crisis, and assist in the development and implementation of a crisis plan. The youth participant should be aware that he/she has support and accountability in working to achieve his/her goals.

Documentation and monthly case notes are required and must be entered into the participant's case record and/or the SCWOS System during the time of the event (real time). Case note summary are not limited to but should detail contacts per participant, missed appointments and attempted contacts, services provided to the participant, progress, barriers, interventions, and successes of the participant, etc. All WIOA staff is expected to be informed of, and adhere to, professional standards of client confidentiality. Staff with access to, or control over WIOA youth participant records or other confidential information is expected to safeguard such information.

Eckerd Connects Workforce Development, Inc. will provide Supportive Services needs necessary to assist youth participants to be successful in achieving their goals. This may include transportation, childcare, dependent care, housing, work-related tools and required clothing (uniforms) for employment. Eckerd Connects Workforce Development, Inc. will coordinate payment for training (tuition and books) via vouchers submitted for the enrolled participant. To the extent possible, programs should address supportive services needs through leveraging existing resources and other partnerships before expending WIOA funds (**Federal Rules & regulations (FR&R) - Sec. 681.580**). Supportive services needs are determined during objective assessment summary and supportive service needs should align with the youth participants ISS plan goal(s). The object assessment and development of the individual service strategy (ISS) must be completed in the SC Works Online Services (SCWOS). A printout of the ISS/Plan will be signed by the participant and placed in the hard file. Eckerd Connects Workforce Development, Inc. must identify the youth barriers in the ISS and case notes. All supportive services will be entered into SCWOS, include method (in-kind, arrangements with other agency, or cash assistance) by which supportive services will be provided. Supporting documentation such as copies of invoices will be in the participant's hard file. (**See Revised WIOA Instruction Letter PY 18-07 Supportive Services and Incentive Payment Guidelines-Youth**).

Eckerd Connects Workforce Development, Inc. will be responsible for all Follow-up (Retention) Services for youth, which WIOA requires a minimum of 12 months. Follow-up services (retention) may be different for each individual based on his/her

individual needs. Follow-up (retention) services are more than a contact attempted or gather information for reporting purposes. Follow-up services must provide the necessary support to ensure the success of youth post-program.

Recruitment, Eligibility and Registration

Eckerd Connects Workforce Development, Inc. is responsible for outreach and recruiting participants to be served during the grant period and serve out-of-school youth, age 17-24. Eckerd Connects Workforce Development, Inc. expenditures must be 75% of funds on out-of-school youth with the option to serve eligible in-school youth classified as seniors, age 18-21, low income, most in need, and meeting the WIOA in-school definition and barrier(s). **(See SOW- Section 3.1 – option to serve In-School Youth)**

Orientation

Once a decision has been made to register the individual, Eckerd Connects Workforce Development, Inc. will provide a formal orientation for the Workforce Innovation and Opportunity Act and Eckerd Connects Workforce Development, Inc.-grantee Palmetto Youth Connections (PYC). This orientation will include the review of the participant's rights and grievance procedures and the completion of the Participant Rights Handout. Orientation to WIOA and to the youth program will be documented on the Receipt of Information Form. Each student will be offered and encouraged to attend the One-Stop orientation.

Coordination of Resources

A key principle of the Workforce Innovation and Opportunity Act is the streamlining of services offered in the Local Workforce Development Area (LWDA), including the co-location, coordination, and integration of activities, information and services. A critical element of this grant is the use of all available resources to support the participant's plan to move towards self-sufficiency. **It is the Grantee's responsibility to effectively arrange and coordinate resources.**

Training Requirements

Time and attendance sheets must be signed by the participant and instructor or activity supervisor. The time and attendance sheets shall be maintained in each participant's hard file in sequential order most current first and will be especially critical if the participant is receiving supportive services such as, childcare and/or transportation. The time and attendance sheets must be submitted to the grantee at least bi-weekly, be original, and be completed in ink, with alterations being initialed. At least once during the training period, the Career Coach/Program Manager shall audit time and attendance of each participant verifying the participant and instructor signatures. A photocopy of the original document

is to be maintained in the participant's hard file. No cross outs or white outs will be allowed on the photocopy without the participant's signature.

Documents required for training: invoice, curriculum, time/attendance sheets, satisfactory progress (grades), class schedule, identify financial aid, and paid invoice. **(Employment and Training Instruction Letter PY'11-06 - Satisfactory Progress for WIA Youth Participants).**

Compensation Payments

Eckerd Connects Workforce Development, Inc. program includes a unique incentive based structure called Skill Invoice are discussed with students up front and designed around the benchmarks of their ISS. The rationale for this system is that students have the opportunity to EARN an incentive by the attainment of goals they established with their Career Coach when designing their ISS. The Skill Invoice concept promotes pay for productivity and accountability the same as students will encounter when they enter the workplace. Incentive payments are permitted for recognition and achievement and are directly tied to goals (ISS) of the youth participant including training activities, work experience, or follow-up. **Final Reg. - 20 CFR 681.640.**

Earned Incentives are distributed during active phase and follow-up of the WIOA program along with following guidelines:

1. The youth provider coach will track incentives in a voucher system and pay participant incentive(s) earned in the form of a check.
2. The career coach has a signature log which participants sign upon receipt of their incentive(s) earned (in the form of a check).
3. The career coach enters the incentive activity code (which coincides with appropriate youth activity completed) into SCWOS to reflect date incentive is received by the participant which should match/align with the signature log in the case file.

Payments to WIOA Participants

WIOA participants may be eligible to receive supportive service payments and/or incentive payments. **(See Revised WIOA Instruction Letter PY 18-07 Supportive Services and Incentive Payment Guidelines-Youth).**

Work Experience hourly stipends are to be paid to participants that meet the six (6) criteria to determine and establish a work experience employee vs. trainee status. When all six (6) criteria are met, the work experience can be considered a training situation, and therefore, stipends versus wages may be paid. **(See Worklink WIA Instruction Letter PY'08-30 and State WIA Instruction Number: 08-03 – Payment of Stipends versus Wages for Work Experience).** See Section 25.2-25.3 of Youth Statement of Work.

Case Notes

A case note summary should be entered during the time of the event. For example, if you assist a customer today then case notes should also be entered today. Case notes are not limited to but should detail contacts per participant, intensive services provided to the participant, the participant's progress, barriers, interventions, and successes. It is suggested Eckerd Connects Workforce Development, Inc. Career Coach use the Case Notes General Information listed in SCWOS under staff resources. (See SOW-Attachment #3).

File Management:

The concentration of file review conducted during the time of this monitoring was on Case Notes, ISS Development, Closures/Exits, Eligibility Determination, Verification, Youth Activity Codes, Work Experience, Occupational Training, identified Career Pathways LMI information, and Follow-Up (Retention) procedures. This review included: **21 total participant files -File Management, 18 total (Active) participant files, and 3 total (Follow-Up) participant files.**

Out of the eighteen **18 (Active)** participant files: All eighteen (18) files were reviewed for programmatic virtual monitoring and compliance, one (**1**) file was reviewed for work experience monitoring via phone call interview, along with five (5) other active participants not included in the file review list were interviewed via phone call. Six (**6**) active files and three (**3**) follow-up files were reviewed for financial monitoring.

Out of the three **3 (Follow-up)** participant files: all three (3) files were reviewed for follow-up programmatic virtual monitoring and compliance.

Equal Opportunity (EO) Monitoring:

Equal Opportunity -The EO Officer virtually monitored the following:

- The participant and the Career Coach are both signing the Right's Handout at eligibility and enrollment, which is maintained in the participant's hard file.
- "EO is the Law" posters are prominently displayed in reasonable numbers and in available, conspicuous physical locations. WorkLink has requested updated EO posters Work link has sent updated posters.
- The **21** files were reviewed for race, ethnicity, sex, limited English proficiency, preferred language, age, and disability status to determine significant differences. The review was compared with the disparate report and no significant differences appear to be caused by discrimination.
- All EO logs have been submitted in a timely manner.
- EO tagline is printed on brochures and other materials that describe requirements to customers, including emails. As a reminder, please make sure "**for program funding details in compliance with the Stevens Amendments, visit the Funding Opportunities page of the www.worklinkweb.com website.**"

Please add the highlighted quotation above to brochures, other materials, and emails.

Inventory Monitoring:

All inventory was available via virtual verification.

Programmatic Monitoring:

Best Practices

- All files were verified, and file management policy was followed.
- Individual Service Strategies Plan (ISS) were in compliance per state and corrective action plan instructions.
- Follow-up has been completed timely. (two (2) were late this program year)
- E O Posters were on site (WorkLink has requested updated EO Posters)
- Good use of "F" codes.
- Printed MapQuest printed at enrollment and in file.
- Good variety of Work Experience sites.
- Good use of Comment Box (for example, GED or HSD), add comment on Career Smart each module.
- Use of lock box when applicable.

Strongly Recommend:

- Personally Identifiable Information (medical conditions, disability reason, legal, etc.)

Technical Assistance:

- Inclusive/Exclusive Income (See attachment, provided WIOA Power Point and Instruction Letter at Exit Conference).
- Personally Identifiable Information (PII) – **See Technical Assistance Resources provided to PYC Management Staff at the exit conference on 3/17/23:** TEGL 39-11 and State Instruction Letter 08-05. WIA Instruction Letter PY 08-32, WIOA Eligibility PowerPoint and Participants Eligibility for WIOA Title 1 Programs Instruction Letter 20-06.
- **Review Resources and Additional Information/Links Listed Below.**

Work Experience (WEX) Monitoring:

Best Practices:

- Work Experience notebooks present and accessible per each phone call with work experience worksite supervisors.
- New PYC Workforce Specialist Staff presence and rapport was shared at each phone call by supervisors of all work experience work sites.
- There is well established relationship(s) between worksite supervisor(s), youth participant(s), and New PYC Workforce Specialist.
- The work experience time sheets, voucher for stipend, supportive service verification, and documentation were reviewed.
- Phone calls were conducted with all three (3) work experience worksite supervisors and assigned youth participants.
- The work experience worksite supervisor(s) per each phone call shared their engagement with the PYC youth participant, interest in the youth participant's training, well-being, willingness to share, mentor, and train our youth participants.
- Each youth participant per phone call was able to articulate their work experience responsibilities/duties, skills learned, use of NIOSH training (personal protective equipment (PPE) to ensure safety), use of financial literacy skills (budgeting assignment, savings, or opening a new account), education goals, and/or career pathway goals.
- The youth participant per each phone call shared they were enjoying their work experience assignment.
- Each work experience worksite supervisor spoke highly of their experience with PYC Program, PYC Staff, and the work experience opportunity.
- **No issues** found on the work experience worksite visits.

