

**WORKFORCE DEVELOPMENT BOARD  
YOUTH COMMITTEE MEETING  
AGENDA**

**Tuesday, October 7, 2025  
10:00 A.M. – 11:00 A. M.**

**Location: Zoom- Virtual Meeting**

- I. Welcome - Introductions Katie Brown, Chair
- II. **Review of Minutes** (8/12/2025)\* Katie Brown Chair
- III. Review of updated Minute format\* Jennifer Campbell, WorkLink
- IV. PY 25 PYC Report/Dashboard (7/1/2025 - 8/31/2025) Ann Marie Baker, PYC Prog. Mgr.
- V. **New Business:**  
PY 25 Revised Youth Formula Grant (Mod #1) Renee Alexander, Eckerd Connects
- VI. **Other Business:** Katie Brown  
2026 Youth Committee Dates\*
- VII. **Adjourn**\* Katie Brown

\*Vote Needed

**Next Scheduled Board Meeting – November 5, 2025  
In person- Clemson Visitor's Center**

**Next Scheduled Youth Committee Meeting – Pending Approval  
Zoom Virtual Meeting**

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## **Youth Committee Meeting Minutes**

**Date:** August 12, 2025

**Location:** Virtual Meeting via Zoom

**Chair:** Katie Brown

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### **I. Call to Order and Introductions**

Chair Katie Brown called the meeting to order and welcomed attendees. Committee members present included:

- Katie Brown - Chair
  - Amy Bradshaw
  - Ashley Teal
  - Jeromy Arnett
  - Robert Halfacre
  - Dana Grant
  - Melissa Rosier
  - Jennifer Campbell- WorkLink Staff
  - Ann Marie Baker – Eckerd Staff
  - Windy Graham- WorkLink Staff
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### **II. Approval of Consent Agenda**

The committee reviewed and approved the consent agenda and minutes from the previous meeting held on March 4, 2025.

- Motion to approve: Ashley Teal
- Seconded by: Robert Halfacre

- Motion carried unanimously.

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### III. Anderson Impact Award Selection

Due to time constraints, the agenda was adjusted to prioritize the Anderson Impact Award vote.

Anne Marie Baker presented two candidate profiles:

- **Rhonda K.:** Joined the PYC program in December 2024, earned her GED, currently employed full-time as a Certified Nursing Assistant, and plans to pursue nursing at Tri-County Technical College.
- **Taylor:** Enrolled in March 2025, earned her GED despite attendance challenges, completed the I-Best program, and is employed in manufacturing.

Following discussion, the committee unanimously selected Rhonda K. as the Anderson Impact Award recipient in recognition of her resilience and determination.

- Motion to select: Melissa
- Seconded by: Robert Halfacre
- Motion passed without opposition.

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### IV. Youth Program Demographics and Outcomes

Ann Marie Baker presented program data through the end of June:

- Gender Distribution: 51% male, 49% female
- Age Distribution: 54% younger youth, 48% older youth
- Basic Skills Deficient: 71%
- Unemployed: 42%

Year-to-date outcomes included:

- 60 measurable skills gains

- 38 GED completions
- 210 employment placements
- Overall performance score: 97.2

Katie Brown reported that for Fiscal Year 2024, 72 participants were enrolled, with 47 remaining active at year-end. Updated figures for 2025 will be presented at the September 10 Board Meeting.

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## **V. Youth Program Performance Review**

Katie Brown shared the Youth Program services monitoring report, which indicated no negative findings.

- PYC met expenditure targets within 3%
- Achieved 100% completion for work experience placements

Jennifer Campbell reviewed performance metrics:

- Employment Rate: 90% (Target: 83%)
- Median Earnings: \$4,895 (Target: \$3,455)
- Credential Rate and Measurable Skills Gains: Below target

Anne Marie noted that some students face challenges with persistence, while Dana Grant clarified that several participants are still actively working toward their credentials.

