

WORKFORCE DEVELOPMENT BOARD MEETING
Wednesday, February 5, 2025 – 1:00 P.M.
Meeting Room 4, Clemson University Center & Inn
Conference Call Information:

<https://us02web.zoom.us/j/6436419262?pwd=Vm9zNTB2ZDNYU3ZWZno1ZlM2QVBqdz09>

Meeting ID: 643 641 9262 Dial: 1-646-558-8656 Passcode: 29631

AGENDA

- | | | |
|-------------|--|--|
| I. | Call to Order/Introductions | Shonna Williams, Board Chair |
| II. | Approval of Minutes (11/19/2024)* | Chair Williams |
| III. | State WDB Strategic Vision | State WDB Members & SC DEW Staff |
| IV. | Director’s Update | Jennifer Kelly, Executive Director |
| | <ul style="list-style-type: none"> • WorkLink 2025-2027 Strategic Plan* • PY2023 State Monitoring Report • PY2024 Q1 WIOA Performance Measures • AOP Business Showcase & Other Updates | Jennifer Woody, Regional Workforce Advisor |
| V. | Committee Reports | |
| | A. Executive Committee* | Chair Williams, Executive Committee |
| | 1) PY2024 Local & Regional Plan | |
| | B. SC Works Operations Committee | David Bowers, Committee Chair |
| | 1) Committee Update | |
| | 2) Business Service Lead* | |
| | 3) Self-Sufficiency Wage* | |
| | 4) Adult/DW Program & Operator RFP Extension* | |
| | C. Finance Committee | Stephanie Collins, Committee Chair |
| | 2) PY2024 Budget Overview | |
| | a. In-house Budget | |
| | b. Incumbent Worker Training Grants | |
| | c. One-Stop Operator (All Sources) | |
| | d. Adult/DW Program (All Sources) | |
| | e. Youth Program (All Sources) | |
| | D. Youth Committee | Katie Brown, Youth Committee Chair |
| | 1) PY 24 PYC-New Enrollment Report-Information | |
| | 2) PY 23 Final WEX Update/Work Readiness Tool – Information | Jennifer Campbell |
| | 3) Next YC Meeting: March 4, 2025 -Information | |
| | E. Priority Populations Committee | Lisa Gillespie, Committee Chair |
| V. | Other Business | Chair Shonna Williams |

NEXT MEETING – April 2, 2025 @ 1:00PM
Executive Board Room, Clemson University Center & Inn
LUNCH IMMEDIATELY PRECEDES THE MEETING AT NOON

WORKFORCE DEVELOPMENT BOARD MEETING

Wednesday, November 18, 2024 Minutes

Tri-County Technical College, Pendleton Campus, Student Success Center, Room 205

Members Present:

| | | | |
|------------------------|-------------------|-----------------|-------------------|
| Shonna Williams, chair | David Bowers | Danny Brothers | Katie Brown |
| David Collins | Stephanie Collins | Dr. Galen DeHay | Brooke Garren |
| Billy Gibson | Lisa Gillespie | Robert Halfacre | Kristi King-Brock |
| James Kilton | Hunter Kome | Melanie McLane | Burriss Nelson |
| Pat Pruitt | Ashley Teal | | |
| Mike Wallace | | | |

Members Absent:

| | |
|---------------|-------------|
| Jeromy Arnett | Tyler James |
|---------------|-------------|

Staff Present:

| | | | |
|-------------------|--------------|--------------|----------------|
| Jennifer Campbell | Sharon Crite | Windy Graham | Jennifer Kelly |
|-------------------|--------------|--------------|----------------|

Guests Present:

| | | | |
|-----------------|-----------------|------------------|--------------|
| Renee Alexander | Caitlin Brazell | Casey Brewington | Karen Craven |
| Billy Hunter | Kelly Parnell | Jeff Snider | |

I. Call to Order/Introductions

The meeting was called to order at 8:34 am. Chair Shonna Williams announced a quorum was present to conduct the business of the Board and reminded everyone the meeting was being recorded for processing of minutes. Introductions were made around the room and for online attendees.

II. Consent Agenda*

The minutes from the September 4, 2024, meeting were emailed with the meeting notice and included in the meeting packet. Ms. Williams also noted that the traditional committee reports were being presented as information only. Chair Williams called for any corrections or amendments.

BOARD ACTION TAKEN: Danny Brothers made a motion to approve the consent agenda as presented, seconded by Dr. Galen DeHay. The motion carried with a unanimous voice vote.

III. Finance Committee

Adult/DW Program – Mod 2*

Ms. Jennifer Kelly, WorkLink Executive Director, presented a second budget modification for PY24 Adult Program and Dislocated Worker. WorkLink was able to release \$35,000 in additional funding for PY24. This funding will be broken down to \$20,000 to adult and \$15,000 to Dislocated Worker and will be used to better align the DW and Adult program budgets with the needs for each. With this total funding Eckerd will serve a total of 260 participants.

BOARD ACTION TAKEN: A recommendation from the Finance Committee was received as a motion for the budget modifications to be approved as presented, seconded by Mike Wallace. The motion carried unanimously.

IV. SC Works Operations Committee

- a. New Ad hoc Committee Members*
 - i. Wendy Smith, Director of Anderson University's Center for Career Development
 - ii. Ellen Pate, Director of TCTC Career and Employability Resources
 - iii. Brad Blackston, Director of Pickens Adult Education
 - iv. Brian Jones, HR Generalist for First Quality Tissue

BOARD ACTION TAKEN: A recommendation from the One Stop Operations Committee was received as a motion to accept Wendy Smith, Ellen Pate, Brad Blackston, and Brian Jones as One Stop Operations Ad Hoc Committee Members, seconded by Pat Pruitt. The motion carried unanimously.

V. CY Board & Committee Meeting Schedule*

The proposed Board and committee meeting schedule for calendar year 2025 is listed on page 32 of the informational packet.

BOARD ACTION TAKEN: Dr. Galen DeHay made a motion to approve the 2025 calendar year schedule for Board and Committee meetings as presented, seconded by Danny Brothers. The motion carried with a unanimous voice vote.

VI. Other Business

Reminder, the next Board meeting will be held on February 5, 2025, at 1:00 pm.

VII. Adjourn

Chair Williams adjourned the meeting at 8:45 am.

STRATEGIC ACTION PLAN
June 2025 Through June 2030

Developed by the WorkLink Workforce Development Board
Prepared by Strumpf Associates



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ACKNOWLEDGMENTS

Thank you to the Board Members and partners who took time out of their schedules to participate in the development of this plan.

Facilitated by: Lori Strumpf

INTRODUCTION

The WorkLink Workforce Development Board is committed to fostering a dynamic and resilient workforce that meets the evolving needs of our regional economy. As we navigate the complexities of the 21st-century labor market, our strategic plan serves as a roadmap to enhance workforce development, drive economic growth, and improve the quality of life for all the residents in Anderson, Oconee, and Pickens Counties that make up our region.

This strategic plan outlines our vision, mission, and core values, and sets forth a series of actionable goals and initiatives designed to address current challenges and seize emerging opportunities. By leveraging the strengths of our diverse community, we aim to create a robust and inclusive workforce ecosystem that supports both employers and job seekers.

Our approach is collaborative and data-driven, ensuring that our strategies are informed by the latest labor market trends and stakeholder input. We are dedicated to building partnerships across sectors, including education, business, government, and non-profit organizations, to create a cohesive and supportive environment for workforce development.

Data Snapshots¹

These data points offer an overview of the region's workforce landscape. The team responsible for developing this strategic plan analyzed the data to pinpoint emerging challenges, which informed the goals set forth in this plan.

Population and Demographics

- Total Population: Approximately 414,473 residents across the three counties.
- Age Distribution: A significant portion of the population is within the working-age group (18-64 years), with a growing number of retirees.
- The combined civilian labor force for Anderson, Oconee, and Pickens Counties is approximately 195,068. These figures represent the total number of people aged 16 and older who are either employed or actively seeking employment.
 - Anderson County: 95,778.
 - Oconee County: 36,264.
 - Pickens County: 60,693

Median Household Income:

- The median household income in the region is about \$59,754.

Employment Rate

- Anderson, Oconee, and Pickens Counties: The unemployment rate is around 4.5%, which is slightly below the national average.
- South Carolina: The state unemployment rate is approximately 4.8% as of December 2024.

¹ Sources: [South Carolina Economy at a Glance](#), Bureau of Labor Statistics; [The Demographic Statistical Atlas of the United States - Statistical Atlas](#); [U.S. Census Bureau QuickFacts: South Carolina](#); <https://www.welfareinfo.org/poverty-rate/south-carolina/>; [What is the unemployment rate in the US right now? | USAFacts](#)

- United States: The national unemployment rate is about 4.1% as of December 2024.
- Employment Sectors: Key employment sectors include Manufacturing, Healthcare and Social Assistance, Retail Trade, Educational Services, Construction, and Professional, Scientific and Technical Services.

Poverty Rate

- Anderson, Oconee, and Pickens Counties: The poverty rate is approximately 14%.
- South Carolina: The state poverty rate is around 15.3%.
- United States: The national poverty rate is about 11.1%.

Education Levels

•*High School Graduation Rate:*

- Anderson, Oconee, and Pickens Counties: 86.78%.
- South Carolina: About 89.3% of residents aged 25 and older have a high school diploma or higher.
- United States: Around 91% of residents aged 25 and older have a high school diploma or higher.

•*Bachelor’s Degree or Higher:*

- Anderson, Oconee, and Pickens Counties: About 27%.
- South Carolina: Approximately 30.6% of residents aged 25 and older have a bachelor’s degree or higher.
- United States: Around 35% of residents aged 25 and older have a bachelor’s degree or higher.

These statistics highlight some of the similarities and differences between the broader state labor market and the specific conditions in the WorkLink region.

As part of the planning process, the team conducted a SWOT analysis, identifying key strategic challenges. These challenges informed the development of the strategic goals and strategies outlined in this plan:

- **Conflicting Goals:** Employers and the community have differing objectives regarding growth and retaining local workers.
- **Resource Navigation:** There is a lack of a transparent system for job seekers with barriers such as mental health issues, transportation, and childcare to identify and navigate available resources.
- **Workforce Gap:** The region has a significant number of retirees, leading to a shortage of workers to fill the gap.
- **Retention Issues:** Employers struggle with retention due to the lack of appropriate workplace behaviors and employees that may often leave for slightly higher wages elsewhere.
- **Coordination and Collaboration:** There is a need for better coordination and collaboration among the multiple agencies involved in workforce development.

ORGANIZATIONAL OVERVIEW
VISION, MISSION, and OPERATING PRINCIPLES

VISION: Our vision is to have a fully employed, skilled workforce in Anderson, Oconee, and Pickens Counties, SC.

MISSION: We collaborate with partners to deliver services that link employers and the workforce in Anderson, Oconee, and Pickens Counties, SC.

**ORGANIZATIONAL
CORE VALUES**

Our Common Values:

We believe in the following shared principles, beliefs, and priorities.

BUILDING RELATIONSHIPS. We prioritize fostering strong, collaborative relationships with our partners, stakeholders, and the community to create a supportive network that enhances our collective impact.

EXCELLENCE. We strive for excellence in all our endeavors, setting high standards and continuously improving our processes and outcomes.

GOOD STEWARDSHIP. We are dedicated to being responsible stewards of the resources entrusted to us through careful planning and prudent management.

RESPONSIVENESS. We are committed to being responsive to the needs of our community and stakeholders to ensure that our programs and services remain relevant and effective.

SERVICE TO THE COMMUNITY. We are committed to serving the community with dedication and integrity and dedicated to addressing the needs and aspirations of our residents, fostering a thriving and inclusive environment for all.

EXCEPTIONAL CUSTOMER SERVICE. We pledge to treat every individual with respect, empathy, and professionalism. Our goal is to exceed expectations and create positive experiences for everyone we serve.

STRATEGIC GOALS AND STRATEGIES **July 2025 Through June 2030**

STRATEGIC GOAL 1: Expand and Diversify Funding Sources to Enhance Financial Resilience and Expansion of Services

Measures of Success:

- All necessary steps to reactivate the 501C3 are identified and completed.
- At least **X** new funding opportunities aligned with priorities have been identified.
- Success rate of submitted proposals (e.g., funding received vs. proposals submitted).

Key Strategies:

- 1.1. Evaluate the benefits, limitations, and requirements of a 501c(3) status.
- 1.2. Investigate the steps needed to establish a new 501(C)3 or reactivate the current 501c(3), including addressing or revising mission, vision, bylaws, board memberships, and other relevant topics.
- 1.3. Determine funding priorities and identify new funding opportunities that align with these priorities while not duplicating current community efforts.
- 1.4. Develop tailored outreach strategies to engage diverse donor segments, including government entities, corporations, and foundations. Determine staffing needs to be successful.
- 1.5. Prepare and submit funding proposals or collaborate with partners on proposals.

STRATEGIC GOAL 2: Increase Workforce Participation in Services and Employment by Eliminating Employment Barriers

Measures of Success:

- Jobseekers report a reduction in barriers to services and employment.
- Users report satisfaction with system navigation and ease of accessing resources.
- Social media engagement metrics (e.g., followers, likes, shares) increases.

Key Strategies:

- 2.1 Gather feedback from job seekers and employers to assess challenges affecting employment opportunities.
- 2.2 Conduct ongoing community mapping efforts and update relevant data on a quarterly basis.
- 2.3 Identify available resources and implement solutions to mitigate employment barriers effectively.
- 2.4 Determine key soft skills necessary for job seekers within the SC Works system, with a focus on tailoring training for priority populations.
- 2.5 Collaborate with community leaders to deliver soft skills training and explore innovative methods for program delivery.
- 2.6 Establish and expand partnerships with mental health organizations, second-chance programs, and other ancillary support services.
- 2.7 Facilitate connections among community agencies and continuously update and maintain referral processes to improve service coordination.

- 2.8 Provide targeted training for business services staff on employer resources available within the community, ensuring a reduction in service duplication.
- 2.9 Identify and implement tools that assist job seekers in understanding wage structures, workplace expectations, and employment retention strategies.

STRATEGIC GOAL 3: Develop and Execute Comprehensive Outreach Strategies to Engage Underserved Populations and Communities

Measures of Success:

- The participation rate of underserved populations in surveys and focus groups increases.
- The reach and frequency of outreach efforts in target communities increases.
- Target communities provide positive feedback on the relevance and impact of the materials.
- Common messaging materials have been implemented and in use across all partners.

Key Strategies:

- 3.1 Utilize demographic data to identify and engage underserved communities.
- 3.2 Establish partnerships with organizations to effectively reach target populations through tailored outreach materials, community initiatives, and collaborative engagement efforts.
- 3.3 Develop standardized guidelines and provide training for frontline staff to effectively promote SC Works services.
- 3.4 Leverage social media platforms and community events to enhance awareness and accessibility of workforce development resources.
- 3.5 Conduct usability testing and implement enhancements to improve the functionality and user experience of the WorkLink website.
- 3.6 Develop a centralized webpage to streamline access to workforce resources and services within the WorkLink community.

STRATEGIC GOAL 4: Build Capacity in Labor Market Analytics to Project Future Needs

Measures of Success:

- Data analysis reports are accurate and timely.
- Number of partnerships established with schools, training providers, and employers has increased.
- Employers report that educational programs are aligned with market needs.
- Employer satisfaction with the skills of new graduates increases.

Key Strategies:

- 4.1 Identify and aggregate data from existing partnerships that provide workforce analytics, including DEW, ACOG, and other relevant sources.
- 4.2 Collaborate with subject matter experts, including employer groups and the Business Service Team, to ensure data accuracy and relevance.
- 4.3 Analyze and disseminate trends in job openings and career pathways specific to the WorkLink region.