Financial Monitoring:

Best Practices:

- The participant vouchers and expenditures matched invoice supporting documentation, samples of hard file information were able to be tracked back to AIFT entries in SCWOS system per the various grants and grant PY years.
- Clear use of separation of financial duties.
- PYC staff adhered to the WorkLink Youth Supportive Services Policy and Incentive Payment Guideline Policies.
- PY 22 Youth Budget expenditures are appropriate and expenditure goals are on target and on-going as of this monitoring.
- Efforts towards PY22 Work Experience 20% expenditure goal is on-going.

Final Monitoring Results:

Identified issues related to this monitoring review have been addressed by Palmetto Youth Connections (PYC) and technical assistance was provided as needed. Progress towards the PY 22 Work Experience 20% expenditure goal is on-going.

There are **no findings** for PY 22 WorkLink Local Youth Program and Financial Monitoring Report.

Resources and Additional Information/Links Below:

SCWOS Manual is in SCWOS under Staff Online Resources.

TEGL 17-05: https://wdr.doleta.gov/directives/corr_doc.cfm?DOCN=2195

TEGL 17-05, Change 1: https://wdr.doleta.gov/directives/corr_doc.cfm?DOCN=2505

TEGL 17-05, Change 2 : https://wdr.doleta.gov/directives/corr_doc.cfm?DOCN=2759

TEGL 21-16 : https://wdr.doleta.gov/directives/corr_doc.cfm?docn=7159

TEGL 21-16, Change 1: https://wdr.doleta.gov/directives/corr_doc.cfm?DOCN=3389

TEGL 10-16 : https://wdr.doleta.gov/directives/corr_doc.cfm?DOCN=8226

TEGL 10-16, Change 2: https://wdr.doleta.gov/directives/corr_doc.cfm?DOCN=3255

TRAINING AND EMPLOYMENT GUIDANCE LETTER No. 39-11 | U.S. Department of Labor (dol.gov)

Policies & Guidance | SC Works- Search for State Instruction Letter 08-05

TEGL 09-22 : WIOA Title 1 Youth Formula Program (March 2, 2023)

<https://www.dol.gov/agencies/eta/advisories/tegl-09-22>

Website(s):

<https://www.dol.gov/agencies/eta/WIOA>

<https://wdr.doleta.gov/directives/>

<https://youth.workforcegps.org/>

<https://youth.workforcegps.org/resources/2017/08/29/08/48/FactSheet>

All Service Providers should read the WorkLink Instruction Letters, the Grant's (Statement of Work) and the South Carolina Work Online System (SCWOS) Procedures Manual and Staff Services User Guide.

Note: All WIOA computers should have the appropriate updates completed by IT services, such as Google Chrome, Internet Explorer 11 or higher), Mozilla Firefox, Apple Safari, or Microsoft Edge. **Please Do Not AutoSave Password.**

April 24, 2023

Ms. Sharon Crite
Youth Services Manager
1376 Tiger Blvd. Suite 102
Clemson, SC 29631

Subject: PY22 WorkLink Youth Monitoring

Dear Ms. Crite,

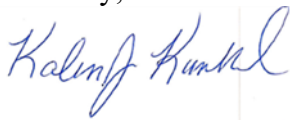
Eckerd Connects received the WIOA Youth Monitoring Report for the virtual monitoring conducted during February 2023 by Ms. Windy Graham and Ms. Sharon Crite.

We extend the sincerest appreciation to the WorkLink administrative staff for their efforts to provide support and technical assistance to the local Eckerd Connects team.

We welcome your feedback to further improve the quality of our work and to assist you in reaching local community goals. Included you will find our written response to the local recommendations from the monitoring report.

As always, thank you for your continued support. Please let a member of our team know if there are any questions or if more information is required regarding our monitoring response.

Sincerely,

A handwritten signature in blue ink that reads "Kalen J. Kunkel".

Kalen J. Kunkel
Vice President of Operations
Workforce Development

Cc: Renee Alexander, Sr. Operations Director
Karen Craven, Program Manager
Lyn Zweibach, Director of Quality

File Management:

Thank you for acknowledging the presence of all reviewed files.

Equal Opportunity (EO) Monitoring:

Eckerd Connects appreciates the monitoring observations that confirm compliance with Equal Opportunity regulations. Thank you for the reminder regarding the Stevens Amendment tagline. We will continue to ensure that it is included on all printed brochures, other materials, including emails.

Inventory Monitoring

Thank you for confirming the presence of all inventory via virtual verification.

Programmatic Virtual Monitoring**Best Practices:**

Eckerd Connects appreciates the best practices acknowledgments and will share these with our team as follows:

- All files were verified, and file management policy was followed.
- Individual Service Strategies Plans (ISS) were in compliance per state and previous corrective action plan instructions.
- Overall, follow-up has been completed in a timely manner. (2 late this program year).
- EO posters were on site. Thank you for requesting updated posters for the offices.
- Good use of “F” codes for follow up.
- Printed MapQuest, to verify mileage at enrollment for transportation supportive service.
- Good variety of Work Experience sites.
- Overall, good Use of Comment Box (for examples, GED or HSD and add Career Smart Module).
- Use lock box when applicable.

Strongly Recommend:

Personally Identifiable Information (medical conditions, disability reason, legal, etc.) instruction letter both local and state has been reviewed with staff. The two instances where a medical condition/mental health condition was visible, were from other agencies forms that were not needed in the case file. Staff has been instructed to not place other agency forms in the file and to use the lock box if the form is relevant to the case.

Technical Assistance:

Eckerd Connects appreciates the technical assistance related to:

- Eligibility income inclusions/exclusions.
- Personally Identifiable Information (PII) state and local instruction letters.

Work Experience (WEX) Monitoring:

Best Practices:

Eckerd Connects appreciates the best practices and observations acknowledgments and will share these with our team as follows:

- Work Experience notebooks present per phone call at designated worksites and accessible.
- PYC workforce specialist presence and rapport shared per phone call by supervisors of work experience sites.
- There were well established relationships between worksite supervisors, youth participant, and PYC Workforce Specialist.
- Work Experience forms, timesheets, vouchers for stipends, supportive services verifications and documentation were available for review.
- Phone calls were conducted with all three (3) work experience worksite supervisors and assigned youth participants.
- Work Experience worksite supervisors per phone conversation were engaged with PYC youth participant, interested in the youth participant's training and willing to share, mentor and train the youth participant.
- Each youth participant per phone call was able to articulate their work experience responsibilities/duties, skills learned, use of NIOSH safety training (personal protective equipment PPE to ensure safety), use of financial literacy skills (budgeting assignment, savings or opening a new bank account), and education goals/career pathway goals.
- The youth participant per each phone call shared they were enjoying their work experience assignment.
- **No issues** found on the work experience worksite visits.

Financial Monitoring Best Practices

Eckerd Connects appreciates the best practice acknowledgements and will share these with our team as follows:

- The participant vouchers and expenditures matched invoice supporting documentation and samples of hard file information was able to be tracked back to AIFT entries in SCWOS system per the various grants and grant PY years.
- Clear use of separation of financial duties.
- PYC staff adhered to the WorkLink Youth Supportive Services Policy and Incentive Payment Guidelines Policies.
- PY 22 Youth Budget expenditures are appropriate and expenditure goals are on target as of this monitoring.
- Efforts towards PY 22 Work Experience 20% expenditure goal is on-going.

Final Monitoring Results

Identified issues related to this monitoring review have been addressed by Palmetto Youth Connections (PYC) and technical assistance was provided, as needed. Progress towards PY 22

Work Experience 20% expenditure goal is ongoing. Management will review and follow the written guidance that is forthcoming via the WorkLink Youth Statement of Work.

Eckerd Connects appreciates the positive feedback, technical assistance, reminders, and recommendations and that there were **no findings** that will be reported for the monitoring conducted for the Eckerd Connects/Palmetto Youth Connections local youth programmatic and financial portions of the program.

One Stop Operations Committee Report

Presented May31, 2023 – Board Meeting

The OneStop Operations Committee met in-person with an option for conference call on May 24, 2023.

Reports (*Consent Agenda*)

The Committee received the following reports:

- *Employer Services*
 - On-the-Job Training Coordination
 - Incumbent Worker Training Grants
- *SC Works Center Reports*
 - System Wide Services and Employer Services
 - Financial reports for Adult/DW program and Operator as well as ITA obligation reports
- *WIOA Program Usage Reports*
 - Individualized Career Services
 - Training Services and Follow-Up

All PY2022 reports were for the period: July 1, 2022 – April 30, 2023 unless otherwise marked. The current year-to-date reports may be found in the Board packet.

SC Works System Updates

Employer Services

Ms. Jennifer Kelly, Interim Director for WorkLink WDB, gave an update on Employer Services to the group:

1. **Incumbent Worker Training (IWT) grants**, available for local companies through the Engage, Build Serve (EBS) Statewide grant that WorkLink received, have been notified. 4 of the 6 companies have executed contracts with training set to begin in the next couple of months. Two companies are gathering documentation and finalizing training dates.
2. A **Rapid Response IWT** grant was awarded to Sulzer Processing Pumps in the amount of \$73,500 to upskill their current workforce. This grant award is effective June 1, 2023 to May 31, 2024.
3. **Additional funding** may be available from the State Workforce Development Board after July 1. If available, these funds may be used for participant and employer service costs, such as scholarships, supportive services, IWT or OJT.
4. **Business Service Representative for WorkLink** – Meredith Durham's last day with WorkLink was Friday, May 26. The Business Service Representative role will transition to Eckerd WDS as part of the One Stop Operator grant on July 1, 2023. This individual will coordinate business services on behalf of the WorkLink area and will have a budget to fund On-the-Job Training for PY2023. In the interim period, Jennifer Kelly will serve as a point of contact for WIOA funded employer services.

