

**WORKFORCE DEVELOPMENT BOARD**  
**Youth Committee Meeting Summary**  
**August 1, 2023 @ 10:00am**  
**Webinar/Conference Call**

**Members Present**

Susan Gibson, Chair  
Tyler James

Elaine Bailey

Crystal Noble

Robert Halfacre

**Members Absent:**

Amy Bradshaw  
Melissa Rosier

Melanie McLane

Jeromy Arnett

Kristi King-Brock

**Staff Present:**

Sharon Crite

Jennifer Kelly

**Guests Present:**

Karen Craven

Renee Alexander

**I. Welcome and Introductions**

Chair Gibson called the meeting to order at 10:05 am welcoming everyone in attendance and announced the meeting was being recorded for processing of minutes.

**II. Approval of 3-07-2023 Meeting Minutes**

The minutes from the 3/07/23 meeting was emailed with the meeting notice and included in the meeting packet. Chair Gibson called for corrections/amendments to the minutes.

**ACTION TAKEN: Elaine Bailey made a motion to approve the March 07,2023 meeting minutes as presented, seconded by Robert Halfacre. The motion carried unanimously.**

**III. Palmetto Youth Connections Report**

Ms. Karen Craven, Program Manager, reviewed the Palmetto Youth Connections WorkLink Dashboard and the Monthly Update Report. Karen Craven provided reports which show numbers through June 30, 2023 for Youth Services and began with the PY2022 Update Report, then on to the Dashboard:

- 36 carryovers from PY22 and 88 new participants have been enrolled for a total of 124 participants.
- 13 participants in Work Experience (WEX).
- 60 are in follow-up services.
- As of 2<sup>nd</sup> Quarter, PYC was meeting or exceeding all performance measures.
- 47 Anderson County participants, 33 Oconee County participants, and 43 Pickens County participants enrolled.
- Of those enrolled, 47% were male, 53% were female.
- 77% were younger youth, 33% were older youth, ages 18 and up.
- 100% were High School dropouts; 97% were Basic Skills Deficient; 60% were unemployed.
- 135 Measurable Skills Gains; 64 GED/HS earned; 353 positive Placements in employment, military or post-secondary.
- 59 Resumes and 350 Career Smart classes have been provided.

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

##### **a. PYC PY 22 Final Enrollment Report**

Chair Gibson stated that as of June 2023, there were 36 PY22 carryovers, 88 new enrollments, and 124 total enrollments, out of a Board goal of 120 enrollments.

##### **b. PY 21 & PY 22 Grant Expenditures**

Ms. Karen Craven reviewed PY21 & 22 Youth program grant expenditures through January 2023. PY 22 Formula budget 1058 was 95.2% expended and line item 6507 (Work Experience) was 100% expended. PY 21 Budget 1371 (Resiliency Grant) was 99.4% expended, with approximately \$43.54 remaining. The PY 22 EBS Grant budget 1409 was 89.5% expended and line item 6507 (Work Experience) was 100% expended, this EBS grant ends 03/2024.

##### **c. PY22 3rd Quarter WL Youth Performance**

Sharon Crite reviewed the Rolling 4 3rd Quarter Youth performance with committee members on page 11 -14. WorkLink is meeting all performance measures in all programs.

##### **d. PY 23 Youth Budget -Letter of Intent / Revised Youth Formula/ EBS-EBY Mod 2**

Sharon Crite referred to pages 15-16 (PY 22 Letter of Intent \$ 50,000 expiring 8/31/2023), the formula budget will be reduced from the anticipated \$500,000 to \$480,000 due to final PY 22 allocations and the anticipation of needed funds for first Quarter of PY 24. Renee Alexander reviewed the formula budget reductions and EBS/EBY modifications to equal the final total budget amount of \$480,000. Jennifer Kelly, Executive Director summarized the financial budget for the board Youth PY 23 carryover and allocations.

**ACTION TAKEN: Crystal Noble made a motion to accept budget modifications as presented, seconded by Elaine Bailey. The motion carried unanimously.**

**e. PY 22 WorkLink Youth Local Monitoring Report**

Chair Gibson asked committee members to review the youth monitoring report and Eckerd's response to the report, this is for information. This report overall is generally a good report. If you have any questions, please contact Sharon with those questions.

**V. Other Business**

The next Youth Committee meeting will be held on Oct. 3, 2023 at 10 a.m.

**VI. Adjourn**

Chair Gibson thanked everyone for attending and adjourned the meeting at 10:22 a.m.

*Respectfully submitted by: Sharon E. G.-Crite*