- 4.4 Develop and distribute regular reports to inform key stakeholders and support data-driven decision-making.
- 4.5 Utilize workforce data to identify and design innovative workforce development initiatives. Seek funding opportunities to pilot new workforce programs, either independently or through strategic partnerships with local organizations.
- 4.1. Conduct data collection and analysis.
- 4.6 Ensure collaboration and alignment with key stakeholders.
- 4.7 Leverage predictive modeling techniques to analyze labor market trends and forecast future workforce demands.
- 4.8 Create methods to communicate and visualize labor market data in ways that make it clear and understandable.
- 4.9 Create and distribute material to case managers that make the LMI easy to use and explain to jobseekers, such as easy to follow career pathway maps.
- 4.10 Create pilot programs aligned with labor market needs.

ACTION PLAN



| Strategy | Specific Actions (Tactics) | Process Owner | Resources Required | By When it will be complete |
|---|---|---------------|--------------------|-----------------------------|
| STRATEGIC GOAL 1: Expand and Diversify Funding Sources to Enhance Financial Resilience and Expansion of Services | | | | |
| 1.1 Evaluate 501c(3) Opportunities | 1.1.1 Develop and present a summary of 501c(3) benefits and requirements. | | | |
| | 1.1.2 Assess and update by-laws; submit required documents for reactivation. | | | |
| 1.2 Identify Funding Priorities | 1.2.1 Conduct a community gap analysis. | | | |
| | 1.2.2 Engage partners to identify funding opportunities. | | | |
| 1.3 Build Donor Engagement | 1.2.3 Form a Resource Development Committee. | | | |
| | 1.2.4 Train members and create outreach materials. | | | |
| | 1.2.5 Develop and execute a donor engagement plan with success stories. | | | |
| 1.4 Secure Funding | 1.2.6 Prepare and submit funding proposals aligned with priorities. | | | |
| STRATEGIC GOAL 2: Increase Workforce Participation in Services and Employment by Eliminating Employment Barriers | | | | |
| 2.1 Assess and Address Barriers | 2.1.1 Collect feedback from job seekers and employers on barriers to employment. | | | |
| | 2.1.2 Continue to review community mapping and update information quarterly. | | | |
| | 2.1.3 Identify resources and solutions to overcome barriers to employment. | | | |
| 2.2 Enhance Soft Skills Programs | 2.2.1 Identify common soft skills to deliver to job seekers in the SC Works system and tailor for priority populations. | | | |
| | 2.2.2 Partner with community leaders to provide soft skills training and identify innovative training delivery methods. | | | |
| 2.3 Strengthen Support Systems | 2.3.1 Build partnerships with mental health, second chance, and other ancillary support organizations. | | | |

| | | | | |
|--|---|--|--|--|
| | 2.3.2 Facilitate connections among community agencies and update and maintain referral processes. | | | |
| 2.4 Improve Understanding of Employer Needs | 2.4.1 Train business service staff on employer resources available in the community and work to reduce duplication of efforts. | | | |
| | 2.4.2 Identify and implement tools for job seekers to understand wages and workplace expectations (i.e. paychecks, retention, etc.) | | | |
| STRATEGIC GOAL 3: Develop and Execute Comprehensive Outreach Strategies to Engage Underserved Populations and Communities | | | | |
| 3.1 Target Outreach Efforts | 3.1.1 Use demographic data to locate underserved communities. | | | |
| | 3.1.2 Collaborate with organizations to connect with target groups (i.e. develop specific outreach materials, participate and/or lead community initiatives, etc.). | | | |
| 3.2 Tailor Communication Strategies | 3.2.1 Set guidelines and/or train frontline staff on how to promote SC Works services. | | | |
| | 3.2.2 Utilize social media and community events to amplify messages. | | | |
| 3.3 Simplify Navigation of WorkLink website | 3.3.1 Test and improve website usability. | | | |
| | 3.3.2 Develop a central webpage for accessing workforce resources in the WorkLink community. | | | |
| STRATEGIC GOAL 4: Build Capacity in Labor Market Analytics to Project Future Needs | | | | |
| 4.1 Leverage Resources available for Predictive Analytics | 4.1.1 Identify and collect data from existing partnerships that provide data analytics (DEW, ACOG, etc.). | | | |
| | 4.1.2 Partner with experts to ensure accuracy and relevance (i.e. employer groups and the Business Service Team). | | | |

| | | | | |
|--|--|--|--|--|
| 4.2 Improve Communication of Insights | 4.2.1 Identify current job opening trends and career pathway examples to tailor to the WorkLink area. | | | |
| | 4.2.2 Distribute regular reports to inform stakeholders. | | | |
| 4.3 Identify Potential Innovative Workforce Programs | 4.3.1 Utilize data to create potential innovative workforce programs. | | | |
| | 4.3.2 Apply for funding support for pilot initiatives or partner with other local organizations in applying for funding. | | | |

P.O. Box 995
1550 Gadsden Street
Columbia, SC 29202
dew.sc.gov



Henry McMaster
Governor
William H. Floyd, III
Executive Director

February 3, 2025

Mr. Steven Pelissier
Executive Director
SC Appalachian Council of Governments
Post Office Box 6668
Greenville, South Carolina 29606

RE: PY'23 WIOA Financial, Programmatic, and EO Monitoring – Appalachian Council of Governments

Dear Mr. Pelissier:

From April 30, 2024 through May 6, 2024, staff from the South Carolina Department of Employment and Workforce (DEW) conducted the annual WIOA financial, programmatic, and EO monitoring review of the Appalachian Council of Governments (ACOG). One issue and two observations were identified in the attached monitoring report.

The identified issues related to this review have been addressed and accepted in ACOG's Corrective Action Plan; therefore, ACOG's annual WIOA monitoring is considered finalized. We appreciate your cooperation and assistance offered during the visit. Should you have any questions regarding the attached monitoring report, please contact Jake Sherbert, by email: jsherbert@dew.sc.gov or by phone: at (803) 737-3018.

Sincerely,

Jake Sherbert
Director of Internal Audit

Valerie McMellan
EO Officer

cc: Shonna Williams, WDB Chairperson
Don Zimmer, ACOG Finance Director
Jennifer Kelly, Workforce Services Executive Director



Appalachian COG

WIOA Monitoring Review

PY 2023

WIOA Programs

South Carolina Department of
Employment and Workforce

ACOG
WIOA Monitoring Report
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Executive Summary

Purpose & Scope

South Carolina Department of Employment and Workforce (DEW) staff performed a WIOA monitoring engagement of the grant recipient, ACOG, on April 30, 2024 through May 6, 2024 in accordance with the Workforce Innovation and Opportunity Act (WIOA), Section 183, Monitoring.

DEW Staff conducting the Review

Jake Sherbert, Director of Internal Audit

Sheila Blandon, Financial Monitor

Valerie McMellan, EO Officer

Amy Proveaux, EO Coordinator

ACOG Staff Representing the Recipient

Steve Pelissier, ACOG Executive Director

Jennifer Kelly, Workforce Services Executive Director

Sharon Crite, Youth Services Manager

Windy Graham, WIOA Performance and Reporting Specialist

Don Zimmer, ACOG Finance Director

Financial Monitoring

Current Year Issue:

- None noted

Programmatic Monitoring

Current Year Issue:

- Local Workforce Development Board required members not in compliance

EO Monitoring

Current Year Issue:

- None noted

Current Year Observation:

- Staff lacked knowledge regarding EO procedures and related documents
- EO coordinator should be able to bridge demographic data and analysis

Financial Monitoring Review

WIOA Programs

Purpose & Scope

The purpose of Workforce Innovation and Opportunity Act (WIOA) financial monitoring is to determine if ACOG is using WIOA funds in compliance with applicable laws and regulations, and to determine if ACOG has a sound financial system in place to carry out the WIOA activities. The scope of the monitoring included reviewing and analyzing ACOG's financial records for the period of May 1, 2023 through February 29, 2024.

Review Areas

DEW 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
- Subrecipients financial monitoring
- Partner Agreements - MOU/IFA
- Indirect cost rate and indirect cost allocation
- Credit card transactions
- ETA Salary Cap Review

Current Year Issue

None noted

Programmatic Monitoring Review

WIOA Programs

Purpose and Scope

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

- Governance
- SC Works Delivery System including partner engagement
- Local Board composition
- SC Works Online Services (SCWOS)
- Adult, Dislocated Worker, and Youth Program Activities
- Business Services Activities
- Service Provider Review
- Participant File Management

The programmatic monitoring of PY'23 WIOA activities was accomplished through documentation review, observation of operation, data testing, and interviews with WIOA staff. ACOG and sub-recipient staff were interviewed during the course of the monitoring visit. Additionally, we conducted a review of twelve (12) participant files including corresponding SCWOS information.

Current Year Issue

1. Local Workforce Development Board required members not in compliance

ACOG had an insufficient number of local board members to fulfill the business and workforce representative category requirements. Per discussion and after review, ACOG has the following composition for the business and local workforce representative categories:

- Eleven (11) individuals classified in the business category making up 50% of the local board roster.
- Four (4) individuals meeting the criteria for the workforce representative category encompassing 18.18% of the board roster.

Per 20 CFR 679.320 (b), “A majority of the members of the Local WDB must be representatives of business in the local area.”

Per 20 CFR 679.320 (c), “At least 20 percent of the members of the Local WDB must be workforce representatives.”

Required Action: ACOG is required to ensure the local board is in compliance with applicable regulations for required members. ACOG must provide a CAP outlining steps taken to ensure compliance with federal regulations.

ACOG’s Response:

WorkLink staff have been working with each County to fill vacancies over the past few months. We are very happy to report that all Board seats have been filled at this time and appreciate the support of each of the Counties in identifying Board members. Please see the attached updated Board member chart.

Now appointed:

- Thirteen (13) ~~Eleven (11)~~ individuals classified in the business category making up 56.5% 50% of the local board roster.
- Five (5) ~~Four (4)~~ individuals meeting the criteria for the workforce representative category encompassing 21.7% of the board roster.

The current process used to fill Board seats is to notify the local County representative on the Board. They in turn begin to work to identify potential Board seat candidates with assistance from WorkLink staff. Either the County representative or the Board staff present the recommendation to the county council for approval and appointment.

Please note that during the week of monitoring, we had a meeting scheduled to appoint Board members and to discuss potential candidates with County Council representatives. The labor representative was a challenge to identify, and delayed compliance with this requirement past the time of monitoring.

Follow-Up of Prior Year Recommendations

During the current year ACOG monitoring review, monitors verified and re-evaluated the recommendations that were addressed in the prior year WIOA programmatic monitoring report. The current status and follow up of the prior year monitoring recommendations are summarized below.

| Follow Up To 2022 CAP | | | 2023 Monitoring |
|-----------------------|---|-----------------------|--|
| Number | Prior Year Recommendations | Implementation Status | Recommendations noted in current testing |
| 1 | Issue - Noncompliance with required documentation of referral outcomes in SCWOS | Completed | No exceptions were noted. |
| 2 | Issue - Noncompliance with Adult, Dislocated Worker, and Youth Statements of Work | Completed | No exceptions were noted. |

EO Monitoring Review

WIOA Programs

Purpose and Scope

The purpose of the EO monitoring review is to determine compliance with equal opportunity and nondiscrimination requirements and to review significant differences or disparities identified during the desk review. The scope of the review included the following areas:

- Statistical analysis of records and data;
- Compliance with its administrative obligations under WIOA section 188 and 29 CFR 38;
- Compliance with responsibilities it has been assigned through the NDP;
- Programs and activities to determine whether discrimination is occurring;
- Staff composition;
- Staff interviews;
- Staff awareness of nondiscrimination and EO laws;
- Complaint files (if appropriate);
- Participant files;
- Maintenance of EO policies and complaint files; and,
- Agreements with local organizations to provide needed services to persons with special needs.

The EO monitoring of PY'23 WIOA activities was accomplished through documentation review, data testing, and interviews with WIOA staff. ACOG and sub-recipient staff were interviewed during the course of the monitoring visit.

Current Year Issues

None Noted

Opportunities for Improvement

The following observations are not issues, but rather opportunities for improvement. Therefore, we recommend ACOG review these comments for future improvement.

1. Staff lacked knowledge regarding EO procedures and related documents

When we inquired about specific processes and procedures, the answers we received for EO related topics were inconsistent with United States Department of Labor (USDOL) regulations and the state's Non-Discrimination Plan. Specifically, we noted the following concerns:

1. Uncertainty as to who the designated EO coordinator is;
2. Lack of knowledge regarding available services/auxiliary aides related to Limited English Proficiency (LEP);

State Instructions 16-10, 16-13, and 16-12 provide information regarding facility and program accessibility and implementation. Additionally, the South Carolina Non-Discrimination Plan (NDP) establishes specific requirements that govern South Carolina's implementation of nondiscrimination regulations. USDOL regulations require qualified interpreter services are available to LEP individuals. The knowledge base between staff members was inconsistent. While some staff were aware of how to access translation services, include specialized translation services for refugee populations, lacked knowledge on how to assist LEP persons after identifying their language.

Recommendation: Local areas, specifically a LWDA's EO coordinator, is tasked with providing training and technical assistance to local staff concerning equal opportunity responsibilities. While training and technical assistance appears to have been provided, staff recollection was inconsistent. **Both training and awareness is essential to continued compliance with nondiscrimination requirements.**

ACOG’s Response:

WorkLink is dedicated to training staff and ensuring that EO and nondiscrimination requirements are met. We host annual training on EO and ADA compliance. Our next staff meeting is scheduled for April 2025, during which the WorkLink EO Officer will review the EO information with the team. In the meantime, our SC Works Center Operator will ensure that each staff member has the most current information regarding the designated EO officer. The SC Works Center Operator will also share updated information on what services and auxiliary aids are available in relation to Limited English Proficiency and how to provide those services to appropriate individuals.

2. **EO coordinator should be able to bridge demographic data and analysis**

While the EO coordinator is able to use SCWOS to generate a disparate report that provides necessary demographic data, the reports lacked analysis of whether it reflected a statistically significant data set.

The NDP specifically states, *“each LWDA is responsible for conducting quarterly statistical or other quantifiable analysis to determine whether statistically significant variances appear to exist that would indicate adverse impact on a protected population.”*

Recommendation: Local areas are tasked with, not only producing demographic data, but conducting a quarterly analysis regarding that demographic data. Moving forward, quarterly reports should include an analysis of the data. On July 11, 2024, the EO officer conducted a statewide EO coordinator meeting which included information on how to conduct a statistical analysis review of demographic data.

ACOG’s Response:

WorkLink’s EO Monitoring took place from April 30, 2024, to May 6, 2024. We were informed about the quarterly analysis of the demographic data on July 11, 2024 after the monitoring period ended. Upon receipt of guidance, WorkLink submitted the new report using the requested analysis covering the period from July to September 2024. We will continue to utilize the requested methodology until such time that we are instructed otherwise. Please note that WorkLink’s EO Officer submitted the requested report in a timely manner. WorkLink and other areas from across the State have respectfully requested additional training to ensure that we are analyzing and submitting the information accurately. In the meantime, we will continue to review USDOL regulations, South

Carolina Non-Discrimination plans, and applicable State Instruction letters to ensure we are compliant with EO regulations.

SCDEW's response: The requirement of statistical quantifiable analysis by the local areas on a quarterly basis has been a requirement for a number of years in the State's Non-Discrimination Plan (NDP). EO coordinators are tasked with implementing the NDP at their local levels. Additional guidance was provided on July 11, 2024 to assist local EO coordinators with templates on statistical analysis along with instructions for those templates. The Office of Equal Opportunity is working on putting together an in-person training for the EO coordinators. EO coordinators are always welcome to contact the State Level EO Officer and State Level EO coordinator directly with their technical assistance needs.