SC Works Center Services Update

Mr. Billy Hunter, One Stop Operator, gave an SC Works Center update:

1. The Customer Service Satisfaction update included a review of the surveys sent and responses received. Mr. Hunter indicated that YTD 93% of surveys indicated satisfaction or higher with SC Works Center services.
2. Layoff/Rapid Response Update – Mr. Hunter stated that two Rapid Response events occurred, one for Fraenkische in Anderson, affecting 174 individuals; and one for Key Innovative Solutions in Williamston, affecting 35. Staff attended the Rapid Response events and provided an overview of the SC Works Centers and WIOA services.
3. Hiring Event Update – Mr. Hunter stated that two hiring events were hosted in Anderson, the first of which occurred in March 2023, served 14 employers and 174 job seekers, and the second served 15 employers and 65 job seekers.

PY2023 Staff Training & Center Closure Schedule*

The committee reviewed the proposed PY2023 Staff Training and Center Closure Schedule. There are three planned training dates for staff on August 4, 2023, November 17, 2023, and April 12, 2024, and two dates of closures for special circumstances. Clemson will close early on Friday, September 8 and Friday, October 6, 2023 due to anticipated Clemson University football traffic. The early closures for Clemson will allow staff to take leave if they choose to travel home or they may deliver services remotely or work from an alternate SC Works Center site at the discretion of their supervisor. The SC Works Centers will be close beginning at noon for all dates listed. **The committee voted to approve the PY2023 Staff Training & SC Works Center Closure Schedule.**

WIOA Program Update

Eligible Training Provider List

WorkLink received an application from a Training Provider Kinetic Potential to be on the Eligible Training Provider List (ETPL); however, they are not currently licensed by an appropriate licensure facility, such as Commission for Higher Education. The committee voted to table the decision at the March 2023 Committee meeting due to their lack of licensure. Ms. Windy Graham, WIOA Performance and Reporting Specialist, stated that the window for Training Providers to remain on the ETPL is still open, and expects either the State or the Training Provider to take action by the July 1 deadline. **The committee agreed to leave the decision tabled until additional actions are taken by either the State or the Training Provider. This will also affect two other Training Provider applications, MedCertify.com and Myers Crossing LLC.**

Program Update

Mr. JT Parnell, Eckerd Program Manager, gave an update on the status of the program, stating that there are 112 individuals enrolled in training and YTD 154 participants have been enrolled in WIOA. Approximately \$167,678 in outside scholarships have been leveraged through partnership with Tri-County Technical College. Mr. Jeff Snider shared a participant success story with the committee.

PY2023 Budget Negotiations

Budget negotiations with Eckerd for PY2023 were completed May 12, 2023. The proposed PY2023 budgets for WIOA Adult/Dislocated Worker and One Stop Operator/Business Services was presented as information to the committee. 94 new WIOA enrollments and 21 OJT contracts are planned for PY2023.

Strategic Planning

Ms. Kelly shared the results of the Strategic Plan with the One Stop Operations Committee. Discussion around the five key goals listed in the committee packet was discussed. Addressing transportation issues for customers moved

to number 5 as a priority and improving workforce strategies for outreach moved to the number 1 priority. Ms. Kelly will work with the Service Provider to plan outreach efforts for review at the next committee meeting.

Other

The next committee date is Wednesday, August 23, 2023 @ 3pm at the Clemson SC Works Center, Large Conference Room. A Zoom Conference call will be made available.

As of April 30, 2023

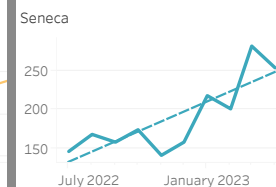
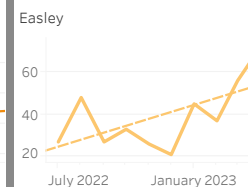
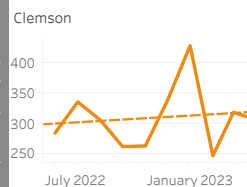
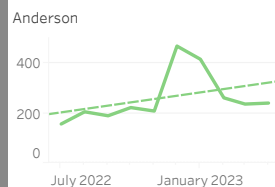
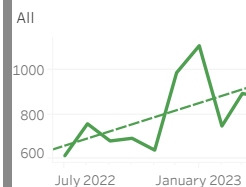
[Main Menu](#)

SC Works Center
Traffic

Job Seeker Services

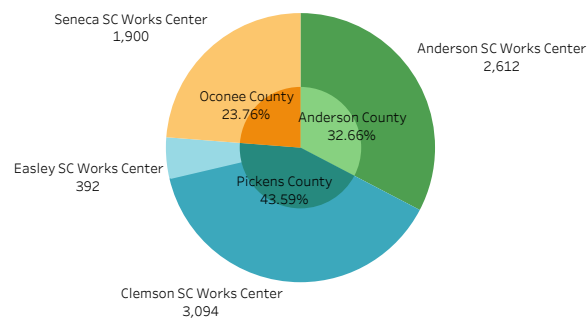
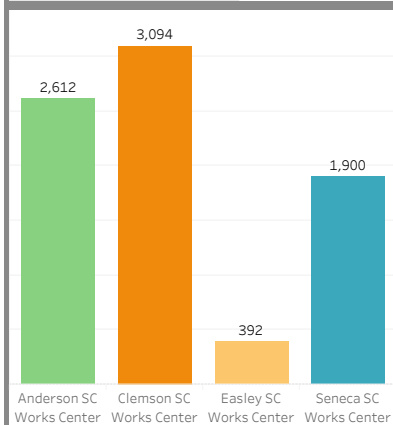
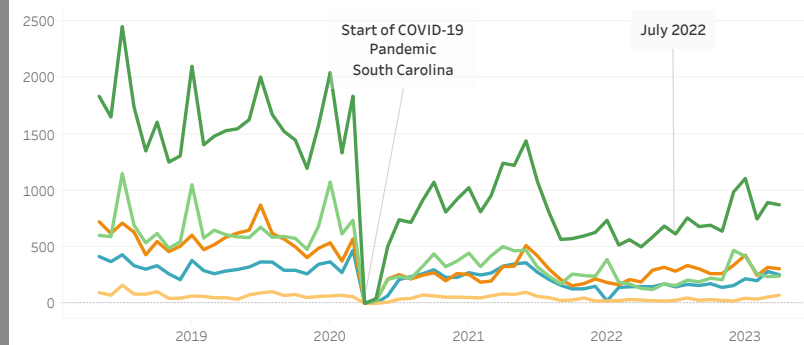
Employer Services

PY2022 SC Works Center Traffic



	Q3			Q4			Q1			Q2	Grand Total
SC Works Center	July	August	Septemb..	October	November	December	January	February	March	April	
Anderson SC Works Center	157	206	190	223	209	470	417	262	237	241	2,612
Clemson SC Works Center	285	336	306	263	264	338	428	248	319	307	3,094
Easley SC Works Center	27	48	27	33	26	21	45	37	56	72	392
Seneca SC Works Center	146	168	158	174	141	158	218	201	282	254	1,900
Grand Total	615	758	681	693	640	987	1,108	748	894	874	7,998

5-Year Trend (Apr 2018 to Apr 2023)



	Anderson SC Works Center	Clemson SC Works Center	Easley SC Works Center	Seneca SC Works Center	PY2015 to Current
2022	2,612	3,094	392	1,900	7,998
2021	2,660	2,847	387	1,832	7,726
2020	4,561	3,265	759	3,299	11,884
2019	6,255	5,176	660	3,106	15,197
2018	8,096	6,751	855	3,716	19,418
2017	7,370	6,725	1,023	4,406	19,524
2016	6,750	5,904	848	3,861	17,363
2015	6,105	7,120	1,280	5,473	19,978

SC Works Center

All
Anderson SC Works Cen..
Clemson SC Works Cent..
Easley SC Works Center
Seneca SC Works Center

As of April 30, 2023

SC Works Center
Traffic

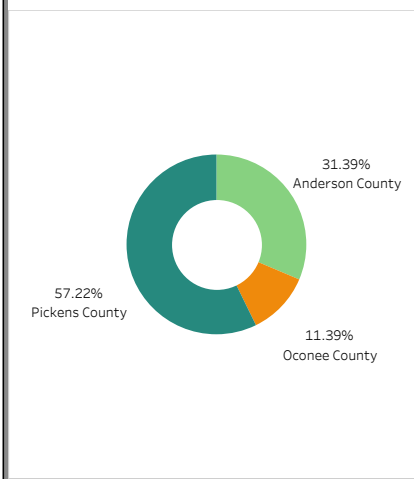
Employer Services

65

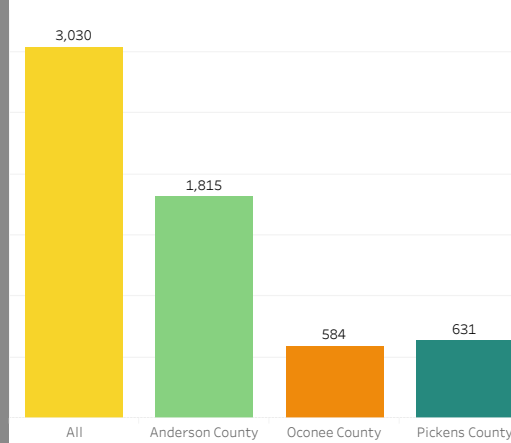
Main Menu	SC Works Center Traffic	Job Seeker Services	Employer Services
-----------	-------------------------	---------------------	-------------------

PY2022 Employer Services (YTD unless otherwise marked)