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## **VI. Electronic Transition Initiative**

WorkLink announced the transition to fully electronic files for youth services beginning July 1, 2025.

- Anne Marie Baker completed online certification to support staff during the transition
- The initiative is expected to reduce costs associated with paper, ink, and physical storage

WorkLink also reported that NFA funding of \$60,000 was approved for the first quarter, from a provisional budget of \$354,300 for Program Year 2025. The organization continues to pursue additional grant opportunities.

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## **VII. Action Items and Next Steps**

- Ann Marie Baker to follow up with the student placed at the Humane Society in Oconee County
  - Committee members to submit conflict of interest forms to Jennifer Campbell and Windy Graham
  - PYC team to focus on improving credential rate and measurable skills gains
  - PYC staff to implement electronic files for new enrollments beginning July 1
  - Jennifer Campbell to finalize grant paperwork and forward to Renee and Eckerd leadership
  - WorkLink to continue seeking additional funding for youth and adult services
- 

## **VIII. Upcoming Meetings**

- Board Meeting: September 10, 2025 at Clemson Visitor Center
  - Youth Committee Meeting: October 7, 2025 via Zoom
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## **Respectfully submitted by:**

Windy Graham

WorkLink Workforce Development Board

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Date Through: 9/30/25

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

## Palmetto Youth Connections-WorkLink-PY25

July 1, 2025-September 30, 2025

**eckerd**  
connects

**Palmetto**  
**Youth**  
**Connections**  
PROVIDING YOUTH CAREERS & HOPE

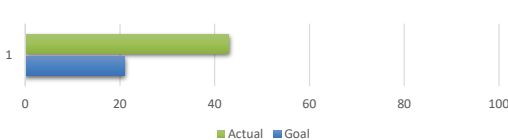
### Demographics at Registration

	Anderson	Oconee	Pickens	Total	Percentage
Male:	4	5	6	15	60%
Female:	2	2	6	10	40%
Total:	6	7	12	25	
Younger Youth (18 & under)	2	2	6	10	40%
Older Youth (Over 18)	4	5	6	15	60%
Total:	6	7	12	25	
Basic Skills Deficient:	6	7	12	25	100%
Unemployed:	1	3	7	11	44%

### PY25 Enrollments

	Goal	Actual
Carryover	0	18
1st Quarter (July-Aug.-Sept.)	21	25
2nd Quarter (Oct.-Nov.-Dec.)		
3rd Quarter (Jan.-Feb.-Mar.)		
4th Quarter (Apr.-May-June)		
Totals:	21	43

### PY25 Enrollment Data



### Caseload Breakdown

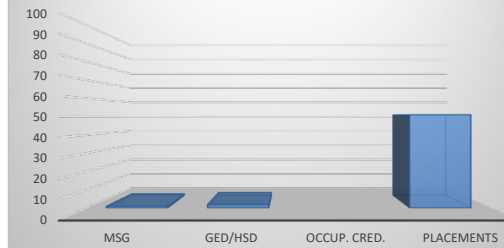
	Anderson	Oconee	Pickens	Total
Baker/Turner				
Active:	0	16	0	16
Follow-Up:	0	24	0	24
Cobb		***		
Active:	0	0	15	15
Follow-Up:	0	0	27	27
Wengard	***			
Active:	12	0	0	12
Follow-Up:	32	0	0	32
Total Active:	43			126
Total Follow-Up:	83			

### WIOA Reported WorkLink Youth Performance

	Goal	% of Goal	Actual	Key
WIOA 2nd Q (Rolling 4Q) Performance				Pass
Overall Program Score				Fail
BMP/ELU/Training Q2	83.50%		86.00%	
BMP/ELU/Training Q4	82.00%		71.00%	
Credential Rate	70.00%		56.00%	
Med Earnings	\$3,455		\$4,182	
MSG	60.00%		68.00%	