We recommend ACOG ensure staff has an adequate understanding of USDOL regulations, the South Carolina Non-Discrimination Plan, and applicable State Instructions to ensure consistency and compliance with EO regulations. We welcome any comments from ACOG to provide further clarification surrounding the above noted recommendations.

**Program year 2024 - 1st Quarter Adult/DW/Youth Performance Summary
Rolling-4**

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 | 81.5 | 86.5 | 106.1% | 86.5 | 90.9 | 105.1% | 83.5 | 88.7 | 106.2% | 105.8% |
| Employment Rate Q4 | 84.2 | 89.7 | 106.5% | 85.6 | 90.0 | 105.1% | 82.0 | 89.7 | 109.4% | 107.0% |
| Median Earnings | \$7,750 | \$8,760 | 113.0% | \$9,287 | \$11,041 | 118.9% | \$3,455 | \$3,340 | 96.7% | 109.5% |
| Credential Rate | 73.8 | 84.5 | 114.5% | 82.6 | 92.9 | 112.5% | 70.0 | 61.2 | 87.4% | 104.8% |
| Measurable Skill Gains | 70.0 | 66.3 | 94.7% | 72.4 | 93.8 | 129.6% | 60.0 | 62.4 | 104.0% | 109.4% |
| Overall Program Score | | | 107.0% | Overall Program Score | | 114.2% | Overall Program Score | | 100.7% | |

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 | 78.0 | 74.5 | 95.5% | 85.4 | 84.0 | 98.4% | 74.5 | 64.3 | 86.3% | 93.4% |
| Employment Rate Q4 | 81.0 | 73.6 | 90.9% | 84.5 | 84.1 | 99.5% | 75.0 | 66.7 | 88.9% | 93.1% |
| Median Earnings | \$6,832 | \$6,857 | 100.4% | \$8,400 | \$8,106 | 96.5% | \$4,200 | \$5,194 | 123.7% | 106.8% |
| Credential Rate | 67.0 | 53.6 | 80.0% | 78.1 | 63.6 | 81.4% | 69.0 | 43.6 | 63.2% | 74.9% |
| Measurable Skill Gains | 63.5 | 75.0 | 118.1% | 67.7 | 100.0 | 147.7% | 61.5 | 65.5 | 106.5% | 124.1% |
| Overall Program Score | | | 97.0% | Overall Program Score | | 104.7% | Overall Program Score | | 93.7% | |

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 | 79.0 | 76.0 | 96.2% | 82.0 | 83.1 | 101.3% | 79.0 | 82.5 | 104.4% | 100.7% |
| Employment Rate Q4 | 78.0 | 74.9 | 96.0% | 81.0 | 80.0 | 98.8% | 73.7 | 78.2 | 106.1% | 100.3% |
| Median Earnings | \$7,000 | \$7,704 | 110.1% | \$8,300 | \$11,088 | 133.6% | \$2,700 | \$2,985 | 110.6% | 118.1% |
| Credential Rate | 68.5 | 66.2 | 96.6% | 67.6 | 83.3 | 123.2% | 75.3 | 81.8 | 108.6% | 109.5% |
| Measurable Skill Gains | 66.3 | 82.2 | 124.0% | 71.5 | 81.3 | 113.7% | 53.0 | 69.8 | 131.7% | 123.1% |
| Overall Program Score | | | 104.6% | Overall Program Score | | 114.1% | Overall Program Score | | 112.3% | |

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 | 78.0 | 82.0 | 105.1% | 85.2 | 95.2 | 111.7% | 73.0 | 90.3 | 123.7% | 113.5% |
| Employment Rate Q4 | 82.5 | 82.0 | 99.4% | 84.5 | 94.4 | 111.7% | 70.0 | 85.7 | 122.4% | 111.2% |
| Median Earnings | \$8,078 | \$8,824 | 109.2% | \$9,000 | \$9,756 | 108.4% | \$3,200 | \$2,905 | 90.8% | 102.8% |
| Credential Rate | 66.0 | 77.8 | 117.9% | 66.7 | 71.4 | 107.0% | 53.0 | 37.0 | 69.8% | 98.2% |
| Measurable Skill Gains | 72.7 | 80.0 | 110.0% | 69.1 | 85.0 | 123.0% | 61.5 | 64.8 | 105.4% | 112.8% |
| Overall Program Score | | | 108.3% | Overall Program Score | | 112.4% | Overall Program Score | | 102.4% | |

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%

**Program year 2024 - 1st Quarter Adult/DW/Youth Performance Summary
Rolling-4**

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 | 78.5 | 81.7 | 104.1% | 81.6 | 96.3 | 118.0% | 78.0 | 78.4 | 100.5% | 107.5% |
| Employment Rate Q4 | 78.3 | 76.8 | 98.1% | 81.7 | 84.0 | 102.8% | 78.9 | 78.9 | 100.0% | 100.3% |
| Median Earnings | \$7,300 | \$8,006 | 109.7% | \$8,949 | \$8,694 | 97.2% | \$5,360 | \$5,720 | 106.7% | 104.5% |
| Credential Rate | 67.5 | 66.2 | 98.1% | 65.8 | 80.0 | 121.6% | 57.3 | 68.0 | 118.7% | 112.8% |
| Measurable Skill Gains | 66.3 | 61.5 | 92.8% | 72.3 | 64.7 | 89.5% | 60.8 | 65.4 | 107.6% | 96.6% |
| Overall Program Score | | | 100.5% | Overall Program Score | | 105.8% | Overall Program Score | | 106.7% | |

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 | 79.5 | 82.2 | 103.4% | 84.8 | 91.7 | 108.1% | 81.6 | 83.2 | 102.0% | 104.5% |
| Employment Rate Q4 | 78.4 | 83.0 | 105.9% | 81.9 | 85.7 | 104.6% | 81.4 | 85.1 | 104.5% | 105.0% |
| Median Earnings | \$8,003 | \$9,225 | 115.3% | \$8,745 | \$12,421 | 142.0% | \$5,574 | \$7,780 | 139.6% | 132.3% |
| Credential Rate | 73.8 | 85.3 | 115.6% | 74.1 | 50.0 | 67.5% | 61.0 | 56.4 | 92.5% | 91.8% |
| Measurable Skill Gains | 66.3 | 72.1 | 108.7% | 74.1 | 90.9 | 122.7% | 61.5 | 51.1 | 83.1% | 104.8% |
| Overall Program Score | | | 109.8% | Overall Program Score | | 109.0% | Overall Program Score | | 104.3% | |

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 | 80.9 | 84.9 | 104.9% | 82.7 | 94.8 | 114.6% | 77.0 | 82.2 | 106.8% | 108.8% |
| Employment Rate Q4 | 82.7 | 81.8 | 98.9% | 80.9 | 94.3 | 116.6% | 73.8 | 72.9 | 98.8% | 104.8% |
| Median Earnings | \$6,586 | \$7,557 | 114.7% | \$8,550 | \$10,144 | 118.6% | \$3,985 | \$5,772 | 144.8% | 126.1% |
| Credential Rate | 67.5 | 70.7 | 104.7% | 68.0 | 81.3 | 119.6% | 68.0 | 72.7 | 106.9% | 110.4% |
| Measurable Skill Gains | 64.1 | 65.9 | 102.8% | 63.8 | 73.0 | 114.4% | 55.7 | 82.0 | 147.2% | 121.5% |
| Overall Program Score | | | 105.2% | Overall Program Score | | 116.8% | Overall Program Score | | 120.9% | |

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 | 83.0 | 88.5 | 106.6% | 84.6 | 100.0 | 118.2% | 85.0 | 86.7 | 102.0% | 108.9% |
| Employment Rate Q4 | 82.8 | 87.5 | 105.7% | 83.0 | 90.9 | 109.5% | 81.2 | 85.3 | 105.0% | 106.7% |
| Median Earnings | \$7,811 | \$9,587 | 122.7% | \$9,963 | \$13,930 | 139.8% | \$3,850 | \$4,274 | 111.0% | 124.5% |
| Credential Rate | 65.8 | 88.8 | 135.0% | 74.9 | 85.7 | 114.4% | 77.0 | 82.4 | 107.0% | 118.8% |
| Measurable Skill Gains | 71.9 | 85.8 | 119.3% | 74.9 | 100.0 | 133.5% | 68.0 | 89.7 | 131.9% | 128.3% |
| Overall Program Score | | | 117.9% | Overall Program Score | | 123.1% | Overall Program Score | | 111.4% | |

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%

**Program year 2024 - 1st Quarter Adult/DW/Youth Performance Summary
Rolling-4**

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 | 82.5 | 76.6 | 92.8% | 88.8 | 78.4 | 88.3% | 81.0 | 81.5 | 100.6% | 93.9% |
| Employment Rate Q4 | 80.6 | 77.3 | 95.9% | 87.5 | 89.6 | 102.4% | 80.8 | 86.0 | 106.4% | 101.6% |
| Median Earnings | \$7,390 | \$6,892 | 93.3% | \$8,742 | \$9,318 | 106.6% | \$4,800 | \$5,581 | 116.3% | 105.4% |
| Credential Rate | 65.4 | 71.6 | 109.5% | 69.1 | 64.5 | 93.3% | 55.1 | 47.6 | 86.4% | 96.4% |
| Measurable Skill Gains | 68.0 | 75.0 | 110.3% | 68.1 | 68.2 | 100.1% | 65.0 | 69.4 | 106.8% | 105.7% |
| Overall Program Score | | | 100.4% | Overall Program Score | | 98.2% | Overall Program Score | | 103.3% | |

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 | 78.0 | 81.8 | 104.9% | 83.0 | 90.9 | 109.5% | 81.6 | 85.1 | 104.3% | 106.2% |
| Employment Rate Q4 | 80.5 | 78.5 | 97.5% | 80.0 | 78.6 | 98.3% | 84.8 | 83.7 | 98.7% | 98.2% |
| Median Earnings | \$7,000 | \$7,487 | 107.0% | \$6,700 | \$7,129 | 106.4% | \$4,000 | \$5,641 | 141.0% | 118.1% |
| Credential Rate | 75.0 | 84.7 | 112.9% | 80.0 | 100.0 | 125.0% | 74.2 | 84.6 | 114.0% | 117.3% |
| Measurable Skill Gains | 68.5 | 72.2 | 105.4% | 70.7 | 80.0 | 113.2% | 65.0 | 82.4 | 126.8% | 115.1% |
| Overall Program Score | | | 105.5% | Overall Program Score | | 110.5% | Overall Program Score | | 117.0% | |

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 | 82.7 | 86.0 | 104.0% | 84.0 | 100.0 | 119.0% | 83.0 | 85.9 | 103.5% | 108.8% |
| Employment Rate Q4 | 84.1 | 86.4 | 102.7% | 85.0 | 100.0 | 117.6% | 79.0 | 89.7 | 113.5% | 111.3% |
| Median Earnings | \$7,141 | \$8,056 | 112.8% | \$8,500 | \$6,500 | 76.5% | \$5,800 | \$7,465 | 128.7% | 106.0% |
| Credential Rate | 64.0 | 65.8 | 102.8% | 67.3 | 66.7 | 99.1% | 64.3 | 63.1 | 98.1% | 100.0% |
| Measurable Skill Gains | 65.0 | 70.3 | 108.2% | 61.0 | 77.8 | 127.5% | 74.6 | 88.3 | 118.4% | 118.0% |
| Overall Program Score | | | 106.1% | Overall Program Score | | 108.0% | Overall Program Score | | 112.4% | |

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 | 75.0 | 72.5 | 96.7% | 78.0 | 66.7 | 85.5% | 75.0 | 96.9 | 129.2% | 103.8% |
| Employment Rate Q4 | 78.3 | 74.9 | 95.7% | 72.7 | 72.2 | 99.3% | 71.5 | 72.7 | 101.7% | 98.9% |
| Median Earnings | \$6,900 | \$6,942 | 100.6% | \$8,422 | \$6,909 | 82.0% | \$4,220 | \$4,324 | 102.5% | 95.0% |
| Credential Rate | 74.6 | 82.1 | 110.1% | 63.2 | 0.0 | 0.0% | 67.5 | 83.3 | 123.4% | 77.8% |
| Measurable Skill Gains | 67.5 | 79.6 | 117.9% | 67.7 | 76.5 | 113.0% | 61.5 | 53.3 | 86.7% | 105.9% |
| Overall Program Score | | | 104.2% | Overall Program Score | | 76.0% | Overall Program Score | | 108.7% | |

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%

**Program year 2024 - 1st Quarter Adult/DW/Youth Performance Summary
Rolling-4**

| 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 | 79.1 | 81.5 | 103.0% | 81.6 | 88.4 | 108.3% | 78.0 | 83.2 | 106.7% | 106.0% |
| Employment Rate Q4 | 78.3 | 80.4 | 102.7% | 80.9 | 87.3 | 107.9% | 75.0 | 82.2 | 109.6% | 106.7% |
| Median Earnings | \$6,900 | \$8,176 | 118.5% | \$8,550 | \$9,871 | 115.5% | \$3,985 | \$4,998 | 125.4% | 119.8% |
| Credential Rate | 67.5 | 73.1 | 108.3% | 69.1 | 75.4 | 109.1% | 63.0 | 62.4 | 99.0% | 105.5% |
| Measurable Skill Gains | 66.3 | 72.6 | 109.5% | 67.7 | 79.6 | 117.6% | 61.5 | 70.8 | 115.1% | 114.1% |
| | Overall Program Score | | 108.4% | Overall Program Score | | 111.7% | Overall Program Score | | 111.2% | |
| 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% | | | | | | | | | |