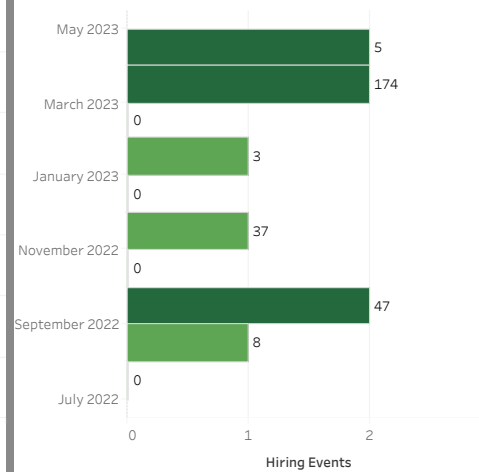
Employer Services



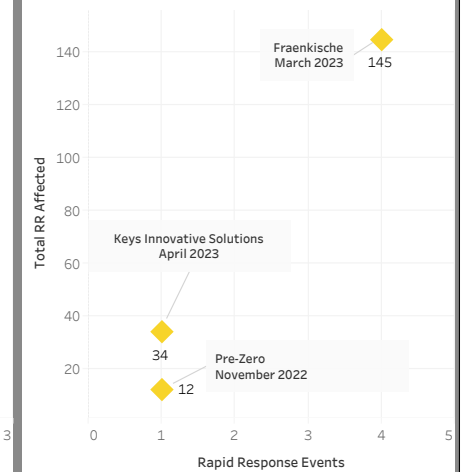
Job Postings



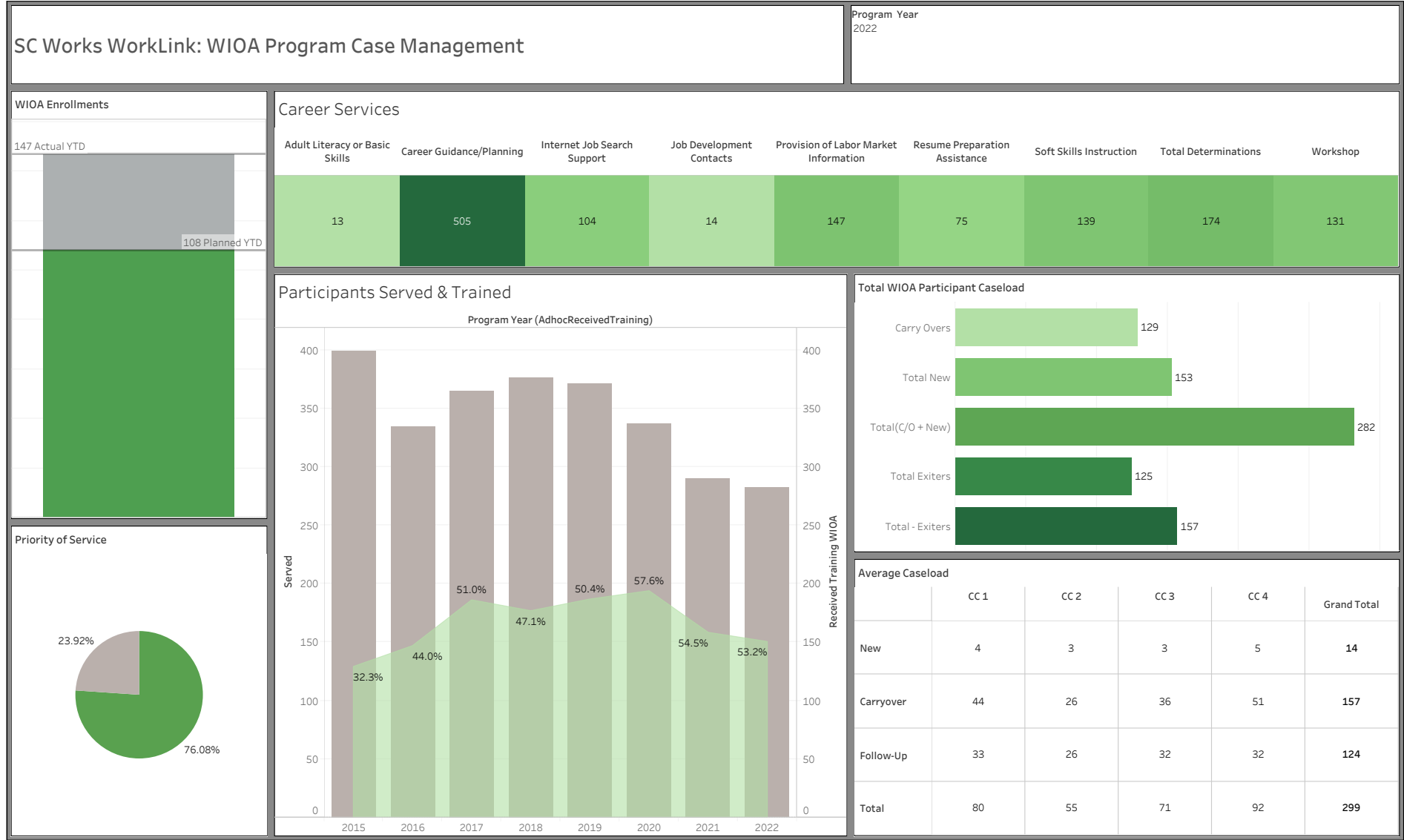
Hiring Events & Attendees



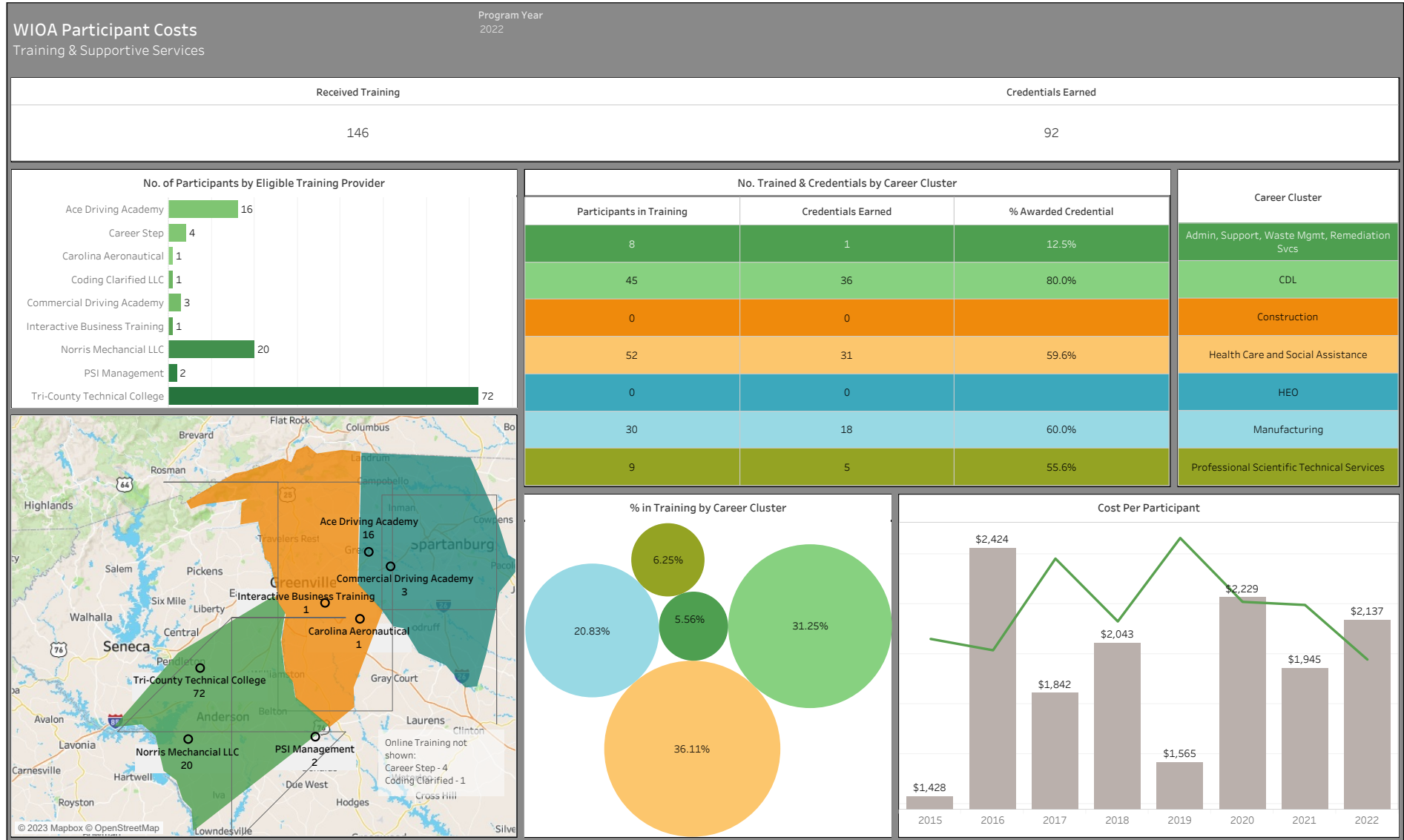
Rapid Response Events & Attendees



Employer Services	Region	Anderson Co.	Oconee Co.	Pickens Co.	YTD Trend	Apr 2023	Employer Services Heat Map
Employer Services	9,870	3,098	1,124	5,648		2,856	
# Employed	20	5	4	11		2	
Hiring Events	9			5		952	
Hiring Event Attendees	274	177	0	97		2	
Job Postings	3,030	1,815	584	631		10	
Rapid Response	6		1			1	
Total RR Affected	191		34			12	