\*Meeting performance= 50%+ of goal

### YTD Outcomes



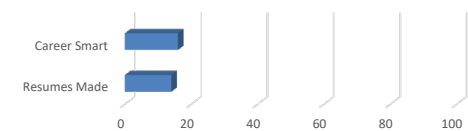
### Year-to-date Outcomes

MSG	GED/HSD	Occup. Cred.	Placements
1	2		51

### Work Ready Certificate PY25

5 Platinum	0
4 Gold	0
3 Silver	
2 Bronze	
Total:	0

### WorkReady Services



### Work Ready Services PY25

Resumes Made	Career Smart
14	16

**WORKFORCE DEVELOPMENT BOARD**  
**WorkLink Workforce Innovation and Opportunity Act**  
**GRANT BUDGET SUMMARY**

Service Provider Eckerd Connects Contract # 25Y495E4

Project/Activity Youth Funding Source WIOA Youth Modification # 1

Line Items	Administrative	Non-Administrative	Total Budget Amount	In-Kind Contributions *
Salaries & Fringe Benefits	\$ -	\$ 250,825	\$ 250,825	\$ -
Facilities/Rent Costs (space)	\$ -	\$ 3,600	\$ 3,600	\$ -
Non-Expendable Equipment Costs	\$ -	\$ -	\$ -	\$ -
Operating Expenses	\$ -	\$ 19,595	\$ 19,595	\$ -
WI Customer Wages and Fringe Benefits		\$ 34,092	\$ 34,092	\$ -
WI Customer Individualized Training Costs		\$ 21,730	\$ 21,730	\$ -
WI Customer Supportive Services Costs		\$ 12,000	\$ 12,000	\$ -
WI Customer Needs-Based/Needs-Related Payment Costs		\$ -	\$ -	\$ -
WI Payments to Employers Costs		\$ -	\$ -	\$ -
Staff Training/Tech Services Costs	\$ -	\$ -	\$ -	\$ -
Other Direct Costs	\$ -	\$ 5,974	\$ 5,974	\$ -
Training Fees/Professional Fees/ Profit	\$ -	\$ -	\$ -	\$ -
Indirect Costs	\$ -	\$ 36,484	\$ 36,484	\$ -
Total Budget Costs	\$ -	\$ 384,300	\$ 384,300	\$ -
Percentage of Budget	0%	100%	100%	
Cost Limitations	2% Maximum	At least 98%	100%	

\* In-Kind Contributions should not be included when calculating the Percentage of the Budget.

WORKFORCE DEVELOPMENT BOARD  
WorkLink Workforce Innovation and Opportunity Act  
**STAFF SALARIES, FRINGE BENEFITS & INDIRECT COST**

Service Provider	ECKERD CONNECTS	Contract #	25Y495E4
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Project/ Activity	YOUTH	Funding Source	WIOA Youth	Mod #	1
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### STAFF & INDIRECT COST - BUDGET SUMMARY