Program year 2024 - 1st Quarter Adult/DW/Youth Performance Summary (Quick Reference)
Rolling-4

| 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 | 106.1% | 105.1% | 106.2% | 105.8% | Employment Rate Q2 | 104.9% | 114.6% | 106.8% | 108.8% | | |
| Employment Rate Q4 | 106.5% | 105.1% | 109.4% | 107.0% | Employment Rate Q4 | 98.9% | 116.6% | 98.8% | 104.8% | | |
| Median Earnings | 113.0% | 118.9% | 96.7% | 109.5% | Median Earnings | 114.7% | 118.6% | 144.8% | 126.1% | | |
| Credential Rate | 114.5% | 112.5% | 87.4% | 104.8% | Credential Rate | 104.7% | 119.6% | 106.9% | 110.4% | | |
| Measurable Skill Gains | 94.7% | 129.6% | 104.0% | 109.4% | Measurable Skill Gains | 102.8% | 114.4% | 147.2% | 121.5% | | |
| | 107.0% | 114.2% | 100.7% | | | 105.2% | 116.8% | 120.9% | | | |
| 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 | 95.5% | 98.4% | 86.3% | 93.4% | Employment Rate Q2 | 106.6% | 118.2% | 102.0% | 108.9% | | |
| Employment Rate Q4 | 90.9% | 99.5% | 88.9% | 93.1% | Employment Rate Q4 | 105.7% | 109.5% | 105.0% | 106.7% | | |
| Median Earnings | 100.4% | 96.5% | 123.7% | 106.8% | Median Earnings | 122.7% | 139.8% | 111.0% | 124.5% | | |
| Credential Rate | 80.0% | 81.4% | 63.2% | 74.9% | Credential Rate | 135.0% | 114.4% | 107.0% | 118.8% | | |
| Measurable Skill Gains | 118.1% | 147.7% | 106.5% | 124.1% | Measurable Skill Gains | 119.3% | 133.5% | 131.9% | 128.3% | | |
| | 97.0% | 104.7% | 93.7% | | | 117.9% | 123.1% | 111.4% | | | |
| 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 | 96.2% | 101.3% | 104.4% | 100.7% | Employment Rate Q2 | 92.8% | 88.3% | 100.6% | 93.9% | | |
| Employment Rate Q4 | 96.0% | 98.8% | 106.1% | 100.3% | Employment Rate Q4 | 95.9% | 102.4% | 106.4% | 101.6% | | |
| Median Earnings | 110.1% | 133.6% | 110.6% | 118.1% | Median Earnings | 93.3% | 106.6% | 116.3% | 105.4% | | |
| Credential Rate | 96.6% | 123.2% | 108.6% | 109.5% | Credential Rate | 109.5% | 93.3% | 86.4% | 96.4% | | |
| Measurable Skill Gains | 124.0% | 113.7% | 131.7% | 123.1% | Measurable Skill Gains | 110.3% | 100.1% | 106.8% | 105.7% | | |
| | 104.6% | 114.1% | 112.3% | | | 100.4% | 98.2% | 103.3% | | | |
| 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 | 105.1% | 111.7% | 123.7% | 113.5% | Employment Rate Q2 | 104.9% | 109.5% | 104.3% | 106.2% | | |
| Employment Rate Q4 | 99.4% | 111.7% | 122.4% | 111.2% | Employment Rate Q4 | 97.5% | 98.3% | 98.7% | 98.2% | | |
| Median Earnings | 109.2% | 108.4% | 90.8% | 102.8% | Median Earnings | 107.0% | 106.4% | 141.0% | 118.1% | | |
| Credential Rate | 117.9% | 107.0% | 69.8% | 98.2% | Credential Rate | 112.9% | 125.0% | 114.0% | 117.3% | | |
| Measurable Skill Gains | 110.0% | 123.0% | 105.4% | 112.8% | Measurable Skill Gains | 105.4% | 113.2% | 126.8% | 115.1% | | |
| | 108.3% | 112.4% | 102.4% | | | 105.5% | 110.5% | 117.0% | | | |
| 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 | 104.1% | 118.0% | 100.5% | 107.5% | Employment Rate Q2 | 104.0% | 119.0% | 103.5% | 108.8% | | |
| Employment Rate Q4 | 98.1% | 102.8% | 100.0% | 100.3% | Employment Rate Q4 | 102.7% | 117.6% | 113.5% | 111.3% | | |
| Median Earnings | 109.7% | 97.2% | 106.7% | 104.5% | Median Earnings | 112.8% | 76.5% | 128.7% | 106.0% | | |
| Credential Rate | 98.1% | 121.6% | 118.7% | 112.8% | Credential Rate | 102.8% | 99.1% | 98.1% | 100.0% | | |
| Measurable Skill Gains | 92.8% | 89.5% | 107.6% | 96.6% | Measurable Skill Gains | 108.2% | 127.5% | 118.4% | 118.0% | | |
| | 100.5% | 105.8% | 106.7% | | | 106.1% | 108.0% | 112.4% | | | |
| 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 | 103.4% | 108.1% | 102.0% | 104.5% | Employment Rate Q2 | 96.7% | 85.5% | 129.2% | 103.8% | | |
| Employment Rate Q4 | 105.9% | 104.6% | 104.5% | 105.0% | Employment Rate Q4 | 95.7% | 99.3% | 101.7% | 98.9% | | |
| Median Earnings | 115.3% | 142.0% | 139.6% | 132.3% | Median Earnings | 100.6% | 82.0% | 102.5% | 95.0% | | |
| Credential Rate | 115.6% | 67.5% | 92.5% | 91.8% | Credential Rate | 110.1% | 0.0% | 123.4% | 77.8% | | |
| Measurable Skill Gains | 108.7% | 122.7% | 83.1% | 104.8% | Measurable Skill Gains | 117.9% | 113.0% | 86.7% | 105.9% | | |
| | 109.8% | 109.0% | 104.3% | | | 104.2% | 76.0% | 108.7% | | | |
| <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 | <table border="1"> <tr> <td align="center">Pass</td> </tr> <tr> <td align="center">Fail</td> </tr> </table> | | | | Pass | Fail | | | | | |
| Pass | | | | | | | | | | | |
| Fail | | | | | | | | | | | |

Data through: December 2024
 Last Revision Date: 2/3/2025

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

PY2024 - July 1, 2024 to July 30, 2025

| | Q1 2024 | Q1 2024 | Q1 2024 | Q2 2024 | Q2 2024 | Q2 2024 | Q3 2024 | Q3 2024 | Q3 2024 | Q4 2024 | Q4 2024 | Q4 2024 | |
|---|-------------|-------------|-------------|-------------|-------------|-------------|---------|---------|---------|---------|---------|---------|--------------|
| Jobseekers Services | Jul-24 | Aug-24 | Sep-24 | Oct-24 | Nov-24 | Dec-24 | Jan-25 | Feb-25 | Mar-25 | Apr-25 | May-25 | Jun-25 | Total |
| SYSTEM WIDE SERVICES | | | | | | | | | | | | | |
| Unduplicated Customer Count | 2978 | 6931 | 6962 | 4195 | 5004 | 2435 | | | | | | | 16144 |
| Individuals that Registered | 184 | 204 | 216 | 245 | 170 | 156 | | | | | | | 1175 |
| Anderson | 86 | 78 | 105 | 105 | 86 | 79 | | | | | | | 539 |
| Clemson | 25 | 27 | 28 | 29 | 16 | 17 | | | | | | | 142 |
| Easley | 40 | 52 | 41 | 57 | 42 | 24 | | | | | | | 256 |
| Seneca | 32 | 47 | 42 | 54 | 26 | 36 | | | | | | | 237 |
| Job Search Services | 1780 | 1577 | 1388 | 1492 | 4955 | 1637 | | | | | | | 12829 |
| Anderson | 917 | 727 | 663 | 697 | 1749 | 846 | | | | | | | 5599 |
| Clemson | 290 | 285 | 239 | 251 | 2328 | 218 | | | | | | | 3611 |
| Easley | 277 | 295 | 247 | 296 | 505 | 266 | | | | | | | 1886 |
| Seneca | 296 | 270 | 239 | 248 | 373 | 307 | | | | | | | 1733 |
| CENTER-WIDE SERVICES | | | | | | | | | | | | | |
| Center Traffic (Total Customer Count): | 1204 | 923 | 816 | 1122 | 814 | 834 | | | | | | | 5713 |
| Anderson | 444 | 265 | 296 | 352 | 265 | 297 | | | | | | | 1919 |
| Clemson | 404 | 325 | 280 | 397 | 317 | 293 | | | | | | | 2016 |
| Easley | 62 | 68 | 53 | 60 | 40 | 48 | | | | | | | 331 |
| Seneca | 294 | 265 | 187 | 313 | 192 | 196 | | | | | | | 1447 |
| Orientation Attendance | 30 | 45 | 17 | 44 | 23 | 19 | | | | | | | 178 |
| Workshops Offered | 10 | 12 | 12 | 12 | 12 | 10 | | | | | | | 68 |
| # Attended Employability | 0 | 4 | 0 | 0 | 2 | 0 | | | | | | | 6 |
| # Attended Financial Literacy | 0 | 0 | 0 | 0 | 1 | 0 | | | | | | | 1 |
| # Attended Computer Skills | 0 | 0 | 0 | 0 | 0 | 0 | | | | | | | 0 |
| Referrals to Partners: | 55 | 58 | 37 | 64 | 50 | 40 | | | | | | | 304 |
| # of Individuals Received Referral | 49 | 51 | 34 | 53 | 45 | 34 | | | | | | | 266 |

Data through: December 2024
 Last Revision Date: 2/3/2025

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

PY2024 - July 1, 2024 to July 30, 2025

| | Q1 20234 | Q1 2024 | Q1 20243 | Q2 2024 | Q2 2024 | Q2 2024 | Q3 2024 | Q3 2024 | Q3 2024 | Q4 2024 | Q4 2024 | Q4 2024 | |
|------------------------------------|-------------|-------------|-------------|-------------|-------------|------------|----------|----------|----------|----------|----------|----------|-------------|
| Employer Services | Jul-24 | Aug-24 | Sep-24 | Oct-24 | Nov-24 | Dec-24 | Jan-25 | Feb-25 | Mar-25 | Apr-25 | May-25 | Jun-25 | Total |
| Internal Job Orders Created | 196 | 166 | 109 | 156 | 134 | 104 | 0 | 0 | 0 | 0 | 0 | 0 | 865 |
| Anderson | 59 | 54 | 38 | 58 | 48 | 41 | | | | | | | 298 |
| Clemson | 26 | 24 | 9 | 13 | 7 | 30 | | | | | | | 109 |
| Easley | 6 | 8 | 3 | 6 | 5 | 3 | | | | | | | 31 |
| Seneca | 105 | 80 | 59 | 79 | 74 | 30 | | | | | | | 427 |
| Services Provided Employers | 1197 | 1505 | 1660 | 2192 | 1781 | 830 | | | | | | | 9165 |
| Anderson | 230 | 226 | 363 | 848 | 416 | 282 | | | | | | | 2365 |
| Clemson | 831 | 1101 | 1163 | 1195 | 1272 | 494 | | | | | | | 6056 |
| Easley | 24 | 75 | 61 | 48 | 6 | 17 | | | | | | | 231 |
| Seneca | 112 | 95 | 68 | 101 | 87 | 37 | | | | | | | 500 |
| | | | | | | | | | | | | | 0 |
| Hiring Events | 5 | 7 | 9 | 8 | 4 | 3 | | | | | | | 36 |
| Total Job Seekers | 324 | 332 | 387 | 269 | 167 | 92 | | | | | | | 1571 |
| Anderson | 300 | 156 | 223 | 182 | 163 | 92 | | | | | | | 1116 |
| Oconee | 16 | 7 | 2 | 17 | 4 | 0 | | | | | | | 46 |
| Pickens | 0 | 166 | 121 | 70 | 0 | 0 | | | | | | | 357 |
| Regional | 8 | 3 | 33 | 0 | 0 | 0 | | | | | | | 44 |
| | | | | | | | | | | | | | |
| Entered Employments | 16 | 0 | 10 | 12 | 0 | 0 | | | | | | | 38 |
| Anderson | 15 | 0 | 10 | 8 | 0 | 0 | | | | | | | 33 |
| Clemson | 1 | 0 | 0 | 4 | 0 | 0 | | | | | | | 5 |
| Easley | 0 | 0 | 0 | 0 | 0 | 0 | | | | | | | 0 |
| Seneca | 0 | 0 | 0 | 0 | 0 | 0 | | | | | | | 0 |
| | | | | | | | | | | | | | |
| Rapid Response Events | 0 | 0 | 0 | 0 | 0 | 0 | | | | | | | 0 |
| Total Affected | 0 | 0 | 0 | 0 | 0 | 0 | | | | | | | 0 |

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

PY2024 - July 1, 2024 to July 30, 2025

WIOA Individualized Career Services = July 1, 2024 - July 30, 2025

| Job Seeker at WIOA Enrollment | | | | | | |
|-------------------------------|-----|----|----|-------|-------|----|
| | A | O | P | Other | Total | |
| Veterans | CO | 2 | 2 | 1 | 1 | 6 |
| | New | 0 | 0 | 0 | 0 | 0 |
| Offenders | CO | 25 | 2 | 4 | 0 | 31 |
| | New | 1 | 0 | 0 | 0 | 1 |
| TAA Co-enrolled | CO | 0 | 0 | 0 | 0 | 0 |
| | New | 0 | 0 | 0 | 0 | 0 |
| Adult/DW Low Income | CO | 24 | 9 | 22 | 0 | 55 |
| | New | 1 | 1 | 1 | 0 | 3 |
| SNAP Recipient | CO | 12 | 5 | 9 | 0 | 26 |
| | New | 0 | 0 | 0 | 0 | 0 |
| Basic Skills Deficient | CO | 36 | 11 | 25 | 2 | 74 |
| | New | 1 | 1 | 1 | 0 | 3 |

| Caseload Breakdown | | | |
|--------------------|------------|-----------|------------|
| | Active | Follow-up | Total |
| Goldsmith | 13 | 23 | 36 |
| Hill | 43 | 31 | 74 |
| Sexton | 47 | 21 | 68 |
| Total | 103 | 75 | 178 |

| Active Enrollment | | | |
|-------------------|------------|----------|------------|
| | CO | December | Total |
| Goldsmith | 11 | 2 | 13 |
| Hill | 43 | 1 | 44 |
| Sexton | 47 | 2 | 49 |
| Total | 101 | 5 | 106 |

| Applications | | | |
|---------------------------------|--------------|------------------|------|
| | December | YTD Total | |
| YTD Total Determinations | 9 | 33 | |
| Enrollment | | | |
| | December | TD Planned (+/-) | |
| New MTD Enrolled | 5 | 9 | -4 |
| New YTD Enrolled | 48 | 45 | 3 |
| Total YTD Participants | 133 | | |
| Total YTD Exits | 24 | | |
| Priorities* | | | |
| | YTD Enrolled | % | Goal |
| 1. Veterans - PAR, LI, or BSD** | 98 | 80.3% | 70% |
| 2. PAR, LI, or BSD | | | |
| 3. Veteran | | | |
| 4. Non-Veterans | 24 | 19.7% | 30% |
| Sum | 122 | | |

*Applies to Adult Population Only

**PAR = Public Assistance Recipients, LI = Low Income, BSD = Basic Skills Deficient

| Career Interest | | |
|---|----------|-----|
| In-Demand Career Cluster | December | YTD |
| Admin, Support, Waste Mgmt., Remediation Svcs.. | 0 | 1 |
| Health Care and Social Assistance | 0 | 20 |
| Manufacturing | 1 | 7 |
| Professional Scientific Technical Services | 1 | 7 |
| Construction | 1 | 2 |
| CDL Exception | 2 | 10 |
| Other | 0 | 5 |

| One-on-One Services | | |
|---|----------|-----|
| Activity | December | YTD |
| 106 - Provided Internet Job Search Support | 3 | 41 |
| 107 - Provision of Labor Market Information | 3 | 43 |
| 115 - Resume Preparation Assistance | 2 | 6 |
| 132- Workshop | 4 | 33 |
| 142 - Soft Skills Instruction | 2 | 40 |
| 202 - Career Guidance/Planning | 34 | 255 |
| 214 - Adult Literacy or Basic Skills | 1 | 2 |

| WorkKeys or WIN (2008 to present) | | | |
|-----------------------------------|------------|----------|------------|
| | CO | New MTD | Total |
| Platinum | 26 | 0 | 26 |
| Gold | 76 | 0 | 76 |
| Silver | 349 | 0 | 349 |
| Bronze | 187 | 0 | 187 |
| No Certificate | 98 | 0 | 98 |
| Total | 736 | 0 | 736 |

PY2024 - July 1, 2024 to July 30, 2025

WIOA Training and Follow-Up Services = July 1, 2024 - July 30, 2025

| Recommended for Training Services | | |
|-----------------------------------|----------|-----|
| | December | YTD |
| GED | 0 | 0 |
| Occupational | 8 | 54 |
| On-the-Job Training | 0 | 4 |

| OJT Training Synopsis | | | | |
|-------------------------|---------------------|------------|--------------|-------------|
| Company Name | Location of Company | Successful | Unsuccessful | In-Progress |
| Central Textiles Inc. | Pickens | 1 | | |
| Advanced Prosethetics | Pickens | 1 | | |
| AnMed Health | Anderson | | 1 | |
| Norris Mechanical | Anderson | 1 | | |
| Total Current Contracts | | 1 | 0 | 2 |
| Total Carryover | | 1 | | |
| Total All OJT Contracts | | 4 | | |