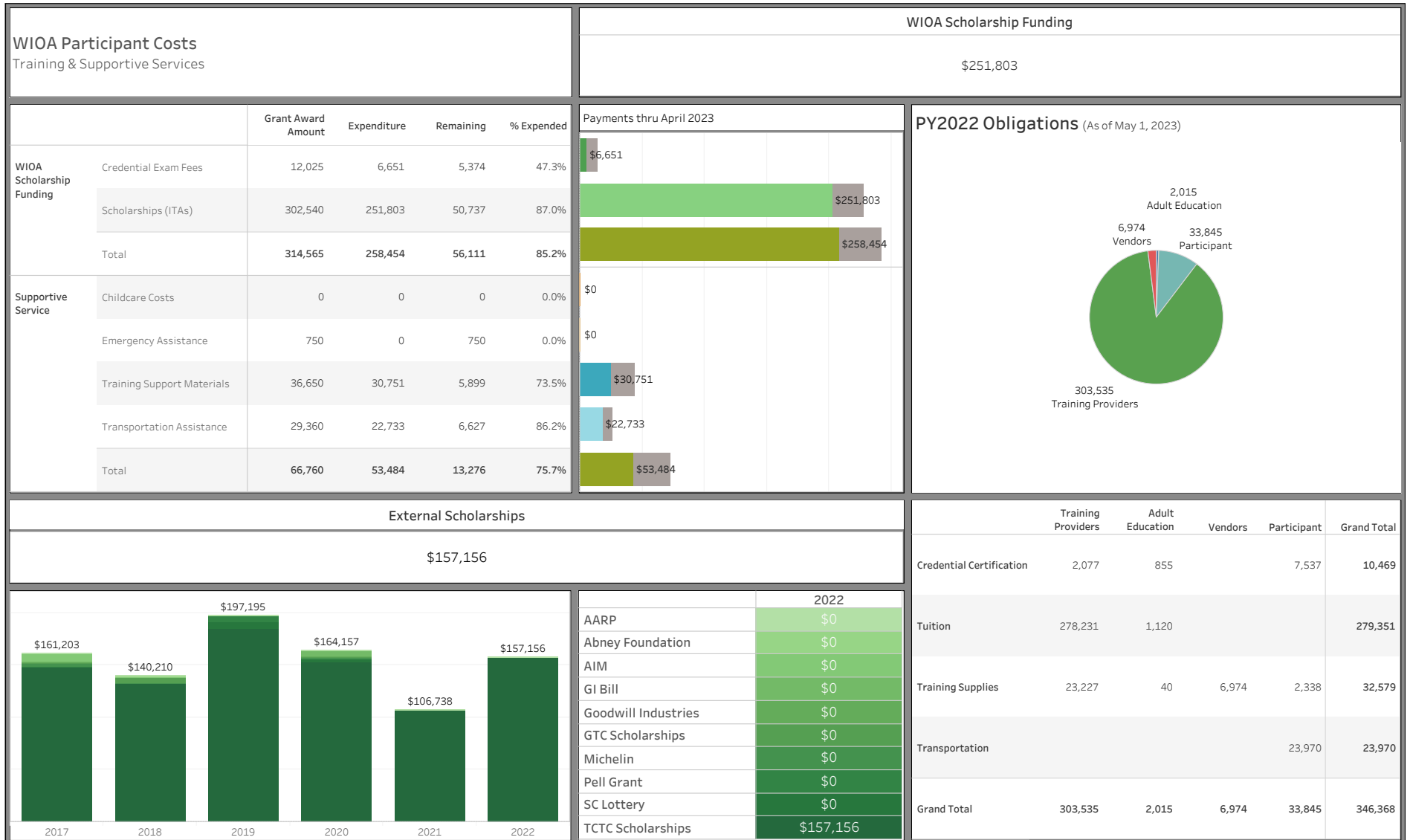


Main Menu	Participants Served	WIOA Participants Trained & Cost Per Participant	WIOA and External Scholarships Awarded	On-the-Job Training Program
-----------	---------------------	--	--	-----------------------------



SC Works WorkLink: PY2022 WIOA Program Status
As of April 30, 2023

Main Menu	Participants Served	WIOA Participants Trained & Cost Per Participant	WIOA and External Scholarships Awarded	On-the-Job Training Program
-----------	---------------------	--	--	-----------------------------





PY2023 SC Works Center Schedule

Early Closures for Staff Training

<u>Date</u>	<u>Time</u>	<u>Locations</u>	<u>Reason</u>
Friday, August 4, 2023	12:00pm	All Locations	Staff Training: Partner Programs/Employers
Friday, September 8, 2023	12:00pm	Clemson Location	Special Circumstance*
Friday, October 6, 2023	12:00pm	Clemson Location	Special Circumstance*
Friday, November 17, 2023	12:00pm	All Locations	Staff Training: SC Works Policies and Procedures Thanksgiving meal **
Friday, April 12, 2024	12:00pm	All Locations	Staff Training: Sensitivity and Etiquette Training

Trainings will be held in-person unless virtual meetings are needed.

**Traffic concerns for the Clemson SC Works Center: Clemson First Friday Parade (9/8) & Clemson University Homecoming/Tigerama (10/6).*

***All Board members are invited to join us for lunch at 12:30pm.*

Notices to the public will be posted well in advance of the early closures.

Proposed at the OneStop Operations Committee 5.24.2023

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

May 19, 2023

Randall W. Luecke, Chief Financial Officer
Eckerd Connects
100 Starcrest Dr.
Clearwater, FL 33756

Subject: PY'2022 Monitoring Report – Adult/DW One Stop Operator

Dear Mr. Luecke:

During the period of March 20, 2023 through March 24, 2023 staff members of the WorkLink Workforce Development Board (WDB) conducted the Workforce Innovation and Opportunity Act (WIOA) monitoring review of the region's Adult and Dislocated Worker One Stop Operator. ADA, EO, and inventory monitoring tasks were completed during the monitoring period.

The purpose of the review was to determine the adequacy of the systems in place to ensure compliance with the WIOA statutes and applicable regulations and guidelines, grant statements of work, local policies, and SC Works Center Certification Standards issued by the SC State Workforce Development Board. **As a result of the monitoring, one issue was noted, and two observations were noted.** A written response to this report is required within thirty (30) days of the date of this letter.

Thank you for the courtesy extended to our staff. The cooperation and assistance offered during the monitoring was most helpful. If you have questions, or if we can be of assistance, please contact me at (864) 646-5898, or via email jkelly@worklinkweb.com.

Best Regards,



Jennifer Kelly
Interim Director, WorkLink Workforce Development Board

Cc: Melanie McLane, WorkLink WDB Chair
David Bowers, One Stop Operations Chair

PY2022

SC WORKS

WORKLINK

A proud partner of the AmericanJobCenter network

One Stop Operator Eckerd - Monitoring Report

FINANCIAL AND PROGRAMMATIC MONITORING REVIEW
JENNIFER KELLY AND WINDY GRAHAM

SCACOG | WorkLink Workforce Development Board

Eckerd Workforce Development Services
Financial and Programmatic Monitoring Report

INDEX

Executive Summary	3
Financial Monitoring Review	4
Current Year Issue	4
Current Year Observations	4
Follow-Up of Prior Year Recommendation.....	7
Programmatic Monitoring Review	8
Current Year Issues	8
Current Year Observations	9
Follow-Up of Prior Year Recommendation.....	10

Executive Summary

Purpose & Scope

WorkLink WDB staff performed a financial and programmatic monitoring of the grant recipient, Eckerd Workforce Development Services, during the week of March 20, 2023 through March 24, 2023 to review programmatic activities for the period July 1, 2022 – March 20, 2023 to determine the adequacy of the systems in place and to ensure compliance with Workforce Innovation and Opportunity Act of 2014 (WIOA), its regulations, contractual agreements and operations, SC Works Center Certification Standards issued by the SC State Workforce Development Board, and local policies

Contracts

21LRA895E1 & 22EBA995E1 – WIOA Adult and Dislocated Worker One Stop Operator (Referred to as “One Stop Operator grant” in this document)

Reviewers

Jennifer Kelly, jkelly@worklinkweb.com, 864-646-5898

Windy Graham, wgraham@worklinweb.com, 864-646-1826

Service Provider Contact Person

Renee Alexander, valexander@eckerd.org, 864-634-0151

William (Billy) Hunter, whunter@eckerd.org, 864-722-9273

Financial Monitoring

Current Year Issue:

- None noted

Current Year Observation:

- Expenditures

Programmatic Monitoring

Current Year Issues:

- PII

Current Year Observation:

- Workshops

Financial Monitoring Review

WIOA Programs

Purpose & Scope

The purpose of Workforce Innovation and Opportunity Act (WIOA) financial monitoring is to determine if Eckerd Workforce Development Services is using WIOA funds in compliance with applicable laws and regulations, and to determine if Eckerd Workforce Development Services has a sound financial system in place to carry out WIOA activities. The scope of the monitoring included reviewing and analyzing Eckerd Workforce Development Service's financial records for the period of July 1, 2022 through March 24, 2023. In-person visits were conducted.

Review Areas

WorkLink WDB performed its financial monitoring through reviews and analyses before, during, and after the remote monitoring for the following areas:

- Governance and oversight management
- Financial system with fiscal controls and accounting procedures
- Supporting documentation for selected expenditures
- Contracts and records
- Payroll and payroll records
- Property control records
- Partner Agreements
- Indirect cost rate and indirect cost allocation

Current Year Issue

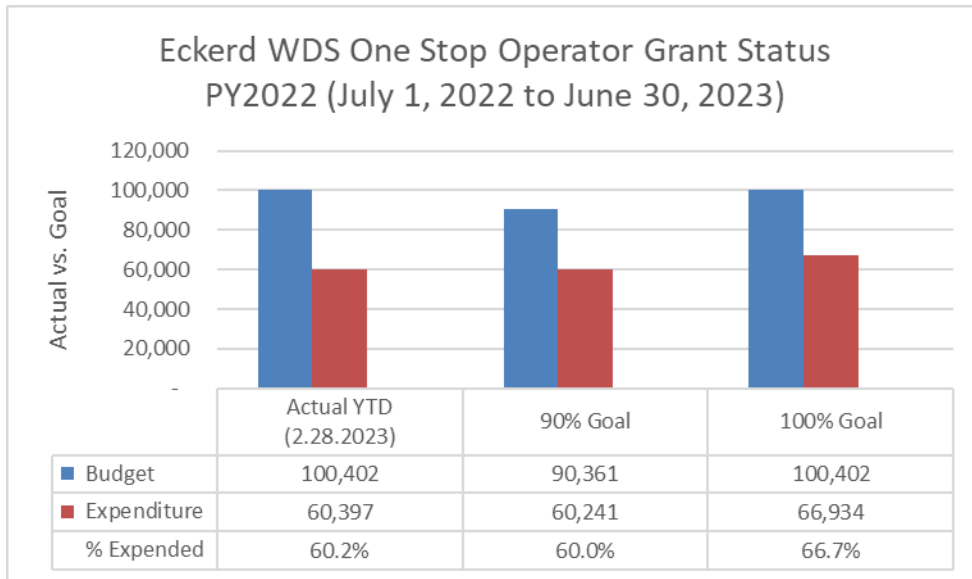
1. No Issues observed

Current Year Observations

1. **Fund Utilization (Adult/DW Grant)** – As of February 28, 2023, Eckerd's expenditures by grant award were as follows:

Eckerd Workforce Development Services has expended 60.2% of grant funds planned for PY2022 (\$100,402 estimated planning amount). This meets the minimum goal of 60% through February 2023. *(Goals are based on 90% expenditure requirement for the year.)*

The One Stop Operator Statement of Work requires that the Grantee "expend 90% of the Grant funds in this grant budget by June 30, 2023. Performance shall be based on ability to expend funds in a timely manner, and on the accuracy of financial records and reporting."