SALARIES, FRINGE BENEFITS, & INDIRECT COST						ADMINISTRATION		NON-ADMINISTRATIVE		In-Kind Contributions*	WEX %	WEX Cost
Staff Salaries:	Salary Per Month	No. of Months	% of Time	TOTAL AMOUNT	%	Amount	%	Amount				
TOTAL SALARIES					\$ 201,225.06		\$ -		\$201,225.06	\$ -		\$ 76,439.52
FRINGE BENEFITS:												
FICA	7.65%	X	\$ 201,225	\$ 15,394	0%	\$0	100%	\$15,394	\$ -		\$ 5,847.62	
Unemployment Insurance	0.662%	X	\$ 201,225	\$ 1,332	0%	\$0	100%	\$1,332	\$ -		\$ 506.03	
Workers Comp.	0.05%	X	\$ 201,225	\$ 101	0%	\$0	100%	\$101	\$ -		\$ 38.22	
Ret. / Pension	2.20%	X	\$ 201,225	\$ 4,427	0%	\$0	100%	\$4,427	\$ -		\$ 1,681.67	
Health Insurance	13.20%	X	\$ 201,225	\$ 26,552	0%	\$0	100%	\$26,552	\$ -		\$ 10,086.42	
Other Health Benefits	0.89%	X	\$ 201,225	\$ 1,794	0%	\$0	100%	\$1,794	\$ -		\$ 681.48	
TOTAL FRINGE BENEFITS					\$ 49,599.62		\$0		\$49,599.62	\$ -		\$ 18,841.45
INDIRECT COST: RATE	13.20%	X	\$ 276,394	\$ 36,484.04	0%	\$0	100%	\$36,484	\$ -			
TOTAL COST					\$ 287,308.73		\$ -		\$ 287,308.73	\$ -		\$ 95,280.97
Each position must be supported by a job description.											Stipends	\$ 34,091.69
A current copy of your "Indirect Cost Rate" as approved by your Cognizant Agency and description of the costs covered must be attached to the budget as an Exhibit											TOTAL WEX	\$ 129,372.66
												33.7%



WORKFORCE DEVELOPMENT BOARD  
WorkLink Workforce Innovation and Opportunity Act  
**COST AND PRICE ANALYSIS WORKSHEET**

Service Provider ECKERD CONNECTS

Contract # 25Y495E4

Project/Activity YOUTH

Fund Source WIOA Youth

Mod # 1

<b>Cost and Price Analysis</b>	<b>Total Cost</b>	<b>Administrative</b>	<b>Non-Administrative</b>	<b>In-Kind Contributions</b>
<b>FACILITIES COST *</b>				
<b>Total Cost of Facilities or Rent</b>	\$ 3,600.00	\$ -	\$ 3,600.00	\$ -
<b>NON-EXPENDABLE EQUIPMENT</b>				
Equipment Rental Cost *				
Non-Expendable Equipment Purchases	\$ -	\$ -	\$ -	\$ -
Wide Area Network (WAN) Equipment and Computer Software	\$ -	\$ -	\$ -	\$ -
<b>Total Cost of Non-Expendable Equipment</b>	\$ -	\$ -	\$ -	\$ -
<b>OPERATING EXPENSES</b>				
Communications				
Local Telephone Cost/Cell Phones	\$ 960.00	\$ -	\$ 960.00	\$ -
Long Distance Telephone Cost	\$ -	\$ -	\$ -	\$ -
Wide Area Network Lines/Internet	\$ 1,500.00	\$ -	\$ 1,500.00	\$ -
Postage ( )	\$ 1,000.00	\$ -	\$ 1,000.00	\$ -
Facsimile (Fax)	\$ -	\$ -	\$ -	\$ -
<b>Total Cost of Communications</b>	\$ 3,460.00	\$ -	\$ 3,460.00	\$ -
Staff Travel				
Local Mileage cost	\$ 5,500.00		\$ 5,500.00	\$ -
Non-Local Mileage cost	\$ -	\$ -	\$ -	\$ -
Non-Local Per Diem/Lodging Cost	\$ -	\$ -	\$ -	\$ -
<b>Total Cost of Staff Travel</b>	\$ 5,500.00	\$ -	\$ 5,500.00	\$ -
Expendable Supplies and Materials				
Office/Desktop Supplies and Materials Cost	\$ 1,730.14	\$ -	\$ 1,730.14	\$ -
Copying Cost *	\$ 1,200.00	\$ -	\$ 1,200.00	\$ -
Computer and Software	\$ 6,440.00	\$ -	\$ 6,440.00	\$ -
Software Licenses	\$ 1,265.00	\$ -	\$ 1,265.00	\$ -
<b>Total Cost of Supplies and Materials</b>	\$ 10,635.14	\$ -	\$ 10,635.14	\$ -
Equipment Maintenance and Repairs Cost *	\$ -	\$ -	\$ -	\$ -
Utilities Cost *	\$ -	\$ -	\$ -	\$ -
<b>Total Operating Expenses</b>	\$ 19,595.14	\$ -	\$ 19,595.14	\$ -
<b>WI CUSTOMER WAGES AND FRINGE BENEFITS</b>				
Work Experience Wages and Fringe Benefits				
Work Experience Wage Cost	\$ -		\$ -	\$ -
Work Experience Fringe Benefits Cost	\$ -		\$ -	\$ -
<b>Total Cost of Work Experience</b>	\$ -		\$ -	\$ -
Limited Internship Wages and Fringe Benefits				
Limited Internship Wage Cost	\$ -		\$ -	\$ -
Limited Internship Fringe Benefits Cost	\$ -		\$ -	\$ -
<b>Total Cost of Limited Internship</b>	\$ -		\$ -	\$ -
Miscellaneous Wage Cost (Specify) _____				
WEX Stipends _____ Wage Cost	\$ 34,091.69		\$ 34,091.69	\$ -
_____ Fringe Benefits Cost	\$ -		\$ -	\$ -
<b>Total Cost of _____</b>	\$ 34,091.69		\$ 34,091.69	\$ -
<b>Total Cost of WI Customer Wages &amp; Fringe Benefits</b>	\$ 34,091.69		\$ 34,091.69	\$ -
<b>WI CUSTOMER INDIVIDUALIZED TRAINING COSTS</b>				
Tuition Cost	\$ 11,200.00		\$ 11,200.00	\$ -
Instructional Supply Cost	\$ -		\$ -	\$ -
Other Individualized Training Cost (Credential Exam Fees)	\$ 10,530.00		\$ 10,530.00	\$ -
Individual Training Account/Voucher Cost	\$ -		\$ -	\$ -
<b>Total Cost WI Customer Individualized Training</b>	\$ 21,730.00		\$ 21,730.00	\$ -
<b>WI CUSTOMER SUPPORTIVE SERVICES COSTS</b>				
Child Care	\$ -		\$ -	\$ -
Transportation	\$ 11,000.00		\$ 11,000.00	\$ -
Client Incentives	\$ -		\$ -	\$ -
Client Training Support Materials	\$ -		\$ -	\$ -
Client Emergency Assistance & Expungements	\$ 1,000.00		\$ 1,000.00	\$ -