*Carryover equals those contracts started in PY23 but finished in PY24

| Funding Source | | |
|--------------------|----------|-----------|
| | December | YTD Total |
| Adult | 4 | 4 |
| Dislocated Workers | 0 | 0 |

| Program Outcomes and Follow-Up Services | | |
|---|----------|-----------|
| | December | YTD Total |
| Entered Employment | 13 | 30 |
| Credential Attained (current year) | 5 | 27 |
| Measurable Skills Gained | 14 | 75 |
| Follow-Up Services Provided | 45 | 230 |
| Follow-Up Services Individuals | 45 | 140 |

*This number is hand counted from SCWOS based on follow-up summaries of each career coach.

| Occupational Training by Provider | | |
|--|-----------------------|---------------------|
| Training Provider | Currently In Training | PY24 Rec'd Training |
| ArcLabs Welding School | 0 | 0 |
| Capstone Career Development Center | 3 | 5 |
| CDL Training Service (Ace Driving Academy) | 2 | 2 |
| Coding Clarified LLC | 1 | 1 |
| Commercial Driving Academy | 0 | 0 |
| Norris Mechanical, LLC | 12 | 18 |
| Tri-County Technical College | 22 | 42 |
| Truck Driver Institute | 0 | 0 |
| Village Career Center, LLC. | 1 | 3 |
| Total | 41 | 71 |

| Total Occupational Training by Cluster | | |
|--|---------------|-----------------------|
| Occupation | Total Trained | PY24 Rec'd Credential |
| GED/Occupational Training (324) | 0 | 0 |
| Admin, Support, Waste Mgmt., Remediation Svcs. | 3 | 2 |
| CDL | 9 | 4 |
| Construction | 3 | 0 |
| Health Care and Social Assistance | 33 | 6 |
| Manufacturing | 18 | 10 |
| Professional, Scientific, Technical Services | 5 | 2 |

| Funding Source PY24 Rec'd (occupational and GED training) | | | |
|---|------------|----------------------|------------------|
| WIOA Funding | YTD Total | Partner Funding | Amt Leverage YTD |
| Adult | 121 | TCTC Scholarships \$ | 40,500 |
| Dislocated Workers | 12 | SC Lottery \$ | - |
| DWG | 1 | Pell Grant \$ | - |
| Trade (co-enrolled) | 0 | Other \$ | - |
| Total | 134 | | 40,500 |

Note: Some participants have rec'd more than one training or more than one funding source.

Business Service Lead Position Description
Voluntary, Elected Position (1 -year term, renewable)

Position Overview:

The Business Service Integration Team Lead plays a critical role in supporting the goals of the SC Works system by facilitating the integration of business services within the WorkLink region. This individual is responsible for leading a team focused on building strong partnerships with local businesses, industry groups, training providers, and community organizations to align workforce development initiatives with regional economic needs. The Team Lead will work closely with local and state agencies to create and implement strategies that promote job growth, upskilling opportunities, and sustainable employment across the state.

Key Responsibilities:

Team Leadership: Lead, coach, and mentor a team of business service representatives to deliver high-quality services to WorkLink's employers and job seekers. Convene and coordinate business service team meetings quarterly, recording meeting minutes and posting within one week.

Program Development & Integration: Develop and implement strategies to integrate business services across various business service programs. Ensure alignment of workforce development initiatives with the needs of local industries and employers.

Employer Engagement: As appropriate, act (or appoint appropriate business team members) as a liaison to local businesses, industry associations, and chambers of commerce, and facilitate employer outreach to assess workforce needs and connect them with relevant workforce system services, training programs, and resources.

Partnership Building: Collaborate with local and state agencies, educational institutions, training providers, and community organizations to design and promote programs that meet the needs of employers and job seekers.

Data Analysis & Reporting: Utilize labor market information and performance metrics to identify industry trends, workforce gaps, and program effectiveness. Provide regular updates to leadership and the SC Works Operations Committee (five times per year) on business service team activities and outcomes.

Compliance & Reporting: Ensure compliance with SC Works Certification Employer Standards guidelines. Prepare and submit required reports and implement the changes needed in the business team.

Outreach & Communication: Develop and implement communication strategies to increase awareness of workforce services and programs available to WorkLink employers. Represent business service programs or coordinate Integrated Business Service Team representation at community events, job fairs, and regional events as appropriate.

Self-Sufficiency Definition

WorkLink's self-sufficiency guidelines are 150% of Lower Living Standard Income Level for **Adults** and 85% of dislocated wage for **Dislocated Workers**. **Youth** must meet low-income definition.

The **Lower Living Standard Income Level (LLSIL)** is used to determine eligibility for certain programs under the Workforce Innovation and Opportunity Act (WIOA). It reflects the cost of living increases for different regions and major metro areas by calculating the percentage change in the Consumer Price Index for All Urban Consumers (CPI-U).

For South Carolina, the LLSIL varies depending on the family size and the specific area within the state. These guidelines help in assessing income eligibility for WIOA programs, ensuring that assistance is provided to those who need it most. (Note: Anderson and Pickens counties are metro and Oconee county is a non-metro area).

The **Self-Sufficiency Standard** for Anderson County, SC, varies based on family composition. Here are some examples:

- **Single Adult:** Approximately \$20.00 per hour.
- **Single Adult with One Child:** Approximately \$33.47 per hour.
- **Two Adults (Both Working) with Two Children:** Approximately \$23.51 per hour per adult.

The **Self-Sufficiency Standard** for Oconee County, SC, varies based on family composition. Here are some examples:

- **Single Adult:** Approximately \$18.44 per hour.
- **Single Adult with One Child:** Approximately \$31.83 per hour.
- **Two Adults (Both Working) with Two Children:** Approximately \$21.91 per hour per adult.

The **Self-Sufficiency Standard** for Pickens County, SC, varies based on family composition. Here are some examples:

- **Single Adult:** Approximately \$20.00 per hour.
- **Single Adult with One Child:** Approximately \$33.47 per hour.
- **Two Adults (Both Working) with Two Children:** Approximately \$23.51 per hour per adult.

All cost estimates listed above account for essential expenses such as housing, childcare, food, health care, transportation, and taxes.

Sources:

[Living Wage Calculator - Living Wage Calculation for Anderson County, South Carolina](#)

[Living Wage Calculator - Living Wage Calculation for Oconee County, South Carolina](#)

[Living Wage Calculator - Living Wage Calculation for Pickens County, South Carolina](#)

[The Self-Sufficiency Standard for South Carolina 2024](#)

From the PY24 WIOA Operator Services Agreement Statement of Work:

7.3.8 OJT Contract Standards

WorkLink has set forth minimum criteria for delivering On-the-Job Training:

- The Grantee shall strive for higher paying, self-sufficient jobs in the WorkLink area, and should write OJT contracts for positions where the participant will earn at least **\$12.47/hour** by the end of the contract period. The target hourly wage may change at the Board's discretion.
- The Grantee shall not place individuals in OJT contracts for which the participant has all the skills necessary to perform the duties of the job.
- If applicable, OJT placements must be directly related to WIOA-funded classroom training.
- Length of training should be kept to no more than 480 hours. WorkLink has issued guidance based on the complexity of the job to be learned (jobs must fall in the Specific Vocational Preparation (SVP) levels of 4.0-6.0). All OJTs must be full-time status.

Poll of the regions in the State:

| <u>Summary</u> | |
|-------------------|----------------|
| \$12.47 | WorkLink |
| N/A | Lowcountry |
| \$15.00 | Lower Savannah |
| \$15.00 | Trident |
| \$12.50 | Catawba |
| No response | Greenville |
| No response | Upstate |
| N/A | Upper Savannah |
| \$17.92 | Pee Dee |
| based on employer | Waccamaw |
| \$12.00 | Santee Lynches |
| N/A | Midlands |

WorkLink see the OjTraining spreadsheet wages over the past three years

Suggestion: an increase to \$14.00.

| Provider | Program O*NET | Worksite Hourly Wage |
|--------------------------------|--|-----------------------------|
| Advanced Prosthetics of Easley | 43601300-Medical Secretaries and Administrative Assistants | \$17.00 |
| AnMed Main Campus | 31909700-Phlebotomists | \$16.06 |
| BASF Corporation | 51919900-Production Workers, All Other | \$18.50 |
| Central Textiles Inc. | 51606300-Textile Knitting and Weaving Machine Setters, Operators, and Tenders | \$14.00 |
| Daedalus Industrial | 51202200-Electrical and Electronic Equipment Assemblers | \$16.00 |
| Daedalus Industrial | 43507100-Shipping, Receiving, and Inventory Clerks | \$20.00 |
| Imperial Die Casting Company | 51407200-Molding, Coremaking, and Casting Machine Setters, Operators, and Tenders, Metal and Plastic | \$15.50 |
| Imperial Die Casting Company | 51403300-Grinding, Lapping, Polishing, and Buffing Machine Tool Setters, Operators, and Tenders, Metal and Plastic | \$13.50 |
| Norris Mechanical LLC | 25119400-Career/Technical Education Teachers, Postsecondary | \$18.00 |
| Schneider Electric USA, Inc. | 51202200-Electrical and Electronic Equipment Assemblers | \$20.00 |

**WIOA FAMILY INCOME GUIDELINES
FOR SOUTH CAROLINA
(Federal Register April 16, 2024)**

| <u>Size of Family Unit</u> | <u>Non-Metro</u> | <u>Metropolitan*</u> |
|----------------------------|------------------|----------------------|
| 1 | 15,060 | 15,060 |
| 2 | 20,440 | 20,440 |
| 3 | 25,820 | 26,622 |
| 4 | 31,684 | 32,867 |
| 5 | 37,390 | 38,791 |
| 6 | 43,727 | 45,368 |
| 7 | 50,064 | 51,945 |
| 8 | 56,401 | 58,522 |

For families larger than eight, add for each additional person in the family:

\$6,337 for non-metropolitan \$6,577 for metropolitan

NOTES:

*The metropolitan areas of South Carolina include the following counties: Aiken, Anderson, Berkeley, Calhoun, Charleston, Darlington, Dorchester, Edgefield, Fairfield, Florence, Greenville, Horry, Kershaw, Lexington, Laurens, Pickens, Richland, Saluda, Spartanburg, Sumter, and York.

The 70 percent Lower Living Standard Income Level (LLSIL) and the Poverty Guidelines are used under WIOA for eligibility purposes. WIOA defines the term “low income individual” as one who qualifies under various criteria, including an individual who received income for a six-month period that when annualized, does not exceed the higher of the poverty level or 70 percent of the LLSIL.

These guidelines incorporate the latest 70 percent LLSIL from the US Department of Labor and poverty levels from the US Department of Health and Human Services. The figure for a particular family size is the maximum household income the individual is permitted in order to qualify as low income under WIOA. This issuance supersedes all previously issued Family Income Guidelines.

The Family Income Guidelines are updated periodically when national guidelines change. It is important that the previous copies of the guidelines are kept and are not discarded. The older versions, for example, would be used to review income levels in effect at the time an individual originally applied for WIOA.

Use to determine an individual’s Low-Income Status for WIOA services.

Revised – April 2024

**100% LOWER LIVING STANDARD INCOME LEVELS
FOR SOUTH CAROLINA
(Federal Register April 16, 2024)**

| <u>Size of Family Unit</u> | <u>Non-Metro</u> | <u>Metropolitan*</u> |
|----------------------------|------------------|----------------------|
| 1 | 16,308 | 16,911 |
| 2 | 26,715 | 27,709 |
| 3 | 36,667 | 38,031 |
| 4 | 45,263 | 46,953 |
| 5 | 53,415 | 55,415 |
| 6 | 62,467 | 64,811 |
| 7 | 71,519 | 74,207 |
| 8 | 80,571 | 83,603 |

For families larger than eight, add for each additional person in the family:
\$9,052 for non-metropolitan **\$9,396 for metropolitan**

NOTES

*The metropolitan areas of South Carolina include the following counties: Aiken, Anderson, Berkeley, Calhoun, Charleston, Darlington, Dorchester, Edgefield, Fairfield, Florence, Greenville, Horry, Kershaw, Lexington, Laurens, Pickens, Richland, Saluda, Spartanburg, Sumter, and York.

In WIOA, training services may be made available to employed and unemployed adults and dislocated workers who are determined:

- Unlikely or unable to obtain or retain employment that leads to economic self-sufficiency or wages comparable to or higher than wages from previous employment through career services; and
- In need of training services to obtain or retain employment leading to economic self-sufficiency or wages comparable to or higher than wages from previous employment.

WIOA allows the State, as well as Local Workforce Development Boards (LWDBs), to adopt, calculate, or commission for approval an economic self-sufficiency standard that specifies the income needs of families, by family size, the number and ages of children in the family, and sub-state geographical considerations. Until such economic self-sufficiency standard(s) are determined, Local Workforce Development Areas (LWDAs) may continue to use "self-sufficiency" criteria adopted under WIA. At a minimum, such criteria provides that self-sufficiency means employment that pays at least 100 percent of the LLSIL based on family size and income. Self-sufficiency for dislocated workers may be defined in relation to a percentage of the layoff wage. These guidelines, along with LWDB criteria, should be used in determining the need for training services.

The DOL 100 percent LLSIL is updated periodically when national guidelines change. It is important that the previous copies of the guidelines are kept and are not discarded. The older versions, for example, would be used to review income levels in effect at the time an individual originally applied for WIOA training services.

May be used to determine an individual's self-sufficiency for receipt of training services in WIOA.