Observation– At the time of the monitoring, the One Stop Operator’s estimated planned budget of \$100,402 was on track to meet expenditure requirements. The One Stop Operator should continue monitoring and adjusting their expenditures to achieve the 90% mark by the grant date; any budget modification requests should be brought forth to WorkLink for consideration.

a) *Overall Grant Expenditures by Fund Stream*

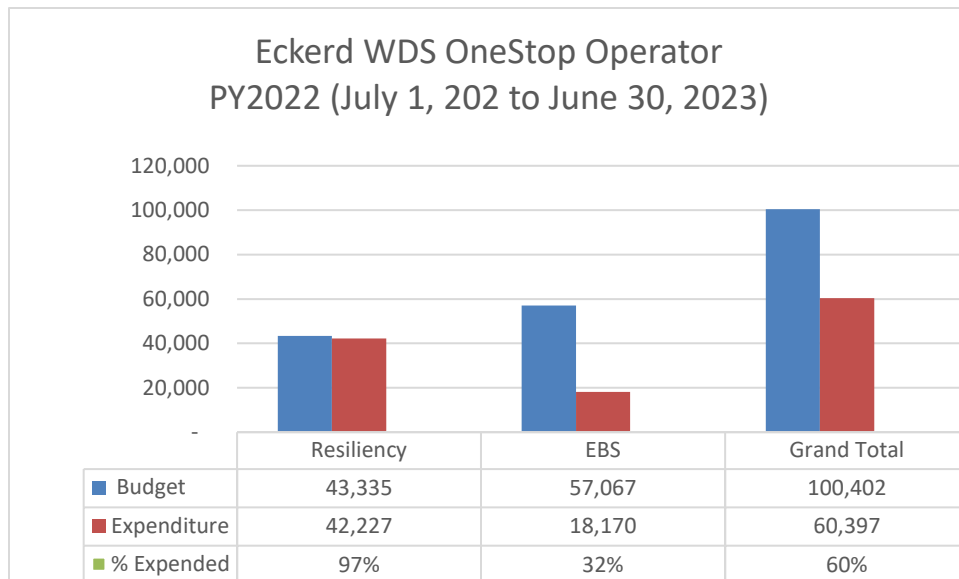
As of February 2023, Eckerd Connects has expended:

- Resiliency – 97% of Resiliency funds
- Engage, Build, Serve (EBS) -

(Note: Resiliency and EBS grant awards/expenditures are estimated. Career Coach #4 salary, estimated fringe, indirect and general liability were removed.)

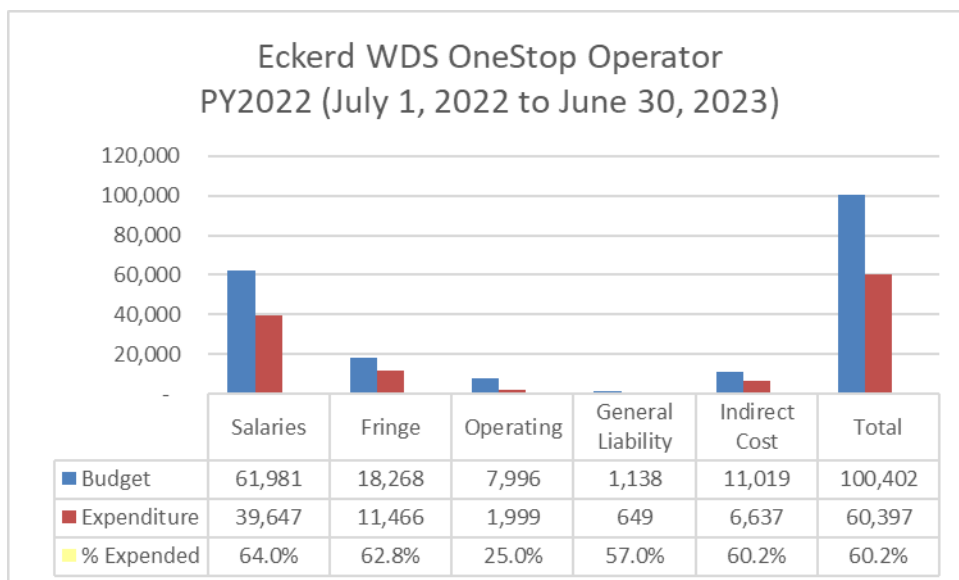
Observation – At the time of the monitoring, the One Stop Operator’s estimated planned budget of \$100,402 was on track to meet expenditure requirements. The Resiliency Adult/DW Operator grant funds have been 97% expended; EBS grant funds have been 32% expended. Combined the grants have been 60% expended for the Program Year.

The One Stop Operator should continue monitoring and adjusting their expenditures to achieve the 90% mark by the grant date; any budget modification requests should be brought forth to WorkLink for consideration.



b. Expenditures by Category

WorkLink staff reviewed expenditures against budgets and analyzed trends to determine whether or not costs would meet expenditure requirements. Percentages are based on funds available to Eckerd WDS at the time of the monitoring.



Observation –Operating costs are behind at 25.0% and General Liability is slightly behind at 57%. Overall, total expenditures meet the minimum of 60% goal through February 2022. *The One Stop Operator should continue monitoring and adjusting their expenditures to*

achieve the 90% mark by the grant date; any budget modification requests should be brought forth to WorkLink for consideration.

Follow-Up of Prior Year Recommendation

During the current year on-site monitoring visit to ACOG, monitors verified and re-evaluated the recommendation that was addressed in the prior year WIOA financial monitoring report. The current status and follow up of the prior year monitoring recommendation is summarized below.

Follow Up To 2021 CAP			2022 Monitoring
Number	Prior Year Recommendations	Implementation Status	Recommendations noted in current testing
1	None cited	Clear	No exceptions were noted.

Programmatic Monitoring Review

WIOA Programs

Purpose and Scope

The purpose of the programmatic review was to ensure that the Eckerd programs were compliant with applicable statutes, regulations, and guidelines. The scope of the review included the following areas:

- SC Works Operations
- Compliance with SWDB SC Works Center Certification Standards
- Equal Opportunity (EO) Law Requirements
- ADA
- Inventory

One Stop Operator monitoring was performed for the period of July 1, 2022 – March 24, 2023 for the contractual agreement between July 1, 2022 and June 30, 2022. WorkLink conducted monitoring by visiting each of the SC Works Center locations, interviewing staff, and reviewing documentation for the SC Works Center Certification Standards. Technical Assistance was provided throughout the monitoring visit.

Current Year Issues

- 1) **Observation** – WorkLink requires that SC Works Centers use the kiosk greeter to check customers in to the Center for services. As a complement to this, staff have adapted a process to capture needed data to track customers time of entry and exit from the Center. This process allows staff to accurately record when a customer leaves in SCWOS. Currently, staff are using clipboards with the customer's name, last four of their social security number, and their phone number. Although the clipboards with customer information were left face down, monitors observed that clipboards were left unattended near the Kiosk where they could be easily picked up by an unauthorized viewer.

Required Action – Staff should review PII policies with SC Works Center staff and always ensure that staff secure documents that have PII included.

Reference – SC Works Online System, Staff Resources, Guide “Security and Protecting PII.”

Current Year Observations

- 1) **Workshops** - The WorkLink strategic plan has historically emphasized offering quality workshops and the growth of attendance to workshops with the goal of improving job seekers soft skills. Ongoing efforts to provide quality workshops and engage job seekers have been evaluated regularly over the course of the past 10 years. Progress was reversed in PY2020 to PY2022 due to pandemic concerns. Workshops traditionally offered in-person transitioned to a virtual platform where workshops are no longer available in the Center. As this transition has occurred, attendance of customers from the WorkLink region has dropped to one (1) attendee reported in PY2022 and has increased in PY2023 to 14 attendees through February 2023.

Soft skills remain a concern for the future workforce, particularly around interviewing, submitting job applications, writing resumes, and dressing appropriately for interviews. In addition to these, WorkLink has added financial workshops as a required workshop offering to address financial literacy amongst the workforce and as a need that should be addressed described in the WIOA law. Currently, there are no workshop offerings to address Financial Literacy. Also, the recently revised SC Works Certification Standards call for Networking workshops, which WorkLink observed are not currently offered.

Recommendation – Eckerd should evaluate current offerings, methods for workshop delivery, and outreach/promotion of workshops to jobseekers in the WorkLink region with the goal of improving visibility, quality, and access to workshop content. Virtual options should be complemented with in-person options for those that do not have the technology available. Options that are required but not offered through the DEW virtual workshop calendars should be addressed either through leveraged partnerships or other means and published as part of the SC Works Workshop Calendar for the Centers. Eckerd should implement Financial Literacy and Networking workshops as specified by the Statement of Work and the SC Works Center Certification Standards.

Reference - Line item 6.2.22, page 22 of the PY2022 One Stop Operator Statement of Work.
Reference – Job Seeker Standard #9, page 11 of the State Instruction 21-06, SC Works Certification Standards.

Follow-Up of Prior Year Recommendation

During the current year on-site monitoring visit to ACOG, monitors verified and re-evaluated the recommendation that was addressed in the prior year WIOA programmatic monitoring report. The current status and follow up of the prior year monitoring recommendation is summarized below.

Follow Up To 2021 CAP			2022 Monitoring
Number	Prior Year Recommendations	Implementation Status	Recommendations noted in current testing
1	None Cited	Clear	No exceptions were noted.

April 25, 2023

Ms. Jennifer Kelly
Interim Executive Director
1376 Tiger Blvd. Suite 102
Clemson, SC 29631

Subject: PY22 WorkLink Adult/DW WIOA Program Monitoring

Dear Ms. Kelly,

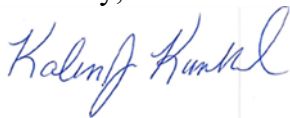
Eckerd Connects received the WIOA Adult/DW Monitoring Report for the period conducted January 23, 2023 through January 27, 2023 by Ms. Windy Graham and Ms. Jennifer Kelly.