<b>Total Cost of Customer Support Services</b>	\$ 12,000.00		\$ 12,000.00	\$ -
<b>WI CUSTOMER NEEDS-BASED/NEED-RELATED PAYMENTS</b>				
List Type and Amount	\$ -		\$ -	\$ -
	\$ -		\$ -	\$ -
	\$ -		\$ -	\$ -
	\$ -		\$ -	\$ -
<b>Total Cost of WI Needs Based/Need-Related Payments</b>	\$ -		\$ -	\$ -
<b>WI PAYMENTS TO EMPLOYERS</b>				
On-the-Job Training (OJT)	\$ -		\$ -	\$ -
Job Creation Payment Cost	\$ -		\$ -	\$ -
<b>Total Cost of WI Payments to Employers</b>	\$ -		\$ -	\$ -
<b>STAFF TRAINING/TECHNICAL SERVICES COSTS</b>				
List Type and Amount				
Staff Training Registration Costs	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
<b>Total Cost of Staff Training/Technical Services</b>	\$ -	\$ -	\$ -	\$ -
<b>OTHER DIRECT COSTS</b>				
List Type and Amount				
General Liability Insurance	\$ 4,803.75	\$ -	\$ 4,803.75	\$ -
Participant Outreach	\$ -	\$ -	\$ -	\$ -
Participant Graduation Fees (6595)	\$ 1,045.00	\$ -	\$ 1,045.00	\$ -
Staff Background Checks	\$ 125.70	\$ -	\$ 125.70	\$ -
Participant Verification	\$ -	\$ -	\$ -	\$ -
<b>Total Other Direct Costs</b>	\$ 5,974.45	\$ -	\$ 5,974.45	\$ -
<b>TRAINING/PROFESSIONAL FEES/PROFIT</b>				
Budgeted Profit	\$ -	\$ -	\$ -	\$ -
Professional Fees	\$ -	\$ -	\$ -	\$ -
Other	\$ -	\$ -	\$ -	\$ -
<b>Total Cost of Training/Professional Fees/Profit</b>	\$ -	\$ -	\$ -	\$ -