Revised – April 2024

WorkLink Board Budget
updated 12.31.2024

As of
12/31/2024

| Revenue | Program | | | | Program | | IET ends | PAD ends | 24RRIWT03 | TOTAL BUDGET | YTD | |
|---------------------------------|----------------|---------------|----------------|---------------|----------------|---------------|----------------|---------------|---------------|------------------|----------------|--------------|
| | Adult | Admin Adult | Program DW | Admin DW | Youth | Admin Youth | 9/30/2024 | 7/31/2025 | 7/31/2025 | | EXPENDED | % Expended |
| PY'24 Allocation | 398,302 | 44,256 | 343,520 | 38,169 | 483,248 | 53,694 | | 75,000 | 46,620 | 1,482,809 | | 0.0% |
| PY'24 Transfer of funds | 175,000 | | (175,000) | | | | | | | - | | |
| PY'23 Carryover (23A, 23D, 23Y) | 201,133 | - | 95,245 | 7,560 | 138,908 | 2,479 | 137,455 | | | 582,780 | | 0.0% |
| | 774,435 | 44,256 | 263,765 | 45,729 | 622,156 | 56,173 | 137,455 | 75,000 | 46,620 | 2,065,589 | 913,606 | 44.2% |

| Service Providers | Program | | | | Program | | IET | PAD | TOTAL BUDGET | YTD | | |
|--|----------------|---------------|----------------|---------------|----------------|---------------|----------------|---------------|---------------|------------------|----------------|--------------|
| | Adult | Admin Adult | Program DW | Admin DW | Youth | Admin Youth | | | | EXPENDED | % Expended | |
| Eckerd - Adult/DW Services Program | 402,326 | | 58,646 | | | | | | 460,972 | 214,385 | 46.5% | |
| Eckerd - Adult/DW Operator/OJT | 138,415 | | 20,613 | | | | | | 159,028 | 92,509 | 58.2% | |
| Eckerd - Youth | | | | | 430,000 | | | | 430,000 | 209,171 | 48.6% | |
| 23IET295E2 - Eckerd Prog | | | | | | | 98,899 | | 98,899 | 93,954 | 95.0% | |
| IWT - IET | | | | | | | 21,118 | | 21,118 | 10,520 | 49.8% | |
| 24P895E1 - Eckerd/PYC Staff Training | | | | | | | | 24,349 | 24,349 | 18,355 | 75.4% | |
| 24RRIWT03-01 | | | | | | | | | 44,400 | - | 0.0% | |
| Undesignated Funds | 73,170 | 762 | 41,677 | 1,171 | 78,510 | 1,491 | (0) | - | 196,781 | - | 0.0% | |
| Total Pass-Through Contracts | 613,911 | 762 | 120,936 | 1,171 | 508,510 | 1,491 | 120,017 | 24,349 | 44,400 | 1,435,547 | 638,893 | 44.5% |
| Total Revenue after Obligations | 160,525 | 43,494 | 142,829 | 44,558 | 113,645 | 54,683 | 17,438 | 50,651 | 2,220 | 630,042 | | |

| In-House Expenses | Program | | | | Program | | IET ends | PAD ends | 24RRIWT03 | TOTAL BUDGET | YTD | |
|--|----------------|---------------|----------------|---------------|----------------|---------------|---------------|---------------|--------------|----------------|----------------|--------------|
| | Adult | Admin Adult | Program DW | Admin DW | Youth | Admin Youth | 9/30/2024 | 7/31/2025 | 7/31/2025 | | EXPENDED | % Expended |
| Salaries, Fringe, Indirect | 119,511 | 36,772 | 119,511 | 38,022 | 101,124 | 47,216 | 17,438 | - | 2,220 | 481,813 | 217,531 | 45.1% |
| Travel | 140 | 34 | 130 | 31 | 135 | 31 | - | - | | 500 | - | 0.0% |
| SCW Centers Facility Costs | 34,880 | 2,481 | 14,766 | 2,481 | 6,512 | 3,411 | - | - | | 64,530 | 25,665 | 39.8% |
| Accounting Services | - | 3,400 | - | 3,300 | - | 3,300 | - | - | | 10,000 | 5,000 | 50.0% |
| Consulting (Grants & Strategic Planning) | - | - | - | - | - | - | - | 35,000 | | 35,000 | 8,050 | 23.0% |
| Supplies | 420 | 102 | 390 | 92 | 405 | 92 | - | - | | 1,500 | 272 | 18.1% |
| Insurance | 2,667 | - | 5,333 | - | 2,667 | - | - | - | | 10,667 | 5,334 | 50.0% |
| Postage | 78 | 19 | 73 | 17 | 75 | 17 | - | - | | 279 | 151 | 54.0% |
| Printing | 210 | 51 | 195 | 46 | 203 | 46 | - | - | | 750 | 198 | 26.4% |
| Website Hosting & FB, CC & Adobe | 1,700 | 413 | 1,578 | 370 | 1,639 | 371 | - | - | | 6,071 | 4,528 | 74.6% |
| Memberships, Dues, & Prof Fees | 162 | 39 | 151 | 35 | 157 | 35 | - | - | | 580 | 580 | 100.0% |
| Training | - | - | - | - | - | - | - | 15,651 | | 15,651 | 6,678 | 42.7% |
| Outreach | - | - | - | - | - | - | - | - | | - | - | 0.0% |
| Meeting Expense | 756 | 183 | 702 | 165 | 729 | 165 | - | - | | 2,700 | 726 | 26.9% |
| | 160,525 | 43,494 | 142,829 | 44,558 | 113,645 | 54,683 | 17,438 | 50,651 | 2,220 | 630,042 | 274,713 | 43.6% |

| | | | | | | | | | | | | |
|----------------|---|---|---|---|---|---|---|---|---|---|---|-------|
| Balance | - | - | - | - | - | - | - | - | - | - | - | 50.0% |
|----------------|---|---|---|---|---|---|---|---|---|---|---|-------|

WorkLink Financial KPIs

Obligations, Fund Utilization Rate (FUR), Participant Cost Rate, Youth Work-Based Learning, & Youth Funding Priorities

Reporting Month: December 2024

| Metric | Description | Required % | WIOA Adult | WIOA DW | WIOA Youth | IET Grant 9/30/2024 | PAD Grant 7/31/2025 | 24RRIWT01 7/31/2025 |
|--|---|------------|------------|---------|------------|------------------------|------------------------|------------------------|
| WIOA Regulations | | | | | | | | |
| Obligation Rate | At least 80% of Program Funds Obligated by June 30 each year (or the deadline established by the special grant) | 80% | 100.00% | 68.48% | 87.44% | 95.00% | 64.60% | 90.79% |
| Youth Work-Based Learning Rate (23Y) | At least 20% of expenditures must be for Work-Based Learning Opportunities | 20% | | | 27.51% | | | |
| Youth Work-Based Learning Rate (24Y) | At least 20% of expenditures must be for Work-Based Learning Opportunities | 20% | | | 20.01% | | | |
| Priority Service to Disconnected Youth (23Y) | At least 75% of expenditures must be for youth who are not attending any school | 75% | | | 100.00% | | | |
| Priority Service to Disconnected Youth (24Y) | At least 75% of expenditures must be for youth who are not attending any school | 75% | | | 100.00% | | | |
| State Workforce Development Board | | | | | | | | |
| Fund Utilization Rate | At least 70% of Program and Admin Funds must be expended by June 30 (or deadline established by special grant) | 70% | 56.98% | 31.74% | 42.81% | 95.00% | 44.11% | 0.79% |
| | With MOU Reimbursements | 70% | 52.12% | 30.40% | | | | |
| Participant Cost Rate | At least 30% of adult and dislocated worker funds expended must be spent for direct participant costs and staff working directly with participants. | 30% | 39.65% | | | | | |

Report Date: PY2024 YTD 12/31/2024; updated 1/17/2025

 Below the required % for the reporting period

The IET grant has a 10/1/2023 through 9/30/2024 reporting period.

The PAD grant has a 8/1/2024 through 7/31/2025 reporting period.

The 24RRIWT01 (EuGen Wexler) grant has a 10/1/2024 through 7/31/2025 reporting period.

| Fund | YE Goal | Target Range |
|-------------|---------|--------------|
| Utilization | 70% | 35.0% |
| Rate | 100% | 50.0% |

24RRIWT01

| Grant # | Company | Originally Awarded | Modifications | Current Award | Expended | Balance | Start Date | End Date | Status | Notes |
|--------------|---------------------|--------------------|---------------|---------------|----------|---------|------------|-----------|----------|--------------------------|
| 24RRIWT03-01 | Eu We Eugene Wexler | 44400 | | 44400 | | | 10/1/2024 | 6/30/2025 | Executed | Training to start Jan 20 |

24IWT01

| Grant # | Company | Originally Awarded | Modifications | Current Award | Expended | Balance | Deobligated | Start Date | End Date | Status | Status |
|---------------|---------|--------------------|---------------|---------------|----------|---------|-------------|------------|----------|--------|--------|
| | | | | | | | | | | | |
| Total: | | \$44,400.00 | | \$44,400.00 | \$ - | \$0.00 | \$0.00 | | | | |

Total Grant Award \$44,400.00
 Undesignated \$0.00

Contract Status

Executed
 Pending from Employer

Payment

Yellow= final
 Green=pending documentation

SC Work WorkLink: PY2023 Eckerd Grant Award Financial Status

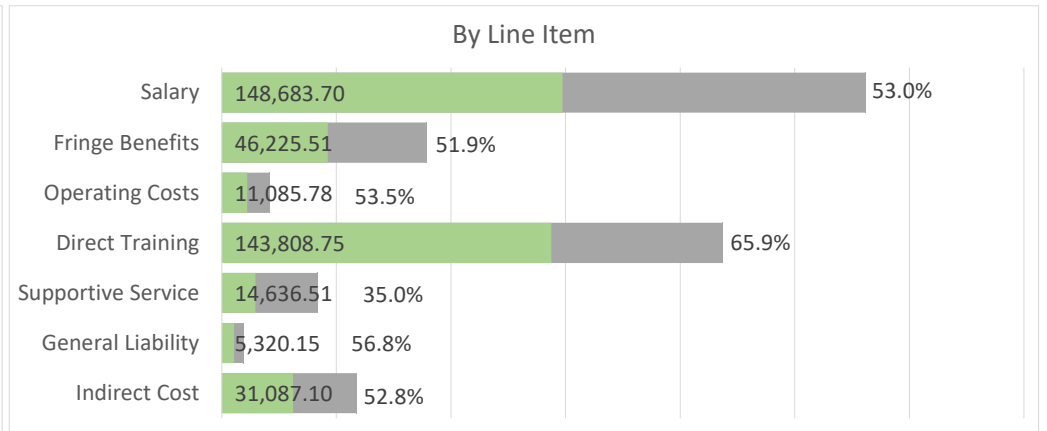
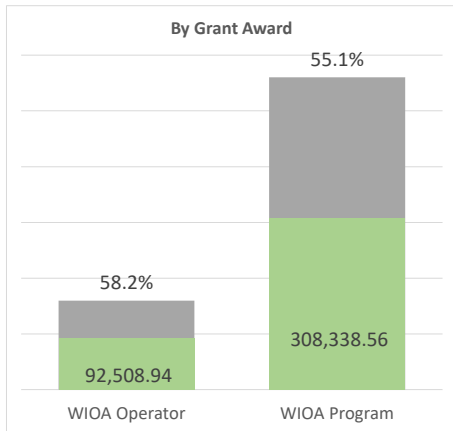
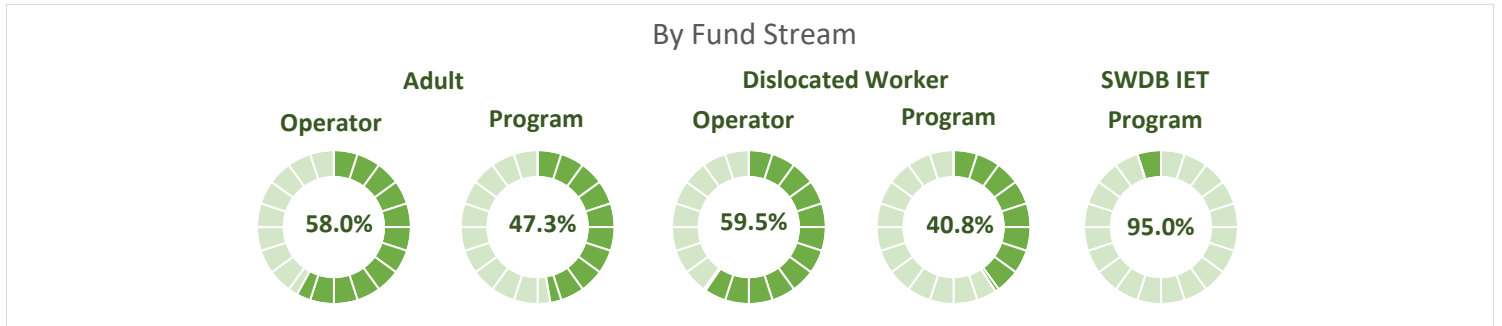
PY2024 One Stop Operator & Adult/Dislocated Worker WIOA Program Services

Reporting Period: **2024 December**

| | | | | |
|--------------|-------|-------------------|-----------------|------------------|
| Program Year | 2024 | % Expended | 95% Goal | 100% Goal |
| Type | (All) | 58.6% | 55.3% | 59.8% |
| Fund Stream | (All) | | | |

| Category | Grant Amount | Expenditure | % Expended |
|--------------------|--------------|-------------|------------|
| Salary | 280,683 | 148,683.70 | 53.0% |
| Fringe Benefits | 89,128 | 46,225.51 | 51.9% |
| Operating Costs | 20,740 | 11,085.78 | 53.5% |
| Direct Training | 218,278 | 143,808.75 | 65.9% |
| Supportive Service | 41,827 | 14,636.51 | 35.0% |
| General Liability | 9,372 | 5,320.15 | 56.8% |
| Indirect Cost | 58,872 | 31,087.10 | 52.8% |

| Grant Amount | Expenditures | Remaining |
|--------------|--------------|------------|
| \$ 718,900 | \$ 400,847 | \$ 318,053 |



| Fund Stream | Award Amount | Grant Period |
|------------------------------|----------------|---------------------------------------|
| Adult - Program | 402,326 | July 1, 2024 to June 30, 2025 |
| Dislocated Worker - Program | 58,646 | July 1, 2024 to June 30, 2025 |
| Adult - Operator | 138,416 | July 1, 2024 to June 30, 2025 |
| Dislocated Worker - Operator | 20,613 | July 1, 2024 to June 30, 2025 |
| IET - Adult | 98,899 | October 1, 2023 to September 30, 2024 |
| Total | 718,900 | |




ECKERD YOUTH ALTERNATIVES, INC.

100 N. Starcrest Drive, Clearwater, FL 33765

INVOICE

Operator Program

| | | | | | | |
|---|--------------------------|------------------------------|----------------------------|--------------------------|--------------------------|---------------|
| Worklink Development Board | Contract Number: | 24E995A2 | | | | |
| 1376 Tiger Blvd. | Invoice Number: | 1092-06 | | | | |
| Clemson, SC 29631 | Invoice Month: | December 2024 | | | | |
| Attn: Jennifer Kelly | Period Covered: | July 1, 2024 - June 30, 2025 | | | | |
| email: jkelly@worklinkweb.com | Total Amount Due: | \$ 10,674 | | | | |
| Eckerd Goal: | | | DECEMBER | | | |
| | | | 50.0% | | | 100.0% |
| Line Item | Budget | 1092-6 | Cumulative Cost YTD | Remaining Balance | Percent Spent YTD | |
| Staff Salary Total | \$ 75,170.95 | \$ 4,831.44 | 44,325.04 | \$ 30,845.91 | 59.0% | |
| Fringe Benefit Total | 51xx \$ 21,069.15 | \$ 1,334.95 | 12,216.00 | \$ 8,853.15 | 58.0% | |
| TOTAL STAFF COSTS | \$ 96,240.10 | \$ 6,166.39 | 56,541.04 | \$ 39,699.06 | 58.7% | |
| Operating Costs: | | | | | | |
| 1.1 Facility, Utilities | 6185 | \$ - | \$ - | \$ - | \$ - | 0.0% |
| 1.2 Staff Expendable Supplies & Materials | 6000 | \$ 1,500.00 | \$ - | 490.27 | \$ 1,009.73 | 32.7% |
| 1.3 Program Outreach Expenses (Brochures, Flyers, etc.) | 6735 | \$ 1,200.00 | \$ 275.48 | 1,109.60 | \$ 90.40 | 92.5% |
| 1.4 Copy & Print Expenses | 6730 | \$ 1,200.00 | \$ - | 218.26 | \$ 981.74 | 18.2% |
| 1.5 Communications (Phone, Fax, Internet, etc.) | 6270 | \$ 408.00 | \$ 32.05 | 148.56 | \$ 259.44 | 36.4% |
| 1.6 Staff Travel | 6105, 6120, 6125 | \$ 1,341.21 | \$ - | 658.06 | \$ 683.15 | 49.1% |
| 1.7 Staff Training/Technical Services Costs | 5110 | \$ - | \$ - | - | \$ - | 0.0% |
| 1.8 Non-Expendable Equipment Purchases | 6095 | \$ 892.50 | \$ - | 822.88 | \$ 69.62 | 92.2% |
| 1.9 Postage (Stamps, FedEx, etc) | 6005 | \$ 250.00 | \$ - | - | \$ 250.00 | 0.0% |
| 1.10 Staff Background Checks | 5100 | \$ 28.05 | \$ - | 18.00 | \$ 10.05 | 64.2% |
| TOTAL OPERATING COSTS | \$ 6,819.76 | \$ 307.53 | 3,465.63 | \$ 3,354.13 | 50.8% | |
| Training Costs: | | | | | | |
| 2.3 WI Customer Credential Exam Fees (CAN, GED, TABE, Workkeys) | 6525 | \$ - | \$ - | - | \$ - | 0.0% |
| 2.6 Individual Training Account/Voucher Cost | 6530 | \$ - | \$ - | - | \$ - | 0.0% |
| Client On the Job Training | 6515 | \$ 16,423.83 | \$ 2,748.90 | 9,160.71 | \$ 7,263.12 | 55.8% |
| TOTAL TRAINING COSTS | \$ 16,423.83 | \$ 2,748.90 | \$ 9,160.71 | \$ 7,263.12 | 55.8% | |
| Supportive Services Costs : | | | | | | |
| 3.11 WI Customer Transportation Costs | 6485 | \$ - | \$ - | - | \$ - | 0.0% |
| 3.12 WI Customer Childcare Costs | 6660 | \$ - | \$ - | - | \$ - | 0.0% |
| 3.13 WI Customer Emergency Assistance | 6596 | \$ - | \$ - | - | \$ - | 0.0% |
| 3.14 Training Support Materials | 6545 | \$ - | \$ - | - | \$ - | 0.0% |
| TOTAL SUPPORTIVE SERVICES COSTS | \$ - | \$ - | - | \$ - | 0.0% | |
| Training/Professional Fees/Profit: | | | | | | |
| 4.2 General Liability Insurance | 6305 | \$ 1,827.07 | \$ 132.22 | 1,152.72 | \$ 674.35 | 63.1% |
| TOTAL FEES / PROFIT COSTS | \$ 1,827.07 | \$ 132.22 | 1,152.72 | \$ 674.35 | 63.1% | |
| 4.1 INDIRECT COST: | 14.10% | \$ 17,104.82 | \$ 1,319.06 | 9,915.13 | \$ 7,189.68 | 58.0% |
| Contract Total | | \$ 138,415.57 | \$ 10,674.10 | 80,235.23 | \$ 58,180.34 | 58.0% |