We extend the sincerest appreciation to the WorkLink administrative staff for their efforts to provide support and technical assistance to the local Eckerd Connects team.

We welcome your feedback to further improve the quality of our work and to assist you in reaching local community goals. Included you will find our written response to the local recommendations from the monitoring report.

As always, thank you for your continued support. Please let a member of our team know if there are any questions or if more information is required regarding our monitoring response.

Sincerely,

A handwritten signature in blue ink that reads "Kalen J. Kunkel".

Kalen J. Kunkel
Vice President of Operations
Workforce Development

Cc: Renee Alexander, Sr. Operations Director
John Parnell, Area Manager
Jeff Snider, Career Services Manager
Lyn Zweibach, Director of Quality

Financial Monitoring

1. Observation-Fund Utilization

A recent modification was completed to help meet expenditure requirements by June 30, 2023. Program Manager is monitoring and taking necessary actions to ensure that expenditures achieve the 90% mark.

2. Observation-Adult Education Invoice

Program Manager will work with Adult Ed and the MOA to see that this process can be negotiated for future refunds if needed.

Programmatic Monitoring

1. Current Year Issues- PII

PII information removed during the week of monitoring. Program Manager discussed the importance to not include this information in the hard file and to use “See Locked File” for details regarding PII information.

1. Current Year Observations-Projected Begin Dates

Program Manager discussed the use of Projected Begin Dates with a date longer than 90 days. PM discussed with Career Coaches the need for other services and activity codes to help prevent a participant from exiting if they were not able to start classes on that date and the activity needed to be voided.

Eckerd Connects appreciates the positive feedback, technical assistance, reminders, and recommendations provided by the WorkLink team.

March 24, 2023

Randall W. Luecke, Chief Financial Officer
Eckerd Connects
100 Starcrest Dr.
Clearwater, FL 33756

Subject: PY'2022 Monitoring Report – Adult/DW WIOA Program

Dear Mr. Van Slyke:

During the period of January 23, 2023 through January 27, 2023 staff members of the WorkLink Workforce Development Board (WDB) conducted the Workforce Innovation and Opportunity Act (WIOA) monitoring review of the region's Adult and Dislocated Worker WIOA program, State Resiliency, and Engage, Build, Serve Grants. SC Works Center Operations will be reviewed separately. (Please note that ADA, EO, and inventory monitoring tasks will be completed during the One Stop Operator monitoring scheduled with the Eckerd team in March of 2022.)

The purpose of the review was to determine the adequacy of the systems in place to ensure compliance with the WIOA statutes and applicable regulations and guidelines. **As a result of the monitoring, there was one issue and three observations noted.** A written response to this report is required within thirty (30) days of the date of this letter.

Thank you for the courtesy extended to our staff. The cooperation and assistance offered during the monitoring was most helpful. If you have questions, or if we can be of assistance, please contact me at (864) 646-1458, or via email tacker@worklinkweb.com.

Best Regards,



Trent Acker
Executive Director, WorkLink Workforce Development Board

Cc: Melanie McLane, WorkLink WDB Chair
David Bowers, One Stop Operations Chair
Jennifer Kelly, WorkLink Assistant Director

PY2022

SC WORKS
WORKLINK

A proud partner of the AmericanJobCenter network

Eckerd Program Monitoring Report

FINANCIAL AND PROGRAMMATIC MONITORING REVIEW
JENNIFER KELLY AND WINDY GRAHAM

SCACOG | WorkLink Workforce Development Board

Eckerd Workforce Development Services
Financial and Programmatic Monitoring Report

INDEX

Executive Summary	3
Financial Monitoring Review	4
Current Year Issue	4
Current Year Observations	4
Follow-Up of Prior Year Recommendation.....	7
Programmatic Monitoring Review	8
Current Year Issues	8
Current Year Observations	9
Follow-Up of Prior Year Recommendation.....	9

Executive Summary

Purpose & Scope

WorkLink WDB staff performed a financial and programmatic monitoring of the grant recipient, Eckerd Workforce Development Services, during the week of January 23, 2023 through January 27, 2023 to review programmatic activities for the period July 1, 2022 – January 27, 2023 to determine the adequacy of the systems in place and to ensure compliance with Workforce Innovation and Opportunity Act of 2014 (WIOA), its regulations, contractual agreements and operations, as well as co-enrollment procedures with TAA.

Contracts

22A295E4 & 22D295E4 – WIOA Adult and Dislocated Worker Program (Referred to as “Adult and DW grant” in this document)

21LRA295E1 - Resiliency Adult/DW

22EBA295E1 - Engage, Build, Serve (EBS) Adult/DW

Reviewers

Jennifer Kelly, jkelly@worklinkweb.com, 864-646-5898

Windy Graham, wgraham@worklinweb.com, 864-646-1826

Service Provider Contact Person

Renee Alexander, valexander@eckerd.org, 864-634-0151

John Parnell, jparnell@eckerd.org, 864-209-0078

Financial Monitoring

Current Year Issue:

- None

Current Year Observation:

- Expenditures
- Adult Ed Invoice

Programmatic Monitoring

Current Year Issues:

- PII

Current Year Observation:

- Projected Begin Dates

Financial Monitoring Review

WIOA Programs

Purpose & Scope

The purpose of Workforce Innovation and Opportunity Act (WIOA) financial monitoring is to determine if Eckerd Workforce Development Services is using WIOA funds in compliance with applicable laws and regulations, and to determine if Eckerd Workforce Development Services has a sound financial system in place to carry out the WIOA activities. The scope of the monitoring included reviewing and analyzing Eckerd Workforce Development Service's financial records for the period of July 1, 2022 through January 27, 2023.

Review Areas

WorkLink WDB performed its financial monitoring through reviews and analyses before, during, and after the remote monitoring for the following areas:

- Governance and oversight management
- Financial system with fiscal controls and accounting procedures
- Supporting documentation for selected expenditures
- Contracts and records
- Payroll and payroll records
- Property control records
- Partner Agreements
- Indirect cost rate and indirect cost allocation

Current Year Issue

1. **None noted.**

Current Year Observations

1. **Fund Utilization (Adult/DW Grant)** – As of December 31, 2022, Eckerd's expenditures by grant award were as follows:

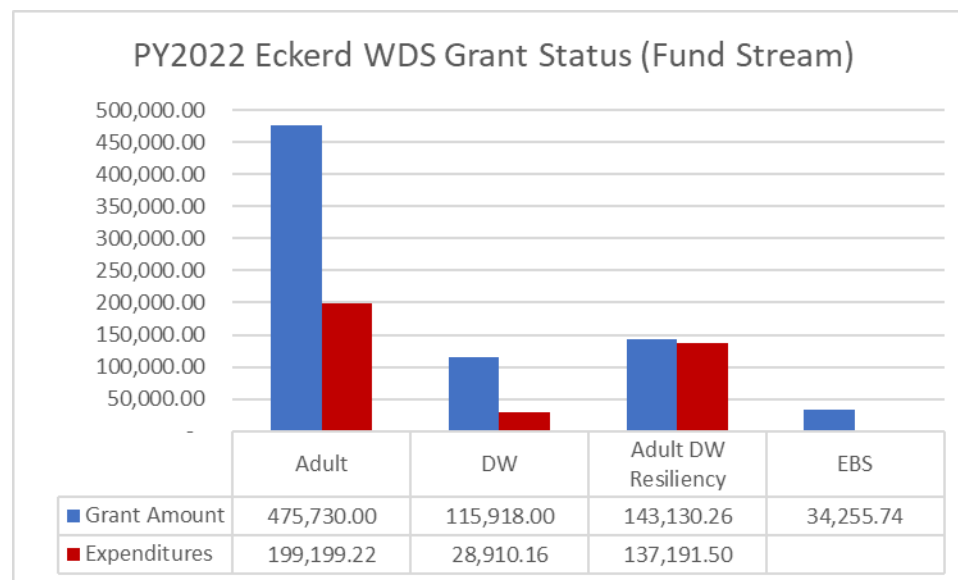
- a) *Overall Grant Expenditures by Fund Stream*

“The Grantee must expend 90% of the Grant funds in this grant budget by June 30, 2023. Performance shall be based on ability to expend funds in a timely manner, and on the accuracy of financial records and reporting.” – Adult & Dislocated Worker Statement of Work.

As of December 31, 2022, Eckerd Connects has expended:

- Adult Program – 41.9% of Adult funds – Does not meet goal of 45%
- DW Program – 24.9% of DW funds – Does not meet goal of 45%
- Resiliency – 95.9% of Rapid Response funds – Exceeds goal of 90%
- EBS – 0% of EBS funds – Does not meet goal of 10%

(Note: EBS not fully awarded until January 18, 2023. Expenditures planned from Dec 2022 to June 2023. Estimated expenditures for December that were held to be billed with January expenses = \$4,756.55, or 13.9% of the program portion of the grant, which does meet the goal.)