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

Service Provider Eckerd Connects Contract # 25Y495E4

Project Activity Youth Fund Source WIOA Youth

Period	Clients Served			Clients Exited			Active Clients
	Carryover	New	Cumulative	Positive	Negative	Cumulative	
July	24	0	24	24	3	0	24
August	24	3	27	24	3	3	27
September	27	12	39	27	12	15	39
October	39	12	51	39	12	27	51
November	51	12	63	51	12	39	63
December	63	0	63	63	0	39	63
January	63	12	75	63	12	51	75
February	75	12	87	75	12	63	87
March	87	10	97	87	10	73	97
April	97	3	100	97	3	76	100
May	100	0	100	100	0	76	100
June	100	0	100	100	0	76	100

Carryovers	24	<b>76</b>
New Enrollments	76	
Follow-up	100	
Total Served	200	
Planned Carrover	24	

Active Clients equal Cumulative Clients Served minus Cumulative Clients Exited

### WorkLink Youth Budget Comparison

		PY25 Approved Budget	Change	PY25 Budget Mod 1	NOTES
<b>Staff Costs</b>					
<b>Sub-Total of Staff Costs</b>		197,326.04	3,899.03	201,225.06	
<b>Fringe Benefits</b>					
	Rate				
FICA	7.65%	15,095.44	298.28	15,393.72	
Unemployment Insurance	0.66%	1,176.06	156.05	1,332.11	updated from 0.596% to 0.662%
Workers Comp.	0.05%	98.66	1.95	100.61	
Ret. / Pension	2.20%	4,341.17	85.78	4,426.95	
Health Insurance	13.20%	26,552.25	0.00	26,552.25	2 emps waived health ins
Other Health Benefits	0.89%	1,793.02	0.96	1,793.98	
<b>Sub-Total Fringe:</b>	<b>24.65%</b>	<b>49,056.61</b>	<b>543.01</b>	<b>49,599.62</b>	
<b>Operating Costs</b>					
Facility Costs	6185	3,600.00	0.00	3,600.00	3 locations x \$1200 per program year
Non-Expendable Equipment	6080	0.00	0.00	0.00	
Wide Area Network Costs	6265	1,500.00	0.00	1,500.00	
Postage	6005	1,000.00	0.00	1,000.00	
Staff Cell Phones	6270	960.00	0.00	960.00	
Local Mileage	6105	3,500.00	2,000.00	5,500.00	
Non-Local Mileage/Travel		0.00	0.00	0.00	
Consumable Supplies	6000	1,294.59	435.55	1,730.14	
Copy/Print	6730	1,200.00	0.00	1,200.00	
Computer and Software	6085	0.00	6,440.00	6,440.00	4 replacement computers @ \$1,610 ea
Software Licenses	6095	1,265.00	0.00	1,265.00	
Staff Training Registration Costs	5110	0.00	0.00	0.00	
Staff Background Checks	5100	125.70	0.00	125.70	
<b>Sub-Total Operating</b>		<b>14,445.29</b>	<b>8,875.55</b>	<b>23,320.84</b>	
<b>Training</b>					
Work Experience Stipends	6507	24,091.69	10,000.00	34,091.69	12 youth @ \$2841 each
Participant Verification	6516	0.00	0.00	0.00	
Tuition Cost (Adult Education)	6520	11,200.00	0.00	11,200.00	100 youth @ \$112 each
Credential Exam Fees	6525	10,530.00	0.00	10,530.00	65 youth @ \$162 each
Instructional Supplies Books	6590	0.00	0.00	0.00	
Individual Training Accounts	6530	0.00	0.00	0.00	
Participant Graduation Fees	6595	1,045.00	0.00	1,045.00	26 youth @ \$40.20 each
<b>Sub-Total Training</b>		<b>46,866.69</b>	<b>10,000.00</b>	<b>56,866.69</b>	
<b>Supportive Services</b>					
Childcare	6660	0.00	0.00	0.00	
Transportation	6485	7,500.00	3,500.00	11,000.00	75 youth @ \$146.67 each
Client Incentives	6585	0.00	0.00	0.00	
Client Training Support Materials (Supplies & Books)	6546	0.00	0.00	0.00	
Client Emergency Asst. & Expungements	6596	0.00	1,000.00	1,000.00	added in mod 1
<b>Sub-Total of Supportive Services</b>		<b>7,500.00</b>	<b>4,500.00</b>	<b>12,000.00</b>	
<b>Sub-Total of Contract Costs</b>		<b>315,194.63</b>	<b>27,817.58</b>	<b>343,012.21</b>	
<b>Indirect Cost &amp; Fees</b>					
Indirect Cost (MTDC)	13.20%	34,676.62	1,807.42	36,484.04	
General Liability (Eckerd)	1.25%	4,428.75	375.00	4,803.75	
<b>Sub-Total of Indirect &amp; Fees</b>		<b>39,105.37</b>	<b>2,182.42</b>	<b>41,287.79</b>	
		<b>354,300.00</b>	<b>30,000.00</b>	<b>384,300.00</b>	