| | | | | | | |
|---|--|-----------------------------|-----------------|----------------------------|--------------------------|--------------------------|
|  | ECKERD YOUTH ALTERNATIVES, INC. | | | | | |
| | 100 N. Starcrest Drive, Clearwater, FL 33765 | | | | | |
| | INVOICE Operator DW | | | | | |
| Worklink Development Board | Contract Number: | 24E995A2 | | | | |
| 1376 Tiger Blvd. | Invoice Number: | 1223-06 | | | | |
| Clemson, SC 29631 | Invoice Month: | December 2024 | | | | |
| Attn: Jennifer Kelly | Period Covered: | July 1, 2024 - June 30,2025 | | | | |
| email: jkelly@worklinkweb.com | Total Amount Due: | \$ 1,333 | | | | |
| Eckerd Goal: | | | DECEMBER | | | 100.0% |
| Line Item | | Budget | 1223-06 | Cumulative Cost YTD | Remaining Balance | Percent Spent YTD |
| Staff Salary Total | | 13,065.58 | 852.62 | 7,819.75 | 5,245.83 | 59.9% |
| Fringe Benefit Total | 51xx | 3,687.52 | 235.60 | 2,140.24 | 1,547.28 | 58.0% |
| TOTAL STAFF COSTS | | 16,753.09 | 1,088.22 | 9,959.99 | 6,793.10 | 59.5% |
| Operating Costs: | | | | | | |
| 1.1 Facility, Utilities | 6185 | - | - | - | - | 0.0% |
| 1.2 Staff Expendable Supplies & Materials | 6000 | 130.00 | - | 42.63 | 87.37 | 32.8% |
| 1.3 Program Outreach Expenses (Brochures, etc) | 6735 | 225.00 | 52.47 | 211.36 | 13.64 | 93.9% |
| 1.4 Copy & Print Expenses | 6730 | 180.00 | - | 38.52 | 141.48 | 21.4% |
| 1.5 Communications (Phone, Fax, Internet, etc) | 6270 | 72.00 | 5.66 | 26.24 | 45.76 | 36.4% |
| 1.6 Staff Travel | 6105, 6120, 6125 | 230.50 | - | 147.28 | 83.22 | 63.9% |
| 1.7 Staff Training/Technical Services Costs | 5110 | - | - | - | - | 0.0% |
| 1.8 Non-Expendable Equipment Purchases | 6095 | 157.50 | - | 145.21 | 12.29 | 92.2% |
| 1.9 Postage (Stamps, FedEx, etc) | 6005 | 41.00 | - | - | 41.00 | 0.0% |
| 1.10 Staff Background Checks | 5100 | 4.95 | - | - | 4.95 | 0.0% |
| TOTAL OPERATING COSTS | | 1,040.95 | 58.13 | 611.24 | 429.71 | 58.7% |
| Training Costs: | | | | | | |
| Client On the Job Training | 6515 | - | - | - | - | 0.0% |
| 2.3 WI Customer Credential Exam Fees (CAN) | 6525 | - | - | - | - | 0.0% |
| 2.6 Individual Training Account/Voucher Cost | 6530 | - | - | - | - | 0.0% |
| Client Allowances | 6590 | - | - | - | - | 0.0% |
| TOTAL TRAINING COSTS | | - | - | - | - | - |
| Supportive Services Costs : | | | | | | |
| 3.11 WI Customer Transportation Costs | 6485 | - | - | - | - | 0.0% |
| 3.12 WI Customer Childcare Costs | 6660 | - | - | - | - | 0.0% |
| 3.13 WI Customer Emergency Assistance | 6596 | - | - | - | - | 0.0% |
| 3.14 Training Support Materials | 6545 | - | - | - | - | 0.0% |
| TOTAL SUPPORTIVE SERVICES COSTS | | - | - | - | - | 0.0% |
| Training/Professional Fees/Profit: | | | | | | |
| 4.2 General Liability Insurance | 6305 | 272.10 | 22.31 | 185.74 | 86.36 | 68.3% |
| TOTAL FEES / PROFIT COSTS | | 272.10 | 22.31 | 185.74 | 86.36 | 68.3% |
| 4.1 INDIRECT COST: | 14.10% | 2,547.33 | 164.78 | 1,516.73 | 1,030.59 | 59.5% |
| CONTRACT TOTAL: | | 20,613.46 | 1,333.44 | 12,273.70 | 8,339.76 | 59.5% |



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: 24E295A2
 Invoice Number: 1055-06
 Invoice Month: December 2024
 Period Covered: July 1, 2024 - June 30, 2025
 Total Amount Due: **\$ 31,181**

Eckerd Goal:

DECEMBER
50.0%

100.0%

| Line Item | Budget MOD 2 | 1055-6 | Cumulative Cost YTD | Remaining Balance | Percent Spent YTD | |
|--|-------------------|------------------|---------------------|----------------------|---------------------|--------------|
| Staff Salary Total | \$ 163,763 | \$ 13,680 | 82,211.98 | \$ 81,550.85 | 50.2% | |
| Fringe Benefit Total 51xx | \$ 54,744 | \$ 4,514 | 27,136.94 | \$ 27,606.78 | 49.6% | |
| TOTAL STAFF COSTS | \$ 218,507 | 18,194.83 | 109,348.92 | \$ 109,157.63 | 50.0% | |
| Operating Costs: | | | | | | |
| Facility Rent, Utilities, Maintenance, etc. | 6185 | \$ - | \$ - | \$ - | 0.0% | |
| Staff Expendable Supplies & Materials | 6000 | \$ 1,873 | \$ 67 | 82.12 | \$ 1,790.88 | 4.4% |
| Software Licenses | 6095 | \$ 3,096 | \$ - | 3,059.91 | \$ 36.09 | 98.8% |
| Staff Computers | 6085 | \$ 1,400 | \$ - | 1,341.08 | \$ 58.92 | 95.8% |
| Program Outreach Expenses (Brochures, Flyers, etc.) | 6735 | \$ - | \$ - | - | \$ - | 0.0% |
| Copy & Print Expenses | 6730 | \$ 1,101 | \$ 626 | 626.04 | \$ 474.96 | 56.9% |
| Communications (Phone, Fax, Internet, etc.) | 6270 | \$ 816 | \$ 66 | 305.95 | \$ 510.05 | 37.5% |
| Staff Travel | | | | | | |
| Local Mileage cost | 6105 | \$ 1,000 | \$ - | 396.91 | \$ 603.09 | 39.7% |
| Non-Local Per Diem/Lodging Cost | 6115/6120/6125 | \$ - | \$ - | 148.14 | \$ (148.14) | 0.0% |
| Client Verifications | 6516 | \$ 600 | \$ - | - | \$ 600.00 | 0.0% |
| Staff Training | 5110 | \$ - | \$ - | - | \$ - | 0.0% |
| Staff Background Checks | 5100 | \$ 107 | \$ - | 45.00 | \$ 62.10 | 42.0% |
| Postage (Stamps, FedEx, etc.) | 6005 | \$ 1,200 | \$ 134 | 438.69 | \$ 761.31 | 36.6% |
| TOTAL OPERATING COSTS | \$ 11,193 | 892.49 | 6,443.84 | \$ 4,749.26 | 57.6% | |
| Training Costs: | | | | | | |
| WI Customer Credential Exam Fees (C.N.A., GED, TABE) | 6525 | \$ 7,250 | \$ 2,684 | 2,683.59 | \$ 4,566.41 | 37.0% |
| WI Customer Individualized Training Costs | | | | | | |
| Individual Training Account/Voucher Cost | 6530 | \$ 87,500 | \$ 4,895 | 38,010.45 | \$ 49,489.55 | 43.4% |
| Client Testing Fees | 6535 | \$ - | \$ - | - | \$ - | 0.0% |
| TOTAL TRAINING COSTS | \$ 94,750 | \$ 7,579 | \$ 40,694 | \$ 54,056 | 42.9% | |
| Supportive Services Costs : | | | | | | |
| WI Customer Transportation Costs | 6485 | \$ 13,750 | \$ 520 | 2,640.00 | \$ 11,110.00 | 19.2% |
| WI Customer Childcare Costs | 6660 | \$ - | \$ - | - | \$ - | 0.0% |
| Training Support Materials (Uniforms, Drug Screens, Backgr | 6590 | \$ 24,385 | \$ 840 | 11,055.51 | \$ 13,329.39 | 45.3% |
| WI Customer Emergency Assistance (Rent, Car Repair, et | 6596 | \$ - | \$ - | - | \$ - | 0.0% |
| TOTAL SUPPORTIVE SERVICES COSTS | \$ 38,135 | 1,360.00 | 13,695.51 | \$ 24,439.39 | 35.9% | |
| Training/Professional Fees/Profit: | | | | | | |
| General Liability Insurance | 6305 | \$ 6,321 | \$ 406 | 3,473.32 | \$ 2,847.19 | 55.0% |
| TOTAL FEES / PROFIT COSTS | \$ 6,321 | 406.36 | 3,473.32 | \$ 2,847.19 | 55.0% | |
| INDIRECT COST: | 14.10% | \$ 33,421 | \$ 2,748.61 | 16,816.52 | \$ 16,604.71 | 50.3% |
| Contract Total | \$ 402,326 | 31,180.88 | 190,472.14 | \$ 211,854.14 | 47.3% | |



ECKERD YOUTH ALTERNATIVES, INC.

100 N. Starcrest Drive, Clearwater, FL 33765

INVOICE

Adult DW

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

Contract Number: 24E295D2
 Invoice Number: 1056-06
 Invoice Month: December 2024
 Period Covered: July 1, 2024 - June 30, 2025
 Total Amount Due: \$ **3,749**

Eckerd Goal:

DECEMBER

50%

100.0%

| Line Item | Budget MOD 2 | 1056-6 | Cumulative Cost | Remaining | Percent Spent | |
|--|--------------------------|--------------|-----------------|--------------|---------------|-------|
| Staff Salary Total | \$ 28,683.71 | \$ 2,414.19 | \$ 14,326.93 | \$ 14,356.78 | 49.9% | |
| Fringe Benefit Total 51xx | \$ 9,627.90 | \$ 796.71 | \$ 4,732.33 | \$ 4,895.57 | 49.2% | |
| TOTAL STAFF COSTS | \$ 38,311.61 | \$ 3,210.90 | \$ 19,059.26 | \$ 19,252.35 | 49.7% | |
| Operating Costs: | | | | | | |
| Facility Rent, Utilities, Maintenance, etc. | 6185 | \$ - | \$ - | \$ - | 0.0% | |
| Staff Expendable Supplies & Materials | 6000 | \$ 280.50 | \$ 11.77 | \$ 14.50 | 5.2% | |
| Software Licenses | 6095 | \$ 495.00 | \$ - | \$ 488.63 | 98.7% | |
| Staff Computers | 6085 | \$ - | \$ - | \$ - | 0.0% | |
| Client Verifications | 6516 | \$ - | \$ - | \$ - | 0.0% | |
| Program Outreach Expenses (Brochures, Flyers, etc.) | 6735 | \$ - | \$ - | \$ - | 0.0% | |
| Copy & Print Expenses | 6730 | \$ 222.00 | \$ - | \$ 222.00 | 0.0% | |
| Communications (Phone, Fax, Internet, etc.) | 6270 | \$ 144.00 | \$ 11.68 | \$ 52.25 | 36.3% | |
| Staff Travel | | | | | | |
| Local Mileage Cost | 6105 | \$ 350.00 | \$ - | \$ 5.09 | 1.5% | |
| Non-Local Per Diem/Lodging Cost | 6110/6115/6120/6125/6130 | \$ - | \$ - | \$ - | 0.0% | |
| Staff Training | 5110 | \$ - | \$ - | \$ - | 0.0% | |
| Staff Background Checks | 5100 | \$ 14.40 | \$ - | \$ 14.40 | 0.0% | |
| Postage (Stamps, FedEx, etc.) | 6005 | \$ 180.00 | \$ - | \$ 4.60 | 2.6% | |
| TOTAL OPERATING COSTS | \$ 1,685.90 | \$ 23.45 | \$ 565.07 | \$ 1,120.83 | 33.5% | |
| Training Costs: | | | | | | |
| WorkKeys, etc.) | 6525 | \$ 1,904.89 | \$ - | \$ 1,904.89 | 0.0% | |
| WI Customer Individualized Training Costs | | | | | | |
| Individual Training Account/Voucher Cost | 6530 | \$ 6,300.00 | \$ - | \$ 6,300.00 | 0.0% | |
| Client Testing Fees | 6535 | \$ - | \$ - | \$ - | 0.0% | |
| TOTAL TRAINING COSTS | \$ 8,204.89 | \$ - | \$ - | \$ 8,204.89 | 0.0% | |
| Supportive Services Costs : | | | | | | |
| WI Customer Transportation Costs | 6485 | \$ 810.00 | \$ - | \$ 810.00 | 0.0% | |
| WI Customer Childcare Costs | 6660 | \$ - | \$ - | \$ - | 0.0% | |
| Training Support Materials (Uniforms, Drug Screens, Backgr | 6590 | \$ 2,882.04 | \$ - | \$ 941.00 | 32.7% | |
| WI Customer Emergency Assistance (Rent, Car Repair, etc.) | 6596 | \$ - | \$ - | \$ - | 0.0% | |
| TOTAL SUPPORTIVE SERVICES COSTS | \$ 3,692.04 | \$ - | \$ 941.00 | \$ 2,751.04 | 25.5% | |
| Training/Professional Fees/Profit: | | | | | | |
| General Liability Insurance | 6305 | \$ 952.32 | \$ 51.67 | \$ 508.37 | 53.4% | |
| TOTAL FEES / PROFIT COSTS | \$ 952.32 | \$ 51.67 | \$ 508.37 | \$ 443.96 | 53.4% | |
| INDIRECT COST: | 14.10% | \$ 5,799.05 | \$ 463.33 | \$ 2,838.71 | \$ 2,960.34 | 49.0% |
| Contract Total | | \$ 58,645.82 | \$ 3,749.35 | \$ 23,912.41 | \$ 34,733.41 | 40.8% |