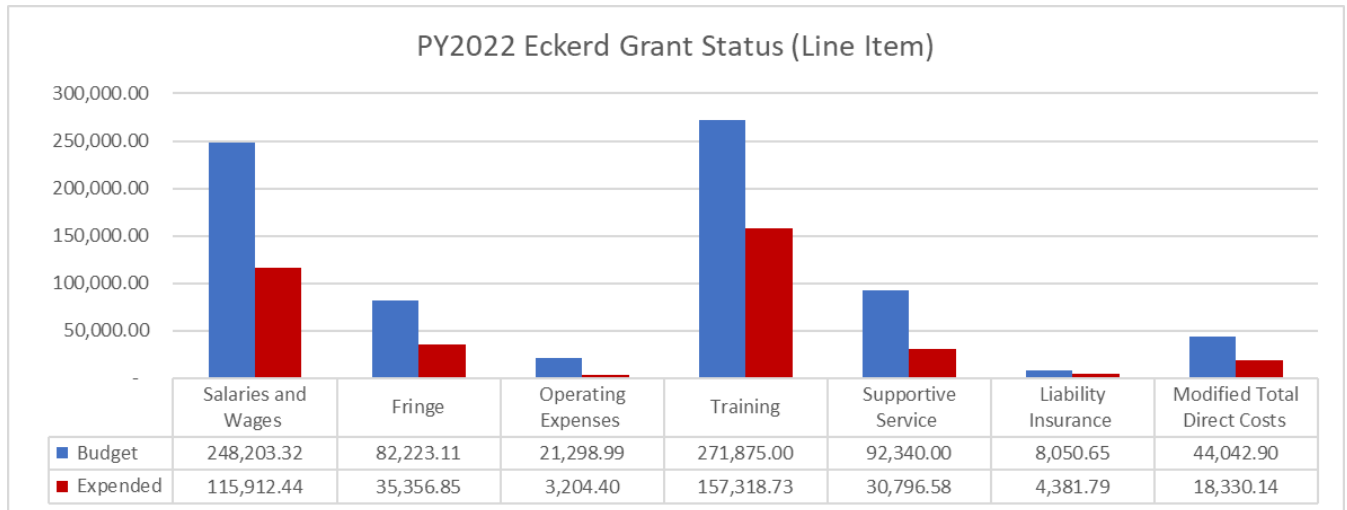
Eckerd Workforce Development Services has expended approximately 48.1% of all grant funds available for the program grant through December 31, 2022 – Meets goal of 45% thru December 31, 2022. *(Goals are based on 90% expenditure requirement for the year.)*

Observation– At the time of the monitoring, program grant expenditures were on track to meet expenditure requirements for all grant funding. Resiliency expenditures have met or exceeded the goal; EBS has been projected to exceed the goal; however, Adult and Dislocated Worker expenditures are behind.

Program managers should continue monitoring and adjusting their expenditures to achieve the 90% mark by the grant date; any budget modification requests should be brought forth to WorkLink for consideration.

b. *Expenditures by Category*

WorkLink staff reviewed expenditures against budgets and analyzed trends to determine whether costs would meet expenditure requirements. Percentages are based on funds available to Eckerd WDS at the time of monitoring.



Observation – The following categories are behind: Fringe (43%), Operating costs (15%) Supportive Services (33%) and Indirect (42%). The following categories are ahead: Training (58)% and General Liability (54%). Overall, total expenditures meet the 45% goal through December 2022. *Note:* This does not include the projected \$4,756.55 in EBS funds that were paid out with January 2023 billing. With EBS funds included, the categories are still trending as described above.

Program managers should continue monitoring and adjusting their expenditures in order to achieve the 90% mark by the grant date; any budget modification requests should be brought forth to WorkLink for consideration.

2. *Adult Education Invoice*

WorkLink staff reviewed invoices through December 2022

Observation - Monitors noted that one participant (State ID: 208679) enrolled in the WIOA program on 10/10/2022. An activity code and voucher were created on 10/17/2022 with a projected begin date of 11/07/2022 for Adult Education. Eckerd paid \$56 in Adult Ed fees for the participant in October billing (October 22, 2022). These fees covered the fourth quarter of PY2022 (Oct – Dec 2022). An email from Adult Education stated that the participant last attended 9/13/2022. The refund from Adult Ed was initiated by Eckerd in November. The refund was received the week after monitoring. *Per DOLETA financial training, monitors recommend that refund processes and requirements with Adult Ed be included in a negotiated MOA with defined deadlines. DOLETA recommended refunds be issued within 7 days of the participant failing to being classes.*

Follow-Up of Prior Year Recommendation

During the current year on-site monitoring visit to ACOG, monitors verified and re-evaluated the recommendation that was addressed in the prior year WIOA financial monitoring report. The current status and follow up of the prior year monitoring recommendation is summarized below.

Follow Up To 2022 CAP			2023 Monitoring
Number	Prior Year Recommendations	Implementation Status	Recommendations noted in current testing
1	Repayment of Transportation Supportive Service	Clear	No exceptions were noted.

Programmatic Monitoring Review

WIOA Programs

Purpose and Scope

The purpose of the programmatic review was to ensure that the Eckerd programs were compliant with applicable statutes, regulations, and guidelines. The scope of the review included the following areas:

- SC Works Operations as it relates to the WIOA program
- Eligibility Determination
- Assessment
- Adult and Dislocated Worker Activities and Procedures
- Follow-Up Procedures
- Equal Opportunity (EO) Law Requirements
- SC Works Online Services

Programmatic monitoring was performed for the period of July 1, 2022 – January 27, 2023 for the contractual agreement between July 1, 2022 and June 30, 2023. In addition to staff interviews and workshop audits, 48 files were reviewed from the four WorkLink region SC Works Centers to review proper documentation of all levels of service and for compliance with the file management policy. Ongoing desktop review was conducted. The scope of the review was limited; therefore, there may be existing issues that were not uncovered during the monitoring period.

Current Year Issues

1) PII

WorkLink monitors reviewed participant files for PII.

Observation - Personal medical information (MyChart printout) was included in the file for State ID: 4086316. The details of a 10-year driving record were included in the file for State ID: 2448343. Both items were removed within the week of monitoring.

Please review PII standards with frontline staff. Reference TEGL 39-11 Guidance on Handling and Protection of Personally Identifiable Information and "The Family Privacy Protection Act, Sections 30-2-10 through 30-2-50." Further guidance is available in the state issued "Guide: Security and Protecting PII" (found in Online Resources in SCWOS).

Current Year Observations

1) *Projected Begin Dates*

Monitors reviewed participant records and activity codes.

Observation - Monitors observed that participants that have been approved for training were issued a training activity code with a projected start date. This is an acceptable practice. However, there were not always other WIOA activities during the projected start date window. This may become an issue if the projected start date passes the 90-day window. If voided after the 90-day window with no other activities, the participant's case will be exited and will begin follow-up regardless of whether the participant is finished with their planned services.

Please reference State ID: 208679 as a potential case where this may have occurred if the participant had not been finished with WIOA services already. Therefore, monitors recommend that these participants engage in other WIOA activities during the projected start date window, and case managers review projected start date activities at 60 days to determine next appropriate steps.

Follow-Up of Prior Year Recommendation

During the current year on-site monitoring visit to ACOG, monitors verified and re-evaluated the recommendation that was addressed in the prior year WIOA programmatic monitoring report. The current status and follow up of the prior year monitoring recommendation is summarized below.

Follow Up To 2021 CAP			2022 Monitoring
Number	Prior Year Recommendations	Implementation Status	Recommendations noted in current testing
1	None Cited	Clear	No exceptions were noted.

SC WORKS

WORKLINK

A proud partner of the [AmericanJobCenter](#)® network

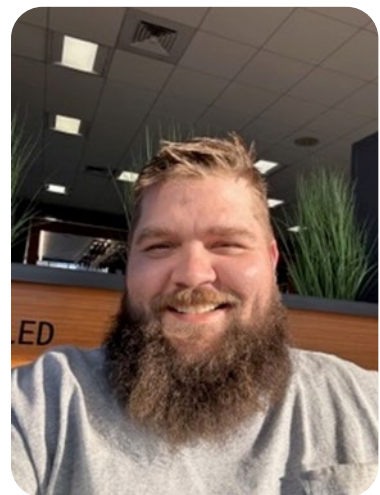
Meet Robby -

Robby came to WIOA in April of 2022 looking for a way to make a better future for himself and his family. He had been in Manufacturing most of his Adult life, and after several setbacks over the past few years, he decided it was time to take control of his destiny. Recently married and a father, he knew he had a family depending on him. He was also unemployed. One of Robby's setbacks is he didn't have a driver license or a reliable car. Robby purposed in his mind that he was not going to be that way for long.

Robby came to WIOA seeking assistance obtaining his welding certification. He started welding school at Norris Mechanical in May of 2022. While attending welding school Dale Norris, owner of Norris Mechanical took Robby under his wings and was able to connect him with a employer. He began to work at Watson Engineering in Piedmont. Robby began working fulltime and was able to keep attending school.

Soon after, Robby obtained his drivers license and was able to purchase a vehicle. Robby continued to work hard, making good grades and continuing to develop his welding skills at Norris Mechanical. In February, Robby was hired by Milliken. Robby and his family are now in the process of purchasing their own home.

Robby said he felt that no one else would give him a chance, WIOA and Norris Mechanical did. Robby believes everyone deserves a second chance and with hard work and determination anything is possible. Robby plans on continuing his welding training at Norris Mechanical and is excited about his and his family's future. Robby wants to thank everyone who has helped him in the season of life and will be happy to recommend SCWorks/WIOA to anyone he can.



CONGRATULATIONS ROBBY

Because Robby came through SCWorks and an approved WIOA Training Provider, Norris Mechanical, he can say, “I’m the next one!” Congratulations, Robby, on being the next one employed, the next Welder, and the next one to achieve your dreams!

To find out more about career pathways and how the SC Works WorkLink WIOA program can help you achieve success, call JT at 1-864-643-0071 (TTY 711). *WIOA is an EO opportunity employer/program. Auxiliary aids available upon request. For funding information in compliance with the Stephens Act, visit www.worklinkweb.com.*

[Specific wage information for Robby has not been included in this success story. Typically Welders with Robby’s level of education and relevant work experience can expect to make between \$14.43/hour and \$/hour in South Carolina. Source: <https://www.onetonline.org/>]



**Priority Populations Committee
Meeting Summary
Tuesday, May 2, 2023
Zoom Conference Call
Clemson SC Works Comprehensive Center**

Members Present

Lisa Gillespie, Chair
Patrick Pruitt
Cynthia Sprinkle
Billy Gibson

Ms. Vanessa Cruell, Senior Vocational Rehabilitation Counselor, presented information to committee members about South Carolina Commission for the Blind's mission and services. Ms. Cruell reviewed participant data, office locations, and detailed services offered. The Vocational Rehabilitation division provides services to assist individuals with maintaining or gaining employment. They provide services to the deaf-blind population, individuals with cochlear implants, and individuals with hearing aids. Services offered include career assessments, job readiness training, employment plans, job placement, and more. Assistive technology is also offered as participants obtain employment. Ms. Cruell reviewed the Transition, Older Blind, and Children Services programs. If a person is interested in any of the programs, they can reach out to a Senior Vocational Rehabilitation Counselor at the Commission for the Blind.

Ms. Windy Graham, staff to the WorkLink Board, reviewed reports in the packet.

The unemployment rate for April 2023 was 3.1% in the region and for those with disabilities was 8.2% nationwide.

Our next meeting is scheduled for August 1, 2023.