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### 2026 Committee/ Board Meeting Schedule

Committee	Meeting Dates				
Youth	January 20	March 3	May 5	August 11	October 6
Priority Populations	January 13	March 10	May 12	August 11	October 13
One Stop Operations	January 14	March 18	May 20	August 19	October 14
Finance	January 21	March 25	May 27	August 26	October 21
Workforce Development Board	February 4	April 1	June 3	September 9	November 4

**Youth Committee**—Meetings will be held on Tuesdays at 10:00 a.m. via Zoom Conference Call Staff Liaison: Jennifer Campbell, Assistant Director, [jcampbell@worklinkweb.com](mailto:jcampbell@worklinkweb.com), 864-646-1458

**Priority Populations Committee**—Meetings will be held at 3:00 p.m. at the Clemson SC Works Center, Conference Room. Staff Liaison: Windy Graham, WIOA Performance and Reporting Specialist, [wgraham@worklinkweb.com](mailto:wgraham@worklinkweb.com) , 864-646-1826

**OneStop Operations Committee**—Meetings will be held at 3:00 p.m. at the Clemson SC Works Center, Conference Room. Staff Liaison: Jennifer Campbell, Assistant Director, [jcampbell@worklinkweb.com](mailto:jcampbell@worklinkweb.com), 864-646-1458

**Finance Committee**—Meetings will be held at 3:00 p.m. via Zoom Conference Call, Staff Liaison: Jennifer Campbell, Assistant Director, [jcampbell@worklinkweb.com](mailto:jcampbell@worklinkweb.com), 864-646-1458

**Workforce Development Board**—Meetings will be held at 1:00 p.m. at the Nieri Family Alumni and Visitors Center, 220 Madren Center Drive, Clemson, SC 29634. Lunch will be held at noon immediately preceding the meeting. Staff Liaison: Jennifer Campbell, Assistant Director, [jcampbell@worklinkweb.com](mailto:jcampbell@worklinkweb.com), 864-646-1458

\*Proposed dates and points of contact as of 10-1-2025. Dates to be approved by committees and finalized by Board Vote on 11-5-2025. Updated assignment of staff liaisons to be announced once Executive Director is onboarded.