ITA Obligations and Participant Cost Report

Service Provider: Eckerd Workforce Development Servic
Period Covered: PY2024 (July 1, 2024 to June 30, 2025)
Report Date: 12/31/2024

| ITA Report | Open | | Open | | Closed | | PY2024 | |
|---------------------------|-----------|-----|----------|------|-----------|-----|-------------------|-----|
| | Adult | % | DW | % | IET | % | Total All Funding | % |
| Scholarship Budget | \$ 87,500 | | \$ 6,300 | | \$ 98,899 | | \$ 192,699 | |
| Scholarship Awards | \$ 43,935 | 50% | \$ - | 0% | \$ 93,954 | 95% | \$ 137,889 | 72% |
| Scholarships Available | \$ 43,565 | 50% | \$ 6,300 | 100% | \$ 4,945 | 5% | \$ 54,810 | 28% |

| | | | | | | | | |
|------------------------------------|------------|-----|-----------|-----|-----------|-----|------------|-----|
| Participant Cost Budget* | \$ 149,309 | | \$ 11,897 | | \$ 98,899 | | \$ 260,105 | |
| Pending Transactions | \$ - | 0% | \$ - | 0% | \$ - | 0% | \$ - | 0% |
| Cleared Transactions | \$ 63,550 | 43% | \$ 941 | 8% | \$ 93,954 | 95% | \$ 158,445 | 61% |
| Total Authorized Transactions | \$ 63,550 | 43% | \$ 941 | 8% | \$ 93,954 | 95% | \$ 158,445 | 61% |
| Remaining Available Balance | \$ 85,759 | 57% | \$ 10,956 | 92% | \$ 4,945 | 5% | \$ 101,660 | 39% |

*Participant Cost Budget totals include scholarships, OJT, and supportive services

| Acronyms | |
|----------|--|
| ITA | Individual Training Accounts are also known as scholarships or tuition costs. |
| OJT | On-the-Job Training Contracts for participants to learn a new occupation. |
| DW | Dislocated Worker |
| IET | Individual & Employer Training Program Grant (State WDB speciality grant to support WIOA Adult/DW program) |

| | |
|-----------------------------------|---------------|
| Leveraged Scholarships YTD | 40,500 |
|-----------------------------------|---------------|



ECKERD YOUTH ALTERNATIVES, INC.

100 N. Starcrest Drive, Clearwater, FL 33765

INVOICE

Planning and Development

| | | | | | | |
|-------------------------------|-------------------|-------------------------------|----------------------------|--------------------------|--------------------------|----------------|
| Worklink Development Board | Contract Number: | 24PAD895E1 | | | | |
| 1376 Tiger Blvd. | Invoice Number: | 1500-05 | | | | |
| Clemson, SC 29631 | Invoice Month: | December 2024 | | | | |
| Attn: Jennifer Kelly | Period Covered: | August 1, 2024 - July 31,2025 | | | | |
| email: jkelly@worklinkweb.com | Total Amount Due: | \$ 4,121 | | | | |
| Eckerd Goal: | | | DECEMBER | | | 100.0% |
| | | | 41.7% | | | |
| Line Item | Budget | 1500-05 | Cumulative Cost YTD | Remaining Balance | Percent Spent YTD | |
| Operating Costs: | | | | | | |
| Staff Travel | 6105 | 2,965.00 | 64.92 | 1,072.60 | 1,892.40 | 36.2% |
| Local Mileage cost | 6115/6120/6125 | 8,484.00 | 381.20 | 4,597.83 | 3,886.17 | 54.2% |
| Staff Training | 5105/5110 | 12,900.00 | 3,675.00 | 12,683.95 | 216.05 | 98.3% |
| TOTAL OPERATING COSTS | | 24,349.00 | 4,121.12 | 18,354.38 | 5,994.62 | 75.4% |
| INDIRECT COST: | 0.00% | - | - | - | - | #DIV/0! |
| CONTRACT TOTAL: | | 24,349.00 | 4,121.12 | 18,354.38 | 5,994.62 | 75.4% |



ECKERD YOUTH ALTERNATIVES, INC.

100 N. Starcrest Drive, Clearwater, FL 33765

YOUTH INVOICE

| | | |
|-----------------------------|------------------|------------------------------|
| Worklink Development Board | Contract Number: | 24Y495E3 |
| 1376 Tiger Blvd. | Invoice Number: | 1058-06 |
| Clemson, SC 29631 | Invoice Month: | December 2024 |
| Attn: Jennifer Kelly | Period Covered: | July 1, 2024 - June 30, 2025 |

| | | | | | | |
|-------------------------------|-------------------|-----------|-----------------|--|--|---------------|
| email: jkelly@worklinkweb.com | Total Amount Due: | \$ 31,385 | | | | |
| Eckerd Goal: | | | DECEMBER | | | |
| | | | 50.0% | | | 100.0% |

| Line Item | Budget MOD 1 | 1058-6 | Cumulative Cost YTD | Remaining Balance | Percent Spent YTD |
|-----------|--------------|--------|---------------------|-------------------|-------------------|
|-----------|--------------|--------|---------------------|-------------------|-------------------|

| | | | | | | |
|-----------------------------|------|------------|--------------|---------------|---------------|--------------|
| Staff Salary Total | | \$ 246,287 | \$ 20,712 | \$ 124,197.33 | \$ 122,089.40 | 50.4% |
| Fringe Benefit Total | 51xx | \$ 59,599 | \$ 4,520 | \$ 29,110.51 | \$ 30,488.27 | 48.8% |
| TOTAL STAFF COSTS | | \$ 305,886 | \$ 25,231.95 | \$ 153,307.84 | \$ 152,577.67 | 50.1% |

| | | | | | | |
|--|-----------|-----------|-----------|-------------|-------------|--------------|
| Operating Costs: | | | | | | |
| Property Rent | 6185 | \$ 3,600 | \$ - | \$ 1,358.93 | \$ 2,241.07 | 37.7% |
| Communications (Phone, Fax, Internet, etc) | 6270 | \$ 1,200 | \$ 97 | \$ 467.77 | \$ 732.23 | 39.0% |
| Network (internet) | 6265 | \$ 1,500 | \$ 100 | \$ 399.96 | \$ 1,100.04 | 26.7% |
| Postage | 6005 | \$ 1,500 | \$ 60 | \$ 489.27 | \$ 1,010.73 | 32.6% |
| Staff Travel | 6105 | \$ 3,942 | \$ 205 | \$ 1,214.04 | \$ 2,728.10 | 30.8% |
| Other Travel | 6115/6120 | \$ - | \$ - | \$ - | \$ - | 0.0% |
| Staff Background Checks | 5100 | \$ 156 | \$ - | \$ 45.00 | \$ 111.00 | 28.8% |
| Staff Training | 5110 | \$ - | \$ - | \$ - | \$ - | 0.0% |
| Office/Desktop Supplies and Materials | 6000 | \$ 1,000 | \$ 170 | \$ 245.82 | \$ 754.18 | 24.6% |
| Copying | 6730 | \$ 1,000 | \$ - | \$ - | \$ 1,000.00 | 0.0% |
| Software Licenses | 6095 | \$ 3,895 | \$ - | \$ 3,708.32 | \$ 186.68 | 95.2% |
| Participant Verifications | 6516 | \$ - | \$ - | \$ - | \$ - | 0.0% |
| Participant Outreach | 6735 | \$ - | \$ - | \$ - | \$ - | 0.0% |
| TOTAL OPERATING COSTS | | \$ 17,793 | \$ 632.14 | \$ 7,929.11 | \$ 9,864.03 | 44.6% |

| | | | | | | |
|--------------------------------|------|-----------|-----------|--------------|--------------|--------------|
| Training Costs: | | | | | | |
| Work Experience Stipends | 6507 | \$ 14,951 | \$ 684 | \$ 8,757.00 | \$ 6,193.80 | 58.6% |
| Tuition Cost (Adult Education) | 6520 | \$ 11,200 | \$ - | \$ 5,152.00 | \$ 6,048.00 | 46.0% |
| Participant Graduation Fees | 6595 | \$ 1,045 | \$ - | \$ 40.00 | \$ 1,005.00 | 3.8% |
| Credential Exam Fees | 6525 | \$ 13,747 | \$ - | \$ 3,083.00 | \$ 10,664.00 | 22.4% |
| Individual Training Accounts | 6530 | \$ - | \$ - | \$ - | \$ - | 0.0% |
| Instructional Supplies (Books) | 6590 | \$ - | \$ - | \$ - | \$ - | 0.0% |
| TOTAL TRAINING COSTS | | \$ 40,943 | \$ 684.00 | \$ 17,032.00 | \$ 23,910.80 | 41.6% |

| | | | | | | |
|--|------|-----------|-----------|-------------|-------------|--------------|
| Supportive Services Costs : | | | | | | |
| Child Care | 6660 | \$ - | \$ - | \$ - | \$ - | 0.0% |
| Transportation | 6485 | \$ 13,624 | \$ 540 | \$ 4,990.00 | \$ 8,633.80 | 36.6% |
| Client Incentives | 6585 | \$ - | \$ - | \$ - | \$ - | 0.0% |
| Client Training Support Materials | 6545 | \$ - | \$ - | \$ - | \$ - | 0.0% |
| Client Supplies | 6546 | \$ - | \$ - | \$ - | \$ - | 0.0% |
| Client Emergency Assistance & Expungem | 6596 | \$ - | \$ - | \$ - | \$ - | 0.0% |
| TOTAL SUPPORTIVE SERVICES COSTS | | \$ 13,624 | \$ 540.00 | \$ 4,990.00 | \$ 8,633.80 | 36.6% |

| | | | | | | |
|---|------|----------|-----------|-------------|-------------|--------------|
| Training/Professional Fees/Profit: | | | | | | |
| General Liability Insurance | 6305 | \$ 5,676 | \$ 570 | \$ 2,948.31 | \$ 2,727.69 | 51.9% |
| TOTAL FEES / PROFIT COSTS | | \$ 5,676 | \$ 569.75 | \$ 2,948.31 | \$ 2,727.69 | 51.9% |

| | | | | | | |
|---------------------------|---------------|-----------|----------|--------------|--------------|--------------|
| 4.1 INDIRECT COST: | 14.10% | \$ 46,079 | \$ 3,727 | \$ 22,964.15 | \$ 23,114.60 | 49.8% |
|---------------------------|---------------|-----------|----------|--------------|--------------|--------------|

| | | | | | | |
|-----------------------|--|------------|--------------|---------------|---------------|--------------|
| Contract Total | | \$ 430,000 | \$ 31,385.01 | \$ 209,171.41 | \$ 220,828.59 | 48.6% |
|-----------------------|--|------------|--------------|---------------|---------------|--------------|

| | | | | |
|-------------------------|---------------------|-----------------|-------------------|-------------------|
| Work Experience: | | DEC | Cumulative | YTD% Spent |
| | Staff WEX Salaries: | 6,367.85 | 38,430.04 | 8.94% |
| | Staff WEX Fringe: | 1,793.30 | 10,983.28 | 2.55% |
| | Stipends: | 684.00 | 8,757.00 | 2.04% |
| | TOTAL | 8,845.15 | 58,170.32 | 13.53% |
| | Percentage Spent: | 2.06% | 13.53% | |

**Youth Service Provider
Enrollment Status
July 1, 2024 - June 30, 2025**

| ENROLLMENT REPORT PY 24 | | PYC | | | | |
|---|-------------------------|----------------------|-------------------------------|-----------------------------|------------------------------|------------------------|
| *Special notes: | | | | | | |
| Board Goal | | 100 | | | | |
| Month | NEW WIOA Enrollments | Total Enrollments | Monthly Planned Enrollment | YTD % of Monthly Plan | YTD % of Total Planned | YTD % of Board Goal |
| <i>Active/Confirmed Carryover 10.15.24</i> | | 29 | | | | |
| July | 0 | 29 | 0 | 0% | 0% | 29% |
| August | 12 | 41 | 3 | 400% | 17% | 41% |
| September | 13 | 54 | 12 | 108% | 35% | 54% |
| October | 7 | 61 | 12 | 58% | 45% | 61% |
| November | 7 | 68 | 12 | 58% | 55% | 68% |
| December | 7 | 75 | 0 | 0% | 65% | 75% |
| January | | 75 | 8 | 0% | 65% | 75% |
| February | | 75 | 8 | 0% | 65% | 75% |
| March | | 75 | 10 | 0% | 65% | 75% |
| April | | 75 | 6 | 0% | 65% | 75% |
| May | | 75 | 0 | 0% | 65% | 75% |
| June | | 75 | 0 | 0% | 65% | 75% |
| Totals | 46 | 75 | 71 | | | |
| Notes: | | | | | | |
| Board Goal = 100 | | | | | | |
| 29 Carryover + 46 New Total Enrollments as of 12/31/24 = | | | | | | |
| Remaining Slots = 25 | | | | | | |

WORKLINK WORK READINESS TOOL FOR THE WIOA PROGRAM

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

Review Comments/Goals/Other:

Employer Initials: _____

TIPS FOR IMPLEMENTING WORK READINESS TOOL

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

| Occupation/Technical Skills | Academic Skills | Leadership Skills | Business Skills |
|--|--|--|---|
| -- Occupation-specific skills -- Industry-sector skills -- Industry-wide skills -- Understanding all aspects of an industry | -- Written communication -- Reading and reviewing -- Mathematics and data analysis -- STEM: science, technology, engineering, and mathematics -- Basic computer skills | -- Leadership -- Creative thinking/innovation -- Project management -- Teaching and instructing | -- Customer service skills -- Telephone skills -- Planning and organizing -- Scheduling & coordinating -- Using computer applications |

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

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

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

EVALUATION GRADING SCALE

ATTENDANCE

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

PUNCTUALITY

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

WORKPLACE APPEARANCE

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

TAKING INITIATIVE

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

QUALITY OF WORK

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

COMMUNICATION SKILLS

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

RESPONSE TO SUPERVISION

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

TEAMWORK

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

PROBLEM-SOLVING/CRITICAL THINKING

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

WORKPLACE CULTURE, POLICY AND SAFETY

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

GENERAL KEY

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

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



**Priority Populations Committee
Meeting Summary
Tuesday, January 14, 2025
Zoom Conference Call
Clemson SC Works Comprehensive Center**

Members Present

Lisa Gillespie
Patrick Pruitt
Cherri Boller
Cynthia Sprinkle

Marly Saade, Director of Employment Programs at AbleSC, delivered a presentation on nontraditional resumes. The presentation included examples of various nontraditional resumes, such as video resumes, infographics, and portfolios. She highlighted the benefits of nontraditional resumes for individuals with or without disabilities, emphasizing that these formats can also serve as reasonable accommodations.

Ms. Windy Graham, a staff member of the WorkLink Board, cited the reports included in the packet.

Starting on page 4, Ms. Graham provided an overview of the Community Profile report released by the SC Department of Employment and Workforce in November 2024.

Ms. William Hunter, the OneStop Manager, delivered an update regarding the SC Works Centers.

WorkLink's unemployment rate stands at 4.8%, while the national unemployment rate for individuals with disabilities is notably higher at 7.3%.

Our next meeting is March 11, 2025.